



**WEST (OUTER) AREA COMMITTEE**

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**Meeting to be held at Farnley Hall, Hall Lane, Leeds LS12 5HA, on  
Friday, 25th March, 2011 at 2.00 pm**

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**MEMBERSHIP**

Councillors

A Carter	- Calverley and Farsley;
J Marjoram	- Calverley and Farsley;
R Wood	- Calverley and Farsley;
M Coulson	- Pudsey;
J Jarosz	- Pudsey;
R Lewis	- Pudsey;
A Blackburn	- Farnley and Wortley;
D Blackburn	- Farnley and Wortley;
J Hardy	- Farnley and Wortley;

Co-optees

Howard Bradley	- Youth Representative
Rev Kingsley Dowling	- Faith Representative
Liz Navin-Jones	- Business Representative

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**West North West Area Leader:  
Jane Maxwell  
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## **A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS**

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

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

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p style="text-align: center;"><b><u>PROCEDURAL BUSINESS</u></b></p> <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:  <b>No exempt items on this agenda.</b></p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify any late 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>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>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>OPEN FORUM</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>	
7			<p><b>MINUTES - 28TH JANUARY 2011</b></p> <p>To confirm as a correct record the attached minutes of the meeting held on 28<sup>th</sup> January 2011.</p>	1 - 6
8			<p><b>MATTERS ARISING FROM THE MINUTES</b></p> <p style="text-align: center;"><b><u>EXECUTIVE BUSINESS</u></b></p>	

Item No	Ward	Item Not Open		Page No
9			<p><b>ALMO OUTER WEST AREA PANEL MINUTES, 8TH DECEMBER 2010</b></p> <p>To receive for information purposes the attached minutes of the ALMO Outer West Area Panel meeting held on 8<sup>th</sup> December 2010.</p>	7 - 12
10			<p><b>COMMUNITY FORUM MINUTES</b></p> <p>To receive for information purposes the following Community Forum minutes – Tyersal Community Forum, 29<sup>th</sup> September 2010 Pudsey and Swinnow Community Forum, 18<sup>th</sup> January 2011</p>	13 - 28
11			<p><b>WELLBEING BUDGET - UPDATE REPORT</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	29 - 50
12			<p><b>AREA LEADER'S REPORT</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	51 - 62
13			<p><b>FORWARD PLAN - JULY 2011 MEETING</b></p> <p>Copy attached.</p> <p style="text-align: center;"><b><u>COUNCIL BUSINESS</u></b></p>	63 - 64
14			<p><b>DATES, TIMES AND VENUES OF MEETINGS 2011/12</b></p> <p>To receive and consider the attached report of the Chief Democratic Services Officer.</p>	65 - 70
15			<p><b>COMMUNITY SAFETY - UPDATE REPORT</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	71 - 74

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16			<p><b>DOG CONTROL ORDERS - PHASE 2</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	75 - 78
17			<p><b>YOUTH SERVICE - UPDATE REPORT</b></p> <p>To receive and consider the attached report of the Director of Children's Services.</p> <p><b>MAP OF TODAY'S VENUE</b></p> <p>Copy attached.</p>	79 - 102

# Agenda Item 7

## WEST (OUTER) AREA COMMITTEE

FRIDAY, 28TH JANUARY, 2011

**PRESENT:** Councillor D Blackburn in the Chair  
Councillors A Blackburn, M Coulson,  
J Jarosz, R Lewis, J Marjoram and R Wood  
Co-optees Rev Kingsley Dowling  
Apologies Councillor A Carter and J Hardy

### 69 Declaration of Interests

The following declarations of personal and prejudicial interests were made:-

Councillor M. Coulson – Agenda Item 10 (Min. No. 76 refers) – Wellbeing Fund Applications – application in respect of Pudsey In Bloom, in his capacity as a member of Pudsey In Bloom;

Councillor R. Wood - Agenda Item 10 (Min. No. 76 refers) – Wellbeing Fund Applications – application in respect of Calverley In Bloom, in his capacity as a member of Calverley In Bloom;

### 70 Apologies for Absence

Apologies for absence from the meeting were submitted on behalf of Councillors A. Carter and J. Hardy, and Liz Navin-Jones, Co-optee.

### 71 Minutes - 17th December 2010

**RESOLVED** – That the minutes of the meeting held on 17<sup>th</sup> December 2010 be confirmed as a correct record.

### 72 Matters Arising from the Minutes

- (a) Cottingley Springs – Food Co-operative (Min. No. 59(b) refers)  
With reference to Councillor Hardy's suggestion, at the meeting held on 15<sup>th</sup> October 2010 (Min. No. 44(a) refers), that the possibility of establishing a food co-operative for residents of the Cottingley Springs gypsy and traveller site should be investigated, it was reported that discussions were ongoing involving Councillor Hardy and GATE (Leeds Gypsy and Traveller Exchange) to see if the interest was there. There was a possibility of Councillor Hardy funding from his MICE money the training of some Community Health Educators, to promote healthy eating / living, but a possible stumbling block to the

initiative was perceived as the non-availability of community cooking facilities on the site. Discussions were ongoing;

(b) West Leeds Visitor Centre – Disabled Access (Min. No. 59 (e) refers)

It was reported that Phil Staniforth, Parks and Countryside, was still trying to resolve the issues previously identified and discussed by the Committee. Work had been done on the entrance doors, but the proposed access ramp and the re-configuration of the furniture was still outstanding. Councillor Coulson was being kept apprised.

(c) Young People – Teenage Pregnancy Rates (Min. No.62 refers)

Councillor A. Blackburn reported that unfortunately, due to another Council commitment, she had been unable to attend the Sexual Health Development networking event held at Stanningley Rugby Club on 13<sup>th</sup> January, and she requested Amanda Jackson, Children's Services, to let her have a copy of the report of the event (see also Paragraph 3.21 of Area Manager's report, Min No.77 refers)

### 73 Minutes - ALMO West Outer Area Panel, 13th October 2010

The minutes of the ALMO Outer West Area Panel meeting held on 13<sup>th</sup> October 2010 were circulated.

Reference was made to the fact that at that time, the Panel had only spent £38,745 of its budget, and still had a balance of £81,255 to spend.

It was explained that there had been another meeting in December, so the figures quoted did not represent a true picture. The Panel had expressed a preference to support smaller scale schemes, rather than some of the larger ones submitted to it by that date.

Funding of a replacement bingo machine – Application No. 83 – 2010 refers – the Area Management Officer undertook to check out the latest position and respond to Councillor A. Blackburn.

**RESOLVED** – that the minutes be received and noted, and Kevin Bruce, West North West Homes, be requested to make the Committee's views regarding spending levels known to the ALMO Area Panel.



## 74 Open Forum

Reference was made to the provision contained in the Area Committee Procedure Rules for an Open Forum session to take place at every ordinary meeting of an Area Committee, whereby members of the public could ask questions or make representations on any matter which fell within the remit of an Area Committee. On this occasion, no such matters were raised.

## 75 Introduction of Tom Riordan: Chief Executive, Leeds City Council

Apologies for absence were received on behalf of Tom Riordan, Chief Executive, Leeds City Council.

## 76 Outer West Area Committee Wellbeing Budget

The Director of Environment and Neighbourhoods submitted a report updating the Committee on its revenue and capital wellbeing budget balances for 2010/11, together with details of Small Grants approved since the last meeting and several applications for funding before the Committee today for a decision.

In approving in principle the application from West Yorkshire Police in respect of the covert crime reduction initiative, the Committee made it clear that the approval related solely to 2010/11 – the Committee could not commit itself to fund this project in future years.

**RESOLVED** – (a) That the report be noted, including the revenue and capital wellbeing budget balances and the Small Grants approved since the last meeting;

(b) That the following decisions be taken in respect of those applications before the Committee today for determination :-

### Revenue

- (i) Serious Fun activity challenge - £5,000 – Deferred – invite applicants to the next meeting;
- (ii) Covert crime reduction initiative, West Yorkshire Police - £3,563 – Approved in principle (2010/11 budget), West North West Homes ALMO to be approached regarding a contribution;
- (iii) School Sports Partnership - £4,000 – Approved (2010/11 budget), subject to the funds being used exclusively for the benefit of young people who live in the Committee's area;
- (iv) Pudsey In Bloom - £4,000 – Approved in principle (2011/12 budget)
- (v) Calverley In Bloom - £3,000 – Approved in principle (2011/12 budget);

(vi) Farsley In Bloom - £3,000 – Approved in principle (2011/12 budget);

(vii) ‘ I Love West Leeds ‘ – various options -

Approved in principle (2011/12 budget), subject to the decision of the West Inner Area Committee at its meeting on 16<sup>th</sup> February 2011. Final decision to be taken by the Director under delegated powers following consultation with the Chair and Councillors Jarosz and Wood;

### Capital

(i) Pudsey St. Lawrence Cricket Club - £3,000 – Approved (2010/11 budget), subject to the proposed works being approved for DDA purposes;

(ii) Pudsey Leisure Centre – signage - £2,346.40 – Approved (2010/11 budget);

(iii) Smiley SID - £2,495 – Approved (2010/11 budget);

(iv) Covert crime reduction initiative, West Yorkshire Police - £2,500 – Approved in principle (2010/11 budget), West North West Homes ALMO to be approached regarding a contribution;

(v) Pudsey Juniors, Tyersal Park - £5,000 – Approved (2010/11 budget), subject to all necessary permissions being obtained for the proposed works..

(c) That the proposed re-allocation of unspent funding within the Small Grants and Community Skips budgets back into the revenue wellbeing budget be approved.

(N.B. Councillors M.Coulson and R. Wood left the meeting during the consideration of and voting on the applications in respect of Pudsey in Bloom and Calverley In Bloom (See Min. No.69)).

## **77 Area Manager's Report**

The Director of Environment and Neighbourhoods submitted a report updating the Committee on progress against the Committee's Area Delivery Plan 2008 – 2011.

- (a) Community Development Worker, Swinnow – report to next Area Committee meeting on 25<sup>th</sup> March.
- (b) Sexual Health Development and Teenage Pregnancy Rates – Further to Min No. 72 (c), the Area Management Officer undertook to obtain and to circulate to all West Outer Members the report of the event held on 13<sup>th</sup> January 2011 at Stanningley Rugby Club.

## **78 Forward Plan of Area Committee Business**

**RESOLVED** – That the report be noted.

## **79 Community Safety Issues, Outer West Leeds**

Inspector Richard Cawkwell and Gill Hunter, Divisional Community Safety Co-ordinator, presented a report updating the Committee regarding the latest crime statistics and community safety initiatives in the Committee's area, and responded to Members' queries.

Also present was Superintendent Martin Deacon, who thanked the Committee for its continuing support in assisting West Yorkshire Police to tackle crime, and also indicated that maintaining front line policing was the top priority at this time of economic cutbacks.

**RESOLVED** – that the report be noted.

## **80 Children's Services Performance Report**

**RESOLVED** – That the item be deferred to the next meeting in March.

## **81 Delegation of Environmental Services**

Further to Minute No. 49, 15<sup>th</sup> October 2010, Helen Freeman, Chief Officer, Health & Environmental Action Services, presented a report updating the Committee on the proposals to delegate elements of the Streetscene Services to Area Committees, and responded to Members' queries and comments.

- Members expressed a degree of frustration regarding the incorrect information on current mechanical cleansing rounds circulated at the Member briefing sessions held earlier in the month, and also regarding the lack of concrete detail regarding current levels of service and expenditure levels in each area. It was difficult for Members to comment in an informed manner on proposed service levels when they had little or no information regarding current service levels and expenditure.  
Helen Freeman acknowledged that incorrect information on mechanical cleansing levels had been circulated, and apologised. The new manual street cleansing rounds were due to go live next week, and the mechanical cleansing rounds would be re-drawn, based on the experience gained following the roll-out of the manual routes;
- Phase 2 of the proposal implementation plan was about to commence, comprising consultation with Area Committee Chairs regarding proposed Service Level Agreements, followed by another series of workshops for all Members. Hopefully, any outstanding concerns would be dealt with during this phase.

**RESOLVED** – that subject to the above comments, the report be received and noted.

**82 Transition of health improvement function to local government**

The West North West Health and Wellbeing Improvement Manager submitted a report outlining the significant changes taking place locally following the publication of the Government's White Paper 'Equity and Excellence: Liberating the NHS', and highlighting the implications for the work of the local area partnerships.

**RESOLVED** – that the report be received and noted

**83 Future Options for Long term Residential and Day Care for Older People**

The Committee considered a report submitted by the Deputy Director of Adult Social Care (Strategic Commissioning) regarding a review of current provision and possible future options in respect of long term residential care and day care services for older people, with a reference to current facilities within the Committee's area.

- Paragraph 6 – reference was made to the fact that Westholme was missing from the list of provision in the Committee's area;
- The Chair suggested that a Sub-Group be established, comprising one Member from each Ward in the West Outer area, to study the proposals in greater detail and to prepare a response on behalf of the Committee.

**RESOLVED** – that a Sub-Group be established, comprising the Chair and Councillors A. Carter and J. Jarosz, to study the proposals in greater detail and to prepare a response on behalf of the Area Committee

**84 Date, Time and Venue of Next Meeting**

Friday 25<sup>th</sup> March 2011, at 2.00 pm, Farnley Hall.

The Chair stated that he had asked for a list to be drawn up regarding local meeting venues and their relative costs, and this was circulated. It was agreed to take this information into account when considering the dates, times and venues of meetings in 2011/12 at the next meeting.

**MINUTES  
OUTER WEST AREA PANEL MEETING  
5.30pm at Westfield Chambers  
Wednesday 8<sup>th</sup> December 2010**

**Attendees:**

**Area Panel Members**

Kevin Sharp (Chair)  
Brian Falkingham (Vice Chair)  
Margaret Rimington  
Councillor Richard Lewis

**Officers:**

Sharon Guy	- Area Performance Manager Wortley/Pudsey
L Wright	- Customer Involvement Manager
MariePierre Dupont	- Neighbourhood Planner
Mary Kerr	- Administration Officer (Minutes)

**Guest:**

Lydia Appleby

**Action**

**1.0 Apologies for Absence:**

1.1 Councillor Marjoram

**2.0 Minutes of the Previous Meeting Held on 13<sup>th</sup> October 2010:**

2.1 The minutes of the previous meeting were **agreed** as a true record.

**3.0 Matters Arising:**

3.1 Arising from Item 3.1

AP12-09 - Conservatory to be installed on Rycroft Green

MPD stated the conservatory will be proceeding in January and will be within budget.

Outhouse Bid Delays

Two blocks will be demolished. One block is by Tong area and the other is by the Butterbowl.

Arising from Item 4.1

Diverse Community Fund

KS enquired who decides what the criteria would be to apply for this funding.  
LW stated the criteria were agreed by a tenant Focus Group in March 2009 and endorsed by the Customer Involvement Network Executive Committee.  
LW also mentioned if groups were being turned down, the reasons would be due to the proposals not meeting the criteria.

MK to send a copy of the Diverse Community fund application form and guidance out to members present.

**MK**

Arising from Item 4.4AP17-2010 – Construction of two hard standing areas for Stonebridge Grove

Discussions took place with the NMO for the area and it was agreed to build a platform for 3 bins. It was felt any additional space would encourage flytipping. Three quotes will be requested for this work.

Arising from Item 6.1Code of Conduct and Terms of Reference

MK to enquire from NL if the figure for meetings attended has been clarified and to feed back to KS.

MK

**4.0 Customer Profiling Update**4.1 Update

KB went over this presentation and the following points were noted.

KB explained to members the reasons and importance as to why this information is requested.

It was mentioned that it makes “good business sense” to collect this information, but also that WNWHL is required to collect this information by law.

KB went on to explain that the same questions are asked by a majority of organisations as it helps companies to tailor specifically to customers needs and requirements where possible.

KS enquired who collects this data and where is the information kept.

KB stated it is the Business Improvement Team that collects the information and inputs it into Siebel, Orchard and the WNWHL database.

Siebel is the Council run ‘Contact Administration system’ which logs all customer contact. Members of staff using Siebel can not access personal data about customers. Siebel shows operatives that we hold personal data about customers, but does not allow them to see the actual data. All an operative would see in any personal data fields is the words ‘data entered’ this allows the operative to know that we have data but not what that data is.

Information will only be shared with contractors where the information would help the contractor to carry out works more efficiently, or to plan around a customers needs for example if a customer has hearing or visual impairments. Only relevant and necessary information will be shared when repairs or other works need to be carried out to the property.

Personal information gained is for WNWHL records only, this is to assist us to meet our customers specific needs where relevant.

The forms received when input onto the WNWHL database will be kept for a few months and are then destroyed.

**5.0 Customer Involvement**5.1 Update

LW went over the report and the following points were noted.

### Community Stars Award

The Community Stars awards ceremony was celebrated at Leeds Civic Hall on 19th October 2010. This was attended by over 170 tenants, residents, contractors, partners and community groups.

The purpose of this event was to recognise those individuals whose actions and initiatives have made a real difference to their communities.

The award winners and the category they received the award for are as follows:-

- **Good Neighbour award** : Sydney and Barbara Ingleson
- **Young Resident Award:** Sophie Proctor
- **Tenants and Residents Association Award:** Holt Park TRA
- **Best community initiative:** Black or Minority Ethnic Womens Group
- **Most dedicated volunteer for West North West homes Leeds:** Kevin Sharp
- **Environmental award** : Zoe Smith Friends of Cobden Allotments

Congratulations were extended by panel members to KS for winning the award for Most dedicated volunteer for WNWHL.

LW mentioned an evaluation meeting was held after the event and due to the success of this event he will be hoping to do the event again next year.

### Funding and Recognition for Tenant & Resident Associations

Eight of the eleven TRAs in the Outer West Area have successfully met the criteria. Claremont Grove TRA has folded, however the area has been leafleted to see if there is any interest in establishing an Area Representative.

Whingate TRA and Greenside TRA are at risk of folding. Support has been offered to these groups.

At the end of October 2010, 40% of Council properties, across the whole WNWHL area, were represented by a TRA or AR. This is currently below the target of 45% by 31<sup>st</sup> March 2011 and is likely to fall further.

To address this issue a workshop was recently held with TRA representatives to seek their views and discuss incentives. Further consultation is required and work is being done on some proposed improvement actions, which will be discussed with Area Performance Managers.

BF mentioned that someone who lives in the Wellstone area has enquired about TRA's or AR's through him. BF said he has offered the room for use at the Rycroft's if they are interested. BF stated he had given the contact number for LW to this person.

### Tenant Scrutiny

At the Customer Involvement Network in September 2010 volunteers were sought to form a Steering Group to establish a Tenant Scrutiny function for WNWHL. This group met on 2 November and a further meeting is being arranged.

Strategic Landlord is working to develop a structure for Tenant Scrutiny across the ALMOs and BITMO and representatives from WNWHL, both officers and tenants, are involved in this process.

KS enquired regarding vacancies on the area panels.

It was mentioned that initially the total numbers were set at 6 but was later changed to 15. Due to finding it difficult to get customers to join these and when there are interested customers they are unable to join until they go through the election process. Why does this need to be done when there is a struggle to fill the positions on the panel and when only one customer has shown interest in joining?

LW said that there is currently a review taking place on the Area Panels through Strategic Landlord. A level of consistency is required over all four area panels. As an article has been placed in the latest issue of the Buzz magazine, all applications received are being put on hold possibly beginning of January until March.

## 5.2 Tenancy and Estate Management

SG presented this report and the following points were noted.

### September

SG mentioned that estate grading covers areas such as litter, graffiti, grass cutting, the environment and the estate. Most of these estates are in good rather than an excellent condition.

Enquiries dealt with within 10 days. SG stated that this target had not been met due to staff shortage. When there is a shortage of staff, the main priority is dealing with the customers who come in face to face.

Regarding the poor performance from the Contact Centre, SG mentioned that monthly meetings are being held to discuss this, staff training and assistance is also being provided.

### October

Enquiries dealt with within 10 days. The failure to meet this target is due to lack of staff. This is causing problems for the front counter staff as they are required to cover the back and front office which proves a bit difficult when busy, as customers who are at the front counters take preference.

Meetings are continuing to be held with the Contact Centre on a monthly basis to try and assist in improving this result.

## 5.3 Community Partnership Agreements

MPD went over this report and the following progress points were noted.

### **Litter and rubbish :**

- Wellstone and the Waterloo's have been identified as in risk of decline and likely to attract litter and fly tipping. Partnership work is currently being undertaken in the Waterloo's/Owlcotes to encourage residents to take more pride in their neighbourhood.  
A survey questionnaire is to be sent to the residents of the Wellstone area to establish whether there is any interest in community gardening. LW requested if this could include a question to ask if anyone is interested in joining or starting a Tenants and Residents Group.
- A number of areas have been identified for clearance and improvement. The group will identify resources needed, possible partnership and funding source to undertake this work.
- The proposal to carry out a pilot scheme using the groundwork partnership where residents oppose the demolition of outhouses has been agreed. A meeting is being held with Groundwork tomorrow re the pilot scheme.

### **Car parking :**

- A number of hot spots have been identified and projects are at different stages as shown in the action plan. MPD went over each of these in detail.

### **Young people :**

- WNWHL will continue to engage with partners and support local youth initiatives which includes the involvement of young people.



To date a number of young peoples activities have received funding from Area Panel. These young people would be encouraged to further engage with WNWHL and participate in activities such as planting and estate clean ups.

- The delivery of the Bawn Master plan is on going. A number of funding applications have been submitted. The planning permission for the closure of the archways has been received.

### Community Safety :

- Harm reduction team has provided leaflets to the housing office giving details of services available in the Outer West Area. A member of the harm reduction team will be invited to attend the next project group meeting.

#### 5.4 Area Panel Budget Update

A balance of £75,384.00 is still available to be spent in the budget.

#### 5.5 Area Panel Bids

##### AP202-09 – Improving the redundant temporary garage site on South Royd Park

KS asked whether the confirmation for the Section 106 funding had been received for the South Royd Park project.

RL confirmed that the money will be granted for this scheme.

MPD will begin the necessary to enable the works for this scheme to proceed.

#### December 2010 Bids

- AP55-2010 - Funding for consultancy work to be carried out at The Gardens, Farsley (for the proposed provision of Car Parking spaces)

This bid is to request funding the consultancy work required. This work would determine whether essential services are in the path where the proposed car parking spaces are being requested.

If the water or gas pipes are shown to be deep enough then it may be possible for this work to be carried out. The survey to be done will confirm where these pipes are. Once the pipe layout is clarified the bid can be brought back for panel members to decide if scheme could proceed further.

The value of this bid is £1,500.00.

This bid was **approved**.

- AP57-2010 – Funding to install barriers at the front of 18 to 44 Gamble Hill Drive

This bid is a request for hoop type barriers to be fit at the front of 18 to 44 Gamble Hill Drive.

Consultation was carried out to the 14 properties affected by this bid.

Of the 14 letters sent only 6 responses were sent back.

The value of this bid is £4,500.00.

This bid was **approved**.

- AP58-2010 – Funding to build additional car parking space at Brookleigh Sheltered Complex

KS and MR declared an interest and left the room.

The value of this bid is £12,500.00.

Discussions were held regarding this bid.

It was agreed that this bid be refused and other methods were to be tried first such as enforcement notices being put in place.

This could be reviewed at a later date to discuss whether successful or not.

This bid was **refused**.

- AP71-2010 – Funding to build additional car parking spaces on Butterbowl Gardens

The value of this bid is £15,500.00.

A map reflecting the area in question was provided.

A survey will be done to ascertain if there are any gas or water pipes, however due to the spaces proposed being in line with the gardens of the properties this may be unlikely.

This bid was **approved**.

**Total value spent this meeting £21,500.00.**

**6.0 Revenue and Capital Expenditure**

6.1 Capital Programme Update

KS asked panel members to note the contents of this report.

If there are any queries they can be fed back to KS or MK.

**7.0 Any Other Business**

7.1 No items were raised.

**8.0 Dates, Time and Location of Outer West Panel Meetings for 2011**

- 8.1 **Dates:**
- 9<sup>th</sup> February 2011
  - 13<sup>th</sup> April 2011
  - 8<sup>th</sup> June 2011
  - 10<sup>th</sup> August 2011
  - 5<sup>th</sup> October 2011
  - 7<sup>th</sup> December 2011

**Time:** 5.30pm (5.00pm – Refreshments)

**Venue:** Westfield Chambers Board Room

KS stated these dates are subject to change if required.

**Signed**.....

**Date**.....



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## TYERSAL COMMUNITY FORUM MINUTES Wednesday 29<sup>th</sup> September 2010

**Present:** Cllr Jarosz (Chair), Gavin Forster (WNW Area Management, LCC), Insp. Richard Cawkwell & PC Emma Davey, Derek Lawrence (LCC Youth service), T Wilson, S Ward, L Allen, H Loftus, C Metcalf, JR Artist, E Foster, E Wilson, D Crow, D Hellawell, C Hoddell, G Stephenson, W Stephenson, P Bowers, D Parkin, B Parkin, J Varley, .

### ACTION

#### 1.0 WELCOME

1.1 Cllr Jarosz welcomed everyone to the meeting.

#### 2.0 APOLOGIES

2.1 Apologies were received from M Malton & G Campbell

#### 3.0 MINUTES OF THE LAST MEETING

3.1 The minutes of the last meeting were agreed as a true record.

#### 4.0 MATTERS ARISING

4.1 6.6 - The ginnel running from Tyersal Walk currently has a large amount of rubbish including over 30 cans. Also some rubbish on the crescent and the 'ten foot'. It seems that the area is not having any street cleaning provision. GF to pass all of this on to LCC Streetscene

**GF**

4.2 The ginnel running from tyersal court to tyersal road was highlighted again as an issue, GF to investigate further in light of Cllr Lewis email and reply from Ian Baker EATS

**GF**

4.3 The skip outside of 3 Tyersal road seems to be causing an obstruction

**GF**

4.4 6.7 – the rag and bone men are still casing problems in the area. Children are also taking scrap and cashing it in. this is influencing other children to do the same. Insp Cawkwell to discuss this as part of the PACT meeting.

4.5 After the recent winds there seems to be bins all over the estate. One resident complained about a gentleman walking round the estate tipping out bins and rooting through them. Police to monitor

4.6 8.0 – the park is looking better now all of the works have been completed. But the style that was in place from the car park of the club on to the park has been damaged and now means that quad bikes are accessing the park. The police asked if these actions had been reported? As ever the more issues that are reported the more chance here is that action can be taken.

## **5.0 LCC Youth Services – Derek Lawrence Youth Work Manager**

- 5.1 The current provision in the Tyersal area is as follows:  
Monday - 11-12yr olds  
Wednesday – 13-16yr olds

This will increase in the summer with the use of the mobile bus being available on site.

- 5.2 Currently developing a range of programmes including the likes of Leeds award and Duke of Edinburgh award. These projects include increasing the skills base of the young people and increasing confidence levels.
- 5.3 Also utilising the LAZER centre for the likes of climbing, motor biking, team building, using the canal barge, environmental schemes and urban arts. The Friday night project is running successfully and young people can be bussed down to this activity.
- 5.4 The young people have recently been successful in securing materials from B&Q and now talking to IKEA to get some furniture for the room in Tyersal.
- 5.5 Derek confirmed that the target group for the youth service is 13+ but can spend 20% of their time on 11-13yr olds

## **6.0 PACT meeting – Insp. Cawkwell & PC Emma Davey**

- 6.1 Insp. Cawkwell does try to attend all of the PACT meetings across the area but due to the time commitments its difficult. Been in post for two years now and works closely with many partner agencies to deliver a range of schemes that benefit the communities of Outer West Leeds
- 6.2 The current times are extremely difficult with the impending cuts to public services. Everyone is very stretched and millions of pounds worth of savings are required. The public obviously want to see police officers out in the neighbourhoods. There are currently no plans to reduce the number of uniformed police at this time. The support staff, who provide an invaluable resource, are the ones being identified as the posts which will be reduced. This is only the first year of 4 years of cuts.
- 6.3 The team always works hard and does its best for the community. Obviously this doesn't mean they get everything right but the intentions are always based on intelligence.
- 6.4 In Outer west the crime figures for the last month relative to 12 months ago show that the number of victims of crime are down. There are still issues around the levels of house burglaries and this is being addressed.
- 6.5 In recent weeks there have been a number of strategic level meetings that are looking to improve the situation with regards to horses both on the park n on the fields adjacent to Dick Lane. This joint working initiative should also address some of the issues around the scrappers. With the estate being in such close proximity to the Holme Wood estate it is proving a difficult to keep some of the issues from spreading to Tyersal. And couple of days of action are planned for the 3-4<sup>th</sup> March involving both Leeds and Bradford police officers

6.6 Question – why do people have horses that they let loose?  
Answer – the majority of the horses are owned by travellers and they have always traditionally been seen as status symbols.

6.7 The police are currently investigating all of the local scrap yards to try and stop the avenues of sale for the scrap. This issue will not be solved overnight but by chipping away at it

6.8 Stats –  
Burglary is a division wide issue  
Since 11<sup>th</sup> Jan - 10 reported crimes but 6 of those were attempts only  
Staff have been working overtime to deliver services past the usual 12am up to as late as 8am to address this issue.

Criminal damage – only 1 smashed window

Theft from motor vehicle - 0

6.9 This does not mean that crime has completely disappeared but more likely that the reporting levels have dropped. The police reiterated again that they are not psychic and need to be informed of when issues arise to allow them to react accordingly.

6.10 In light of the very low numbers (0) at the last PACT meeting Insp Cawkwell asked if the group would be happy to change the number of meetings and run them in accordance with the forums meetings (4 times per year). After some discussion the group felt that this was the most effective use of police time and that all of the future meetings would be inline with community forums.

6.11 Quad bikes – the issue is not as prevalent as it has been in the past due to the weather etc but issues were raised over the access from the car park to the park as mentioned earlier. if you do see any bikes on inappropriate sites you can contact the following:

GF	TO	FIND	LLC	DETAILS
----	----	------	-----	---------

one of the residents confirmed that the off road bikes team had been on the estate this week. The main issue with quad and motorbikes is around the type of land that they are causing problems on, ie private or council.

6.12 A resident asked where Tyersal ranks currently with respect to other areas in west Leeds?

Insp. Cawkwell confirmed that tyersal is not currently a hot spot area and even with the burglary rates at this time the area is nowhere near as bad as the likes of Armley that is a significant hotspot at the moment. Tyersal would probably sit in the middle of a list of all of the estates in the city.

- 6.13 There seems to have been a number of early releases of criminals that have had a significant effect on crime levels in outer west. One of the main crime types that this has effected is the break in using mole grips. If you are worried about your doors being at risk from this sort of crime both Leeds City Council and WY Police recommend using CASAC to carry out a free home safety check:

[www.casac.org.uk](http://www.casac.org.uk)

0113 3805650

CASAC

233/237 Roundhay Road

Resource Centre,

Leeds

LS8 4HS

- 6.14 Sneak in burglaries also need to be kept an eye on. If you run the risk by leaving a window or door open people will take advantage. If you see anyone on the streets trying doors or looking suspicious please report it. Plain clothes officers are working in the area so you may not see them but they are around.

- 6.15 Horses in the park are being looked at with various partner agencies

## **7.0**

7.1

## **8.0**

8.1

8.2

8.3

8.4

8.5

8.6

8.7

8.8

**8.0 A.O.B**

- 8.1 The issue raised that the February meeting regarding the resurfacing of the paths still seems to be an issue. GF to request an update.

Update 25/11/10

In terms of planned maintenance, the Tyersals are assessed each year along with the rest of the ward, and maintenance priority is decided on the basis of comparative overall condition. Consequently, Tyersal Crescent, Close, Park and Avenue were refurbished in the 2006 to 2008 programmes. Tyersal Walk is in this year's (2010/11) programme, and the work should now have been completed.

Tyersal Drive has been identified as needing maintenance works, but has not yet achieved high enough priority to have been included in the planned maintenance programme, but it will continue to be considered for inclusion in future.

Hope this helps, but if you need any further assistance please give me a call.

Regards

Assistant Engineer  
Highways Services

- 8.2 Discussions were had about the dramatic change to the centre of Pudsey in light of the bus station works.

- 8.3 Thanks were passed to the school for a very successful quiz night

- 8.4 Concerns were raised about the footpath improvements happening on various bits of the estate but not Tyersal Drive. GF to talk to highways.  
Update – see 8.1

## 9.0 Date of Next Meeting

- 9.1 **Wednesday 16<sup>th</sup> February 2011 7.30 at Tyersal Residents Social Club together with the Police. Minutes of this meeting to go out before Christmas**

## 10.0 Police PACT meeting – PCSO Dave Woodhouse

### 10.1 Statistics

In the last month there have been –

- 1 Burglary and 1 attempted burglary both on the same day so suspected that it was the same perpetrator
- 1 theft from motor vehicle
- Seems to be a constant stream of horse and carts taking items away

- 10.2 There was an issue with a party that overflowed in to the street but no repeat reports since.

- 10.3 There have been 4 phone calls about the horses but as mentioned previously this is a fencing issue. Also reports of 2 donkeys walking down the street in recent weeks.

- 10.4 Only 1 recent call about quad bikes but everyone should be aware of the bike line and all incidents should be reported through the non-emergency line 0845 60 60 60 6
- 10.5 Looking to develop a traffic initiative to look at the level of speeding cars on the estate. More updates to follow.
- 11.0 Date of the next PACT meeting – 13<sup>th</sup> October 7.30 Tyersal social club



## Appendix 1

### ARE YOUR NEIGHBOUR'S TREES OR HEDGES AFFECTING YOU?

Trees and hedges are usually viewed as environmental assets, useful to and appreciated by many people - but occasionally they can become a source of tension and disagreement between neighbours. The Council cannot currently adjudicate in disputes about trees between neighbours, but it does have a duty to respond to an application to carry out works to trees protected by legislation.

#### *Common Law On Trees*

The position in common law is that you may prune unprotected trees and hedges overhanging your land and the roots growing under your land up to the boundary, without the consent of the owner, but you must not trespass on to your neighbour's land to do this. In addition you must offer to return the timber and any fruit attached or which has fallen on to your land. (This doesn't mean dumping prunings in your neighbour's garden!) Remember you may be liable for criminal damage if any work you do - or ask others to do for you - causes the tree to die or become dangerous.

If you believe that your property may be suffering direct or indirect damage by tree roots, then you are best advised to consult an arboricultural consultant or a building surveyor. There will usually be evidence of damage such as deformation or cracking of walls, uneven surface levels or blocked drains. If this is the case, you should notify your building insurer, who may initiate further investigations and negotiate with your neighbour and their insurer. A guidance note on subsidence and trees is available from the Development Enquiry Centre.

You cannot compel a neighbouring landowner to manage their trees unless you bring forward and win a civil action, which may well be very costly. The Council has no powers to intervene. You can consult a solicitor to see if you have proper grounds to proceed with this – however, one person's nuisance will often be another person's amenity. As disputes between neighbours can develop into an emotionally charged experience, it is best to try to resolve such situations amicably, before it becomes out of hand. This can be done by explaining to the tree owner, either in conversation or by letter, how your living conditions are being adversely affected, how this is influencing your enjoyment of life, and hopefully thereby reaching agreement to carry out hedge / tree work that is mutually acceptable. Keep a record of your correspondence or discussions, as future evidence in case things go wrong. Mediation services are sometimes available – consult the Citizen's Advice Bureau for information, (tel 0870 120 2450)

#### *Protected Trees*

If your neighbour's tree is "protected", you will need the prior consent of the Council - if you proceed without this, you may be liable to prosecution. Protected trees include trees covered by a Tree Preservation Order, standing in a Conservation Area or affected by a planning condition or planning legal agreement. To find out if a tree is protected or to request a protected tree works application form, see details below., contact the Development Enquiry Centre using the details below or submit an online tree check, [www.leeds.gov.uk/treecheck](http://www.leeds.gov.uk/treecheck). An application for tree work does not have to be made by the owner - there is nothing to stop a neighbour offering to prune trees on his or her neighbour's land by prior agreement; this may or may not include an arrangement for sharing the cost. If the tree is council-owned, e.g. in a park or on a highway verge, contact the Forestry team, telephone (0113) 237 5221.

If it's on housing land, contact the local area housing office.

#### **Nuisance High Hedge Legislation (large conifer hedges e.g. "Leylandii" etc. )**

The Government has supported introduction of legislation on excessively high hedges, via the Anti- Social Behaviour Bill, which received parliamentary assent in November 2003. The regulations for this become operative on 1 June 2005. A separate guidance note "New legislation on High Nuisance Hedges" and a government leaflet "Over the garden hedge" is available from the Development Enquiry Centre, contact details below.

#### **Sustainable Development Unit**

Development Department  
The Leonardo Building  
2 Rossington Street  
Leeds LS2 8HD

Development Enquiry Centre, telephone: (0113) 247 8000

E-mail: [landscape.planning@leeds.gov.uk](mailto:landscape.planning@leeds.gov.uk)

[www.leeds.gov.uk/planning](http://www.leeds.gov.uk/planning)

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**Pudsey & Swinnow Forum**

**Date:** 18<sup>th</sup> January 2011

**Chair:** Councillor Jarosz

Present: Cllr Lewis, Cllr Jarosz, Nigel Conder (Town Centre Manager), Gavin Forster (Area Management), Sgt Williamson, PCSO's Ward, Godding and Wilkins (West Yorkshire Police), Glen Maude (LCC Streetscene) Audrey Prince, Mavis Gregory, John Rider, Carole Mayers, Barbara Young, Becky Gunn (HLNL), Rev. Paul Ayers,.

**1.0 Welcome & Apologies**

**Action**

1.1 Cllr Jarosz welcomed everyone to the meeting. Apologies were received from J Prince.

**2.0 Minutes & Matters Arising**

2.1 The minutes of the last meeting were agreed as an accurate record.

2.2 2.4 – Area Committee approved £5,000 to fund this project along with match funding from Town & District Centre and Local transport planning. The hope is that the works will be starting on site by the end of the financial year.

2.3 4.1 – at the last meeting it was discussed that the proposal was to make Lidget Hill car park 2hrs short stay. After further consultation with traders etc the proposal that has gone to Highways board is to change Robin Lane car park to 2hrs instead of Lidget hill. this will be enforceable from the end of January.

2.4 4.5 – a proposal is being taken to Highways board to create 3 x 5hr spaces to accommodate the needs of the allotment holders.

2.5 4.6 – the notes should read Chaucer Avenue rather than road. The highways team are implementing a speed reading on the Avenue and the results of this to come to a future meeting.

2.6 5.1 – the changing facilities are proposed to now be included within the leisure centre as part of a larger disabled toilet facility.

2.7 5.2 – Works have begun onsite at Swinnow Moor

- 2.8 6.1 – the Christmas light switch on went well and was well attended
- 2.9 6.2 – Area Committee advised that at this time the cost implications of doing this work would be too high and the current railings would be adequate for the foreseeable future
- 2.10 6.4 – the issue of the banners has been looked at by the EATs team and it is not seen as a current issue. Food safety have advised that Bargain City are currently operating within the law.
- 2.11 Questions were raised about the following –
- The lighting in the community centre at Swinnow was still not working – GF to investigate
  - The coop car park lighting was raised again as a problem
  - The zebra crossing opposite Crawshaw School is on the brow of a hill and could cause some problems in the long term
  - The new timings of the lights outside Sainsbury's are only a little different but having significant impacts on the traffic flow.

### **3.0 Police update**

- 3.1 There are PCSO representatives from both Pudsey and Swinnow.
- 3.2 Good news stories:  
Warrant issued this morning today for a property that had 145 cannabis plants. 3 further warrants in the west Leeds area tonight.
- 3.3 Arrests for priority crime – 1 this week involving a family finding a perpetrator in their kitchen and being chased across Pudsey by PCSO Ward.
- 3.4 Inspector Cawkwell's Monthly Message January 2011.

First of all I would like to wish all the residents of the West Outer area a happy and hopefully prosperous new year. This doesn't apply to the criminal fraternity as your prosperity would not doubt be to the detriment of a law abiding member of the public !

This year sees your local policing team focussing once more on getting the basics right. My team will patrol the right areas at the right times, these are the locations where we experience anti social behaviour, burglary, car crime and criminal damage. My team will stop criminals and where the grounds exist will search them. I make no apologies here my aim is to disrupt, dismantle and thoroughly interfere in the way the criminal fraternity conduct their lives.

My staff will also be involved in protecting the vulnerable and ensuring that we recognise when people need the extra help and support from our partnership colleagues.

The current statistics about crime in the West Outer area are as follows, these are total numbers from the 1st April 2010, the crime "year" runs from 1/4/10 till 31/3/11.

Theft of motor vehicles - 87 - this is 33 fewer than at this time last year  
Theft from motor vehicles - 505 - this is 11 more than at this time last year

Burglary dwelling - 566 - this is 44 fewer than this time last year

Burglary other (such as sheds, garages, shops etc) - 450 - this is 5 more than this time last year

Criminal damage - 678 - this is 145 fewer than this time last year.

When a multitude of crime types are added together there are 132 fewer victims of crime than at this time last year.

I will continue to provide you with monthly updates about crime.

Inspector Richard Cawkwell.

3.5 Cllr Jarosz again re-enforced the message that every time you report a crime it will be logged and will add to an evidence base to reduce crime in the long term. One report will rarely lead to a conviction but every report will be logged and help the police build a case so you must report anything you think could be useful.

3.6 Cllr Jarosz also confirmed that Leeds City Council have continued to support the Police by continuing to fund the PCSO's across the city. Thanks were given to all of the PCSO's in the area as they play a significant role out in the community. All of the officers in attendance were very appreciative of this support and agreed that it would be a considerable benefit to the communities of Leeds to keep the posts.

3.7 Questions:

- St Lawrence house roof – the lead is being stolen
  - The police confirmed that this was the case but currently there are no suspects. It seems to be an increasing problem in Outer West Leeds of late but due to the timing of the thefts its difficult to get evidence.
  - There are ongoing developments with the setting up of a Metal Watch scheme that involves police, partner agencies and private companies to try and address the issue.
  - There was recently a day of action to check the local scrap yards was successful.
- Some questions were raised regarding the ownership of St Lawrence house and it belonging to 'the people of Pudsey'. Further investigation will be required.

#### **4.0 Town Centre Manager – Nigel Conder**

4.1 The Christmas event went well and was well attended. Titan the robot was great.

4.2 The proposal to improve the barriers on the main cross roads has unfortunately been put on hold due to the cost.

4.3 There is going to be a big push to improve footfall in the coming months. The recent Christmas market was a success and the planned chocolate market will hopefully be as much of a success. Developments are

underway to get additional specialist events taking place in the coming months.

- 4.4 The likes of the teddy bears picnic and other regular events are planned and will hopefully be as well attended as previous years.
- 4.5 This weekend there was some significant damage to the windows of a number of shops in the area. Police are aware of the issues and will continue to monitor the situation. Wetherspoons (the old black bull) will be opening on the 23<sup>rd</sup> January, so again this will have to be monitored.
- 4.6 There are currently 73 businesses involved in the scheme and hoping to increase this further. The full list of businesses is attached to the minutes. Nigel confirmed that the shop local scheme will be running for an additional 12 months .
- 4.7 The Pudsey times is currently very busy but attempts are being made to increase the coverage of local events. NC to push for some good news stories in the coming months.
- 4.8 Rev. Paul Ayers complimented the attendance of the Christmas event. But highlighted that now the event is taking place at the back of the leisure centre people seem to be less inclined to watch the parade coming down as they have done in the past. Obviously this was not helped this year round due to the weather being extremely foggy. This issue to be discussed in more detail with NC

**NC**

#### **5.0 Swinnow Health Development worker – Becky Gunn**

- 5.1 Becky gave an overview of her new role in the Swinnow area. This is to work with local groups and individuals to engage more effectively with the ongoing activities and create a more cohesive community around the health agenda.
- 5.2 There is a perception that there are not many activities going on in the area. After discussions with partners there is a significant amount of activities happening in the surrounding areas but there is some work needed to promote them.
- 5.3 There is currently a mapping exercise being undertaken to confirm all of the current services to make sure any new provision is appropriate.
- 5.4 The police raised the question about the mobile youth bus not being seen in the area. (after the meeting GF confirmed that the reason behind this was that the provision for that area is being delivered out of the centre rather than as a mobile provision)
- 5.5 Questions were asked regarding the play area and would it be having CCTV to reduce the chances of ASB? GF confirmed that due tot eh ongoing financial implications there are no plans to install any CCTV at this site. Obviously the site will be watched and maintained by LCC Parks & Countryside once all of the works have been completed.
- 5.6 A request was made for LCC Youth Service to be at the next meeting to

confirm the current activities that are ongoing in the locality.

## **6.0 Streetscene – Glenn Maude**

6.1 Glenn gave an overview of the reasons why there have been the ongoing discussions with unions etc regarding the waste collection services.

6.2 Before 24<sup>th</sup> October there were 52 routes across the city (black and green) the restructure initially reduced this number to 41 but subsequently 2 have been reinstated. The loss of the 9 routes has led to a significant financial saving. Each route saves in the region of £200,000 per route per year. Today is the start of the performance related pay scheme that will mean that an amount of bonus will be withheld if the service being delivered is not up to standard. The number of bins per route have now increased to around 1700 bins per day. Monitoring systems are now in place to track the lorries etc to make sure the most effective routes are being utilised.

6.3 Street operators have moved from a 5 day rota to a 4/3 shift pattern but still working 36 hours / week in total. This means that the service should be more effective at handling weekend problems.

6.4 Waste management are currently on a 3 week rota system but should also be moving to a 4/3 shift pattern.

6.5 The two teams that have covered Pudsey in the past are still in the area but the way that they work has changed. The area as a whole is now covered as part of 'zonal blitzing' that means teams work together to do all of the work that is needed in a specific area rather than on a weekly basis.

6.6 There have been some issues over the green bins service due to the size of the lorries being smaller and where they have to drop off. The black bin drop off points are significantly closer than the green bin one so this leads to delays in some of the pick ups. These issues are being looked at in detail at this point.

6.7 Glenn highlighted the problem with shredded paper. At this time Leeds can't recycle shredded paper in the same way as it causes problems with the recycling machines. So all residents are reminded that shredded paper should be taken to the blue drop off points or put in to your compost bins.

## **7.0 AOB**

7.1 Reduction of the facilities at Pudsey Leisure centre

- Residents raised concerns over the loss of the café/bar and crèche in recent months. Councillors confirmed that this was a shame but due to the low numbers using the services this was an inevitability in the current financial climate.

7.2 Rev. Paul Ayers updated the group on the success of the Remembrance day service with good numbers attending. There is the Good Friday

event planned as it has been in the past. Please contact Paul for further details.

7.3 Pudsey Civic society updated the group on the work they have been planning with Southroyd primary school and them visiting Pudsey town hall. Followed by a discussion around school's teaching of what local councillors do and how they link to the working of the community.

## 8.0 Time and Date of Next Meeting

8.1 TBC

CW

# Shops Participating in Reward Card Scheme

Trading Name	Street
Lighter Life	Booths Yard
Diva Italiana	Booths Yard
Watch Repairs Leeds	Booths Yard
Hidden Heaven Spa	Booths Yard
Greetings	Church Lane
Church Lane Pharmacy	Church Lane
Cooplunds	Church Lane
Card Box	Church Lane
Lady Cares	Church Lane
Kayes Solicitors	Church Lane
Sharps Petworld	Clifton Hill
Factory Outlet	Crawshaw Hill
Ivy	Galloway Lane
Nino Ristorante	Galloway Lane
B. Whitely Farm Shop & Nursery	Houghside Road
PH7	Lidget Hill
Red	Lidget Hill
Gigis	Lidget Hill
A.P. Sparrow Ltd	Lidget Hill
Lidget Hill Stationers	Lidget Hill
Specsavers	Lidget Hill
Deans	Lidget Hill
Robert Lyn Hairdressing	Lidget Hill
Robert Lyn Fashions	Lidget Hill
The Hearing Room	Lidget Hill
Lady Zone Pudsey	Lidget Hill
Pudsey DIY Store	Lidget Hill
Thomson Travel	Lidget Hill
Pudsey Flower	Lowtown
The Food Emporium	Lowtown
Stanza Blinds	Lowtown
Ian Bell Opticians	Lowtown
Express Shoe Repairs	Lowtown
Pudsey Carpet Centre	Lowtown
The Ironing Room	Lowtown
Frank Eshelby Butchers	Lowtown
Lady Grande	Lowtown



Olde Tea Rooms	Lowtown
Hanson Travel	Lowtown
Shaws Jewellers	Lowtown
Brenda's Sandwich Bar	Lowtown
Lite Bites	Lowtown
Koola Shaker	Lowtown
Something Fruity	Lowtown
Splash	Lowtown
Sweet Memories	Lowtown
Pudsey Lowtown Stores	Lowtown
Mr Sandwich	Lowtown
Lyndsey Richards Hairdressers	Lowtown
Cee Dees	Lowtown
The Local	Market Place
Pudsey Computers	Market Place
Vac Shack	Market Place
Jayne's Flowers	Pudsey Market
Shepheards Fruit & Veg	Pudsey Market
Sweets-4-All	Pudsey Market
Simon Books	Pudsey Market
Pudsey Computer Services	Richardshaw Lane
Vanity Fayre	Richardshaw Lane
Mutz and Moggies	Richardshaw Lane
Manor Fish Bar	Robin Lane
Nail & Beauty Shop	Robin Lane
Hair at Nail & Beauty Shop	Robin Lane
Blueberry Bakery	Robin Lane
Chic Boutique	Robin Lane
Tomlinsons Farm Shop	Roker Lane
Bentley's Butchers	Town Street
Over The Rainbow Fancy Dress	Valley Road
Cut Above	Waterloo Road

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Originator: Sam Woodhead  
Tel: 0113 336 7865

## Report of the Director of Environment and Neighbourhoods

### Outer West Area Committee

Date: 25<sup>th</sup> March 2011

### Subject: Outer West Area Committee Well-Being Budget

<p><b>Electoral Wards Affected:</b></p> <p>Calverley &amp; Farsley Farnley &amp; Wortley Pudsey</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 report provides the Area Committee with an update on the amount of capital and revenue funding available via the Area Committee Well-being budget for wards in the Outer West area. It also seeks approval for new projects commissioned by the Area Management Team.

#### 1.0 Purpose Of This Report

1.1 The report provides members with an update on the current amount of capital and revenue funding available via the Area Committee Well-being budget for wards in the Outer West area. It also seeks approval for new projects commissioned by the Area Management Team.

#### 2.0 Background Information

2.1 Members will be aware that the Outer West Area Committee has received an annual allocation of Well Being Funding for capital and revenue projects from April 2004/05 to April 2009/10. This has amounted to £1,062,050 Revenue and £589,071.00 Capital. This funding has been used to finance a number of projects approved by Area Committee and which have been summarised in previous reports.

2.2 Following on from the January 2011 Area Committee meeting, the remaining Wellbeing funding available to allocate in 2010/11 is:

- Revenue: £ 15,821.28 (including the transfer of underspend of £4,330.40 from the small grants, skips and community engagement budget). This is one thousand pounds more than anticipated, as following on from the last Area Committee in January, where the Committee funded an application for a covert Police Initiative, the West North West ALMO has since contributed £1,000 towards this scheme.
- Capital: £ 16,851.43.

2.3 The wellbeing allocation for revenue has been announced as 2011/12 is £160,940. There is no additional wellbeing capital allocation for 2011/12, however, Committees can continue to commit capital resources in 2011/12 if they still have uncommitted capital funds available from previous allocations.

### 3.0 Applications for Funding

3.1 Applications for Well-being funding have been submitted for the Area Committee's consideration as detailed below (see appendices 1 - 5).

3.2 It should be noted that appendices 1-4 relate to projects which would utilise funding from this year's remaining Well-being budget, and appendices 5 – 6 would utilize funding from 2011/12's budget .

Commissioned Project	Amount requested for 2010-11		Appendix
<b>Requests for funding from 2010/11 Well-being budget</b>			
	Revenue	Capital	
Serious Fun	£5,000		1
Parking improvements Farsley		£4,000	2
Wateringcoates Community Garden	£2,000		3
Anti Sneak in Burglary Merchandise	£1,500		4
<b>Total</b>	<b><u>£8,500</u></b>	<b><u>£4,000</u></b>	
<b>Balance remaining</b>	<b><u>£7,321.28</u></b>	<b><u>£12,851.43</u></b>	

Commissioned Project	Amount requested for 2011-12		Appendix
<b>Requests for funding from 2011/12 Well-being budget</b>			
	Revenue	Capital	

Site Based Gardeners	£23,301		5
Farsley Festival	£ 3,500		6
<b>Total</b>	<b>£26,801</b>		
<b>Balance remaining</b>	<b>£134,139</b>		

3.3 If all of the above projects were funded, including carry over of wellbeing budget from 2010/11, this would leave a balance of:

- £ 141,460.28 **revenue** (excluding carry over of small grants, skips and communications budget, the figure of which is not yet finalized)
- £ 12,851.43 **capital**

#### 4.0 Small Grants, Community Consultation and Engagement and Skips Budget.

4.1 Since the last Wellbeing report to the Area Committee on 28<sup>th</sup> January 2011, six small grant applications have been approved, these are for the following projects:

Project Name	Organisation Name	Amount
Drainage Improvement at Woodhall Lake	Friends of Woodhall Lake	£500
Tuesday Lunch Club & Thursday Cafe	Stanningley Swinnow Live At Home Scheme	£250
Farsley War Memorial	Farsley Community Church	£500
Art First	Art Work for Charity	500
Folding Tables	Rotary Club of Calverley	£500
Old Farnley Community Carol Concert	St Michael's Community Church	£300
TOTAL		£2550

This leaves a balance of £2,750.00 in the small grants budget for 2010-11.

4.2 There have been no skip requests received since the last Area Committee which leaves £850.00 in the skips budget for the remainder of 2010-11.

#### 5.0 Implications for Council Policy and Governance

##### Member Consultation

5.1 Well Being projects are derived from Outer West Leeds Area Management's Area Delivery Plan and developed via consultation with Area Committee Members. This plan helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities.

## **6.0 Legal and Resource Implications**

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

## **7.0 Conclusions**

7.1 The report outlines potential projects to be supported through the Area Committee's Well-being budget. These are projects which assist the delivery of the ADP. The report describes a limited budget remaining for the Area Committee's use for the rest of the financial year.

## **8.0 Recommendations**

8.1 The Area Committee is asked to:

- a) comment on and approve Well-being funding for new projects set out in Appendices 1 – 4) from the 2010/11 budget
- b) comment on and approve Well-being funding for appendices 5 -6 from the 2011/12 budget;
- c) note the small grants and skip approvals at section 4

### **Background Papers:**

none

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

**Project Name:** Serious Fun – Activity challenge

**Lead Organisation:** Serious Fun

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

This scheme will be delivered by Serious Fun, a charity set up to deliver activities for young people in the West Leeds. If funded, Serious Fun will deliver work with up to 66 young adults over a one year period. The young people, will be targeted through key partners such as the neighbourhood Policing Team, Youth Service and Looked After Children's / Children in Care services. The charity also has strong links with the three local high schools.

The work of Serious Fun is managed by a nine member committee. In addition, the organisation has four Trustees. All of the committee, Trustees and associated volunteers are qualified as youth workers, teachers, community development officers or young person focussed support workers. The young people and young adults who will be engaged with on these activities will have a connection with one of the partner groups.

**Project Summary (include a brief description of the main activities,):**

The main goal of Serious Fun is to engage with young people and give them life skills to better themselves in the future. The majority of the project will be carried out on the canal barge that the group own. Activities will include managing daily life on a boat, working as a team, cooking, cleaning and operating the boat as skipper (steering and organising routes), watch leaders (organising team activities) and operating bridges and locks. The skills gained through this process would be difficult to replicate in a class room scenario and the hands on nature of the course allows for a very effective engagement method.

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

- promote and encourage community cohesion particularly between different groups of youngsters from different target areas
- To educate young people on areas such as health issues so that they can make informed choices and positive decisions about their lives
- Specific targets for the young people include improving:
  - Confidence and self belief
  - Their skills base around specific learning that is linked to the day to day management and use of a canal based facility ; coordination, management and the use of finite resources (water, gas and electricity) team work, skippering of the boat and being watch leaders (in charge of others)
  - Management of food and healthy eating, hygiene management, management of accounts and finite resources and budgets
  - Personal developmental and educational aspirations
  - Chances of becoming valued and valuable members of society.

**Project Cost. Please indicate**

**How much the project will cost? (List all partners and their contributions)**

**The total cost of the project is £10,000 (Revenue)**

Match funding of £5,000 will come from volunteer staff time.

**The total amount of funds requested for this scheme from the Area Committee is: £5000 (revenue).**

**Identify which geographic areas will benefit:**

Pudsey, Calverley and Farsley, Farnley, and Wortley



**Outer West Area Committee Well Being Fund**  
**Commissioning of Service**

**Project Name:** Parking Improvements – The Green, Farsley

**Lead Organisation:** West North West Homes Leeds

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

This scheme will be delivered by WNWHL through their preferred contractors to mirror other such schemes such as Larkfield Mount , Rawdon. The works have been identified through local resident complaints about the lay out of the highways that was not designed to accommodate the number of cars that are using the street at this time.

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

This funding will provide match funding to a larger scheme funded through the Outer West Area Panel. The project is similar to other schemes that have been developed across west and north west Leeds.

The funding will allow the purchase and installation of a grass-filled ground reinforcement system (see attached picture) to increase the amount of available parking on the Gardens area. Currently there are two triangular areas that have been identified as being appropriate for this type of development.

The improvements to the grass verges will have a significant benefit to the community from a parking perspective but also it will improve the visibility and therefore the road safety aspects.

This project address the Area Committee priorities under the following themes:

Transport - Improve road safety for all our users, especially motor cyclists, pedal cyclists and pedestrians.

Environment - Improve the quality and sustainability of the built and natural environment

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

- Improved car parking facilities on the gardens
- Increased tenant satisfaction with car parking
- Reduced car congestion on the estate

**Project Cost. Please indicate**

How much the project will cost? £8,000 (match funded ALMO)

**Identify which geographic areas will benefit:**

Calverley Farsley ward.

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

The project will cost £4,000 capital funding

**Who will be in receipt of the financial order. (name of the organisation and contact details)**

West North West Homes Leeds



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**Outer West Area Committee Well Being Fund**  
**Commissioning of Service**

**Project Name: Wateringcoates Community Garden**

**Lead Organisation: West North West Homes Leeds**

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

The Project will be delivered by West North West Homes, West Yorkshire Neighbourhood Policing Team, Youth Service and Area Management.

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

In August 2010 a community event took place on the Owlcoates estate in Pudsey with local people and partners (Youth Service, Police, West North West Homes, Area Management), to create a community garden, on a former play ground. The reason the event occurred was in response to complaints from local residents about anti-social behaviour, the same residents had called for a community garden in order for young people to have somewhere to play and feel responsible for. Since the gardens (which include a planter, benches, barbeque area and the design of a mosaic to be installed) have been developed, anti-social behaviour has dramatically reduced there have been no acts of vandalism. This is due to the fact that the local community were involved in the project from the beginning, and this involvement has fostered good relationships with the Police and partner agencies, and have resulted in bringing the neighbouring streets and community together.

It is essential that this community cohesion is built upon and sustained, in order to ensure that work to date is not wasted. There are no community buildings in the area that can be utilised to establish permanent community activities and therefore, it is planned to hold four events (one in each season) in the community garden area. The first event will be held during the Easter school holidays, the theme will be around Easter with a community clean up, installation of the aforementioned mosaic (including making good the old playground surface to enable it to be concreted into the ground), and Easter egg hunt with games and activities. These will include laying the mosaic, cleanup of the play area and planting of spring bulbs with partners and with Groundwork, a community barbeque with food donated from local butchers/ASDA, face painting for the younger children, inflatable's and the sumo suits and the youth bus for older children. Further events will see a summer event incorporating a mini breeze again with lots of activities and barbeque, an Autumn bulb planting (ready for Spring ) and look at developing a vegetable plot , and if possible the planting of trees to provide screening for the park . An event would be planned for winter around the theme of Christmas with the possibility of the community decorating a community Christmas tree, a tidy up of the garden and refreshments to include hot drinks such as hot chocolate, tea coffee and mice pies.

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

- Build sustainable community Cohesion
- Reduce Anti-Social Behaviour
- Create an increased sense of community safety
- Increase community engagement
- Build a sense of pride in the local community
- Provide positive activities for young people

**Project Cost. Please indicate**

**How much the project will cost? £2,000**

**Identify which geographic areas will benefit:**

Pudsey Ward - Owlcoates

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

Wellbeing is sought for £2,000 (revenue)

**Who will be in receipt of the financial order. (name of the organisation and contact details)**

Jane Hirst West North West Homes Leeds  
Office Suite 2  
Silveroyd House  
Silveroyd Hill  
Leeds LS12 4QQ

[Jane.Hirst@wnwhl.org.uk](mailto:Jane.Hirst@wnwhl.org.uk) (0113 2143528)

**Outer West Area Committee Well Being Fund**  
**Commissioning of Service**

**Project Name: Outer West Crime Prevention Merchandise Initiative**

**Lead Organisation: West Yorkshire Police**

**project delivery - how will the project be delivered? (list any partners involved in the project):**

This project is designed to focus on the problem of sneak-in burglary in the Outer West area. Often victims of sneak-in burglaries are elderly/vulnerable and the aim of this project is to raise awareness of this type of crime, and provide practical measure to reduce the risk of becoming a victim of crime, whilst also providing reassurance to local residents.

Agencies that will be involved in this project are the Outer West Area Management Team, West Yorkshire Police, West North West Homes Leeds, Community Safety, Fire Service, and Partner agencies involved in the Operation Champion and action days.

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

During the spring and summer months the police traditionally see an increase in sneak-in burglaries as residents leave their doors and windows open. Over 40% of burglaries in the North West Division are due to sneak-ins as residents leave their doors and windows insecure during the lighter nights/warmer weather. The aim of the project is to raise an awareness of this crime type in the hotspots areas and to provide effective crime prevention merchandise to vulnerable residents such as door alarms, crime prevention stickers, alarmed door wedges. This hopefully will reinforce the message around this type of crime, reduce the number of residents living in Outer West becoming the victim of a sneak-in burglary, and reduce the fear of crime.

In addition the objective is to distribute stickers, leaflets, key rings to members of the public at community events and in association with 'operation champion' and multi-agency action days throughout the year. The Police and Community Safety have already obtain some free merchandise from Safer Leeds focussing on the sneak-in burglary message such as beer mats, leaflets and pens, and also obtained a number of tamper proof bike stickers, number plate fixing kits, and leaflets. Funding would allow the partnership to purchase a supply of window and door alarm, tailor made stickers to get the message across re sneak-in burglaries.

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

- Reduce Sneak-in Burglaries over the Spring Summer Months
- Provide reassurance to vulnerable victims
- Engage with local communities through Operation Champion and action days
- Raise awareness of sneak-in burglaries in the Outer West Area

**Project Cost. Please indicate**

£1,500

Examples of what this can purchase are

100 door wedges , 100 door alarms, 100 key rings with Sneak-in message and 1,00 personally designed door stickers.

**Identify which geographic areas will benefit:**

Calverley & Farsley, Farnley & Wortley, Pudsey Wards

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

£1,500 revenue

**Who will be in receipt of the financial order. (name of the organisation and contact details)**

West Yorkshire Police Inspector Richard Cawkwell



Example of Door wedge Alarm

An example of a window/door sticker to deter would be burglars



**Area Committee Well-Being Fund - Project Proposal**  
**Outer West Area Committee**

**Project Name:** Site based gardener for Tyersal Park and New Farnley Park

**Lead Organisation:** Leeds City Council, Parks and Countryside

**Project Summary:** The project is for the provision of a site-based gardener to be based in Tyersal Park and New Farnley Park. The gardener will be working 37 hours per week, the duties they will be undertaking will include grass cutting, pruning, de-littering, emptying of litter bins, removal of fly tipping, marking out sports pitches, inspection of play equipment, maintenance of park infrastructure, planting and sweeping paths.

The project will help to improve the physical environment and security issues at the above parks. The gardener will engage with the public to enhance visitor experience at the sites.

**Evidence of need / ADP Priority**

This project meets the Area Committee priorities of Environment; Health & Wellbeing; Thriving Places.

**Project Delivery**

Leeds City Council, Parks and Countryside will manage and deliver this project, providing quarterly updates and an annual report.

**Outcomes**

The project will help to improve the physical environment and security issues at the above parks. The gardener will engage with the public to enhance visitor experience at the sites.

**Ward / Neighbourhood:**

Farnley & Wortley, Pudsey

**Project Cost & Financial Breakdown**

**Total: £23,301 (revenue)**

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**Outer West Area Committee Well Being Fund**  
**Commissioning of Service**

**Project Name: Farsley Community Festival**

**Lead Organisation: Farsley Youth Development Project (FYDP)**

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

The Project will be delivered in the main by Farsley Youth Development Project who are a youth development organisation who aim to create opportunities to support the young people of Farsley in their social, emotional and spiritual development. Supporting partners are the Youth Service, Breeze International Youth Festival, Farsley Live at Home Scheme, and the local churches, schools and businesses.

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

For the last five years, FYDP has organised an annual community festival day, taking place on Hainsworth Park in Farsley, for the community to celebrate each other and the place that they live in. The festival has formed a key part of the inter-generational work within the local community, with activities for all ages in the community. In contrast to the previous year's festivals, this year's will not be one single big event, but a series of smaller community focussed events throughout May, June and July that will bring the community together in a more sustained way. Planned events are:

**Intergenerational tea dance** at St John's Church Hall in Farsley in conjunction with Breeze International Youth Festival and the Carriageworks Theatre to present an old time music event;

Carriageworks theatre visit with young people;

**Big Lunch pizza party** at the "Community Hub" at Farfield Primary School, promoting healthy eating and cooking skills via a specially built pizza oven using produce grown on the school's farm (with arts and craft, live music, theatre);

**Two weeks of online broadcasting of "Spin" community radio** (based at the Community Hub) enabling young people to learn skills talk about the issues that matter to them and engage with people who live around them;

**The Farsley Treasure Hunt** – an event for all ages that will involve local businesses, the churches and members of the community. Participants will journey around Farsley looking for clues in the treasure hunt, many of which will be posted in the local shops;

**Picnic in the Park** – an event for the whole community, a picnic area will be created using a marquee and hay bales for people to come and share food together and enjoy live entertainment from musicians and artists.

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

- Build sustainable community Cohesion
- Reduce Anti-Social Behaviour
- Create an increased sense of community safety
- Increase community engagement
- Build a sense of pride in the local community

- Provide positive activities for old and young people

**Project Cost. Please indicate**

**How much the project will cost? £3,900 (£400 will be contributed from FYDP)**

**Identify which geographic areas will benefit:**

Calverley Farsley Ward

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

Wellbeing is sought for £3,500 (revenue)

**Who will be in receipt of the financial order. (name of the organisation and contact details)**

Howard Bradley  
FYDP office  
c/o Farsley Farfield Primary School  
Cote Lane  
Farsley  
Leeds  
LS28 5ED

admin@fydp.org.uk





Originator: Sam Woodhead

Tel: 0113 336 7865

## Report of the Director of Environment and Neighbourhoods

### Outer West Area Committee

Date: 25<sup>th</sup> March 2011

### Subject: Area Leader's Report

#### Electoral Wards Affected:

Calverley & Farsley  
Farnley & Wortley  
Pudsey

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

The purpose of this report is to inform members of progress on a number of initiatives in Outer West Leeds as determined by the Area Delivery Plan 2008-11 (particularly in light of the fact that the Plan is virtually at the end of its three year period) and highlight key achievements of the Area Management Team since the last Area Committee. The Area Delivery Plan is the key strategic document produced by Area Committees and the local expression of the Leeds Strategic Plan.

#### 1.0 Purpose Of This Report

1.1 This report informs Members of the progress against the Area Delivery Plan (ADP) 2008-11 as agreed by Executive Board in July 2008. The report is structured around the Leeds Strategic Plan themes.

#### 2.0 Background Information

2.1 The Area Delivery Plan for this Area Committee was agreed by Executive Board in July 2009 together with the Area Committee functions and enhanced roles. It sets out the local expression of the Leeds Strategic Plan themes.

### **3.0 Main Issues**

#### Culture

- 3.1 A Community Development Worker (Becky Gunn) is now in post for the Swinnow community, employed through Healthy Living Network Leeds. At Appendix 1 is an update report from the worker, outlining work to date and future plans and output measures.

#### Enterprise & Economy

- 3.2 Phase 2 of the Farsley Town and District Centre (T&DC) scheme is progressing with work starting on Andrew Square car park in February 2011, and the unadopted road to the rear of the car park adjacent to Marsden Court flats, which will eventually be adopted by Highways. Work will see the re-modelling of the car park, followed by re-furbishment of the public toilets which will begin in March, new streetscene furniture and heritage style street lights. Area Management are currently in the process of reaching agreement with Marstons brewery to undertake work to the "ginnel", opposite Andrew Square Car Park, which is in part owned by them. Once permission is received, public notice will be given to establish a Creation Order, which will seek permission to turn the whole of this land into a Public Right of Way.
- 3.3 The Town Centre Manager for Pudsey is currently working with a marketing company looking at ways of promoting Pudsey and the Shop Local brand. The company is called Corvid Creative and they are looking at doing a number of innovative schemes which will promote the town via the internet and mobile phone technology. This will involve working with the company behind this scheme who are called Qype. Corvid Creative have offered to help with the design of the Pudsey Shop Local Magazine for free, because the Qype scheme will be the first pilot scheme in Europe where a whole town has full coverage.
- 3.4 The reward card scheme has now been running for 12 months and has been a big success. £600 in shopping vouchers have been given away to 12 very grateful local shoppers. There are now over 70 retailers participating in the scheme with more expressing an interest weekly. Plans are progressing to publicise this success into the local press and wider a field.
- 3.5 Empty retail units are never good for any Town Centre's image or prosperity or image, there is a possibility that Costa Coffee may be interested in taking over the old Jump Estate Agency, although this has not yet been confirmed. There is hopefully also a business interested in taking over the vacant Café Atlanta shop unit.
- 3.6 The first Retro Market held in Pudsey was a fantastic success, with stall holders commenting on how good the day was. Footfall was up, as were takings on the day. The next big event for the market will be, the now annually held Easter market event. The theme for this year's Easter market is a chocolate. Already, there has been a massive response from traders wanting to get involved with this market. I think it will be a fantastic day. In addition to the chocolate market, the events that are traditionally associated with this market e.g. Easter Egg Hunt will be available.
- 3.7 The business forums continue to run with attendance being very good. The forums are now running a number of self generated events such as a "Christmas Best Dressed Shop Window Competition", the Easter Egg Hunt, and help with the bands in the park concert which was a big success last year and attracted some excellent sponsor ship.

- 3.8 In terms of publicity for the Town Centre, the website [www.shopinpuddsey.co.uk](http://www.shopinpuddsey.co.uk) continues to get many hits and because it is linked to the Radio Aire web site and receives traffic directed from that. The Shop Local magazine is out and has much more editorial content in it this time round, the magazine looks very good and is self funding. It is my intention to offer businesses the opportunity to develop their businesses through a series of training programmes and help from Leeds Chamber of Commerce. We will need a minimum number of businesses to get involved to make the programme worth while running. It will cover a number of topics which retailers will find very interesting.

### Learning

- 3.9 At the last Area Committee, Members asked for a further update on Youth Service provision in the Farnley & Wortley ward as they had been alerted to Youth Service difficulties with accessing premises to deliver their work in that area. A report appears elsewhere on this agenda fulfilling this request.
- 3.10 Recent statistics have shown that West Leeds has one of the highest levels of teen pregnancy in the city. In an attempt to address some of the underlying issues Leeds City Council, Sexual Health Development team arranged a networking event on Friday 13<sup>th</sup> January 2011 to bring together a range of services to look at their current services and what could be implemented in the target estates in the coming months to make a significant impact. Update After the success of the event a follow up meeting has taken place to establish some of the most effective routes moving forward. The multi-agency meeting identified some of the current gaps in provision and areas of need as a result of the discussions at the event. As part of the action planning process around 20 specific actions were identified that are to be taken to the young people for further discussion. The action plan will only be drafted as a direct result of the young peoples thoughts and the ideas drafted at the agency meeting will only act as a guide.
- 3.11 One of the main issues raised that the event was around communication and people being aware of what other activities are currently ongoing. To try and address these problems an e-bulletin has been drafted and sent out to all partner agencies. It is hoped that this will happen on a regular basis to reduce the chances that work will be duplicated.
- 3.12 In light of the recent announcement to close certain Libraries across the City (some of which are in Outer West) Area Management are exploring avenues to see if it is possible to retain some of the books (in particular children's books) from the libraries that are due to close, with a view to locating them in local community buildings such as community centres, and Housing Offices, in order for the community to access them.
- 3.13 There has been a slight delay to the improvements to the West Leeds Country Park Visitor Centre as the person dealing with the matter in Corporate Property Management is absent from work on long term sick. Work to modify the external doors to accommodate their remote opening is currently taking place. Corporate Property Maintenance are awaiting costings from Property Maintenance for the two outstanding items – enabling disabled access via the steps and the reconfiguration of the DDA toilet furniture. It is unlikely that the access can be achieved via a ramp as the gradient would be too steep. Therefore prices are being obtained for a wheelchair stair lift. These details should be available by the end of March and work will start on site in the near future.

- 3.14 Three candidates have been taken on as part of the Coaching Scholarship which the Area Committee funded in the past year via Sports Development, which is aimed at equipping people with appropriate skills for employment through training. An eighteen year old male from Calverley has been enrolled on a level 1 Tennis coaching, First Aid and child protection course. Once qualified, the individual will be offered mentoring opportunities with existing coaches. In addition, a twenty year old male from affiliated to Wortley Boys football club, is taking a level 2 football and child protection course, with the aim of running teams for Wortley boys. Finally, a nineteen year old female from Farsley who is affiliated with the Gymagic Gymnastics club in Pudsey is hoping to take her gym award, with a view to starting a new gym class at Gymagic.

### Transport

- 3.15 The Lidget Hill lay-by scheme in Pudsey town centre, which aims to improve the appearance of Lidget Hill and improve the safety and amenity of parking in that area, is progressing. The scheme has been approved by Highways Board and Chief Officer Approval should be in place shortly. The contractor is ready to undertake the works and it is anticipated that this should be started onsite and hopefully completed by April. Local businesses have some concerns about the construction works and the impact this will have on them. Traffic Management have confirmed they will work with the businesses and contractor to minimise impact. In the meantime, the statutory undertakers works have been ordered for the remainder of the Cemetery Road traffic calming scheme and work will take place next financial year.
- 3.16 The proposals to bring in new restrictions on Robin Lane car park have been advertised and 14 objections have been received. Traffic Management are currently dealing with these and the Highways Board will consider them in March. All the objections have been submitted by staff working at Pudsey town hall and they are not considered to be sustainable objections. It is likely that the restrictions will be operational in April with the signs installed.
- 3.17 Other Traffic Regulation Orders (TROs) for Pudsey and Calverley including Priesthorpe Avenue, Ashfield Avenue, Smalewell Road and the Stanningley by-pass station access have not generated any objections and these will now be progressed to contract. The TRO to deal with parking issues near to the Crimbles allotments in Pudsey is currently with Legal Services, awaiting advertising.
- 3.18 Pudsey Members have requested that the Laurels and Oakroyds Highways scheme in Pudsey be re-considered. This scheme was supported by the Area Committee in 2009 when Well-being funding was used to widen part of North Street to provide better parking and improve access in the area. Pudsey Members are interested in extending this scheme to include adjacent roads although the scheme would be costly.

### Environment

- 3.19 Work is continuing to take place on the enhanced Environmental Services delegated functions to Area Committees; to bring together services identified in the Streetscene report presented to the last Area Committee.

- 3.20 Environmental Services Delegation Further to the report submitted to the last Area Committee, the following provides a brief update on the progress towards achieving the delegation of environmental services from June/July 2011.
- 3.21 Work is progressing on the development of a Service Level Agreement (SLA) for each Area Committee, with a generic template being agreed by Area Chairs on 11<sup>th</sup> February. A first draft of the Outer West Area Committee SLA will be shared with Members at a workshop scheduled to take place on 1<sup>st</sup> April, 2-5pm, to which you will have received an invitation on 31<sup>st</sup> January. To inform the detail of the SLAs, service resources have been allocated across the City on a wedge basis, detail of which will be available at the March workshops, if not already shared with Members. Members will have further opportunity to input and comment on their SLA prior to the final version being presented for approval at the June/July Area Committee.
- 3.22 Appointment of the three Locality Manager posts, who will manage service delivery to meet the requirements of their respective area's SLAs, is due to take place in March. Area Chairs will be involved in part of the recruitment process for the posts, with the final decision on appointments however, remaining with senior officers. As soon as the appointments are formalised Members will be informed of who their Locality Manager is.
- 3.23 At their last meeting, Area Chairs discussed the potential roles of Deputy Area Chair, Environmental Champion and Environment Sub-group. Presently, some Area Committees have one or more of these roles, whilst others have none. It was agreed that whilst the roles will remain informal, i.e. have no decision making authority, they will be a valuable mechanism for dealing with the SLA and service delivery matters in a timely manner between formal Area Committee meetings. With regard to the function that a sub-group could undertake this would be especially relevant prior to and during the initial stages of the delegation. Once the delegation is in place and effective then local arrangements can be made as to how to deal with operational issues and the SLA, agreed as a wedge and/or between the Area Committees and their Locality Manager. In some cases the sub-group may be a time limited 'task and finish group', in other areas the sub-group may fulfill a more ongoing role of overseeing the SLA outside of formal Area Committee business.
- 3.24 The issue of stray horses on the public highway and park in Tyersal has come to Area Management's attention once again. Police, Community Safety, Area Management and Councillors have met to try and resolve the issue, and are looking into a long term solution to the problem. However, in the meantime, the Police have held a meeting with local horse owners to inform them, that the previously generous approach of capturing the horse, followed by strenuous efforts to try and establish the owner will no longer be adopted. Instead, horses will now be captured and impounded immediately if the owner can not readily be identified. It is hoped that this approach, will help to ensure that horse owners take due care to ensure that their horses stay on their land and do not stray.

## Health & Wellbeing

- 3.25 The National Health Service is running an “Innovations Workshop” in April. The aim of the day is to develop a better understanding of the issues preventing the whole population of Leeds achieving good health and wellbeing, through:
- Improved understanding that delivering health outcomes is everyone’s job within council.
  - Better understanding of the future direction/working relationship between health and the council.
  - Improved partnership working, and
  - Developing and delivering innovative/new solutions to narrowing the health inequality gap between the best and worst areas of Leeds.
- 3.26 The approach being used is highly flexible and the content will be entirely determined by you the participants. This will help us to help identify current issues, future challenges and creative solutions.
- 3.27 The event is primarily aimed at council staff who deliver some of the key determinants of health and wellbeing (e.g. housing, Area Management, parks and countryside, licensing etc).
- 3.28 Discussions have taken place between Adult Social Care (ASC), Sport and Active Recreation, Pudsey Members, Area Management and Corporate Property Management regarding the proposals to create a) ASC day care provision for adults with learning disabilities within the current bar area, b) a Changing Places facility c) re-provision within the original leisure centre frontage. ASC are considering re-locating their services wherever possible e.g. into libraries, community centres and leisure centres. A good example of where this has happened successfully is the closure of the Moor End centre in Hunslet and re-provision of services into three community based facilities including one within the John Charles sports centre.
- 3.29 It is envisaged that the ASC day provision would be a flexible space which can be used by leisure centre users and the wider community. Proposals are at an early stage and Pudsey members will be briefed once costed options are available. Day Services capital funding will be available for the ASC day care provision and Changing Places facility and Pudsey Members have suggested that their Ward Based Initiative funding may be available for the re-provision of public toilets. Depending on costs, a contribution may be sought from the Area Committee.
- 3.29 Area Management is working alongside the Health & Well-being Improvement Manager, Pudsey Town Centre Manager and Executive Lead for the H3+ GP consortium to deliver a series of health and well being fun days in Pudsey Park this summer. It is hoped that these will be inter-generational activities which will help promote healthy living messages and also generate extra footfall to the town centre. The aim is to promote health and well being in its widest sense. The planning is at an early stage and ward Members will be appraised as the plans develop and the Area Committee will be updated in due course.
- 3.30 Pudsey and Armley have been identified as areas of greatest need to increase the uptake of services to slow the onset of dementia. There are initial plans to develop a memory café within the new health and well-being centre in Pudsey, adjacent to the Robin Lane Medical Centre.

### Thriving Places

- 3.32 A Community Safety update report is attached elsewhere on this agenda and the Community Safety Co-ordinator for West Leeds and Inspector Cawkwell will provide an update to the Area Committee.
- 3.33 Phase 1 of the Lower Wortley Road Improvement Scheme is now complete, with only the artwork for the Bull Ring to be installed once they have been worked up from designs drawn by school children from the local Primary school (Lower Wortley). It was hoped that this work would have been in place by the end of February 2011, however, due to a road traffic accident at the Bull Ring, the installation of works has been put on hold, until repairs have been carried out.
- 3.34 The Gambles and Heights LAMP is drawing to a close after two and a half years, in which time vast improvements have been made in the areas of crime and grime on the estates. An exit strategy is being drawn up by Area Management, which will allow the longer term issues such as young people, anti-social behaviour, and Health and Well-being in its widest sense, to be addressed, via the Health and Wellbeing and Young People's sub groups. In addition, representatives of the estates who have been part of the LAMP working group will be equipped with relevant contact details of partner agencies to contact to report any other issues as and when they occur, in order to ensure some sustainability for the work achieved to date.

### Harmonious Communities

- 3.35 West North West Area Management team are currently planning their involvement in the 2011 European Year of the Volunteer.

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

### Member Consultation

- 4.1 Members are consulted on projects and initiatives within their wards. In addition each Leeds Strategic Plan theme has a Member champion to progress work in this area.

## **5.0 Legal and Resource Implications**

- 5.1 In order to meet the Area Committee's functions, funding is available via Well Being budgets and the Community Centres Budget.
- 5.2 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 in the fact that the Area Committee's role here is only to influence, develop and consult. However, wellbeing funding has resourced some projects here e.g. community engagement, area based regeneration schemes and conservation area reviews.

## **6.0 Conclusions**

- 6.1 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.

## **7.0 Recommendations**

- 7.1 Outer West Area Committee members are invited to note the contents of the report and to comment on any aspect of the matters raised.

### **Background Papers:**

None



## **Appendix 1**

### **Project: Community Development Worker – Swinnow.**

#### **Quarterly Progress Report: November – January 2010**

This report summarises progress in provision of community support and capacity building to the Swinnow estate. It was anticipated that this would be achieved through 1) placing a community development worker in the area for 18.5 hours per week and 2) running activity sessions in the centre, play area and surrounding venues to stimulate involvement and community cohesion. Progress is reported under the following subheadings: i) progress over the past 3 months; ii) summary of primary objectives; iii) project outputs, iv) issues; v) targets for the next 3 months, vi) budget; and vii) appendices.

#### **1. Progress over the past 3 Months**

- Recruitment process for Health Development Worker (x0.5).
- Worker commenced role on 29/11/2010.
- Induction process: Healthy Living Network Leeds staff, projects, policies and procedures; tour of Swinnow estate.
- Introduction meetings with NHS, Extended Schools Services, Youth Service, Community Sports Officer, Stanningley & Swinnow Live at Home Scheme, PCSO, Leeds West North-West Homes & Swinnow Primary School to identify current services and potential for future plans.
- Attended networking meetings: Heights & Gamble Health & Wellbeing Group, Community Partnership Agreement Plan Meeting and Pudsey & Swinnow Forum.
- Established a steering group to co-ordinate activity in the community centre (see section 3).
- Planning underway for a family fun day in Community Centre to launch new activities and promote existing services.
- Communications ongoing with Lettings Department to be approved as a key holder for Community Centre.
- Community Engagement through questionnaire and survey distributed at Stanningley & Swinnow Live at Home Luncheon Club and parents at Swinnow Primary School to identify potential Pick n Mix courses.
- One-page plan and action plan to identify key objectives/targets for the year (see appendices).

## **2. Summary of Primary Objectives**

### **2.1. To improve links between the local school/s and the community centre and surrounding area by running activities and developing groups, especially those supporting intergenerational work.**

- Meetings and consultations with partner agencies have started to address improving links between schools and community centre.
- An initial meeting with the extended schools cluster manager identified a gap for services for children aged 8-12 years. BARCA currently run a play session at Park Spring Primary School and are interested in delivering an after school play session for ages 5-12 at the community centre but access is an issue.
- Youth Service are keen to offer a 'health drop-in' session on Friday evenings at the community centre for young people aged 13-19.
- Bramley Elderly Action are keen to run more events in the Community Centre and are having an open day on 29<sup>th</sup> March.
- There are plans underway for one Pick 'n' Mix course to be aimed at improving physical activity levels in mum's. This has been requested by the mum's at the primary school but capacity has been an issue. This course would provide six different taster sessions and information on keeping fit with a view to developing this into a weekly fitness group, open to all.
- There are plans underway to run one intergenerational Pick 'n' Mix Course in partnership with BARCA. Their family support service are keen to develop a programme which brings parents and children together to promote spending time together, health, interaction and friendships.

### **2.2. To encourage and build a bank of volunteers to run activities within the centre.**

- There is currently no management committee of the Community Centre, which is managed through the Lettings Department of Leeds City Council.
- A volunteer coordinator has been employed through HLN who will be able to support the recruitment and support of volunteers to run activities within the centre. This will be through a steering group involving some local community members and through development of a volunteer project within Swinnow.

### **2.3. To ensure effective use of the new playground area on Swinnow Moor.**

- At present the playground area is incomplete but building work has begun.
- Ongoing communication with LCC to confirm completion date.

### 3. **Project Outputs**

Summarise progress milestones/deliverables achieved during the last 3 months.

- Established a steering group of professionals from a range of backgrounds (healthcare, community safety, housing, education, youth services and older people). This multi-agency approach will enable a partnership approach to
- Public consultation at Stanningley and Swinnow Live at Home Scheme Luncheon Club and Swinnow Primary School.

### 4. **Issues**

- Access to the community centre remains problematic and a barrier to agencies using it as a venue for regular activities. The contact and procedure for booking through lettings has been communicated to key agencies. Health Development Worker has contacted Building Manager at Leeds City Council to request becoming a key holder in order to gain regular access for sessions and maintenance of notice board etc.
- The central heating at the community centre has not been working for over a month which has meant that existing services have either been cancelled or less well attended than usual. This issue was raised with the Building Manager at Leeds City Council, who said that they were waiting for a part to be delivered and were unsure when this was likely to be.
- Insecurity of funding for partner agencies beyond March 2011 makes planning difficult. Use of Community Health Educators to deliver sessions partly overcomes this on an operational level, and the use of volunteers as key players within community activity is crucial in establishing sustainable improvements in the longer term.

### 5. **Targets for the Next 3 Months**

- Launch event and Family Fun Day at Community Centre on 05/03/2011.
- Open Day at Community Centre for over 60's on 29/03/2011 (led by Bramley Elderly Action)
- Complete one six week Pick n Mix course.

- Plan second Pick n Mix course.
- One child-led Change 4 Life community event, based at Community Centre.
- Work with BARCA and Extended Services to offer additional activities during school holidays.
- Continuing promotion using Community Centre notice-board, schools, Community Health Champions for word of mouth/leafleting, local media, HLNL website and facebook page.

## 6. **Budget**

Total expenditure for Quarter 3 (Oct-Dec 2010):

	<b>Proposed</b>	<b>Actual</b>	<b>Variance</b>
Staff Costs	£1122	£1052	-£70
Materials & Equipment for Activities	£152	£0.00	-£152
Administration	£50	£50	-
Volunteers Expenses	£50	-	-£50
Management Costs	£190	£190	-
Miscellaneous (e.g. travel)	£17	£6.56	-£10.44
<b>TOTAL</b>	<b>£1581</b>	<b>£1298.56</b>	<b>£282.44</b>

- The variance of £70 between proposed and actual expenditure is that which was allocated towards pension contributions. Health Development Worker has not entered into the pension scheme at present. This £70 will be re-distributed to provide additional activities.
- No activities have taken place during this quarter thus no materials or equipment have yet been purchased.
- As no activities have taken place, no volunteer expenses were incurred this quarter.
- As Health Development Worker has not been in post for the full quarter, miscellaneous costs incurred such as local travel expenses were less than initially proposed.

## 7. **Appendices**

- i) One page plan
- ii) Action plan

## Forward Plan for July 2011 Outer West Area Committee

### DRAFT AGENDA

	Item	Officer attending	Report received
<b>Part 1: Meeting Formalities</b>			
	Appeals against refusal of inspection of documents.		
	Exclusion of Public		
	Late items		
	Declarations of Interest		
	Apologies for absence		
	Minutes of last committee	Governance Services	
	Matters Arising		
<b>Part 2: Executive Business</b>			
	ALMO Area Panel Minutes		
	Wellbeing Budget update		
	Area Managers report		
	Forward Plan		
<b>Part 3: Council Business</b>			

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Originator: Mike Earle

Tel: (0113) 2243209

## Report of the Chief Democratic Services Officer

### West Outer Area Committee

Date: 25<sup>th</sup> March 2011

Subject: Dates, Times and Venues of Area Committee Meetings 2011/12

#### Electoral Wards Affected:

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

The purpose of the report is to request Members to give consideration to agreeing the dates and times of their meetings for the 2011/12 municipal year which commences in May 2011.

#### 1.0 Background Information

1.1 The Area Committee Procedure Rules stipulate that there shall be **at least** six ordinary meetings of each Area Committee in each municipal year (May to April).

1.2 The Procedure Rules also state that each Committee will agree its schedule of meetings for the year either at the last meeting in the current municipal year (i.e. today) or at its first meeting in the new municipal year. In order to appear in the Council's official Diary and Yearbook for 2011/12, the dates and times of your meetings need to be approved today.

#### 2.0 Options

2.1 The options are:-

- To approve the list of dates, times and venues provisionally agreed with the current Chair and Vice-Chair, based on the existing pattern;
- To consider other alternative dates and times;

- To continue to meet on Fridays at 1.00pm or 2.00 pm, or to consider alternative days/ times;
- To continue to alternate between suitable venues within the three Wards or to seek some other venues.

### **3.0 Meeting Dates**

- 3.1 The following **provisional** dates, times and venues have been agreed in consultation with the current Chair and Vice-Chair. They follow roughly the same pattern as previous years, i.e. Friday's in July, September, October, December, January and March, but with a suggested earlier start time :-

8th July 2011, **13.00**, St. John's Parish Church, Farsley  
 9<sup>th</sup> September 2011, **13.00**, Pudsey Leisure Centre  
 14<sup>th</sup> October 2011, **13.00**, Farnley Hall  
 16<sup>th</sup> December 2011, **13.00**, Safety Central  
 20<sup>th</sup> January 2012, **13.00**, St. John's Parish Church, Farsley, and  
 23rd March 2012, **13.00**, Swinnow Community Centre.

- 3.2 A similar pattern of meetings is being suggested in respect of the other 9 Area Committees, so that for co-ordination purposes, all Area Committees are meeting in the same basic cycle and months. Whilst Members have discretion as to which actual days and times they wish to meet, they are requested to take into consideration that any proposed substantial change to the cycle, e.g. changing months rather than dates within the suggested months, will cause disruption and lead to co-ordination problems between the Area Committees.

### **4.0 Meeting Days and Times**

- 4.1 Currently the Committee meets on Friday at 2.00 pm and the above suggested dates reflect this pattern, although the suggested start time has been brought forward, at the suggestion of the current Chair and Vice-Chair, to **1.00pm**
- 4.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people, for instance members of the public, who have other regular commitments on that particular day or who might prefer either a morning or evening meeting, or a meeting immediately after normal work hours.
- 4.3 For these reasons, some Area Committees in the past have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements – it really is a matter for Members of each Area Committee to decide.

### **5.0 Meeting Venues**

- 5.1 Currently the Committee alternates venues between the three Wards. A schedule produced by Area Management showing various possible venues, and associated



costs, is appended to the report, and the current Chair and Vice-Chair have suggested those venues listed at Paragraph 3.1.

- 5.2 If the Committee were minded to request the officers to explore possible alternative venues, then the considerations Members and officers would have to taken into account are matters such as cost, accessibility – particularly for people with disabilities – and the facilities available at the venue, e.g. IT facilities for presentations etc.
- 5.3 From time to time, Members sometimes suggest moving meetings back to Civic Hall, Leeds. The meeting facilities might arguably be better in some instances, and the venue possibly more convenient for Members, and possibly also the public, as Leeds is the hub of the public transport system. However, Members are reminded of the stated role of Area Committees, as set out in Paragraph 2.1 the Area Committee Procedure Rules :-
- Act as a focal point for community involvement;
  - Take locally based decisions that deal with local issues;
  - Provide for accountability at local level;
  - Help Elected Members to listen to and represent their communities;
  - Help Elected Members to understand the specific needs of the community in their area;
  - Promote community engagement in the democratic process;
  - Promote working relationships with District Partnerships and Parish and Town Councils.

These aims and this role is unlikely to be enhanced by holding meetings at the centre, and rather than move meetings to Civic Hall, Members might wish to look again at other ways of publicizing meetings and encouraging greater community engagement.

Another option might be to alternate meetings between the centre and local venues.

## **6.0 Recommendation**

- 6.1 Members are requested to consider their options and to agree their meeting dates and times for 2011/12 **at this meeting** in order that they may be included in the Council's official diary for 2011/12. Meeting venues can if necessary be agreed at a later date, or left for the officers to sort out, taking into account Members' views, although a clear indication at this stage of Members' wishes would be helpful.

## **Background Papers**

Area Committee Procedure Rules.

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## OUTER WEST MEETING VENUES

<b>WARD</b>	<b>VENUE</b>	<b>COST</b>	<b>KITCHEN</b>	<b>TEA / COFFEE PROVIDED</b>
Calverley / Farsley	Calverley Mechanics Institute	£18.00 PH	Y	N
Calverley / Farsley	Pudsey Civic Hall	Ballroom £55.00 PH Woodhall / Fulneck rooms £20.00 PH Calverley Room £10.00 PH	Y	Tea / coffee / biscuits £1.50 per serving
Calverley / Farsley	St John's Church, Farsley	£6.50 PH	Y	N
Farnley / Wortley	Farnley Hall Board Room	£75.00 half day £150.00 full day	Y	Tea / coffee / biscuits £1.00 per serving
Farnley / Wortley	Lower Wortley Community Centre			
Farnley / Wortley	Lower Wortley Methodist Church	£11.00 PH for hall £6.00 PH for small room	Y £4.00 extra charge	N
Farnley / Wortley	Old Farnley Community Centre	£10.00 PH	Y	N
Farnley / Wortley	St John's Church, Wortley			
Farnley / Wortley	Westfield Chambers	Only available to WNWHL		
Pudsey	Pudsey Leisure Centre	Free	N	N
Pudsey	Pudsey Town Hall Chamber	Free	Y	N
Pudsey	St Andrew's Church, Pudsey	Rooms £15.00 to £25.00 PH	Y	N
Pudsey	Swinnow Community Centre	Free	Y	N
Pudsey	Tyersal Club	Free	Y	Y
Pudsey	WLCP Visitor Centre	£75.00 half day £150.00 full day	N	N
Inner West	Safety Central	Free until April 2011	Y	N

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Originator: Gill Hunter ,  
Inspector Richard  
Cawkwell  
Tel: 3367868

## Report of the Director of Environments and Neighbourhoods

### Outer West Area Committee

Date: 25<sup>th</sup> March 2011

Subject: Community Safety Issues, Outer West Leeds

<p><b>Electoral Wards Affected:</b></p> <p><b>Calverley &amp; Farsley</b> <b>Farnley &amp; Wortley</b> <b>Pudsey</b></p> <p>Ward Members consulted (referred to in report)</p> <input type="checkbox"/>	<p><b>Specific Implications For:</b></p> <p>Ethnic minorities <input type="checkbox"/></p> <p>Women <input type="checkbox"/></p> <p>Disabled people <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 Gill Hunter and Inspector Richard Cawkwell to provide the Outer West Area Committee with information on crime trends, partnership initiatives and future joint projects between Leeds City Council , and West Yorkshire Police in Outer West.

#### 1.0 Purpose Of This Report

This report introduces Inspector Richard Cawkwell from West Yorkshire Police who will give an update on Crime and Community Safety Issues in Outer West Leeds since the previous Area Committee on 28<sup>th</sup> January 2011.

#### 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.
- 2.2 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 Outer West Area

#### 3.0 Main Issues

##### 3.1 Burglary

There are still concerns in relation to Bradford nominal's committing break-ins in Outer West and Operations Abode and Absinthe have been set up to tackle the issue. Recent arrests have been two culprits from Fagley (committing break-ins in broad daylight on Galloway Lane) and some Bradford HolmeWood estate nominal's operating in Swinnow who were caught by PC Richard Dixon and were charged.

There is planned work and intelligence sharing in relation to Bradford nominal's with Bradford North and South Neighborhood police team.

A significant arrest of a well known 18 year old Bramley nominal has led to him admitting 18 house burglaries across all the wards including 3 committed in the Troydales in Pudsey. This young man will be produced again from prison and is likely to admit further offences. This provides clear illustration of the lifestyle of the young offenders who reside in Leeds and how they contribute to this significant problem.

The arrest of house burglars is without doubt daily business and as I type this report a young man has been arrested for 2 burglaries on the Crimbles in ward 28.

There will be a focus on tackling the handlers/receivers of stolen goods during the months to come.

### **3.2 Vehicle Crime**

At this time there is a rise in the number of cars being broken into in ward 12 Wortley and Farnley. As part of Operation Absinthe officers are working into the early hours targeting a known man who has recently returned to the area having been living in Merseyside. He was recently arrested

The anti-theft screw kits for car registration plates funded from Community Safety are now available. An event has been organized for Saturday 26<sup>th</sup> February at Owlcotes Centre to promote the kits. This is hoped to have an impact on this crime type and provides a valuable opportunity to engage people in discussion around crime prevention measures.

### **3.3 Tackling Anti Social Behaviour**

#### **3.4 Nutting Grove Farnley**

Extensive work (again) regarding Anti Social Behaviour on Nutting grove Terrace / Bawns. A multi-agency action day has been arranged for Thursday 31<sup>st</sup> March to provide reassurance to the community about what the police and partners are doing to tackle local concerns in relation to crime and anti-social behaviour. It is hoped that the action day will coincide with the gating of the archways on Nutting Grove terrace. Partner will also be working along side Groundwork to support environmental improvements.

#### **Pudsey/Owlcotes**

On going work continues on the Owlcotes with the Wateringcoates project aimed at reducing Anti-social Behaviour and engaging with the local community to organise community events. An Easter event is being developed for Friday 15<sup>th</sup> April 2011.

#### **Tyersal**

Concerns have been raised by local residents in relation to loose and tethered horses in the Tyersal and around Leeds/ Bradford boundary area . An initial

meeting was held inviting all the known horse owners from this area to look at solutions and ways of resolving these issues, and so to inform owners of their responsibilities and action in relation to the law that the police would take if continued to allow loose horses to escape on public land and highways. Following on from this two joint days of action have been agreed with Bradford and Leeds Council, West Yorkshire Police Bradford South and Bradford North Division , and North West Leeds Neighbourhood Police Team on 23<sup>rd</sup> and 24<sup>th</sup> March. The action day will focus on three main areas which are:

- Identification of the owners of tethered horses on land around Dick Lane
- Scrap metal / Trade Waste Carriers and scrap dealers
- ANPR ( Automatic Number Plate recognition) /Vehicle stop and checks

#### **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**

No background papers were used in writing this report.

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Originator:  
Stacey Campbell  
Tel: 2243470

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

**Report to Outer West Area Committee**

**Date: 25<sup>th</sup> March 2011**

**Subject: Dog Control Orders – Phase Two**

**Electoral Wards Affected:**

✓

 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 information to area committees with regards to the Council's proposals to introduce further Dog Control Orders in the City. Dog Control Orders have been considered in two phases. Phase One orders came into force on 1<sup>st</sup> February 2011.

**1.0 Purpose Of This Report**

1.1 To seek feedback on the proposals to introduce further Dog Control Orders across the City under Phase 2 of the Dog Control Order Project and inform committees of the consultation process with regards to these proposals.

**2.0 Background Information**

2.1 During 2008/2009, the Scrutiny Board (Environment and Neighbourhoods) conducted a review on the Enforcement of Dog Fouling and issued a Statement in February 2009 setting out its conclusions and recommendations. One of the recommendations stipulated exploring the use of Dog Control Orders in the City.

2.2 Dog Control Orders are available under Section 55(1) of the Clean Neighbourhoods & Environment Act 2005, which states:-

“A primary or secondary authority may in accordance with this Chapter make an order providing for an offence or offences relating to the control of dogs in respect of any land in its area to which this Chapter applies.”

- 2.3 On 3 November 2010, Executive Board considered proposals for Dog Control Orders under the Clean Neighbourhoods and Environment Act 2005. The Board approved three Orders which will:-
- limit the number of dogs that one person may walk
  - exclude dogs from a list of prescribed areas
  - require dogs to be placed on a lead whenever the owner is requested to do so by an authorised officer
- 2.4 Failure to comply with these Order is an offence and a person can be prosecuted or be given the opportunity to pay a fixed penalty as an alternative to prosecution. The orders came into force on 1<sup>st</sup> February 2011.
- 2.5 Executive Board also approved that phase two of the project is begun, which will look at further options for Dog Control Orders in the City. The Project Board steering the Dog Control Orders will, under Phase 2, be consulting upon two additional controls which are:-
- Areas where dogs may be required to be kept on a lead all times. These areas could include roadside pavements (which is envisaged to apply city wide) and cemeteries. Other areas could be considered for such an order, however a Dog Control Order is already in existence which allows officers to direct an individual to place a dog upon a lead if it is causing a nuisance.
  - Further areas of land where dogs may be excluded from. Under Phase 1 of the project, such areas included children’s play areas. Under Phase 2, these areas could be extended to include Sports Pitches and School Grounds & Playing Fields
- 2.6 The Council will look at applying any such controls to land within its control which will include consultation with Education Leeds and the ALMO’s. Dog Control Orders can be applied to any land to which the public have access, with or without payment. Other private land will not be considered unless requested by the landowner and the landowner funds any signage required.
- 2.7 The process for phase two Dog Control Orders will commence with consultation with Area Committees, after which interested parties such as Dog Walking Businesses, The Kennel Club and The Dogs Trust will be contacted. Officers will also be consulting with key landowners who may have an interest in Dog Control Orders. These include Education Leeds, ALMO’s, all the land owning LCC departments including Parks and Countryside, Town and Parish Councils, Universities, British Waterways and Community Groups.
- 2.8 The outcome of this consultation will shape proposals which will be put into a full public consultation exercise to be undertaken through summer 2011. Scrutiny Board (Environment & Neighbourhoods) have taken a close interest in the project. The outcome of the consultation will be shared with Scrutiny Board, who will also help steer the final proposals. The final proposals would be determined by Executive Board. It is proposed to introduce any orders agreed early 2012.

### **3.0 Main Issues**

3.1 The outcome of the consultation process will shape the proposals and determine a way forward with the second phase of the Orders. The proposals are likely to stimulate contrasting views, from both dog owners and none dog owners. The Council will assess and consider the responses through the Project Board, balancing any views with the overall project objective of promoting responsible dog ownership.

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

4.1 The decision to implement any Orders would through Delegated Executive Function.

### **5.0 Legal and Resource Implications**

5.1 Adopting new legislation has legal implications and the Section Head of Regulatory and Enforcement in the Council's Legal Services section is steering this aspect of the project.

5.2 There are resource and financial implications identified around signage for the Orders. Also, any orders agreed upon will be enforced by existing members of staff – no additional resources have been identified to enforce the orders.

### **6.0 Conclusions**

6.1 The proposals for the Orders are part of a Responsible Dog Ownership scheme being promoted by the Council. The problems created by irresponsible dog ownership, such as dog fouling and stray dogs, can be tackled using Dog Control Orders.

### **7.0 Recommendations**

7.1 Members are asked to note and consider the proposals for further Dog Control Orders.

7.2 Members are invited to offer any comments with regards to:-

- Potential consultees who are not listed above
- Landowners or managers who may be interested in Dog Control Orders on their land, particularly in the local area covered by this committee.
- Advise on any areas of land which they feel would benefit from Exclusion Orders
- Offers any observations which need to be incorporated into the public consultation
- Nominate their Area Champion to receive the formal consultation outcome on behalf of their Committee.

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Originator: Suzanne Wainwright

Tel: 24 75656

## Report of Youth Service

## Report to Outer West Area Committee

Date: 25<sup>th</sup> March 2011

## Subject: Youth Service Delivery

<p><b>Electoral Wards Affected:</b></p> <p>Calverley &amp; Farsley Farnley &amp; Wortley Pudsey</p> <p><input 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 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 report outlines youth work delivery in the three outer wards, highlights some specific sessions of work and discusses significant changes made to the programmes. The report provides details of the use of the Mobile Unit. The report also details proposed communication opportunities with members.

#### 1.0 Purpose Of This Report

To inform members about the current ward programmes and explain the reasons why some changes have been made.

To give an account of the use of the Mobile Unit

To propose a future communication strategy.

#### 2.0 Background Information

Each ward area is allocated a budget for the delivery of youth work, this is split between universal youth work and targeted youth work. In some wards e.g. Farnley & Wortley part of the budget is allocated to a voluntary sector partner in this ward to Armley Juniors.

The type of youth work delivered can vary depending on the needs of young people and any issues in the area. The programmes in the outer west area include, mobile/detached youth work, centre based youth work, group work, information and advice work, this can be related to health and relationships or education, employment and training. Copies of the March Ward programmes are attached to the report.

### 3.0 Main Issues

- 3.1 **Farnley & Wortley Ward** – The majority of the provision in the ward is open to all young people, with the exception of the Gypsy Roma and Traveler session. Although the sessions are mainly open the needs of young people in the ward are complex and therefore most of the work is considered to be targeted youth work.
- 3.2 The attached programme details 14 youth service sessions and three Armley Juniors sessions. Two of the Armley Junior sessions are supported by a youth worker delivering an extra provision to support individual young people alongside the youth club. The two GRT sessions are at present on hold whilst discussions take place with Leeds Gate regarding staffing and future programmes.
- 3.3 The programmes also detail seven mobile sessions. Whilst we would prefer all mobile sessions to start as late as possible in order to get the mobile used as much as possible it is necessary to have ‘back to back’ sessions, therefore some sessions have to start at 5pm with a second session starting at 7pm. The location of the mobile is shown but it needs to be noted that this is often a starting point and the mobile will move to where young people are meeting. For this work and the detached youth work, we go to young people rather than them coming to us. It needs to be noted that we are struggling to find staff that can drive the mobile we are therefore looking at hiring in a driver through either existing funding or seeking new funding. A breakdown of the mobile use is shown later in the report and it highlights the unfortunate damage done through vandalism and the long period of time it has been off the road, and measure taken to reduce future risks.
- 3.4 It needs to be noted that both the LAZER Centre and Bramley Community Centre are for use by all young people in the West area as a Youth HUB for West. Young people are encouraged to make use of both centres, hence the sessions titled Farnley & Bramley Link. Young people in the Farnley & Wortley Ward are encouraged to come to BCC on a Tuesday night to have access to the resources in the building, in particular the music equipment. The future venue for the session will be determined by the young people themselves, they may continue coming to BCC or they may seek a venue local to them. Of course if they find another venue then they would have to raise funds to purchase equipment, at present they are using equipment in BCC and benefiting from the funding other young people using BCC raised.
- 3.5 The Hillside Youth Group has been a particularly difficult group. A number of the young people do not display a level of acceptable behaviour needed to enter the building, so a mobile session runs alongside the youth club session to provide an opportunity to work with this group of young people, to address their behaviour. The intention is to achieve an acceptable level of behaviour with the group inside the centre then to allow more young people in, who have had the opportunity to look at their unacceptable behaviour.
- 3.6 **Calverley & Farsley Ward** The majority of the work in Calverley is universal work and in Farsley mainly targeted youth work.
- 3.7 The attached programme details seven sessions out of the eight we would hope to deliver, this is due to the fact that two sessions have presently got three members of staff rather than two.
- 3.8 The programme has currently got three mobile sessions and one detached youth work session. The Farsley Youth Club session has been a mobile session but this has turned into a centre based youth club provision in St John’s Hall.

- 3.9 It is anticipated in the spring/summer to have more mobile sessions in the ward. It needs to be noted that we are struggling to find staff that can drive the mobile we are therefore looking at hiring in a driver through either existing funding or seeking new funding. A breakdown of the mobile use is shown later in the report and it highlights the unfortunate damage done through vandalism and the long period of time it has been off the road, and measures taken to reduce future risks.
- 3.10 Young people taking part in the Serious Fun Night Challenge was a highlight in the ward. This was a partnership with the Safer Schools police officers at Priesthorpe and of course Serious Fun. The group from the ward came second, and enjoyed an exciting night.
- 3.11 The youth club at Calverley Mechanics Institute had been a struggle to establish but by changing nights after consulting the local young people this is now beginning to grow. The pre Christmas evening, 'X Factor style', was enjoyed by all, including the panel!
- 3.12 **Pudsey Ward** The delivery in this ward is very mixed, some areas such as Owlcotes and Tyersal have quite challenging young people and therefore we deliver mostly targeted work. The other areas are a mixture of targeted and universal youth work.
- 3.13 We currently have 8 sessions out of the eleven we would like to run; this is due to the difficult behaviour in some sessions and the need for three staff to be present. Also the special needs group needs a third member of staff.
- 3.14 Tyersal area has been a challenge and needed support from the PCSO's. The behaviour of the young people in general is now at an acceptable level, two youth clubs are running offering a range of activities.
- 3.15 At present there is three weekly mobile sessions on a Monday and Tuesday and a third on a Friday linked to the Duke of Edinburgh Award Session. It is anticipated that there will be an additional mobile session in the spring/summer. It needs to be noted that we are struggling to find staff that can drive the mobile we are therefore looking at hiring in a driver through either existing funding or seeking new funding. A breakdown of the mobile use is shown later in the report and it highlights the unfortunate damage done through vandalism and the long period of time it has been off the road, and measures taken to reduce future risks.
- 3.16 Duke of Edinburgh Award session now runs once a month at Pudsey Leisure Centre, (the fourth Friday in each month), in order to support the expeditions one session a month is 'banked'. The remaining sessions are delivered as mobile/detached sessions using the same staff team. This is to maximize the use of the staff in the area and to ensure we have a DofE open access session in the area.
- 3.17 The Football session at Pudsey Leisure Centre has stopped. This decision was taken, with the Leisure Centre manager, as the reduced numbers of young people attending were quite able to set this type of session up themselves and to pay the small fee. The evaluation of the sessions showed that little skill development was taking place. The funding for Leisure Centre rent had also finished. The session had originally targeted young people who were a concern, over time their situation changed. We are presently looking at alternative provision for young people in the centre of Pudsey, the session on a Tuesday lunchtime is targeting young people, who are possibly NEET or at risk of causing ASB and the Pudsey Youth Project at the Library is another opportunity to look at the present needs of the young people in the area. The work in the centre of Pudsey is in the rebuilding stage, it may be that the young people identify that football is what will attract them to engage with us, if this is

so we will approach the Leisure Centre again or possibly look at a partnership with Crawshaw School.

3.18 Andy's Bar has been a great success in the past but for some time has not been a well attended piece of work. The young people complained about the dark access to the building and also felt restricted in what they could do. The behaviour of the young people had deteriorated and some damage was done in the building. It was difficult to justify the cost of the repairs and the rent when the venue was seen not to be fit for purpose to deliver the type of youth work that was needed. Things had changed and we needed to respond to what young people were saying and change too. Another venue in the centre of Pudsey is being looked at, (the Old fire Station); in the meantime through the Pudsey Youth Project we hope to engage young people in developing new provision where they can take a lead. If possible we would like to develop this work with young people working alongside ward members as well as youth workers.

3.19 Swinnow Sunshine Club is a very active group with young people with special needs experiencing a wide range of activities.

3.20 The Wateringcotes Project - contact with the young people has been maintained through the mobile and detached youth work, in the spring and summer we move into the second phase of the project.

### **3.21 Mobile Provision**

3.22 This year the use of the mobile unit has been fraught with problems. From April to September the mobile was off the road due to two occasions when the unit was damaged due to vandalism. The mobile, at the time, was parked at the LAZER centre behind two fences and locked gates. This did not stop the vandals damaging the vehicle. The vehicle was only back one day when the second incident of vandalism took place. The vehicle is now parked at Pudsey Civic Hall and so far there have been no problems.

3.23 Repairs, MOT and Servicing of vehicle have taken a very long time, the length of time has been challenge but as the vehicle is leased we have no choice and have to use the one garage, Leeds Commercial. The garage has been very complacent and often booking in the vehicles has been at their convenience not ours. We are challenging the charges of the hire fee during this period, we do not know if we will be successful in getting a refund but we are pursuing the issue.

3.24 We would like to purchase the existing mobile unit, hopefully the cost, now, will not be much more than the yearly hire fee and we would be able to take any future repairs, servicing and MOT to a garage of choice. This is the preferred option for all the youth service existing leased mobile vehicles, now the purchase price has come down to a manageable cost.

3.25 It needs to be noted that the existing mobile unit was returned to Leeds Commercial in September and the Outer West took over the mobile unit that had been used in the Inner West, this was a newer vehicle, had less usage and was in much better condition. The Inner West had been successful in securing funding to purchase a new mobile unit.

3.26 New legislation for drivers of vehicles has also impacted on the service this year, existing drivers had to be retrained, new procedures put in place and further health & safety training was delivered to staff on the 4<sup>th</sup> November.

3.27 The present outer west staff team do not have many drivers this has also been a problem, however recruitment of volunteers has been successful, one volunteer is already fully trained and another in the process. We are also now hiring in drivers when necessary, this sometimes works to our advantage, in that some session's required three staff, one to supervise the vehicle and two



to deliver the youth work. Where this is necessary, to hire a driver is a cheaper option; use of volunteers is of course much cheaper.

- 3.28** Due to the problems the number of sessions the mobile has been used is very low, but please note that if the mobile has not been used then the majority of sessions become detached youth work sessions. The following outlines the number of mobile sessions only. Please also note that during the period the mobile was available we also experienced very difficult weather conditions and it was not safe to use the mobile.
- 3.29** Calverley/ Farsley/Pudsey - (Victoria Park, Hainsworth Park & Pudsey Owlcotes) 17 sessions, 56 young people attended.
- 3.30** Farnley & Wortley – (Hillside/Butterbowls, Western Flats, 15 mobile sessions, 73 young people attended.
- 3.31** The newer vehicle, the possible purchase of this vehicle, fully trained staff and volunteers, also new parking venue all create a much better proposition for the use of the mobile from now on. The problems we have experienced this year are unprecedented and not expected to be repeated. The mobile unit is still seen as a great asset for the youth service.
- 3.32 Sport & Holiday Programmes** – The links to Community Sport and development of holiday programmes are in conjunction with the relevant cluster in the area.
- 3.33 Communications with Members** – The youth service has endeavored to hold meetings with Ward Members and would like to establish regular three monthly meetings with members, the Senior Youth Officer, the Youth Work Manger, relevant partners and an Area Management Officer and one meeting per year to include the Principal Youth Officer. The priority in these meetings is for members to advise on the issues known to them in the wards and for them to influence the programmes that are to be delivered.
- 3.34** A quarterly report will be sent to members, the first one for quarter three has been sent out to members with a request for feedback. We will then adjust the reports to fit the needs of the members.
- 3.35** A copy of the ward programmes will be sent to each ward member monthly.

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

- 4.1** To involve young people in governance and decisions making processes where possible and to work with ward members. A member of staff is being identified as a 'Participation Champion' one for six hours across the three wards to support young people in becoming involved in governance.

#### **5.0 Legal and Resource Implications**

All the programmes will be reviewed once the budget position is clarified, and the impact of the Early Leavers Initiative is known. It is anticipated that some areas of the city will be affected more than others by ELI and therefore there may be a need to move staff in order to balance the teams across the city. 'Minimal disruptions' to programmes will be a priority.

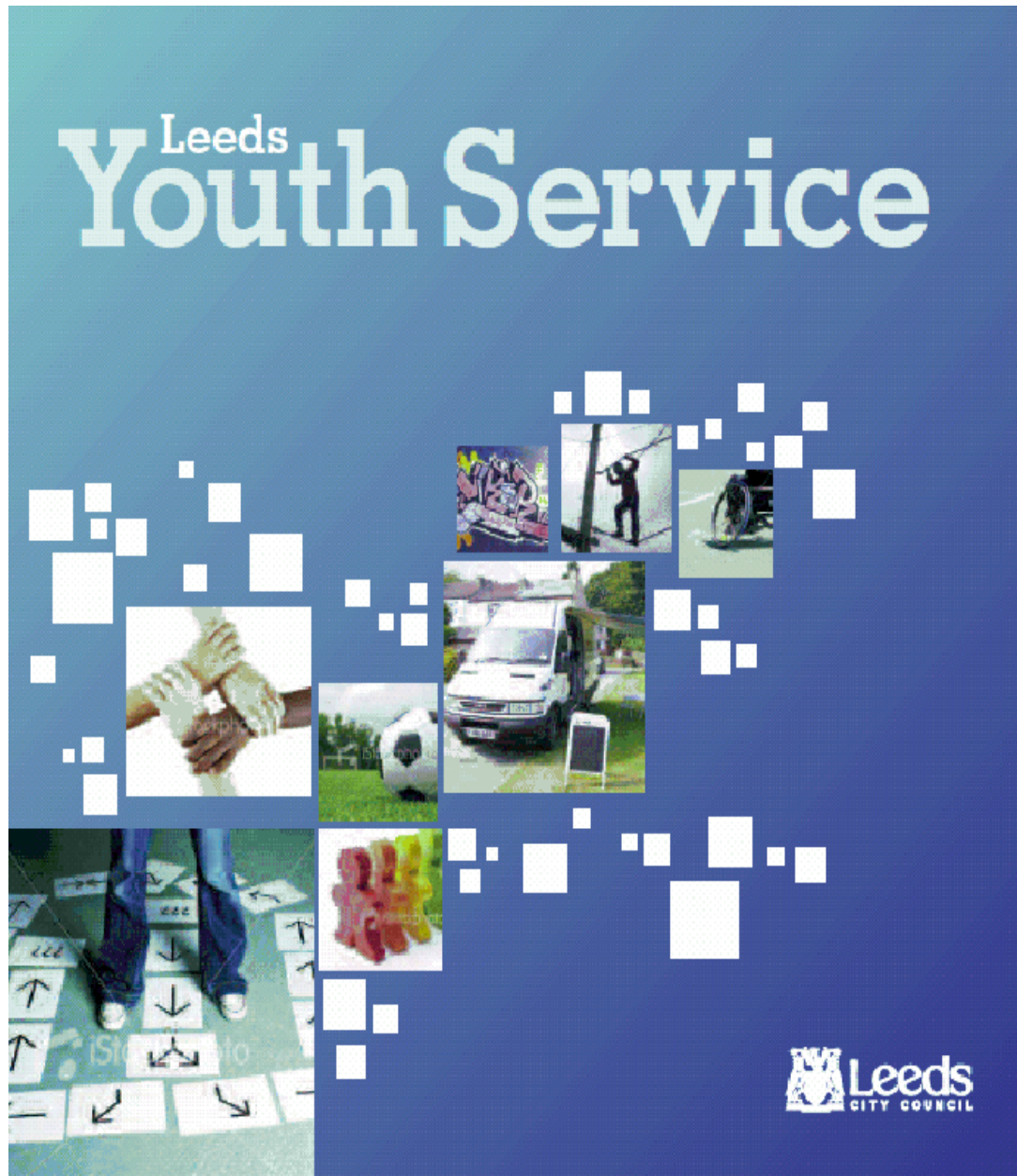
#### **6.0 Conclusions**

The first half of this year has been a difficult period in the three outer west wards; measures have been put in place to improve the performance with the mobile. The

youth service staff in the area are grateful for the support ward members give and welcome the opportunity to communicate more regularly with members.

## **8.0 Recommendations**

- 8.1 The area committee accepts the report.
- 8.2 The area committee agrees to the new communication strategy.
- 8.3 The area committee notes the complex needs of young people in the area and the need to deliver a wide range of programmes.
- 8.4 The Area Committee continues to support the mobile provision and consider purchase of the existing mobile.



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# **YOUTH WORK PROGRAMME FOR**

## **AREA: West**

**WARDS: Calverley / Farsley**

**(March 2011)**

**(CALVERLEY & FARSLEY)**  
**FOR FURTHER INFORMATION ABOUT ANY OF THESE SESSIONS PLEASE CONTACT:**  
**(DEREK LAWRENCE) YOUTH WORK MANAGER (07891 271012)**  
**(STEPHEN HARPER) SENIOR YOUTH WORKER (07891 271045)**

<b>PROJECT ID No.:</b>	<b>PROJECT NAME &amp; BRIEF DESCRIPTION (please state if Open or Closed Session)</b>	<b>TAKING PLACE AT (Full postal address of venue incl. postcode)</b>	<b>AGE RANGE</b>	<b>DAY OF SESSION</b>	<b>TIME OF SESSION</b>	<b>STAFF FACILITATING SESSION (Name &amp; phone number, plus partners if applicable)</b>
<b>101</b>	<b>Farsley Health &amp; Wellbeing</b> <ul style="list-style-type: none"> <li>• To promote baby reality programme</li> <li>• Confidential Information &amp; advice</li> <li>• C-Card</li> </ul>	Farsley Library Old Road Farsley West Yorkshire LS28 5DH	13+	Tuesday	18.30 – 20.30	Janice Dix Stephen Harper (on leave) Shabana Satia
<b>2654</b>	<b>Mobile Provision - Calverley Park</b> Information, Advice Activities and guidance for young people	Victoria Park Victoria Street Calverley LS25 2HD	13+	Tuesday	16:30 - 18:00	Janice Dix Heather Wilman Stephen Harper
<b>2651</b>	<b>Calverley Youth Club</b> <ul style="list-style-type: none"> <li>• Personal Development and Citizenship</li> <li>• Arts, Culture &amp; Creativity Equality Action</li> </ul>	Mechanics Institute Blackett Street Thornhil Street Calverley LS25 5NQ	11-15	Wednesday	18:30 – 20:30	Stephen Harper (on leave) Laura Copley Vanessa Hawkins Vanessa Hawkins
<b>2653</b>	<b>Farsley Youth Club</b> <ul style="list-style-type: none"> <li>• Personal Development and Citizenship</li> <li>• Arts, Culture &amp; Creativity Equality Action</li> </ul>	Farsley St John's Hall	13+	Thursday	18:30 –20:30	Antony Gibson Craig Kennedy Heather Wilman

2738	<b>Calverley Detached</b>	Calverley & Farsley Detached	13+	Friday	18 :30 – 20 :30	Jo Hodgeson Shabana Satia
2655	<b>Mobile Provision Farsley Celtic/Hainsworth Park</b> <ul style="list-style-type: none"> <li>Information, advice activities and guidance for young people</li> </ul> Aim: to develop partnership working and identify suitable buildings.	Newlands Farsley West Yorkshire LS28 5BE	13+	Friday	18:30 – 20:30	Antony Gibson Snehal Patel
2771	<b>D Of E Open Access Centre (3<sup>rd</sup> Friday of every month)</b>	Calverley Mechanics	13+	Friday	18 :30 – 20 :30	Heather Wilman Angela Capper
NEW	<b>D Of E Outreach Detached and mobile (2<sup>nd</sup> Friday of every month)</b>	Victoria Park Calverley And Hainsworth Park Farsley (alternative weeks)	14+	Friday	18.30-20.30	Heather Wilman Angela Capper

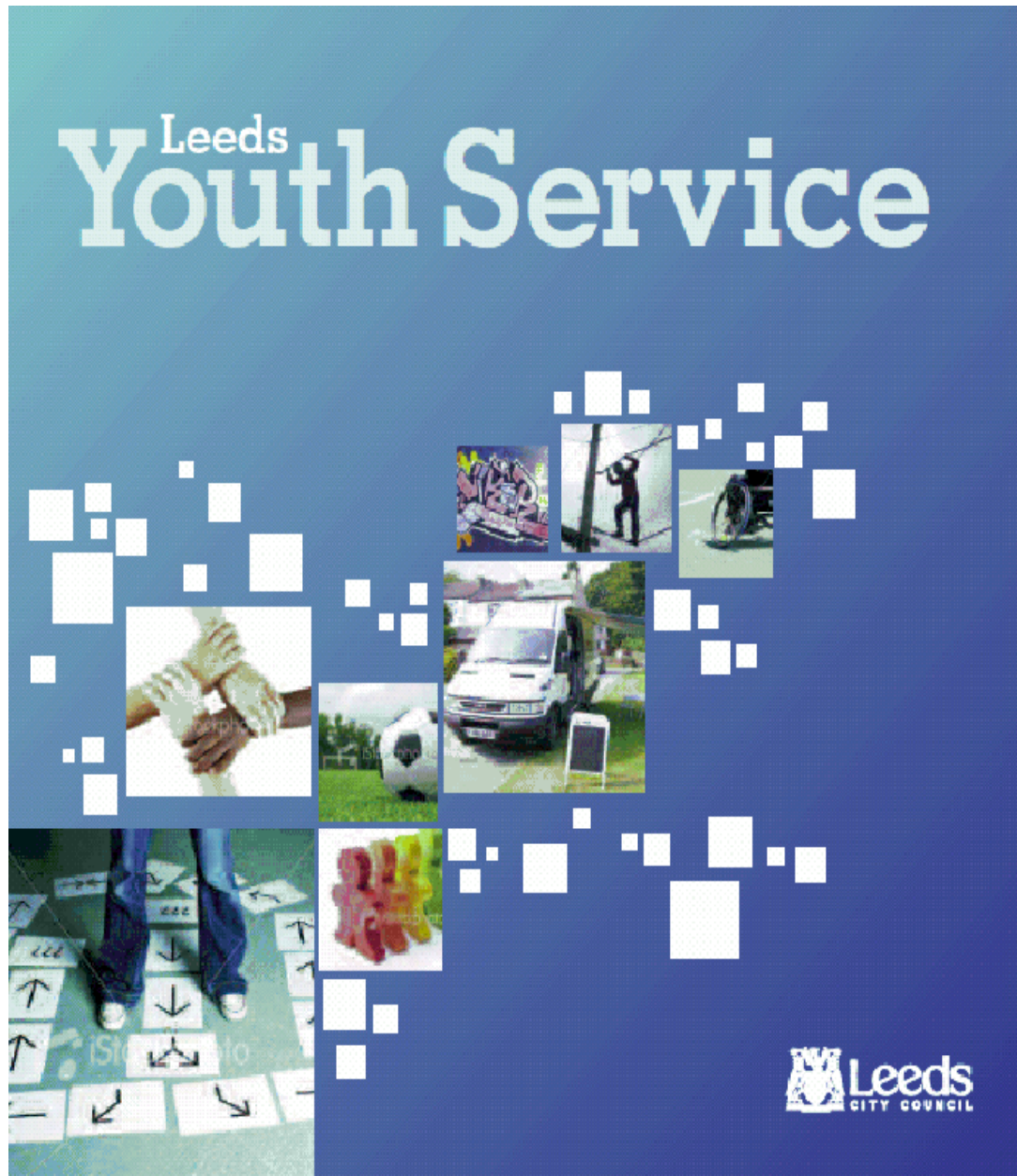
ID No.	UNIT OF WORK/PROJECT DESCRIPTION	TAKING PLACE AT (Full address of venue)	DAY SESSION HELD	TIME SESSION HELD	AGE GROUP	STAFF FACILITATING SESSION (plus partners if applicable)
	<b>City Centre Work (this ward contributes one session per week). Open to all young people from our area.</b> Street based work Centre based provision Bang Bang Project Various	Leeds City Centre Domaine (Bridge Street) Youth Centre Rio`s Specialist small group work (please call 0113 2243796 for further specifics on programme)	Saturdays Saturdays Alternate Saturdays Various days and times throughout the week	2pm to 9pm 5pm to 7pm 1pm – 4 pm	13 +	Youth Work Manager – Kevin Donnelly  Senior Youth Worker Lisa Carlin

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<b>PROJECT ID No./Ref:</b>	<b>PROJECT NAME &amp; BRIEF DESCRIPTION (please state if Open or Closed Session)</b>	<b>TAKING PLACE AT (Full postal address of venue incl. postcode)</b>	<b>AGE RANGE</b>	<b>DAY OF SESSION</b>	<b>TIME OF SESSION</b>	<b>STAFF (NAME &amp; PHONE NUMBER) FACILITATING SESSION (plus partners if applicable)</b>
Lazer Programme	<b>Lazer Schools Programme</b> Delivering OCN units, Work with Key stage 3 and 4, Information, Advice and Guidance, Outdoor Multi-activity programme <b>(Closed Session)</b>	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB	12+	Various	Various	Various
Lazer Programme	<b>Multi-activity Programme</b> – Bush Craft/ BMX/ Motorbikes/ Climbing/ High Ropes <b>(Open Session)</b>	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB	12+	Various	Various	Various
Lazer Programme	<b>Breeze Friday Night Project</b> Partnership with Youth Service and PAYP – Use of LAZER Centre facilities for local young people <b>(Open Session)</b>	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB	8 – 13  12 - 18	Friday  Friday	Juniors 17.00 – 18.30 Seniors 18.30 – 20.00	Laura Hobman (Out of School Activities Team ) Support staff./ LAZER Centre Staff/ West Staff Team

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# **YOUTH WORK PROGRAMME FOR**

## **AREA: West**

### **WARDS: Farnley/Wortley**

**(March 2011)**

**(FARNLEY / WORTLEY}**  
**FOR FURTHER INFORMATION ABOUT ANY OF THESE SESSIONS PLEASE CONTACT:**  
**(JIM TURNER) YOUTH WORK MANAGER (07891 270991)**

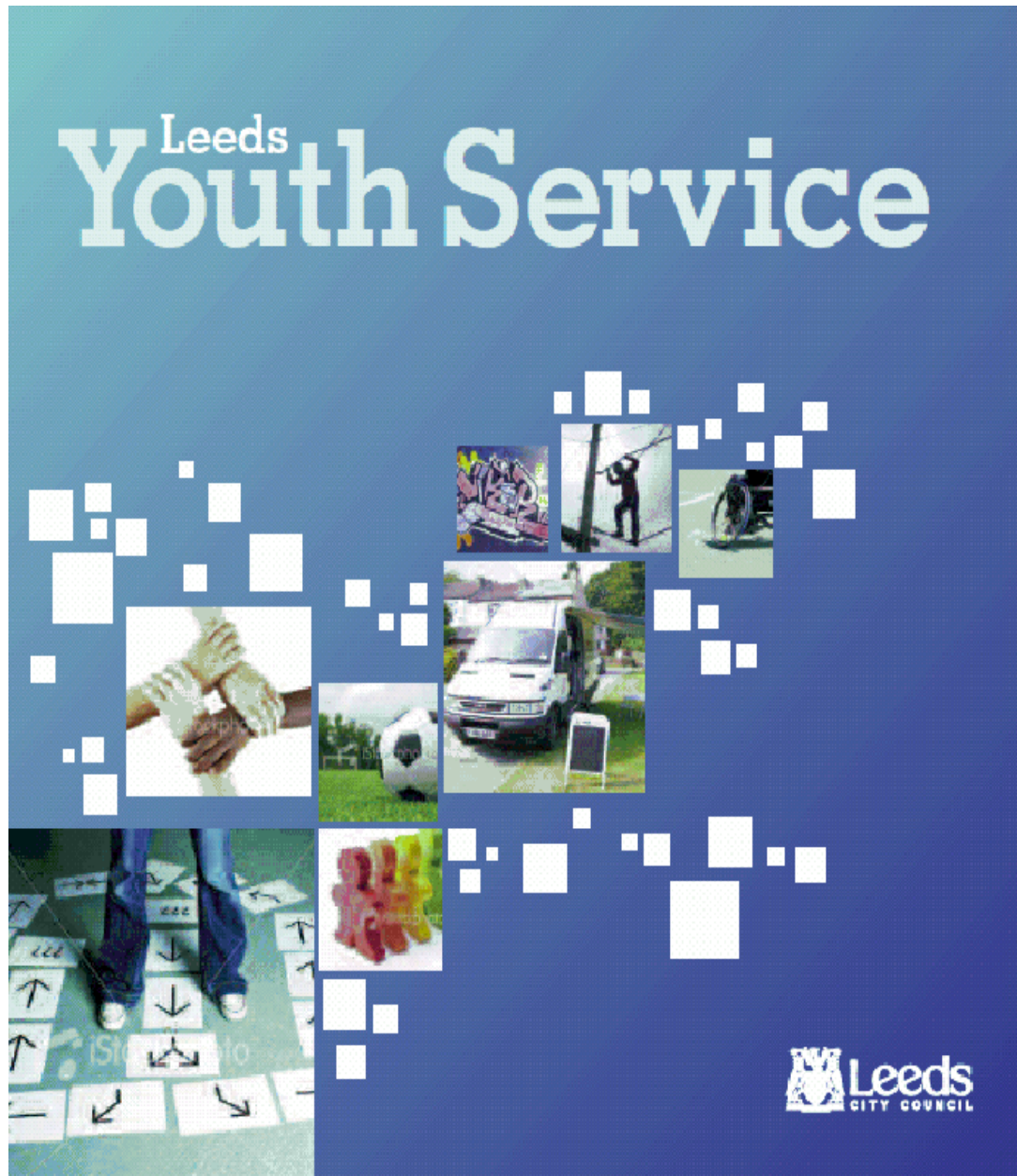
<b>PROJECT ID No.&amp; Ref:</b>	<b>PROJECT NAME &amp; BRIEF DESCRIPTION</b> (please state if Open or Closed Session)	<b>TAKING PLACE AT</b> (Full Postal address of venue incl post code)	<b>AGE RANGE</b>	<b>DAY OF SESSION</b>	<b>TIME OF SESSION</b>	<b>STAFF FACILITATING SESSION</b> (Name & Phone Number, plus partners if applicable)
1394	<b>Armley Juniors Project 4 Young People (AJPYP)</b>  Project based youth provision currently looking at health and well-being	Armley Juniors Project 4 Young People, 26 Heights Drive, LS13 3SU	11+	Monday	18.30 - 20.30	Richard Rodgers Paul McNichol (Armley Juniors Staff)
Awaiting no.	<b>Youth Service input into Armley Juniors Project 4 Young People (AJPYP)</b>  Project based youth provision currently looking at health and well-being	Armley Juniors Project 4 Young People, 26 Heights Drive, LS13 3SU	11+	Monday	18.30 - 20.30	Amelia Rayn
2504	<b>Farnley/Bramley Link</b>  Young people attending Music Project with a view to setting up a similar project in Farnley	Bramley CC Waterloo Lane LS13 2JB	13+	Tuesday	17.00 – 19.00	Volunteers / supported by Sarah Mccann  <b>Awaiting new staff</b>
1491	Outreach Hillside / Butterbowls	Butterbowls LS12 5AA	13+	Tuesday	17.00 - 19.00	<b>Angela Capper</b> Garry Clarke
<b>118</b>	Outreach Hillside / Butterbowls	Butterbowls LS12 5AA	13+	Tuesday	19.00 - 21.00	<b>Angela Capper</b> Garry Clarke

PROJECT ID No.& Ref:	PROJECT NAME & BRIEF DESCRIPTION (please state if Open or Closed Session)	TAKING PLACE AT (Full Postal address of venue incl post code)	AGE RANGE	DAY OF SESSION	TIME OF SESSION	STAFF FACILITATING SESSION (Name & Phone Number, plus partners if applicable)
2772	Farnley Wortley <b>Mobile D of E session @ Western Flatts</b> Focus on the Duke of Edingborough Award	Near Western Flats Cross Lane LS12 5AA	13+	Wednesday	2.30 to 4.30 pm	<b>Angela Capper</b> Heather Wilman
1402	<b>Hillside Youth Group: @ Hillside Community Centre</b>	Hillside Hall Cross Lane LS12 5AA	13+	Wednesday	18.00- 20.00	<b>Gary Clarke</b> Sara Asani
2692	<b>Mobile session @ Hillside</b> work with young people not accessing the session in Hillside Community Centre	Near Hillside c/c Cross Lane LS12 5AA	13+	Wednesday	18.00- 20.00	<b>Angela Capper.</b> Volunteer

<b>PROJECT ID No.&amp; Ref:</b>	<b>PROJECT NAME &amp; BRIEF DESCRIPTION</b> (please state if Open or Closed Session)	<b>TAKING PLACE AT</b> (Full Postal address of venue incl post code)	<b>AGE RANGE</b>	<b>DAY OF SESSION</b>	<b>TIME OF SESSION</b>	<b>STAFF FACILITATING SESSION</b> (Name & Phone Number, plus partners if applicable)
1395	Armley Juniors Project 4 Young People (AJPYP)	Armley Juniors Project 4 Young People, 26 Heights Drive, LS13 3SU	11+	Wednesday	18.30 – 20.30	Richard Rodgers Paul McNichol
Awaiting new no.	<b>Youth service input into</b> Armley Juniors Project 4 Young People (AJPYP)	Armley Juniors Project 4 Young People, 26 Heights Drive, LS13 3SU	11+	Wednesday	18.30 – 20.30	Amelia Rayn
<b>2732</b>	<b>Farnley / Wortley GRT Outreach</b> To raise awareness with young people on Cottingley Springs of opportunities available to them	Cottingley Springs GRT Site Geldard Road LS27 7NS	13+	Wednesday	16.30 – 18.30	Temporarily closed
2490	<b>Farnley Wortley GRT Group</b>  Core group of young people working together to set a new project. Session consist of recreation, groupwork , developmental discussions and music workshops	Bramley cc Waterloo Lane LS13 2JB	13+	Wednesday	18.30 – 20.30	Temporarily closed

<b>PROJECT ID No.&amp; Ref:</b>	<b>PROJECT NAME &amp; BRIEF DESCRIPTION</b> (please state if Open or Closed Session)	<b>TAKING PLACE AT</b> (Full Postal address of venue incl post code)	<b>AGE RANGE</b>	<b>DAY OF SESSION</b>	<b>TIME OF SESSION</b>	<b>STAFF FACILITATING SESSION</b> (Name & Phone Number, plus partners if applicable)
2691 New	<b>Mobile DofE @ Hillside.</b> Outreach using mobile for proposed NEET project to include I.A.G and D of E Aimed at young people not in Education, Employment or Training .	Hillside near community Centre .	13 +	Thursday	2.30 pm to 4.30 pm	<b>Angela Capper,</b> Heather Wilman
2172	Football skills Farnley Park Hall Lane LS12 5HA	Farnley Park Street Work	13+	Thursdays	17.30 19.30	<b>David Kelly</b> Garry Clarke  <a href="#">Awaiting volunteer</a>
2721	Street work / Mobile session @ Butterbowls	Butter Bowls Start near Church	13 +	Thursdays	17.00- 19.00	<b>Angela Capper</b> Sara Asani Mick Willman
<b>2722</b>	Street work / Mobile session start @ Netto Car Park	Wortley Rec  Start in Netto car park	13 +	Thursdays	19.00 21.00	<b>Angela Capper</b> Sara Asani Mick Willman
1556	Armley Juniors Project 4 Young People (AJPPY). Small group work	Armley Juniors Project 4 Young People, 26 Heights Drive, LS13 3SU	11+	Friday	18.30 – 20.30	Carol Lockwood /

PROJECT ID No. and Ref:	PROJECT NAME & BRIEF DESCRIPTION (please state if Open or Closed Session)	TAKING PLACE AT (Full Postal address of venue incl post code)	AGE RANGE	DAY OF SESSION	TIME OF SESSION	STAFF (NAME & PHONE NUMBER) FACILITATING SESSION (plus partners if applicable)
	<p><b>City Centre Work (this ward contributes one session per week). Open to all young people from our area.</b> Street based work</p> <p>Centre based provision</p> <p>Bang Bang Project Various</p>	<p>Leeds City Centre</p> <p>Domaine (Bridge Street) Youth Centre Rio's</p> <p>Specialist small group work (please call 0113 2243796 for further specifics on programme)</p>	<p>Saturdays</p> <p>Alternate Saturdays</p> <p>Various days and times throughout the week</p>	<p>2pm to 9pm</p> <p>5pm to 7pm</p> <p>1pm – 4 pm</p>	13 +	<p>Youth Work Manager – Kevin Donnelly</p> <p>Senior Youth Worker Lisa Carlin</p>
Lazer Programme	<p><b>Lazer Schools Programme</b> Delivering OCN units, Work with Key stage 3 and 4, Information, Advice and Guidance, Outdoor Multi-activity programme <b>(Closed Session)</b></p>	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB.	12+	Various	Various	Various
Lazer Programme	<p><b>Multi-activity Programme –</b> Bush Craft/ BMX/ Motorbikes/ Climbing/ High Ropes <b>(Open Session)</b></p>	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB	12+	Various	Various	Various
Lazer Programme	<p><b>Breeze Friday Night Project</b> Partnership with Youth Service and PAYP – Use of LAZER Centre facilities for all young people in West area <b>(Open Session)</b></p>	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB	8 – 13 12 - 18	Friday Friday	<p>Juniors 17.00 – 18.30</p> <p>Seniors 18.30 – 20.00</p>	<p>Laura Hobman (Out of School Activities Team ) Support staff./ LAZER Centre Staff/ West Staff Team</p>



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& FAITH SECTOR**

# **YOUTH WORK PROGRAMME FOR**

**AREA: West**

**WARD/S: Pudsey**

**March 2011**

**(PUDSEY)**

**FOR FURTHER INFORMATION ABOUT ANY OF THESE SESSIONS PLEASE CONTACT:  
(DEREK LAWRENCE) YOUTH WORK MANAGER (07891 271012)  
(SHUMON ABEDIN) SENIOR YOUTH WORKER (07891 270593)**

<b>PROJECT ID No.</b>	<b>PROJECT NAME &amp; BRIEF DESCRIPTION (please state if Open or Closed Session)</b>	<b>TAKING PLACE AT (Full Postal address of venue including post code)</b>	<b>AGE RANGE</b>	<b>DAY OF SESSION</b>	<b>TIME OF SESSION</b>	<b>STAFF (NAME &amp; PHONE NUMBER) FACILITATING SESSION (plus partners if applicable)</b>
476	Tyersal Chiller: Monday – youth group looking at issues of concern to young people/ activities trips and visits	Tyersal Residents' Association Tyersal Terrace, Bradford BD4 8HS	11+	Monday	18:30 – 20:30	Anthony Gibson Tracy Mackay
137	Mobile bus: Targeting young people at risk Small group work activities and programme and event planning	Owlcotes Terrace Pudsey LS28 7FP	13+	Monday	18:30 – 20:30	Craig Kennedy, Maggie McKie Jo Hodgson
2695	Pudsey Outreach Tues Lunchtime mobile bus Targeting young people around centre of Pudsey at risk of antisocial behaviour	Pudsey Town Centre LS28 7BE	13+	Tuesday	12:00 – 14:00	Heather Wilman Angela Capper
2759	Girls Group Open group looking at health and wellbeing for young females.	Swinnow Community Centre Swinnow Lane LS13 4RF	13+	Tuesday	18:30 – 20:30	Snehal Patel Laura Copley Maggie McKie
1198	Tyersal Chiller: Wednesday – looking at issues of concern to young people / accreditation courses and information and advise	Tyersal Residents' Association Tersely Terrace Bradford BD4 8HS	13+	Wednesday	18:30 20:30	Anthony Gibson Tracy Mackay



2774	Pudsey Youth Project Youth provision and drop in service for young people to access additional support.  On hold until week beginning 07/03/11	Pudsey Library Church Lane Pudsey Leeds LS28 7TY	13+	Wednesday	19:00 – 21:00	Heather Wilman Paul Matthews
1585	Swinnow Sunshine Club Group of young people with different learning needs – activities discussions and group work	Swinnow Community Centre Swinnow Lane LS13 4RF	12-19	Thursday	18:30 – 20:30	Maggie McKie Jo Hodgson Paul Matthews
2770	Pudsey Duke of Edinburgh Open Access Award ( every 3 <sup>rd</sup> Friday of the month)	Pudsey Leisure Centre LS28 7BE	14+	Friday	16:00 – 18:00	Heather Wilman Angela Capper
NEW	Pudsey Duke of Edinburgh out reach session Detached and mobile bus (1 <sup>st</sup> week of every month)	Pudsey Town Centre	14+	Friday	16.00-18.00	Heather Wilman Angela Capper

ID no	UNIT OF WORK/PROJECT DESCRIPTION	TAKING PLACE AT (Full address of venue)	DAY SESSION HELD	TIME SESSION HELD	AGE GROUP	STAFF FACILITATING SESSION (plus partners if applicable)
	<b>City Centre Work (this ward contributes one session per week). Open to all young people from our area.</b> Street based work  Centre based provision  Bang Bang Project  Various	Leeds City Centre  Domaine (Bridge Street) Youth Centre Rio`s  Specialist small group work (please call 0113 2243796 for further specifics on	Saturdays  Saturdays  Alternate Saturdays  Various days and times throughout	2pm to 9pm  5pm to 7pm  1pm – 4 pm	13 +	Youth Work Manager – Kevin Donnelly  Senior Youth Worker Lisa Carlin

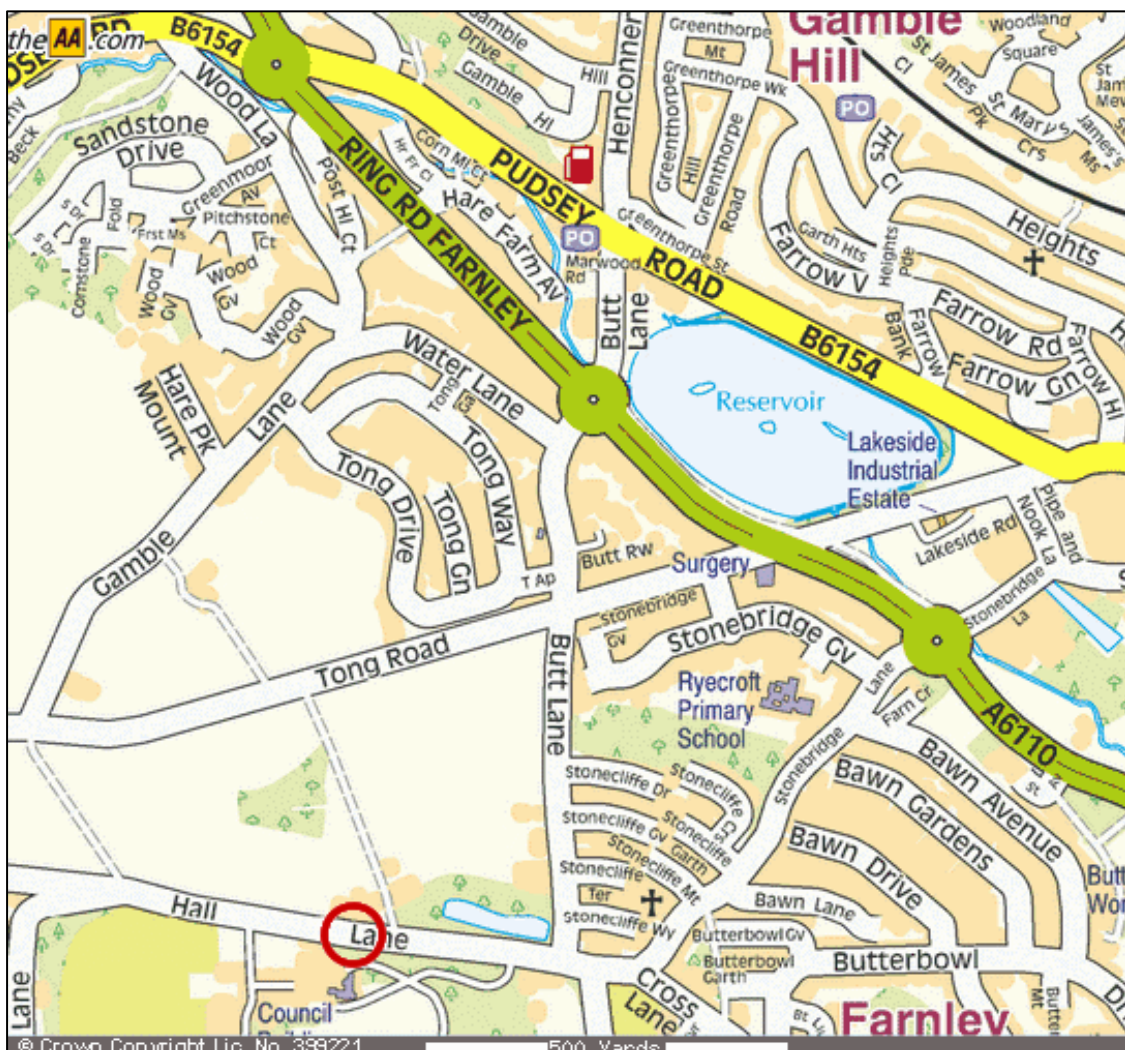
		programme)	the week			
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Lazer Programme	<b>Lazer Schools Programme</b> Delivering OCN units, Work with Key stage 3 and 4, Information, Advice and Guidance, Outdoor Multi-activity programme ( <b>Closed Session</b> )	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB	12+	Various	Various	Various
Lazer Programme	<b>Multi-activity Programme</b> – Bush Craft/ BMX/ Motorbikes/ Climbing/ High Ropes ( <b>Open Session</b> )	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB	12+	Various	Various	Various
Lazer Programme	<b>Breeze Friday Night Project</b> Partnership with Youth Service and PAYP – Use of LAZER Centre facilities for local young people ( <b>Open Session</b> )	Lazer Centre, Lenhurst Avenue, Leeds, LS13 2JB	8 – 13 12 - 18	Friday Friday	Juniors 17.00 – 18.30 Seniors 18.30 – 20.00	Laura Hobman (Out of School Activities Team ) Support staff./ LAZER Centre Staff/ West Staff Team

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Leeds City Council  
Parks and Countryside  
Farnley Hall  
Hall Lane  
Leeds  
LS12 5HA

- From Leeds Inner Ring Road head west to Armley Gyratory Roundabout.
- Take second exit on to B6154 Wellington Road.
- Continue on this road which becomes Tong Road for approximately 2 miles until reaching the main crossroads with Farnley Ring Road (reservoir on the right). (NB Speed cameras at regular intervals on Tong Road).
- Go straight ahead at the traffic lights for 100 yds to the next set of lights.
- Turn left onto Butt Lane.
- At the T junction, turn right onto Hall Lane.
- The entrance to Farnley Hall is immediately on the left.



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