



**SOUTH (OUTER) AREA COMMITTEE**

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**Meeting to be held in Thorpe Primary School, Dolphin Lane, Thorpe, Wakefield, WF3 3DG  
On Monday, 17th October, 2011 at 4.00 pm**

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**MEMBERSHIP**

Councillors

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

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**South East Area Leader:  
Shaid Mahmood  
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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 Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>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> <p><b>(10 mins discussion)</b></p>	
7			<p><b>MINUTES - 5 SEPTEMBER 2011</b></p> <p>To confirm as a correct record the minutes of the meeting held on 5 September 2011</p> <p style="text-align: center;"><b><u>COUNCIL BUSINESS</u></b></p>	1 - 8

Item No	Ward	Item Not Open		Page No
8			<p><b>ANNUAL REPORT - FOR PARKS AND COUNTRYSIDE SERVICE IN SOUTH OUTER AREA COMMITTEE</b></p> <p>To receive and consider the attached report of the Head of Parks and Countryside.</p> <p><b>Presentation 5 Minutes / Discussion 10 Minutes</b></p> <p style="text-align: center;"><b><u>EXECUTIVE BUSINESS</u></b></p>	9 - 26
9			<p><b>LEEDSWATCH - CCTV DELEGATED FUNCTION UPDATE REPORT</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p><b>Presentation 5 mins / Discussion 5 mins</b></p>	27 - 36
10			<p><b>OUTER SOUTH AREA COMMITTEE WELL BEING BUDGET REPORT</b></p> <p>To receive and consider the attached report of the South East Area Leader</p> <p><b>Presentation 5 mins / Discussion 5 Mins</b></p>	37 - 72
11			<p><b>SUMMARY OF KEY WORK</b></p> <p>To receive and consider the attached report of the South East Area Leader</p> <p><b>Presentation 5 Mins / Discussion 5 Mins</b></p>	73 - 102
12			<p><b>DATES AND TIME OF NEXT MEETING</b></p> <p>Monday, 5<sup>th</sup> December at 4.00 p.m.</p> <p><b>MAP TO TODAY'S VENUE</b></p> <p>Thorpe Primary School, Dolphin Lane, Thorpe, Wakefield, WF3 3DG</p>	

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## **SOUTH (OUTER) AREA COMMITTEE**

**MONDAY, 5TH SEPTEMBER, 2011**

**PRESENT:** Councillor R Finnigan in the Chair

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

### **14 Minutes - 4 July 2011**

**RESOLVED** – That the minutes of the meeting held on 4 July 2011 be confirmed as a correct record.

### **15 Open Forum**

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

### **16 Consultation on Expansion of Primary School Provision**

The report of the Director of Children's Services presented the Area Committee with an update on the work being undertaken across the city to ensure the authority meets its statutory duty to ensure sufficiency of school places in the context of an increasing birth rate. In particular, it drew members' attention to the proposal directly affecting the outer south area. Leeds City Council's Executive Board had approved a consultation on a proposal to expand Morley Newlands Primary School from September 2013.

Vivienne Buckland, Children's Services was in attendance for this item

It was reported that the only school affected in the outer south area was Newlands Primary and the proposals would change the entry level from 60 children to 90 children. The other proposal close to outer south was to build a new school in Holbeck.

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

- It was felt feasible for the proposals to be completed by September 2013.

- Concern was expressed regarding new developments in Ardsley and Robin Hood and the subsequent impact on school admissions.
- Discussion round prescribed safe walking distances to school.
- Issues affecting admissions such as parental preference and changes in birth rates.

#### **RESOLVED –**

- (a) That the report be noted.
- (b) That the proposals be fully supported by the South (Outer) Area Committee

### **17 Children Services Performance Report**

The report of the Director of Children’s Services supported Elected Member involvement with Children’s Services locally by helping to strengthen understanding of some key performance information at a local area level. It built on previous Children’s Services performance reports presented to Area Committees in 2010 and earlier this year

The Chair welcomed Pat Toner, Director for Organisational Improvement, Children’s Services to the meeting for this item.

The Committee was informed of the development of cluster arrangements across the City and how this would assist with the intervention for vulnerable children via work with child protection teams. There was a need to engage with Elected Members in this approach and the Committee was also informed how these arrangements would be co-ordinated across the City.

Members attention was also brought to the following issues:

- Improvement and Inspection Activity – An inspection was due.
- The Changing Education Context – The Leeds Education Challenge – Reference was made to Member Seminars and discussion with Area Committees.
- Performance Summaries – these were appended to the report and referred to a variety of data.

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

- Figures relating to those Not in Education, Employment or Training (NEETs) and the various methods and difficulties encountered in collating these figures.
- Reduction in the number of Common Assessment Frameworks – this was partly due to early intervention.
- Concern regarding numbers of children unable to read or write.
- The overall trend of improvement as outlined in the DfE review meeting with Leeds City Council was welcomed.



- Improving discipline in schools.

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

## **18 Community Safety Activity in 2010/2011 in Outer South**

The report of the Director of Environment and Neighbourhoods provided details on crime trends and a range of community Safety that had taken place during 2010/11. It also updated Members on the key priorities for 2011/12 and summarised wellbeing spend on community safety issues.

Gerry Shevlin, Area Community Safety Co-ordinator, and Inspector Hammill and Sergeant Pickard of West Yorkshire Police attended the meeting for this item.

Members attention was brought to the tables in the report and particular attention was brought to the following:

- There had been a reduction in burglary across all four of the south outer wards.
- There was a new Anti-Social Behaviour team in operation.
- A summary of tasking work across the area.
- Community Safety Activity – including the prevention of violent extremism.
- Key priorities for 2011/12

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

- The rise in drugs offences
- Role of Police Community Support Officers
- Enforcement issues and joint working between the Police, Council and other partners.
- Members expressed their thanks to Neighbourhood Policing Teams for their work across the outer south area.

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

## **19 Environmental Delegation - Service Level Agreement**

The report of the Director of Environment and Neighbourhoods referred to the Service Level Agreement that had been drawn up for the delivery of environmental services in outer south Leeds. It provided final details of the agreement and sought the approval of the document which would steer the work of the South and Outer East Environmental Locality Team over the next 6 months.

Tom Smith, Locality Manager was in attendance for this item.

Members attention was brought to the services that had been delegated to area level and reference was made to the work that had been carried out with Elected Members to develop the Service Level Agreement (SLA). Attention was also brought to areas of priority that had been identified and it was reported that alterations could be made to the SLA where necessary.

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

- Emptying of litter bins was top priority.
- Concern regarding the lack of litter picking in Ardsley and Robin Hood.
- Performance monitoring of the SLA.
- Issues surrounding fly tipping.

**RESOLVED –**

- (a) That the content of the report be noted; and
- (b) That the Service Level Agreement be agreed

**20 Aire Valley Homes Leeds Contribution to Locality Working and Involvement in Area Committees**

The joint report of the South East Area Leader and Chief Executive of Aire Valley Homes Leeds (AVHL) outlined the current involvement AVHL had with the Area Committee and explored ways of making that involvement as meaningful and productive as possible to meet the design principle for locality working.

Key issues highlighted included the following:

- Aire Valley Homes had good working relationships with Leeds City Council with Elected Members represented on the AVHL Board and Area Panels and also worked closely with Environmental Services, Community Safety and other Council departments.
- The AVHL Business Plan was aligned with Council Services.
- There was an emphasis on strengthening front line staff with more Tenancy Management Officers.
- Reference was made to involvement with grass cutting and litter clearing.

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

**21 Added Value Capital Well Being**

The report of the Area Leader, South East Leeds presented Members with the major benefits and added value of capital wellbeing funding in South East

Leeds. It described how the capital wellbeing budget had been spent, for what purpose and the benefits gained from its expenditure,

Shaid Mahmood, South East Area Leader presented the report and Members welcomed the content. It was felt that more publicity should be given to the projects funded by wellbeing capital funds and it was further reported that an additional £0.5million had been leveraged in on the back of these funds.

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

## **22 Business Plan Report**

The report of the South East Area Leader presented an update on the work to develop an Area Committee Business Plan.

Sarah Gill, South East Area Management presented the report.

Members attention was brought to the following issues:

- The Business Plan would replace the Area Delivery Plan
- The plan would be developed between September 2011 to March 2012 with a public facing version of the plan.
- Workshops would be held for Elected Member involvement.

**RESOLVED** –

- (a) That the report be noted
- (b) That the Area Management Team continue to develop a Business Plan and a public facing version of the plan.
- (c) That the Area Management Team organise an Outcome Based Accountability workshop for Members to receive a briefing on the principles of OBA and an opportunity to contribute to populating the priorities and actions table.
- (d) That it be agreed to receive updates at future meetings and the Area Committee adopt a three year plan at the March 2012 meeting that will be subject to a refresh annually.

## **23 Priority Neighbourhood Worker**

The report of the South East Area Leader presented a six monthly update on the Priority Neighbourhood Worker project and the 2008-11 Neighbourhood Improvement Programme (NIP) as part of the Well being funding monitoring progress.

Sarah Gill, South East Area Management presented the report.

Members were informed of a proposal that the Priority Neighbourhood Worker became a shared resource with South (Inner) Area Committee. This would provide revenue savings that would allow Members to support other projects in outer south. It was confirmed that a structured work programme would be

in place for the Priority Neighbourhood Worker and that support provided would be appropriate in relations to costs.

**RESOLVED –**

- (a) That the report be noted.
- (b) That the proposal for the Priority Neighbourhood Worker project to become a shared resource within the South (Inner) Area Committee be agreed.
- (c) That Area Management develop a proposal, based on this report, to the South (Inner) Area Committee to consider sharing the benefits of the Priority Neighbourhood Worker and the Revenue Well being resource implications.

**24 Well being Budget Report**

The report of the South East Area Leader provided Members with the following:

- confirmation of the 2010/11 carry forward figure and 2011/12 revenue allocation
- An update on both the revenue and capital elements of the Well being budget.
- a summary of revenue spend approved for 2011/12
- details of capital funding for consideration and approval
- details of revenue projects agreed to date (Appendix 1)
- details of capital projects agreed to date (Appendix 2)
- update on the current position of the Small Grants Budget

Tom O'Donovan, Area Management presented the report and gave Members further details on applications that had been received for funding.

**RESOLVED –**

- (a) That the report be noted;
- (b) That the position of the Well Being Budget as set out at 3.0 be noted.
- (c) That the revenue amounts for 2011/12 as outlined in Appendix 1 be noted.
- (d) That the Well Being capital projects already agreed as listed in Appendix 2 be noted.
- (e) That the following project proposals be approved:
  - Alexandra Hall Improvements - £4,000 capital
  - Woodlesford Park Environmental Improvements - £5,000 capital
- (f) That the Small Grants situation in 5.1 be noted.

**25 A Summary of Key Work**

The report of the South East Area Leader presented a summary of key work that had taken place in Outer South Leeds since the last meeting of the Area Committee. Members attention was brought to the Area Chair's Forum and

the requirement for a nomination to the Middleton Park Strategic Advisory Group.

**RESOLVED –**

- (a) That the report be noted.
- (b) That Councillor Dunn be appointed to the Middleton Park Strategic Advisory Group
- (c) That the name of the Cleaner Neighbourhoods Sub Group is changed to the Outer South Environmental Sub Group
- (d) That the revised terms of reference for the Outer South Environmental Sub Group be approved.

**26 Date and Time of Next Meeting**

Monday, 17 October 2011 at 4.00 p.m. Meeting to be held at Thorpe Primary School.

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## Report of The Head of Parks and Countryside

## Report to South Leeds (Outer) Area Committee

Date: Monday 17<sup>th</sup> October 2011

## Subject: Annual Report – for Parks and Countryside Service in South Outer Area Committee

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Ardsley & Robin Hood		
Morley North		
Morley South		
Rothwell		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

### Summary of main issues

1. The report provides an area profile of key assets, information on park usage and a customer based perspective of the quality of the assets and services provided.
2. It highlights the current progress towards Leeds Quality Park (LQP) status for community parks in the area. It provides the costs of achieving and retaining LQP status in community parks up to the year 2020.
3. The report details capital improvements in community parks, sport pitches and fixed play in the area for the last 12 months and expected improvements in the next 12 months.
4. It gives a detailed breakdown of events and volunteering in the area.
5. It provides a perspective on actions contained in the 2008 - 2011 Area Delivery Plan.

### Recommendations

6. The Area Committee is requested to note the content of the report and to communicate priorities for investment in community parks, playing pitches and fixed play facilities in light of the issues raised

## **1 Purpose of this report**

- 1.1 This report seeks to further develop the relationship between the Parks and Countryside service and the South Outer Area Committee, as agreed at Executive Board.
- 1.2 It provides an overview of the service and sets out some of the challenges faced along with key performance management initiatives. In addition it seeks to provide a positive way forward for delivering the extended role of the Area Committee ensuring that the benefits of the revised roles are secured.
- 1.3 In particular it sets out at an area level progress made in attaining Leeds Quality Park standard. It also sets out investment needs to attain LQP standards and to retain them.

## **2 Background information**

### **Service Description**

- 2.1 Leeds City Council has one of the largest fully inclusive local authority Parks and Countryside services, managing almost 4,000 hectares of parks and green space.
- 2.2 This includes 7 major parks, 62 community parks and 95 recreation grounds and 391 local green spaces, which include 144 playgrounds and 500 sports facilities ranging from skateboard parks to golf courses, and which play host to 600 events annually. The service also manages a nursery which produces over 4 million bedding plants each year, 96 allotment sites, over 800km of Public Right of Way (PROW), and 156 nature conservation sites, as well as 22 cemeteries and three crematoria.
- 2.3 The 2009 Parks and Countryside residents survey showed that the service attracts almost 68 million visits each year from Leeds' residents alone, and that approximately 96% of these are regular park users. These range from anybody using a park for informal recreation (e.g. walking, observing nature) to people who take part in formal activities (e.g. football clubs, conservation volunteers or to attend events). The user surveys also evidenced that 10m visits are made to our green space by Young People (12-19) compared to 3.6m by Children (5-11).

### **Description of Priority Advisory Function**

- 2.4 The priority advisory function for Area Committees relates to community parks provision that have a wide range of facilities, including general recreation, sports pitches, play and formal and informal horticultural facilities.
- 2.5 Where developments are less significant or only impact on one site then ward members and community groups will be informed and consulted using established procedures. It is important to note that good levels of engagement with ward members exist and this function seeks to enhance this engagement.



### 3 Main issues

#### Area Profile of the Service

3.1 The following table summarises community green space assets managed by Parks and Countryside in the South Outer Area Committee:

Asset	Quantity
Community parks	9
Playing Pitches:	
Cricket	1
Football	39
Rugby League	6
Bowling greens	10
Playgrounds	21
Multi-use games areas	2
Skate parks	3

#### **Community Parks**

3.2 Analysis from the 2009 residents survey was carried out relevant to the 9 community parks in the area which are;

Site Name	Annual Number of Visits	Total Annual Visits to South Outer Community Parks is 4.3m approx.
Churwell Park	304,000	
Dartmouth Park	587,000	
Scatcherd Park	633,000	
Springhead Park	1,732,000	
Rothwell Country Park	85,503	
Drighlington Moor Park	619,000	
Scarth Gardens	x	
Woodlesford Park	285,000	
Lewisham Park	72,929	

*x = No individual visitor numbers are available for this site. Due to its proximity to Scatcherd park it is anticipated that visitors either consider it part of Scatcherd Park or choose to complete the survey for Scatcherd Park.*

3.3 The residents survey provides significant insight into the users of community parks, demographics of users, how they get there and what they do. A detailed insight of each community park is given in appendix 1. The key analysis points are;

- Approximately 78% of visitors are adults with 22% children.
- There are a wide range of reasons for visiting but nearly all visitors at some point go for relaxation, exercise or play.
- Nearly 70% of visitors travel to the park on foot of which 55% take less than 10 minutes to travel there.
- Of the 28% who visit by car 75% take less than 10 minutes to get there.

- 28% of visitors go to community parks either every day or on most days, whilst 67% go at least once a week.

3.4 Parks and Countryside provide annual pitch hire for sports teams in the area. The table below shows the number of teams with current bookings playing on pitches in the area; *(note this excludes clubs who have a long term lease in place)*

Age Group	No of Teams
Open Age	22
Juniors	30

### Volunteering in the Parks and Countryside Service

3.5 Since the last report to Area Committees the service has focused resources for a community outreach team to increase the number of volunteers and value of activities which take place with the following key actions;

- Seeking a large increase in corporate volunteering due to enhanced marketing and communication.
- Continued and improved involvement with the many “in bloom” groups in Leeds.
- It is an ambition is to have a volunteer group for every community park.

3.6 It is estimated that volunteers across all groups contribute 2,416 days of voluntary work in the south outer area over a 12 month period. The tables below give details of works undertaken in south outer since December 2010 and the active groups in the Area Committee;

### Work undertaken by volunteers working with the Rangers;

Site	Group / Organisation	Task
Rothwell Country Park	Friends of Rothwell Country Park	Reserve Management General maintenance Car park tidy
Rothwell Pastures	Leeds Wildlife Volunteers	Coppicing and dead hedging

### Corporate volunteer actions;

Organisation	Site	Task	Number of Volunteers
TD Waterhouse	Fleet Lane	Cut backs and litter	24

### Summary of the groups who are active in the south outer area :

Group Name	Number of Volunteers	Estimated Volunteer Days
Churwell Action Group	5	30
Friends of Rothwell Country Park	10	120
Leeds Parks Volunteers	4	78
Leeds Voluntary Footpath Rangers	6	130
Leeds Wildlife Volunteers	12	216
<b>Total</b>	<b>37</b>	<b>564</b>

**Existing in bloom groups within the south outer area;**

<b>In Bloom Group</b>	<b>Number of Volunteers</b>	<b>Estimated Volunteer Days</b>
Carlton	7	120
Gildersome	5	80
John O'Gaunts	4	80
Lowry Road	25	600
Morley	12	240
Oulton	8	160
Rothwell	25	480
West Ardsley	8	160
Woodlesford	14	280
<b>Total</b>	<b>108</b>	<b>2200</b>

**Events**

- 3.7 The bookings and licensing team has introduced improvements to the application process for events that occur on parks. They are providing greater assistance in helping community groups organise events with particular emphasise on ensuring legal and safety requirements are met but do not deter groups and organisations from organising activities. The table below shows a list of events held in the outer south area so far in 2011:

<b>Site Name</b>	<b>Month</b>	<b>Event</b>	<b>Total</b>
Drighlington Moor Park	June	Drighlington Jr - Football Gala	1
	July	Annual Fun Day	1
Dartmouth Park	June	Band in the Park	2
	July	Band in the Park	2
	August	Band in the Park	2
East Ardsley Rec Ground	July	East Ardsley Community Association Fun day	1
Hembrigg Rec Ground	August	LCC Environment coaching sessions	1
Rothwell Country Park	January	Airienteers	1
	April	Horse Ride	1
	October	Rothwell Lions Wild Boar Cycle Challenge	1
Scotland Wood	July	Footpath work - Leeds Wildlife Vol's	1
Shayfields – Carlton Rec	July	Annual Village Gala	1
Springhead Park	April	18th - 27th Funfair	1
	June	Band in the Park	1
	July	(4th - 11th) Funfair Rothwell Carnival	1 1
	August	Mini Breeze Event	1
The Pastures	May	May Day event	1
<b>Total</b>			<b>21</b>

## Community Parks – Leeds Quality Park Status

3.8 The Parks and Green Space Strategy was approved at Executive Board in February 2009 and sets out the vision and priorities to 2020. One of the key proposals contained in the strategy is the aspiration for all community parks to meet the Green Flag standard for field based assessment by 2020. The Green Flag Award Scheme represents the national standard for parks and green spaces. It has been developed around eight key criteria as follows;

- **A welcoming place** - how to create a sense that people are positively welcomed in the park
- **Healthy, safe & secure** - how best to ensure that the park is a safe & healthy environment for all users
- **Clean & well maintained** - what people can expect in terms of cleanliness, facilities & maintenance
- **Sustainability** - how a park can be managed in environmentally sensitive ways
- **Conservation & heritage** - the value of conservation & care of historical heritage
- **Community involvement** - ways of encouraging community participation and acknowledging the community's role in a park's success
- **Marketing** - methods of promoting a park successfully
- **Management** - how to reflect all of the above in a coherent & accessible management plan or strategy and ensure it is implemented.

3.9 The Parks and Countryside service reports annual performance against two local indicators based upon the Green Flag Award scheme;

- *The percentage of Parks and Countryside sites assessed that meet the Green Flag standard.*
- *The percentage of Parks and Countryside community parks which meet the Green Flag standard.* Performance against these indicators is illustrated in section 3.24.

3.10 The indicator includes an assessment of each community park which has particular relevance to Area Committee engagement. The scheme is known as the Leeds Quality Park (LQP) standard. The following table provides a summary of these assessments for the South Outer Area Committee.

Site	Year Assessed	Welcoming Place	Healthy, Safe, Secure	Clean, Well Maintained	Sustainability	Conservation / Heritage	Community Involvement	Marketing	Meets Standard?
Churwell Park	2010								No
Dartmouth Park	2010								No
Drighlington Moor Park	2008								Yes
Lewisham Park	2010								Yes
Rothwell Country Park	2008								No
Scarth Gardens	2010								No
Scatcherd Park	2008								Yes
Springhead Park	2008								Yes
Woodlesford Park	2010								No

**Notes** – Assessments due in 2011 (2008 inspections above) are currently taking place but have not yet been recorded in full so no data will be shown in this report.

**Key:**

Meets Leeds Quality Park Standard on average for this key criteria	
Below Leeds Quality Park Standard on average for this key criteria	

3.11 From this table, there are 4 parks identified that meet the Leeds Quality Park Standard in the area, with 5 not reaching the standard. This is an increase of 1 pass since the last Area Committee report.

3.12 The residents survey in 2009 enables an assessment of visitor numbers and satisfaction rating (scored out of 10) for a number of criteria for each park, set out in the following table:

Site	Design and Appearance	Cleanliness and Maintenance	Ease to Get Around	Range of Facilities	Horticultural Maintenance	Nature Conservation	Facilities for Families	Sports Facilities	Overall Impression
Churwell Park	6.8	6.7	8.1	5.7	6.9	6.9	6.7	6.5	<b>6.9</b>
Dartmouth Park	7.9	7.9	8.7	5.9	8.2	7.7	6.6	6.1	<b>7.7</b>
Drighlington Moor Park	7.8	7.8	8.5	5.5	7.8	7.5	7.4	6.1	<b>7.4</b>
Scatcherd Park	7.6	7.7	8.3	5.7	8.7	7.8	6.1	6.1	<b>7.5</b>
Springhead Park	8.2	8.2	8.6	6.7	8.7	7.9	7.2	6.3	<b>8.1</b>
Woodlesford Park	5.6	5.3	8.0	4.4	6.4	6.6	5.8	5.0	<b>5.6</b>

Note – Lewisham Park, Scarth Gardens and Rothwell Country Park had insufficient responses to be able to accurately produce satisfaction data

**Key:**

Generally meets LQP expectations	7.0 - 10	
Generally below LQP expectations	0.0 – 6.9	

This table broadly correlates with the professional audit undertaken for the Leeds Quality Parks assessment set out in paragraph 3.10. In particular scores and visitor numbers are higher for the parks that meet the LQP standard. There are however issues identified with the range of facilities offered in many of the parks and sports facilities.

**Playing Pitches**

3.13 The residents survey in 2009 allowed respondents to rate sport facilities in parks. The results are shown in the table below;

Rating of Sports facilities	2009 (South Outer)	2006 (South Outer)
Fair to very good	70.7%	77%
Poor or very poor	29.3%	23%

The results show a decrease in those who felt sports facilities were of at least fair standard. This data is related to the table set out in paragraph 3.12.

### **Fixed Play**

3.14 The residents survey in 2009 allowed respondents to rate facilities for children and their parents. The results are shown in the table below;

<b>Rating facilities for children</b>	<b>2009 (South Outer)</b>	<b>2006 (South Outer)</b>
Fair to very good	81.6%	82.8%
Poor or very poor	18.4%	17.2%

Results show little change in those who rated facilities as fair or better.

3.15 Improvements to community parks during 2011 are as follows;

- Dartmouth Park – Refurbishment of half of the tennis courts completed.
- Springhead Park – Refurbished tennis courts and skate park.
- Rothwell Country Park – New seating and sign posts.
- Springbank Playing Fields – security measures, (£2,000 Area Committee Well being funding)

3.16 With regards to sports pitches in the last 12 months the following works have been undertaken in the area;

- Fleet Lane – Works have now been completed in full.
- East Ardsley Rec Ground - Changing Rooms have been refurbished.

3.17 The following play areas have been refurbished during 2011;

- Magpie Lane – New MUGA installed. installed (Area Committee Well being contribution of £7,576)

3.18 The following table provides a perspective on the minimum level of investment required to achieve the LQP standard for the five remaining parks. It also includes the level of reinvestment required across all the community parks in order to sustain the LQP pass up to 2020;

<b>Site Name</b>	<b>Cost to Achieve (excluding fixed play)</b>	<b>Reinvestment (excluding fixed play)</b>
Churwell Park	£4,000	
Dartmouth Park	£286,589	
Rothwell Country Park	£23,500	
Scarth Gardens	£61,815	
Woodlesford Park	£9,000	
<b>Total to achieve LQP</b>	<b>£384,904</b>	
Average annual reinvestment		£28,586
<b>Total reinvestment to 2020</b>		<b>£257,279</b>
<b>Overall Total Investment to 2020</b>		<b>£642,183</b>

3.19 Reinvestment levels are estimated according to the expected lifespan of equipment and infrastructure as set out below;

Description	Timescale for Recurring Investment
Signage and interpretation	5 years
Fixed play (including MUGA's/skate parks)	10 years
Bins and benches	15 years
Paths and infrastructure	25 years
Landscaping	25 years

3.20 Planned improvements for the next 12 months are;

- Scatcherd Park – It is anticipated that funding will be secured for refurbishment of the skate park.
- Woodlesford Park – £23,000 secured working towards various landscaping works, (£5,000 Area Committee Well being funding).
- Springhead Park – Footpath Improvements (subject to approval of £5,000 Area Committee Well being funding)
- Rothwell Cemetery – Improvements to the wall on Styebank Lane (subject to approval of £800 Area Committee Well being funding)

3.21 In terms of fixed play, work has been undertaken to set out refurbishment requirements over a 10 year rolling programme in support of the outcomes of the Fixed Play Strategy. The average cost of a new playground is currently about £120k; Multi-use games areas and skateparks are slightly cheaper on average at about £90k each. The table below shows the capital investment required on an ongoing basis to fund the area committees existing fixed play sites;

Fixed Play Type	No.	Total Replacement Cost £'s	Required Average Annual Spend £'s
Play Areas	21	2,520,00	252,000
Multi Use games Areas	2	180,000	18,000
Skate Parks	3	270,000	27,000
<b>Totals</b>		<b>2,970,000</b>	<b>297,000</b>

#### Area Committee funding for additional on site based gardeners

3.22 South Outer Area Committee provide additional funding for gardeners to increase site based presence at parks in the area. For 2011-12 this funding totalled £34,951 for 3 gardeners over a 6 month period, 1<sup>st</sup> April 2011 – 30<sup>th</sup> September 2011. The gardeners were present at the following sites;

Ardsley and Robin Hood	Smithy Recreation Ground, Lowry Road
Morley North	Drighlington Park, Churwell Park,
Morley South	Lewisham Park, Hembrigg Park, Wide Lane, Magpie Lane
Rothwell	Shayfield Recreation Ground, Carlton Village Green and Woodlesford Recreation Ground



Since the introduction of site based gardeners, analysis shows that complaints to both Ward Councillors and the Parks and Countryside Service have declined on sites with increased daily presence. In addition, the service has observed an increase in the number of residents using parks and open spaces which is backed up by the residents survey data.

The site based gardeners increase working relationships with users, local residents and community groups. These site based staff further increase users satisfaction and support the aspiration to increase volunteer groups working within parks.

3.23 The following table summarises actions identified in the Area Delivery Plan (2008 – 2011) and a commentary from a service perspective. During the development of the 2011-2015 Business Plan by Area Management these will be reviewed.

Ref.	Action	Comments
E10	Support development of current and new green spaces	See list of improvements contained within this report.
E14	Deliver and support targeted environmental initiatives to improve street cleanliness and tackle areas of environmental concern	Fencing has been installed to Copley Lane and Gildersome allotment sites.
E18	Support site based gardeners across outer south	A number of site based gardeners have been supported across the area for the spring and summer periods. As detailed in this report

3.24 The following table highlights key performance indicators relevant to the service;

PI Code	Description	2009/10 Actual	2010/11 Actual	2011/12 Target	2012/13 Target
LKI-GFI / CP-PC50 / EM38	The percentage of parks and countryside sites assessed internally that meet the Green Flag criteria	23% (Target 21%)	23% (Target 23%)	26.2%	29.4%
LKI-PCP 22	Overall user satisfaction with Parks and Countryside (from the user survey)	7.37 (Target 7)	N/A	N/A	7
New	The percentage of parks and countryside community parks which meet LQP status	n/a	33.9%	40%	47.5%

## 4 Corporate Considerations

### 4.1 Consultation and Engagement

4.1.1 Close liaison with community and ward members is already in existence, utilising a variety of mechanisms, for example through residents' surveys, multi-agency meetings and community forums. In addition volunteers, Friends of groups and local residents are regularly consulted on local projects with input on design and physical implementation of a wide range of site improvements.

## **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 This report does not have an impact on equality and diversity. Further information is available on analysis of the residents survey 2009 specifically regarding equality issues on request.

## **4.3 Council Policies and City Priorities**

4.3.1 The contents of this report set out how the Executive Board requirements can be met by taking a more proactive approach to involve and engage Area Committees in matters relating to community parks.

4.3.2 The information within the report contributes significantly to the sustainable economy and culture city priority plan.

## **4.4 Resources and Value for Money**

4.4.1 The central government's Comprehensive Spending Review has had significant impact on local government budgets and it is anticipated that the budget allocation for Parks and Countryside will continue to be very challenging.

4.4.2 The service undertakes to sustain and develop the services provided to the public and has traditionally used a number of sources of financial support to achieve developments. These include grants from bodies such as Green Leeds Ltd, Sustrans, Natural England, National Lottery funding and developer contributions via section 106 (S106) funds.

## **4.5 Legal Implications, Access to Information and Call In**

4.5.1 This report has no legal implications and is not subject to call in. There is no information which is confidential or exempt.

## **4.6 Risk Management**

4.6.1 There are no significant risk management issues contained within the report, its conclusions and recommendations.

## **5 Conclusions**

5.1 Community green space contributes in many ways to the delivery of the Corporate Priority Plan. They provide places for relaxation, escape, exercise and recreation. They bring communities together and make a positive contribution to the local economy, education, improve public health and well-being, and generally make a better place to live, work and visit.

5.2 Improvements to community parks, fixed play and playing pitches remain a priority, and there already has been investment made to deliver improvements along with further schemes identified. Issues are being addressed through the Parks and Green Space Strategy along with implementation of the Fixed Play Strategy and Playing Pitch Strategy.

- 5.3 Community engagement remains a key activity for the service with regular correspondence, attendance at meetings and briefings, along with more localised consultation where required. The principle consultation through the residents survey to 35,000 households is scheduled to take place again in 2012.
- 5.4 A programme of activities is planned for which updates and reports can be provided to the Area Committee to help inform, consult and influence community green space management.

## **6 Recommendations**

- 6.1 The Area Committee is requested to note the content of the report and to communicate priorities for investment in community parks, playing pitches and fixed play facilities in light of the issues raised.

## **7 Background documents**

- 7.1 Area Committee Roles, Outer South Area Committee, 4<sup>th</sup> July 2011
- 7.2 Annual Report for Parks and Countryside Service in South Outer Area Committee, Outer South Area Committee, 29<sup>th</sup> November 2010
- 7.3 Parks and Greenspace Strategy, Executive Board, February 2009
- 7.4 Fixed Play Strategy, Executive Board, September 2002

## Appendix 1: Detailed Residents Survey Information

### 1.1 Total Number of Annual Visits

	Community Parks	Other P&C Sites	Total
South Outer	4,319,062	2,411,494	6,730,556

### 1.2 Reasons for Visiting – respondents select their five main reasons (The 24 choices have been grouped in this table)

Reason	Churwell Park %	Dartmouth Park %	Drighlington Moor Park %	Lewisham Park %	Scatcherd Park %	Springhead Park %	Woodlesford Park %	South Outer Total %
Exercise	63	81	76	75	71	92	55	<b>84</b>
Play	75	49	95	0	49	82	45	<b>70</b>
Dog walking	25	26	14	50	18	17	36	<b>20</b>
Enjoy the surroundings	25	51	43	75	80	63	9	<b>59</b>
Family outings	38	36	43	0	40	61	9	<b>49</b>
Relaxation	56	100	100	100	89	86	73	<b>93</b>
See Wildlife	19	33	5	0	29	37	0	<b>30</b>
Sport related	25	10	29	0	18	21	45	<b>30</b>
Other	6	0	10	0	13	5	36	<b>7</b>
Events	6	21	19	0	9	37	0	<b>26</b>

### 1.3 Age Profile of Visitors

Site	Age 20 – 39	Age 40 – 59	Age 60+
Churwell Park	55%	28%	17%
Dartmouth Park	45%	26%	29%
Drighlington Moor Park	40%	30%	30%
Lewisham Park	60%	20%	20%
Scatcherd Park	33%	38%	29%
Springhead Park	41%	28%	31%
Woodlesford Park	42%	25%	33%
<b>South Outer Total</b>	<b>42%</b>	<b>29%</b>	<b>29%</b>

## How visitors get to the parks and how long it takes to get there

### 1.4 Visitors on Foot – Journey Time

Site	% of visitors on foot	Less than 10 mins	10–20 mins	20-30 mins	30+ mins
Churwell Park	86.7%	85%	8%	8%	0%
Dartmouth Park	65.8%	56%	36%	8%	0%
Drighlington Moor Park	87.5%	62%	33%	0%	5%
Lewisham Park	100%	75%	25%	0%	0%
Scatcherd Park	78.6%	45%	36%	18%	0%
Springhead Park	59.2%	49%	46%	3%	1%
Woodlesford Park	100%	82%	18%	0%	0%
<b>South Outer Total</b>	<b>69%</b>	<b>55%</b>	<b>37%</b>	<b>7%</b>	<b>1%</b>

### 1.5 Visitors by Car - Journey Time

Site	% of visitors by car	Less than 10 mins	10–20 mins	20-30 mins
Churwell Park	13.3%	50%	50%	0%
Dartmouth Park	34.2%	69%	23%	8%
Drighlington Moor Park	12.5%	100%	0%	0%
Lewisham Park	0%	~	~	~
Scatcherd Park	16.7%	58%	29%	14%
Springhead Park	36.8%	78%	22%	0%
Woodlesford Park	0%	~	~	~
<b>South Outer Total</b>	<b>28%</b>	<b>75%</b>	<b>24%</b>	<b>1%</b>

### 1.6 How long do visitors stay. (Detailed information on each community park is available on request).

Time	Summer Stay		Winter Stay	
	Weekend	Weekday	Weekend	Weekday
Less than 30 Minutes	9%	14%	30%	34%
30 minutes to 1 hour	39%	25%	42%	43%
1 to 2 hours	34%	25%	16%	11%

Time	Summer Stay		Winter Stay	
	Weekend	Weekday	Weekend	Weekday
2 to 4 hours	11%	7%	3%	1%
4 or more hours	2%	1%	1%	0%
Do not visit	4%	4%	9%	12%

**1.7 How often do visitors go. (Detailed information on each community park is available on request).**

	Summer	Winter
Every Day	10%	6%
Most Days	18%	13%
Once or Twice a week	39%	23%
Once every two weeks	20%	17%
Once a month	13%	27%
Seldom or never	2%	5%

**1.8 Information taken from comments made in the survey.**

Site	General satisfaction comments	What would make you stay longer or encourage more use	Any other comments
Dartmouth Park	Most comments on maintenance are positive. Some requests for an upgraded playground. Many comments regarding the poor state of the tennis courts. (Half the courts have since been refurbished)	Areas where dogs are controlled. Café/refreshments/ice cream man with designated picnic area. More brass band concerts and general family events. Toilet facilities.	~
Churwell Park	Not many comments on the satisfaction ratings.	Better children's facilities.	Several comments around youth anti-social behaviour.
Drighlington Moor Park	Good comments about the horticultural maintenance. Some negative comments regarding dog fouling.	Café and toilet facilities. Better play equipment for toddlers.	~

<b>Site</b>	<b>General satisfaction comments</b>	<b>What would make you stay longer or encourage more use</b>	<b>Any other comments</b>
Lewisham Park	~	~	General comments on dog fouling within the park.
Scatcherd Park	Lots of praise for on site gardener. Good comments about the overall maintenance of the park. Play area looking dated. Some negative dog fouling, dogs on leads comments.	Picnic benches. Toilets. Café. Events – with lots of notice that they are on.	Generally repeated that the park is good.
Springhead Park	Improvements to path network. Lots asking for full time park keeper. Beck needing cleaning. Generally good positive comments overall.	Better play and skate parks. Improved café facility. Public toilets. More facilities for teenagers.	Comments generally repeated from other sections.
Woodlesford Park	A large number of comments on dog fouling	Improve play equipment. Better control of dogs and dog fouling. More facilities.	~

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**Report of : Director of Environment and Neighbourhoods**

**Report to: Outer South Area Committee**

**Date: Monday 17<sup>th</sup> October 2011**

**Subject: Leedswatch – CCTV Delegated Function Update Report**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  Ardsley and Robin Hood  Morley North  Morley South  Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Summary of main issues**

1. To provide information on the effectiveness of the Leedswatch CCTV service within the Outer South Committee Area, in helping to reduce crime and improve public safety.
2. Outline a range of new service areas that the Leedswatch service are now responsible for.
3. Provide information on recent improvements to increase the technical capacity within the CCTV control room.

**Recommendations**

4. The Area Committee is asked to :
  - 4.1. Note the work that has taken place over the last 6 months through the Leedswatch Service to support crime reduction and improve public safety within the Outer South Committee Area.

- 4.2. Note the recent improvements that have been made to increase the technical capacity of the CCTV control room, and the additional service responsibilities that now sit within the remit of Leedswatch.
- 4.3. Note the future priority areas of work for the service highlighted from section 3.14, and provide feedback / comment.
- 4.4. Provide feedback on any areas of work that the Area Committee would like the Leedswatch service to prioritise within their area over the next twelve months.

## **1 Purpose of this report**

- 1.1 To provide the Outer South Area Committee with an update on service delivery, and highlight areas for future development of the service within the committee area.
- 1.2 To outline recent improvements to the CCTV control room, and the expansion of services delivered via the Leedswatch Service.
- 1.3 Consider the areas of work that the committee would like the Leedswatch service to prioritise area over the next twelve months (subject to service resource allocations).

## **2 Background information**

- 2.1 'Leedswatch' provides a monitoring service for public space surveillance cameras covering open spaces across Leeds. The CCTV control room is staffed, and cameras are recorded 24 hours per day, 365 days a year. The service also provides two mobile CCTV vehicles for deployment within communities across Leeds.
- 2.2 The main objective of the service is to reduce crime and the fear of crime through the use of CCTV technology, leading to improved crime prevention, and an increase in the detection and prosecution of offenders.
- 2.3 CCTV is one of a number of Service functions delegated to Area Committees. The Area Committee's role in relation to this function is to 'maintain an overview of the service in the Committee area and receive regular information about it.'
- 2.4 The Leedswatch service works in partnership with a large number of internal and external partners such as; Urban Traffic Control (UTC), Emergency Planning, Leeds Anti-Social Behaviour Team (LASBT), West Yorkshire Police, WY METRO and other Local Authorities across the West Yorkshire sub-region.

## **3 Main issues**

- 3.1 Over the past two years, the Leedswatch service has undergone significant structural and operational changes. During this time, the Council and its partner, West Yorkshire Integrated Passenger Transport Agency (WYIPA - METRO), have invested over £1.5m of capital resources to improve the technical capacity of the CCTV control room to the South of the city centre.

- 3.2 In addition to monitoring public space CCTV cameras across the city, the monitoring of all METRO bus stations across the West Yorkshire region, is now delivered from the Leedswatch control room.
- 3.3 The increase in technical capacity will allow the Leedswatch service to take on more monitoring contracts and help consolidate CCTV provision across the Council, providing a more consistent and joined up service for local residents and businesses. It will also open up new opportunities to contract for the delivery of services to external organisations, creating new income streams to support the service's longer term sustainability, and improve value for money and efficiency.
- 3.4 In April 2011, the remit of Leedswatch was expanded to take on the delivery of a range of services previously delivered via Commercial and Environmental Services. These include:
- Monitoring of alarm calls
  - Care Ring – first response service for vulnerable individuals
  - Lone worker monitoring
  - Out of Hours Noise Nuisance (transferred May 2011)

### 3.5 Leedswatch (CCTV) Delivery in the Outer South Committee Area

- 3.6 There are currently 8 camera's monitoring the Outer South Area, via the Central CCTV Control Room at Middleton, they consist as follows:
- 5 cameras located in Leeds LS27 Morley area
  - 3 cameras located in Leeds LS26 Rothwell area
- 3.7 The table below gives a breakdown of the actual annual running costs per camera, within the Outer South Area. The cost is allocated 50 / 50 between the Community Safety Service and the Area Committee excluding the provision of the BT network costs which are funded totally by the Area Committee. The funding for these cameras are not part of the Area Committee Well Being allocation but are part of a separate funding stream provided by the Area committee as part of the delegated function with regards to CCTV in relation to crime prevention, detection and allaying the fear of crime within the community.

Cam No	BT Network	Maintenance	YEDL	Monitoring	Total
1 Morley Bottom	£657.90	£1,000	£350	£1,000	£3,007.90
2 Morley Queensway	£657.90	£1,000	£350	£1,000	£3,007.90
3 Morley Town Hall	£495.90	£1,000	£350	£1,000	£2,845.90
4 Morley Queens St	£495.90	£1,000	£350	£1,000	£2,845.90
5 Morley Fountain St	£495.90	£1,000	£350	£1,000	£2,845.90
6 Rothwell - Butcher lane	£495.90	£1,000	£350	£1,000	£2,845.90

7 Commercial St	£495.90	£1,000	£350	£1,000	£2,845.90
8 Marsh St - Rothwell	£495.90	£1,000	£350	£1,000	£2,845.90
<b>Total annual running cost</b>					<b>£23,091.2</b>
<b>Cost to Community Safety Service</b>					<b>£9,400</b>
<b>Cost to Outer South Area Committee</b>					<b>£13,691.2</b>

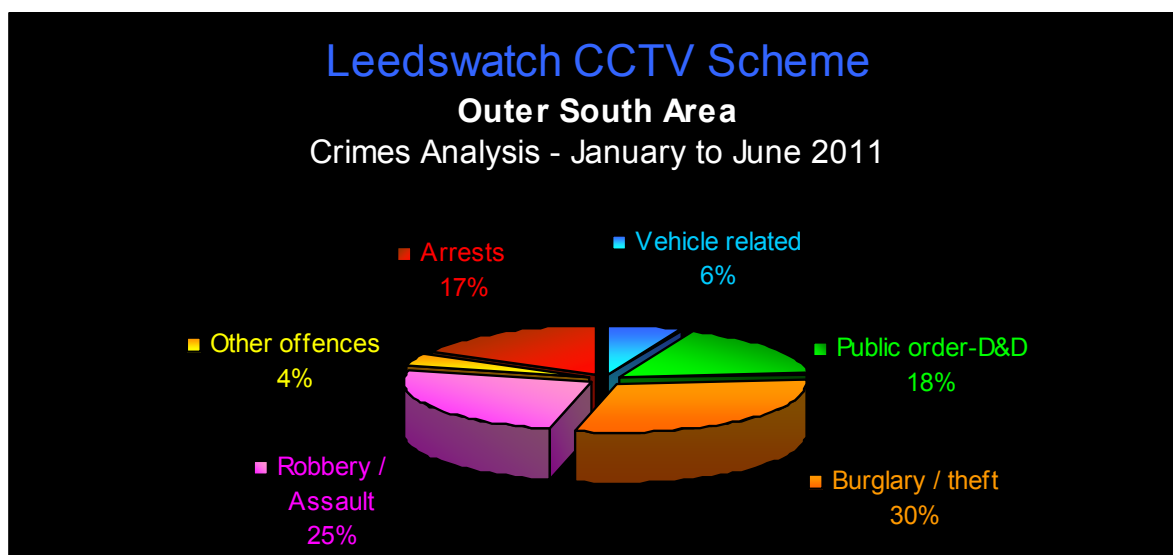
- 3.8 The service is further complimented by two mobile CCTV vehicles which can be deployed to specific hot spot or problematic locations. The vehicles are capable of relaying live images back to the central station.
- 3.9 The allocation of the mobile CCTV vehicles is evenly deployed between the 10 Area Committees throughout the year. The rota for each area is shared with the local NPT at the beginning of each year so that operations can be arranged around its availability. In future this information will be shared with the Area Community Safety Co-Ordinators to enable them to influence its deployment by the Neighbourhood Policing Team. The cost of providing the mobile CCTV vehicles is wholly funded via Safer Leeds, no contribution is provided by the Area Committee.
- 3.10 During the period January 2011 to June 2011, the mobile CCTV vehicles were assigned to the Outer South Area for a total of 51 days. The table below provides a summary of outcomes resulting from an operation with the Neighbourhood Policing Teams on routine patrols within the area.

Operation Daunting 2 <sup>nd</sup> – 6 <sup>th</sup> June	Monitoring activity in Morley regarding possible robberies and anti social behaviour attempt.	29 PNC persons checked & 3 PNC Vehicle stops
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- 3.11 Table 1 and the accompanying pie chart, show the volumes and types of offences together with the number of arrests for each offence, which were observed / detected by both the CCTV Control Room and Mobile CCTV vehicles in the Outer South Area between January and June 2011.

Outer South - Table 1

Offences	Control Room	CCTV Vans	Arrests
TFMV (Theft from motor vehicle)	2	2	2
TWOC (Taking without owners consent) relates to motor vehicle crime	1		
RTO (Road Traffic Offence)	1		
RTA (Road Traffic Accident)	3		
Public Order	18	4	3
D & D (Drunk and disorderly)		3	3
Damage	1		
Burglary	28	3	3
Theft	8	2	3
Offensive Weapon	1		
Armed Robbery	4		
Robbery	15		
Sexual Assault	9		
Assault	2	5	7
Deception	1		
Harassment	2		
Suspicious Activity	1	2	3
PNC (Police National Computer )			
Vehicle checks		186	
PNC (Police National computer) Person checks		33	
<b>Totals</b>	<b>97</b>	<b>21</b>	<b>24</b>



3.12 In relation to the new services that LeedsWatch are now responsible for, the following example is taken from the 24hr incident log and gives an example of a routine call to respond to a Care Ring alarm involving a Vulnerable Person. Currently there are 109 vulnerable people living within the Outer South Area who receive Care Ring Mobile Alarm Response Services. We provide keyholding and response services to 683 service users in total citywide.

<b>12/04/2011</b>	
<b>Gas alarm</b>	Care Ring report that they have spoken with the occupier who is confused.
17:06:19	Security Patrol deployed - Arrived on site - confirmed by Radio
	Security Patrol reports occupant had left a ring on the cooker not turned off properly. Security Patrol has turned it off and checked all is ok
17:46:03	Caring informed Security Patrol off site
17:46:05	Incident log closed.

3.13 Future reports concerning LeedsWatch will include more detailed information on the volume, type and outcome for each (with the exception of lone worker monitoring) of the new services areas outlined in section 3.4 of this report.

### **3.14 Service Priorities October 2011 – March 2012**

3.15 A CCTV strategy has now been developed for the city, which makes a number of recommendations on how the service should develop in the future. This will include consolidating CCTV and security provision from across the Council, looking at how the service can develop new ways of working which compliment and add value to other services such and the new Leeds Anti-Social Behaviour Teams, and looking at opportunities to generate income and achieve efficiencies. Detailed below are some of the key areas of work that will be taking place over the next six months to support the strategy's recommendations.

3.16 As highlighted section 3.4 of this report, the LeedsWatch service has recently taken on the delivery of a number additional service responsibilities. In order to ensure that the service is making the best use of its resources, a full service restructure will take place in the second half of the year to align the shift patterns of the control room and mobile staff.

3.17 In addition, discussions are taking place with the Anti-Social Behaviour Teams, Environmental services, West Yorkshire Police and the ALMOs to look at how the various services can better link together to improve service delivery and provide a more pro-active response to issues of public concern, through improved information and intelligence sharing between agencies.

3.18 The LeedsWatch service will also play a critical role in the delivery of the Leeds Burglary Reduction programme, assisting with the identification and detection of offenders using the City wide LeedsWatch network and the West Yorkshire Police Automatic Number Plate Recognition (APNR) system to detect cross boundary offenders and supporting city wide and locality based operations.

- 3.19 Improving the Out of Hours Noise Nuisance service – Noise nuisance is a major cause for concern across the city. Since the service was transferred, the monthly average for complaints current stands at 819 with a peak of 916 and a low of 673. This service has only recently been transferred from Environmental services, and work is taking place to look at how closer working can be developed with the new ASB casework teams to deal with persistent offenders.
- 3.20 Supporting the city's most vulnerable residents is also a priority. The LeedsWatch service is now responsible for providing a first response to Care Ring alarms. On call 24 hours a day, 7 days per week, this service responds to alarms from mainly elderly clients who may have fallen or find themselves in need of support. Officers will attend to the alarm call and contact emergency services, family members or other appropriate individuals, staying with the client to provide support and re-assurance until further help arrives.
- 3.21 Improving the information and intelligence we provide to LeedsWatch customers is a key priority for the service. We are currently reviewing the way in which we provide information to service users, to provide more detail and improve the services analytical and intelligence capacity.
- 3.22 As part of our service improvement programme, it would be helpful to gain a better understanding of the Outer South's priorities for the LeedsWatch service over the next 12 months. This will enable us to build these in to our forward work programme (subject to resources), and improve the service that is currently being provided to the Area Committee.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 The LeedsWatch service works in close partnership with West Yorkshire Police and attends PACT and relevant community meetings as and when required.
- 4.1.2 Weekly reports are produced and forwarded to all 99 Members and other appropriate officers, to inform them of activity / arrests within each of the 3 police policing Basic Command Unit (BCU) areas.
- 4.1.3 When seeking to fund a new CCTV installation or additional cameras, community consultation is undertaken to support the process. CCTV must be regarded as part of an overall strategy in the prevention and detection of crime and allaying the fear of. It cannot be used as a standalone tool, but one that complements activity of other agencies and the police.
- 4.1.4 Communities can play an active role in influencing the installation of CCTV cameras and the deployment of the mobile CCTV vans through partnership meetings, residents groups, Neighbourhood Policing Team meetings or by speaking directly to Councillors.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 Access to members of the public into the CCTV control room is not allowed for security reasons.

4.2.2 The Community Safety Service Plan plays a key role in contributing to the delivery of the Councils Equality and Diversity Strategy.

4.2.3 The LeedsWatch service fully complies with Equality legislation in its working practices. In addition, the service also complies with a strict Code of Practice with covers the following Government and EU legislation:

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

### **4.3 Council policies and City Priorities**

4.3.1 The service aims to deliver an effective CCTV service which reduces crime and the fear of crime, leading to improved crime prevention, and an increase in the detection and prosecution of offenders. Through the successful delivery of the service, it contributes to the delivery of the following Council policies and City Priority Plans:

- Council Business Plan 2011-2015
- Safer and Stronger City Priority Plan
- Area Committee Business Plans
- Safer Leeds Plan
- Safer Leeds Service Plan

### **4.4 Resources and value for money**

4.4.1 The CCTV service costs £16,583 within the Outer South Area Committee per annum to run. The contribution provided by the Outer South Area Committee is outlined in section 3.7 of this report.

4.4.2 The service is considered to provide value for money. However, the service is currently undergoing a review, which will aim to improve value for money through the realignment of resources to ensure these are maximised.

4.4.3 In addition, work taking place to better join up the service to the LASBT, ALMO's and other service areas, will led to improved outcomes for local people through a more pro-active approach to dealing with criminal activity across the city.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 The LeedsWatch service fully complies with relevant legislation in its working practices. It complies with a strict Code of Practice with covers the following Government and EU legislation:

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



4.5.2 The Private Security Industry Act ensures that all CCTV staff are security vetted, trained and licensed by the Security Industry Authority (SIA) to operate the public space surveillance cameras.

4.5.3 This report is for information only and is therefore not subject to call In.

## **4.6 Risk Management**

4.6.1 Risk management assessments are undertaken on a daily basis within LeedsWatch, to ensure that all possible issues relating to risk are identified and mitigated.

## **5 Recommendations**

5.1 The Area Committee is asked to :

5.1.1 Note the work that has taken place over the last 6 months through the LeedsWatch Service to support crime reduction and improve public safety within the committee area.

5.1.2 Note the recent improvements that have been made to increase the technical capacity of the CCTV control room, and the additional service responsibilities that now sit within the remit of LeedsWatch

5.1.3 Note the priority areas of work for the service highlighted from section 3.14, and provide feedback / comment.

5.1.4 Provide feedback on any areas of work that the Area Committee would like the LeedsWatch service to prioritise within their area over the next twelve months.

## **6 Background documents**

6.1 Safer Leeds Plan 2011 – 2014

6.2 Leeds Burglary strategy 2011 - 2015

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**Report of the Area Leader – South East Leeds**

**Report to South Leeds (Outer) Area Committee**

**Date: Monday 17<sup>th</sup> October 2011**

**Subject: Outer South Area Committee Well being Budget Report**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ardsley and Robin Hood  Morley North  Morley South  Rothwell		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

This report seeks to provide Members with:

1. confirmation of the 2010/11 carry forward figure and 2011/12 revenue allocation
2. an update on both the revenue and capital elements of the Well being budget
3. a summary of revenue spend approved for 2011/12
4. details of revenue and capital funding for consideration and approval
5. details of revenue projects agreed to date (Appendix 1)
6. details of capital projects agreed to date (Appendix 2)
7. update on the current position of the Small Grants Budget

**Recommendations**

8. Members of the Outer South Area Committee are requested to:
  - a) Note the contents of the report.

- b) Note the position of the Well being Budget as set out at 3.0.
- c) Note the revenue amounts for 2011/12 as outlined in Appendix 1.
- d) Note the Well being capital projects already agreed as listed in Appendix 2.
- e) Consider the project proposals detailed in 4.4
- f) Note the Small Grants situation in 5.1

## 1 Purpose of this report

This report seeks to provides:

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

## 2 Background information

- 2.1 Each Area Committee has been allocated a Well being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental well being of the area by using the funding to support projects that contribute towards the delivery of local priorities.
- 2.2 Well being funding cannot be paid retrospectively. An application form must be submitted and approved by the Area Committee before activities or items being purchased through Well being funding are completed or purchased.

## 3 Well being Budget Position

Members should note the following points: -

### 3.1 Revenue 2011/12

- 3.1.1 The revenue budget approved by Executive Board for 2011/12 is **£183,790**. The carry forward figure of **£30,459.05** gave a total amount of **£214,249.05** revenue funding available to the Area Committee for 2011/12.
- 3.1.2 The Area Committee is asked to note that **£207,899.97** has already been allocated from the 2011/12 Well being Revenue Budget as listed in **Appendix 1**. This leaves a balance of **£6,349.08**.
- 3.1.3 Having considered the revenue budget for 2011/12, the Area Committee approved the schedule detailed below. This shows revenue funding aligned to the new city wide themes and priorities proposed for 2011/12.
- 3.1.4 At their September meeting, the Inner South Area Committee agreed to share the resource of the Priority Neighbourhood Worker project and fund 2 days a week through their Well being Budget. The revised revenue allocation from the Outer South Area Committee for 2011/12 is £25,396.32. The schedule below and appendix 1 have been amended to reflect this change.

<b>INCOME</b>	Revenue Well being Budget 2011/12	£183,790
	Roll Forward	£30,459.05
	<b>TOTAL</b>	<b>£214,249.05</b>
<b>EXPENDITURE</b>	Projects Carry Forward from 2010/11	£6,154
<b>ADP Theme</b>	<b>Projects</b>	<b>2011/12</b>
Sustainable Economy and Culture		<b>£56,960</b>
	Small Grants Scheme	£5,000
	Communications Budget e.g. printing, meetings	£2,000
	Morley Literature Festival 2012	£10,000
	Rothwell 600	£8,000
	Town Centre Management	£21,070
	Christmas 2011 trees and decorations	£10,890
Safer and Stronger Communities		<b>£86,211.82</b>
	Operation Champion	£400
	Activity identified through the Divisional Community Safety Partnership and Neighbourhood Tasking such as reducing crime/fear of crime, tackling ASB crime prevention measures	£8,000
	Off Road bikes	£2,964
	Victim Support, Victims Fund	£1,000
	Priority Neighbourhood Worker	£15,872.70 £9,523.62
	Neighbourhood Improvement Plans (Asquith/Ingles Springbank/ Moorlands)	£6,000
	Site Based Gardeners	£34,951.50
	Community Skips	£2,500
	Cleaner Neighbourhoods	£5,000
Health and Well Being		<b>£36,750</b>
	Garden Maintenance Scheme (Year 2 of 3)	£33,000
	John O'Gaunts Mothers Pride Tea Time Club	£3,750
Children and Families		<b>£20,000</b>
	Activities for Children and Young People	£20,000
Housing and Regeneration		<b>£0</b>
Ringfenced to Ardsley and Robin Hood Ward		£1,824.15
Balance		£6,349.08
<b>TOTAL</b>		<b>£214,249.05</b>

### 3.2 Capital

3.2.1 There is no new capital allocation for 2011/12.

3.2.2 Of the **£683,008** capital funding allocated to the Area Committee for 2004/12 a total of **£632,849.43** has been committed to date leaving a balance of **£50,158.57**

3.2.3 Members are asked to note the capital allocation by Ward. The spend broken down by Ward is as follows:

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Total Allocation 2004-12	£170,752	£170,752	£170,752	£170,752
Allocation to date	£169,123.20	£160,512.11	£166,862.20	£136,351.93
Balance	£1,628.80	£10,239.89	£3,889.80	£34,400.07

3.2.4 Members are asked to note that the NIP areas have not received a capital allocation and therefore any capital projects for the NIP areas must be submitted to the Area Committee for approval.

3.2.5 A recent audit of the capital Well being budget with the finance manager has seen the account closure of two significant projects; Improvements to Morley Town Hall and Windmill Youth Club. The final spend figures have been recorded in Appendix 2; Morley Town Hall (£29,822.79) and Windmill Youth Club (£13,885.37) and the remaining balance returned to the relevant Ward allocation, detailed in the table at 3.2.3.

#### 4 Well being Projects

4.1 **Appendix 1** details revenue projects that have been commissioned by the Area Committee to date, including a current position statement and project outcomes.

4.2 It is possible that some of the projects in **Appendix 1** may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports. Due to this there may be a final revenue balance.

4.3 Details of projects agreed for the capital budget to date, including a current position statement and project outputs are listed in **Appendix 2**.

4.4 Members are asked to consider the following projects:-

4.4.1 **Project Title:** Burglary Crime Reduction – Smartwater Kits

**Name of Group or Organisation:** Morley Neighbourhood Policing Team

**Total Project Cost:** £2,760 revenue

**Amount proposed from Well Being Budget 2011/2012:** £2,760 revenue (from £8,000 ringfenced to community safety)

**Ward Covered:** Morley North and Morley South

**Project Summary:** One of the key priorities for the City and Holbeck Division is to further reduce offences of burglary and to also reduce repeat offences. There is a concern at a strategic level that the current financial climate may impact on a rise in criminal activities, and in particular, burglary of domestic homes and out buildings.

During 2010-2011, 368 residents within the Morley policing area were subject to a home break in. Morley NPT will issue Smartwater kits to victims of burglary to mark their valuable belongings, providing reassurance to vulnerable members of the community, reducing fear of crime and giving members of the public contact with the police who also provide crime reduction advice. The kits cost £15 each and the funding will purchase 184 units.

The Smartwater project will be delivered by the crime reduction officer to victims of burglary.

Smartwater aims to:

- Reduce crime through crime prevention measures
- Increase the visibility of NPT officers
- Increase public reassurance and confidence.

**Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:**

This proposal supports the Area Committee priority to reduce crime, the fear of crime and repeat offending, under the ADP theme of 'Stronger Communities'.

4.4.2 **Project Title:** Springhead Park Access Improvements

**Name of Group or Organisation:** Parks and Countryside

**Total Project Cost:** £5,000 capital

**Amount proposed from Well Being Budget 2011/2012:** £5,000 capital

**Ward Covered:** Rothwell

**Project Summary:** Significant investment has been secured to see improvements to the tennis courts and skateboard park at Springhead Park in Rothwell. To continue improving the park, Parks and Countryside are requesting £5,000 to improvement the quality of the access points.

As a result of the park being a popular local leisure facility and hosting a number of events throughout the year, the two main pathways are in need of improving, to ease access into and out of the park. The funding will support the resurfacing of the path at the Park Lane entrance and patch up the path at the Oulton Lane entrance. The project will greatly improve the access and the accessibility into and around the path for users of the park, improve the appearance of the park and will provide an enhanced visitor experience.

The project would start in November 2011 and be completed by January 2012.

Area Management recommend that £5,000 Well being funding is approved from the Rothwell capital allocation.

**Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:**

This proposal supports the Area Committee priority to 'improve the environment of local neighbourhoods' under the ADP Theme 'Environment'.



4.4.3 **Project Title:** Rothwell Haigh Road Cemetery  
**Name of Group or Organisation:** Parks and Countryside

**Total Project Cost:** £800 capital

**Amount proposed from Well Being Budget 2011/2012:** £800 capital

**Ward Covered:** Rothwell

**Project Summary:** Due to an increase in demand for burial plots in Rothwell, a number of plots have been created along the boundary of the cemetery. This has given rise to a number of residents contacting Ward Members raising concerns about being able to see into the newly dug graves. Parks and Countryside erected a fence that over time would create a wall using shrubbery. However, residents have expressed further concern to Members regarding the poor visual impact this has on the local environment. Parks and Countryside are proposing to use £800 Well being funding to build up the wall of the cemetery on Styebank Lane to screen the newly dug graves from residents properties and significantly improve the appearance of the local environment.

Area Management recommend that £800 Well being funding is approved from the Rothwell capital allocation.

**Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:**

This proposal supports the Area Committee priority to 'improve the environment of local neighbourhoods' under the ADP Theme 'Environment'.

4.4.4 **Project Title:** Smithy Lane Recreation Ground Environmental Improvements

**Name of Group or Organisation:** Parks and Countryside

**Total Project Cost:** £750 capital

**Amount proposed from Well Being Budget 2011/2012:** £750 capital

**Ward Covered:** Ardsley and Robin Hood

**Project Summary:** Following the success of the new play area and provision of equipment on Smithy Lane Recreation Ground, the recreation ground is being used more by the local community. Recently, there have been a number of incidents where footballs have been accidentally kicked over into peoples gardens. Residents have expressed their concern to Ward Members for both the safety of their property and also for the children who are climbing over fences into gardens to retrieve their footballs. Tingley Tenants and Residents Association asked Ward Members if they were able to assist with the provision of some designated 5 a side goal posts to be erected on the field away from the properties affected. The project aims to encourage usage of the park, enhance the environment and safeguard children and properties by deterring children from playing close to the properties.

Area Management recommend that £750 Well being funding is approved from the Ardsley and Robin Hood capital allocation with the condition that Parks and Countryside consult Ward Members on the location of the goal posts.

**Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:**

This proposal supports the Area Committee priority to increase the number of people engaged in activities to meet community needs and improve the quality of life for local residents, under the ADP theme of 'Stronger Communities'.

## **5 Small Grants Update**

5.1 The following small grant has been approved since the last meeting and is listed here for information.

<b>Organisation</b>	<b>Project</b>	<b>Amount</b>
East Ardsley Flower Club	The Diamond Years	£500
Temple Lawn Coffee Morning and Luncheon Club	Temple Lawn Residents Outing	£500

## **6 Corporate Considerations**

### **6.1 Consultation and Engagement**

6.1.1 All projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the Well being budget is secured at Area Committee.

### **6.2 Equality and Diversity / Cohesion and Integration**

6.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality group the project will work with, and how equality and cohesion issues have been considered.

6.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

### **6.3 Council Policies and City Priorities**

6.3.1 The projects outlined in this report contribute to target and priorities set out in the following council policies:

- Vision for Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

### **6.4 Resources and Value for Money**

6.4.1 Resource implications will be that the remaining balance of the Well being Budget for capital will be reduced as a result of any projects funded.

## **6.5 Legal Implications, Access to Information and Call In**

- 6.5.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and Contracts to Tender that arise from projects funded from the Well being Budget.
- 6.5.2 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.
- 6.5.3 There are no key or major decisions being made that would be eligible for Call In.

## **6.6 Risk Management**

- 6.6.1 All proposals requesting Well being Funding complete a section in the application process outlining the risks associated with the project and how they will be managed.

## **7 Conclusions**

- 7.1 The report provides up to date information on the Area Committee's Well being Budget.

## **8 Recommendations**

- 8.1 Members of the Outer South Area Committee are requested to:
  - a) Note the contents of the report.
  - b) Note the position of the Well being Budget as set out at 3.0.
  - c) Note the revenue amounts for 2011/12 as outlined in Appendix 1.
  - d) Note the Well being capital projects already agreed as listed in Appendix 2.
  - e) Consider the project proposals detailed in 4.4
  - f) Note the Small Grants situation in 5.1

## **9 Background documents**

- 9.1 Outer South Area Committee Well Being Report 5<sup>th</sup> September 2011

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**Outer South Wellbeing Budget  
2010 - 2012**

		<b>2011 / 2012</b>
<b>Budget</b>	<b>Allocation</b>	£183,790.00
	<b>Roll forward</b>	£30,459.05
	<b>TOTAL</b>	<b>£214,249.05</b>

<b>Projects rolled forward from 2010/11</b>	<b>Committed</b>	<b>Paid</b>
Community Skips	£220.00	£220.00
Small Grant	£500.00	
Harrops NIP	£220.00	£220.00
Thorpe NIP	£1,305.00	£205.00
Operation Champion	£110.00	£110.00
Morley Tasking	£2,500.00	
Cleaner Neighbourhoods	£1,299.00	£849.50
<b>TOTAL</b>	<b>£6,154.00</b>	<b>£1,604.50</b>

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<b>Project</b>	<b>Delivery Organisation</b>	<b>2011/2012 Revenue Costs</b>				<b>Outcomes</b>
		<b>Approved</b>	<b>Actual</b>	<b>Committed</b>	<b>Balance</b>	
<b>2010/11 Rolled forward projects</b>	South East Area Management	£6,154.00	£1,604.50	£0.00	£4,549.50	
<b>Outer South Skips</b> To provide skips for community use. Additional £40 for permits for Harrops NIP 2010/11	South East Area Management	£2,500.00	£220.00 £40.00	£240.00	£2,000.00	Community groups undertake clean-ups. Improved streetscene in local neighbourhoods. Increased community pride.

**Outer South Wellbeing Budget  
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Outer South Small Grants Fund</b> Provision of a small grants fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Management	£5,000.00	£2,996.87	£0.00	£2,003.13	Voluntary and community groups supported through grant aid. Increased range of community activity. Increased community participation. Increased community pride. Delivery of Area Delivery Plan priorities.
<b>Outer South Communications</b> A budget to enable effective communication and consultation on Area Committee issues in the Outer South.	South East Area Management	£2,000.00	£0.00	£0.00	£2,000.00	5 newsletters, Questionnaires, Promotional material. Increased awareness of the Outer South Area Committee. Improved consultation that can inform local projects and plans. Public participation in projects / plans.
<b>Neighbourhood Improvement Area – Ingles – Phase 3</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£3,000.00	£0.00	£0.00	£3,000.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.

**Outer South Wellbeing Budget  
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Neighbourhood Improvement Area – Springbank - Phase 3</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£3,000.00	£0.00	£0.00	£3,000.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
<b>Town Centre Management</b> A Town Centre Manager employed to help bring improvements to Morley and Rothwell Town Centre.	South East Area Management Team	£21,070.00	£0.00	£21,070.00	£0.00	Town Centre Manager for Morley and Rothwell. Please refer to town
<b>Activities for Children and Young People</b> Involve more young people in more activities.	Children and Young Peoples Working Group	£20,000.00	£0.00	£0.00	£20,000.00	Summer activities for young people across the Outer South area. More young people involved in activities over the school holidays. Reduction in complaints of anti social behaviour in the area over the holidays.

**Outer South Wellbeing Budget  
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Priority Neighbourhood Worker</b> Review & implement the Neighbourhood Improvement approach for Eastleighs/ Fairleighs, Newlands/ Denshaws, John O'Gaunts, Wood Lane Estate, Fairfaxes and Oakwells, The Harrops.	South East Area Management	£25,396.32	£7,882.65	£2,622.95	£14,890.72	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.
<b>Site Based Gardeners</b> Site based gardeners at named community parks.	Parks and Countryside	£34,951.50	£0.00	£34,951.50	£0.00	3 full time Gardeners for 1 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.
<b>Morley Literature Festival 2012</b> Contribution towards the general revenue costs of holding the event.	South East Area Management	£10,000.00	£0.00	£0.00	£10,000.00	A five day festival with a full programme. Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.



**Outer South Wellbeing Budget  
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Rothwell 600</b> A programme of activities and events to celebrate Rothwell.	Rothwell 600 Committee	£8,000.00	£4,000.00	£3,771.00	£229.00	Several events and activities ran by local community groups. Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.
<b>John O'Gaunts Teatime Club</b> To support a community group deliver weekly, affordable, healthy meals for the local residents of the priority neighbourhood, John O'Gaunts.	John O'Gaunts Teatime Club	£3,750.00	£0.00	£3,750.00	£0.00	Strong community spirit. Residents who are healthy and have a better understanding of healthy eating and cooking.
<b>Garden Maintenance Scheme Morley Elderly Action</b> Provision of Garden Maintenance Scheme for elderly and disabled who are currently unable to maintain their gardens.	Morley Elderly Action	£33,000.00	£8,250.00	£0.00	£24,750.00	100 gardens visited over the course of the year. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.

**Outer South Wellbeing Budget  
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Operation Champion</b> To support the multi agency crime and crime initiative in the Outer South wards.	South Area Management	£400.00	£0.00	£0.00	£400.00	Two Operation Champions in the Outer South in 2008/09. Improved neighbourhoods as a result of the environmental actions carried out. Reduced crime and fear of crime as a result of targeted community safety work.
<b>Community Safety</b> To support NPT to deliver community safety initiatives	South Leeds Area Management	£8,000.00	£0.00	£3,995.78	£4,004.22	Reduce crime and fear of crime through initiatives such as target hardening, smartwater and operations tackling underage drinking and ASB.
<b>Off Road bikes</b> To support the continuation of an off road bike unit in south leeds	South Leeds Area Management	£2,964.00	£0.00	£2,964.00	£0.00	Reduction in off road bike offences. Reduction in fear of crime amongst South Leeds residents.
<b>Cleaner Neighbourhoods Sub Group</b> To support environmental initiatives to target issues identified by the sub group.	AMT	£5,000.00	£0.00	£0.00	£5,000.00	Cleaner neighbourhoods and improved environmental appearance.

**Outer South Wellbeing Budget  
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Xmas 2011 trees and decorations</b> Hire of Christmas Trees, lights and decorations communities in Outer South.	Leeds Light	£10,890.00	£0.00	£10,890.00	£0.00	Develop community pride through festive activities and provide an attractive town centre that increases footfall and supports businesses.
<b>Victims Fund</b> Support target hardening work for victims of crime in outer south.	Victims Support	£1,000.00	£0.00	£1,000.00	£0.00	Reduction in the fear of crime and repeat offences through target hardening work.
<b>Defence to Ardsley and Robin Hood Ward</b> Suitable projects to be identified and developed.	tbc	£1,824.15	£0.00	£0.00	£1,824.15	tbc
<b>TOTAL</b>	<b>Projects agreed</b>	<b>£207,899.97</b>	<b>£24,994.02</b>	<b>£85,255.23</b>	<b>£97,650.72</b>	
	<b>Balance</b>	<b>£6,349.08</b>				

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2004-2012 Capital Budget

£683,008.00

## Ardsley & Robin Hood

Project	Delivery Organisation	Projected Capital cost	Actual Spend	Outcomes	Status
<b>Sports Facility Development</b> The development of a home ground site with training facilities and a club house for Tingley Athletic Junior Football Club <i>Approval date: 25/04/2005</i>	Tingley Athletic Football Club	£20,000.00	£20,000.00	Clearance of the existing site Levelling and drainage of the site. Provision of a new access point with car parking facilities. Build of a new clubhouse with changing facilities and multi purpose room. More people in the area benefiting from local sports facilities.	Complete
<b>West Ardsley Community Centre Improvements</b> Repairs to bring community centre back into active use <i>Approval date: 11/07/2005</i>	City Development/ Neighbourhoods & Housing	£16,564.00	£16,564.00	Restore outside lighting. Replace existing handrails. Additional fencing. Roller shutter door. Replace gutter and fall pipes. Connect gas supply to centre. Maintenance works to gents toilets. After school and youth provision provided in the area. More young people engaged in diversionary activities. A base for community groups to hold activities in the area.	Complete
<b>Litterbins Ardsley &amp; Robin Hood 2005/2006</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 12/12/2005</i>	Environmental Services	£2,900.00	£2,900.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>East Ardsley Community Centre Fence</b> Security measures taken around the East Ardsley Community Centre which has been a hotspot for ASB <i>Approval date: 12/12/2005 (£13,193)</i>	City Development	£12,300.00	£12,300.00	A security fence to be installed around the Centre. Lighting to be installed on the exterior of the centre. Planning permission to be obtained from City Services. A reduction in the amount of vandalism the centre was experiencing.	Complete

**Outer South Capital Wellbeing Budget  
2004 - 2012**

<p><b>Westerton Road Allotments Fencing</b></p> <p>To erect steel fencing around the back of Westerton Road Allotments. <i>Approval date: 06/11/2006</i></p>	Parks & Countryside	£10,071.75	£10,071.75	A steel security fence. Reduction in vandalism, and anti social behaviour.	Complete
<p><b>Litterbins 2007/2008</b></p> <p>Additional litterbins for areas identified as being problematic for litter <i>Approval date: 25/02/2008</i></p>	Environmental Services	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	Complete
<p><b>Tingley Athletic Junior Football Club – Car Park Provision</b></p> <p>To continue development of Tingley Junior Athletic FC by supporting the installation of a car park surface on the overflow car park. <i>Approval date: 25/02/2005</i></p>	Tingley Junior Athletic Football Club	£12,000.00	£12,000.00	New Overflow car park for users of Tingley FC. Supporting community groups to improve local environment and involving more young people in activities.	Complete
<p><b>Smithy Lane Recreation Ground</b></p> <p>To develop play facilities at this Parks and Countryside owned recreational ground. <i>Approval date: 09/02/2009</i></p> <p><b>Smithy Lane Recreation Ground Youth Equipment</b></p> <p>To purchase and install a 'Nexus' play unit <i>Approved date: 30/11/09</i></p>	Parks and Countryside	£35,000.00	£35,000.00	New play facilities. Tenants and Residents Group supported in delivering a project requested from community consultation. Improvement to the environments. Reduction in ASB. Increased facilities for children and young people.	Complete
<p><b>Improved Drainage to Public Footpath Number 20 Rothwell at Oakley underpass</b></p> <p>Installation of a gully to prevent a key public right of way being flooded. <i>Approval date: 14/04/2008</i></p>	Parks and Countryside	£1,717.19	£1,717.19	Improved footpath. Improvement to the environment. Supporting local residents association to improve local environment.	Complete

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<p><b>Lofthouse Cemetery</b> Erect a new metal fence and a gate  <i>Approval date: 15/03/10</i></p>	Parks and Countryside	£5,500.00	£5,500.00	Reduce ASB and vandalism, improve security and visual impact.	Complete
<p><b>Lofthouse PB</b> Projects decided by the community through participatory budgeting to receive funding.  <i>Approval Date: 15/3/10</i></p>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£2,540.75	More activities for children and young people and improvements to the local environment.	Complete
<p><b>Litterbins 2010/2010</b> Additional litterbins for areas identified as being problematic for litter  <i>Approval date: 21/6/2010</i></p>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	ongoing
<p><b>Robin Hood Athletic FC - new changing facilities</b> New changing facilities at local club  <i>Approval date: 18/10/10</i></p>	Robin Hood Athletic FC	£5,000.00	£5,000.00	Local community facility improved to provide high quality activities for children and young people.	ongoing
<p><b>East Ardsley Recreation Ground Footpath Improvements</b> Improve footpath at the recreation group  <i>Approval date: 14/03/11</i></p>	Parks and Countryside	£5,000.00	£0.00	Increased access to leisure facilities for local residents.	ongoing
<p><b>Proposed Zebra Crossing, Robin Hood</b> Installation of a Zebra Crossing on Leadwell Lane/Westfield Road  <i>Approval date: 14/03/11</i></p>	Highways	£20,000.00	£0.00	Increased safety for pedestrians crossing Leadwell Lane and Westfield Road in Robin Hood	ongoing

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<p><b>Improved Access, East and West Ardsley Allotment Association</b></p> <p>To allow the community group to build a hard standing drive for deliveries to their shop.</p> <p><i>Approval date: 14/03/11</i></p>	Parks and Countryside	£1,300.00	£0.00	Increased sustainability for this group as they are able to sell produce and supplies with the profits going back into the association.	ongoing
<p><b>Rothwell NPT Pro Laser Device</b></p> <p>To purchase a pro laser speeding device</p> <p><i>Approval date:</i></p>	Rothwell NPT	£1,750.00	£0.00	Reduction in speeding and road traffic collisions in Rothwell NPT area.	ongoing
<p><b>Northfield Place Fencing</b></p> <p>Installation of new fencing</p> <p><i>Approval date:</i></p>	Aire Valley Homes	£560.00	£0.00	Reduction in fear of crime as footfall is diverted away for vulnerable residents gardens and homes.	ongoing
<p><b>Ramsgate Crescent additional parking</b></p> <p>To create new parking on Lofthouse estate for residents and users of the</p> <p><i>Approval date:</i></p>	Parks and Countryside	£3,323.31	£0.00	Increased use of a community facility. Improved physical appearance of a priority neighbourhood.	ongoing
<p><b>Posts for Dog Fouling Signs</b></p> <p>Purchase 16 posts and brackets to allow A4 signs to be erected.</p> <p><i>Approval date: 4/7/11</i></p>	Parks and Countryside	£71.20	£0.00	Reduction in dog fouling at parks across the outer south.	ongoing
<b>Ardsley &amp; Robin Hood Total</b>		<b>£169,123.20</b>	<b>£133,918.69</b>		



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## All Morley

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
<b>Morley Community Radio</b> A radio station to be established covering the Morley area <i>Approval date: 24/04/2005</i>	Morley Community Radio	£10,000.00	£10,000.00	Broadcasted 12 days in December and 10 days in July. 40 people were involved. Many voluntary and statutory organisations fed into this and gave interviews on air. More local people being aware and able to voice their opinion on local issues.	Complete
<b>Morley Leisure Centre Disability Access</b> Measures to make Morley Leisure Centre DDA compliant. <i>Approval date: 11/07/2005</i>	Leisure Services	£15,000.00	£15,000.00	New disabled changing facilities. Lowering of reception counter. More disabled people being able to access Morley Leisure Centre facilities and the health benefits that will come from that.	Complete
<b>Town Centre Environmental Improvements</b> Environmental Improvements in Morley Town Centre <i>Approval date: 11/07/2005</i>	Morley In Bloom	£1,000.00	£1,000.00	Purchase of flowers, shrubs, planters and tubs and gardening equipment for use in Morley Town Centre. A more pleasant environment in Morley Town Centre encouraging more people to shop there.	Complete
<b>New Creation</b> To run environmental projects in Morley schools until the end of 2008. <i>Approval date: 25/02/2008</i>	Groundwork	£1,000.00	£1,000.00	Yellow Woods Challenge. Recycled Christmas Decorations projects. Development of bring bank sites in Morley schools. Composting schemes in Morley schools. Litter pick with Seven Hills primary School. Increase Young people and their family's knowledge of environmental issues such as recycling. An increase in recycling rates in the Outer South. Environmental Improvements in the Outer South.	Complete

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<b>Morley Bottoms Regeneration Scheme</b> Physical regeneration to the Morley Bottoms area. <i>Approval date: 25/09/2006 (£30,000)</i>	City Projects Team	£34,742.13	£34,742.13	Improve appearance. Fencing. Landscaping. Stabilizing bank. Develop	Complete
Install new layby along with seating and fencing. <i>Approval date: 25/09/2006 (£8,006.57)</i>				Significant regeneration scheme to improve the street scene and support economic development.	
<b>Morley Bottoms Phase 3</b> Public realm improvements including repainting and repairing seating, <i>Approval date: 30/11/10</i>	City Projects Team	£5,400	£0.00	Improved street scene and better link between town centre and Morley Bottoms.	ongoing
<b>Morley Bottoms Phase 3 additional</b> Public realm improvements including repainting and repairing seating, <i>Approval date: 15.03.10</i>	City Projects Team	£1,200	£0.00	Improved street scene and better link between town centre and Morley Bottoms.	ongoing
<b>Scatcherd Park War Memorial</b> Restoration of the war memorial <i>Approval date: 10/09/2007</i>	Parks and Countryside	£10,000	£10,000.00	Improve appearance. Protection of a local heritage site and improve the general appearance of the park while promoting pride in the area.	Complete
<b>Electrical Services to Bandstand</b> Installation of an outdoor power point at the bandstand. <i>Approval date: 17/11/2007 (£936)</i>	Civic Buildings	£0	£0	Develop the technical infrastructure of the town centre. Support outdoor entertainment such at the Morley light switch on and future events.	Complete. Paid through TCM budget

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<b>Glutton Street Cleanser</b> Purchase of a mechanical sweeper <i>Approval date: 17/11/2007</i>	Environmental Services	£6,000	£6,000	Improve the appearance of the Town and surrounding area. Improved street cleaning of Morley town centre.	Complete
<b>Car parking scheme at Queensway Car Park</b> Installation of equipment providing time limited parking in car park. <i>Approval date: 17/11/2007</i>	City Development	£6,000	£6,000.00	Improved car parking provision in town. Support development of town through improved infrastructure.	Complete
<b>Morley Heritage Society</b> Provision of an archive for Morley Heritage Society  <i>Approval date: 25/02/2008</i>	Corporate Property	£1,700	£1,700.00	New archive to house and show artefacts of Morley Heritage. Support development of community group. £1800 ring fenced but project underspent.	Complete
<b>Morley Bring Site</b> Improve and enhance existing recycling facilities in Morley <i>Approval date: 25/02/2008</i>	City Development	£6,162.25	£6,162.25	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
<b>Morley Town Hall</b> Improve facilities at Morley Town Hall.  <i>Approval date: 25/02/2008 (£31,000 approved)</i>	Corporate Property Management	£29,822.79	£29,822.79	Four rooms in Town Hall to be improved and enhanced. Encourage Town Hall to be rented out by the public and increase rental income.	Ongoing

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<b>Morley in Bloom</b> Purchase of planters <i>Approval date: 25/02/2008 £1,835.40</i>	Morley in Bloom	£0.00	£0.00	Increase number of planters in Morley and improved appearance of community. Cleaner neighbourhoods and vibrant town centres and creation of community spirit.	Complete. Paid through revenue budget
<b>Morley Elderly Action</b> Building extension at Morley Elderly Action. (£40,000)  <i>Approval date: 08/12/2008</i>	Morley Elderly Action	£0	£0.00	New space within the voluntary organisation to offer more services to the users of the centre and also provide additional funding streams for the charity and therefore increasing its sustainability.	CANCELLED due to no match funding secured
<b>Speed Indicator Display Device</b> Purchase a SID Device to be deployed in partnership with community groups, schools and police to reduce speeding in Morley  <i>Approval date: 6.09.10</i>	Morley NPT	£2,516.58	£2,516.58	Reduction in Speeding and road traffic collisions in Morley NPT area.	Complete
<b>Alexandra Hall Improvements</b> 7 phases of work including stage improvements, new floor, curtains, lighting and electrics.  <i>Approval date: 4/7/11</i> <i>Approval date: 5/9/11</i>	Morley Amateur Operatic Society	£25,000.00 £4,000.00	£0.00 £0.00	Improved facilities in the Alexandra Hall; benefiting the current users of the room and to make a much more attractive venue for hirers, increasing the sustainability of the community centre.	ongoing
<b>All Morley Total</b>		<b>£159,543.75</b>	<b>£123,943.75</b>	Page 8	

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## Morley North

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
<p><b>Gildersome Springbank Green Doorstep Project</b> The transformation of an area of under used public green space that is subject to fly tipping and vandalism into a community resource.</p> <p><i>Approval date: 24/10/2005</i></p>	Gildersome Action Group	£5,000.00	£5,000.00	Clearance of area. Litter bins in area. Benches in the area. Soft landscaping. An improvement to the physical environment of the area.	Complete
<p><b>Gildersome CCTV Scheme</b> The installation of a CCTV system around Gildersome Meeting Hall to reduce incidences of ASB and vandalism.</p> <p><i>Approval date: 11/07/2005</i></p>	Gildersome Action	£12,600.00	£12,600.00	7 high resolution day / night cameras to be installed. A reduction in the incidents of crime and ASB in the area. A reduction in the fear of crime amongst local residents.	Complete
<p><b>Drighlington Library Disability</b> Improvements to Drighlington Library and meeting hall to make the building more DDA compliant and improve access to disabled users.</p> <p><i>Approval date: 12/12/2005</i></p>	Learning & Leisure	£4,500.00	£4,500.00	Two additional disabled parking bays. An increase number of people being able to take advantage of facilities at Drighlington Library and meeting hall.	Complete
<p><b>Minibus</b> A new mini bus for the school to help continue the pupils sporting success and achievements</p> <p><i>Approval date: 12/12/2005</i></p>	Birchfield School	£5,000.00	£5,000.00	Contribution towards mini bus for the school. More young people involved in diversionary activities.	Complete
<p><b>Drighlington Meeting Hall</b> Improvement to Drighlington Meeting hall</p> <p><i>Approval date: 05/11/2007</i></p>	Learning and Leisure	£7,500.00	£7,500.00	Upgrade of Kitchen. Upgrade of toilets. New storage. Continued and developed use of Drighlington Meeting hall by community groups.	Complete

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<p><b>Litterbins 2007/2008</b> Additional litterbins for areas identified as being problematic for litter.  <i>Approval date: 25/02/2008</i></p>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
<p><b>Springfield Mill Park</b> Environmental Improvements to Springfield Mill Park <i>Approval date: 07/07/2008</i></p>	Friends of Springfield	£5,000	£5,000	New footpath, hedging and plants. New notice board and bases for picnic benches. Improved habitats for wildlife. Increased community involvement and ownership of the site. Improvements to the local environment.	Complete
<p><b>Churwell Park</b> Improvements to Churwell Park <i>Approval date: 14/04/2008</i></p>	Parks and Countryside	£5,000	£5,000	New benches and plants for shrub beds. Improvements to the environment.	Complete
<p><b>Churwell Park CCTV</b> Installation of CCTV at Churwell Park <i>Approval date: 30/11/09</i></p>	Churwell Action Group	£14,757.00	£14,757.00	New CCTV system installed. Local community group Churwell Action Group supported in deterring vandalism to improvement works.	Complete
<p><b>Lofthouse PB</b> Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i></p>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£2,540.75	More activities for children and young people and improvements to the local environment.	Complete
<p><b>Removal of Walton Drive Steps</b> Removal of steps and replacement with ramp and triangle of mortar along wall. <i>Approval date 01/02/2010</i></p>	Transport Strategy Team	£2,500.00	£0.00	Improve access from Oakwell and Fairfax estate to services on Wakefield Road and reduce ASB on the estate by preventing congregation of young people by footpath.	Ongoing

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<b>Litterbins 2010/2011</b> Additional litterbins for areas identified as being problematic for litter  <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	ongoing
<b>St Peter's Communtiy Hall</b> Stonework repairs to the gable end wall  <i>Approval date: 18/10/10</i>	Environmental Services	£6,332.00	£6,332.00	Improvements to a local community facility.	Complete
<b>Gildersome Grit Bins</b> Installation of 2 blue grit bins in Gildersome, Action Group responsible for maintenance.  <i>Approval date: 31/1/11</i>	Gildersome Action Group	£414.28	£0.00	Increased safety and access to local facilities by residents during bad weather conditions.	ongoing
<b>Guiding Centenary</b> New planter in Gildersome  <i>Approval date: 14/03/11</i>	Gildersome Action Group	£2,000.00	£0.00	Improved physical appearance of the local environment.	ongoing
<b>Posts for Dog Fouling Signs</b> Purchase 16 posts and brackets to allow A4 signs to be erected.  <i>Approval date: 4/7/11</i>	Parks and Countryside	£71.20	£0.00	Reduction in dog fouling at parks across the outer south.	ongoing
<b>Springbank Playing Fields - Securing Site</b> Purchashe gate and fencing.  <i>Approval date: 4/7/11</i>	Parks and Countryside	£2,000.00	£0.00	A secure leisure site to be used for recreational purposes by local residents and visitors.	ongoing
<b>Morley North Sub Total</b>		<b>£80,740.23</b>	<b>£70,554.75</b>		
<b>All Morley (50%)</b>		<b>£79,771.88</b>	<b>£61,971.88</b>		
<b>Morley North Total</b>		<b>£160,512.11</b>	<b>£132,526.63</b>		

**Morley South**

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
<b>Neighbourhood Improvement Area – Newlands &amp; Denshaws</b> A plan to aimed at making improvements in Priority Neighbourhoods. <i>Approval date: ?</i>	South Area Management	£25,100	£19,000.00  £2,000.00  £4,100.00	Albert Drive Shop Improvements. Kick around area in Newlands. Lewisham Park Improvements. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents.	Complete  Complete  Complete
<b>Rein Park – Morley South</b> An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and Countryside Department in an area with a high level of ASB. <i>Approval date: 12/12/2005</i>	Parks & Countryside	£3,000.00	£3,000.00	Land adopted. Fencing. Trees planting. Reduction in the number of reported incidents of anti social behaviour in the area.	Complete
<b>Morley South Litterbins 2005/06</b> Additional litter bins for areas identified as being problematic for litter. <i>Approval date: 12/12/2005</i>	Environmental Services	£4,700.00	£4,700.00	14 additional dual compartments, free standing litter bins for Morley South. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Magpie Lane – Morley South</b> Environmental improvements to secure Magpie Lane and prevent travellers from re entering the site. <i>Approval date: 12/12/2005</i>	Leeds South Homes	£8,000.00	£8,000.00	Measures taken to prevent travellers from re-entering the site on Magpie Lane. Improvements in the physical environment of the area. Residents of the area feeling more secure.	Complete
<b>Lewisham Park Youth Centre CCTV</b> CCTV scheme for Lewisham Park youth centre. <i>Approval date: 12/12/2005</i>	City Services	£8,400	£8,400	CCTV. A decrease of ASB in the area. Safer communities.	Complete



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<b>Litterbins 2007/08</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
<b>Denshaw Grove Landscaping</b> Clear fly tipping, level the area and seed, create path and install a fence with lockable gate. <i>Approval date: 07/07/2008</i>	Groundwork	£2,214.97	£2,214.97	Safer stronger community. A safe and pleasant place to play.	Complete
<b>Improvements to Footpath 79, Wide Lane</b> Resurface footpath <i>Approval Date: 30/03/09</i>	Parks & Countryside	£3,162.40	£3,162.40	Improved Environment for local residents and allow better access of public right of way.	Complete
<b>Lofthouse PB</b> Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£2,540.75	More activities for children and young people and improvements to the local environment.	Complete
<b>Magpie Lane Play Space</b> Provide new play facilities at Magpie Lane. <i>Approval Date: 18/10/10</i>	Parks & Countryside	£7,576.00	£7,576.00	More activities for children and young people and improvements to the local environment.	Complete
<b>Woodkirk Murals (My Woodkirk)</b> Install large murals in Woodkirk <i>Approval Date: 14/03/11</i>	Morley	£20,000.00	£0.00	Improved physical appearance of local environment. Greater sense of community identify and community spirit.	Ongoing
<b>Posts for Dog Fouling Signs</b> Purchase 16 posts and brackets to allow A4 signs to be erected. <i>Approval date: 4/7/11</i>	Parks and Countryside	£71.20	£0.00	Reduction in dog fouling at parks across the outer south.	ongoing
<b>Morley South Sub Total</b>		<b>£87,090.32</b>	<b>£67,019.12</b>		
<b>All Morley (50%)</b>		<b>£79,771.88</b>	<b>£61,971.88</b>		
<b>Morley South Total</b>		<b>£166,862.20</b>	<b>£128,991.00</b>		

## Rothwell

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
<b>Neighbourhood Improvement Area – John O’Gaunts</b> A plan to aimed at making improvements in Priority Neighbourhoods <i>Approval date: ?</i>	South Area Management	£20,600.00	£9,000 £11,600	Diversionary activities for young people. Pathways Initiative. Gardening Initiative. Youth Shelter. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents. An improvement in the physical environment of the area.	Complete  Complete
<b>Litterbins Rothwell 2005/06</b> Additional litter bins for areas identified as being problematic for litter. <i>Approval date: 24/10/2005</i>	Environmental Services	£5,000.00	£5,000.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Oulton &amp; Woodlesford Sports &amp; Social Facilities</b> The refurbishment and extension of the existing changing facilities / club house at Oulton and Woodlesford Sports and Social Club. <i>Approval date: 06/02/2006</i>	Parks & Countryside	£20,000.00	£20,000.00	Two new changing rooms. Officials room with toilet and shower activities. More young people involved in more sporting activities. Facilities meeting Sports England Requirements for health and safety.	Complete
<b>Rose Lund Centre Improvements</b> The extension of the Rose Lund Centre. <i>Approval date: 25/02/2008</i>	Parks & Countryside	£20,000.00	£20,000.00	2 new changing rooms. Officials room with toilet and shower facilities. More young people involved in sporting activities. Facilities meeting Sports England Requirements for health and safety.	Complete
<b>Litterbins 2007/08</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete

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<b>Rothwell Litterbins</b> Additional litterbins for areas identified as being problematic for litter.  <i>Approval date: 25/02/2008</i>	Environmental	£4,800.00	£4,800.00	Additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Rothwell Bring Site</b> Improve and enhance existing recycling facilities in Rothwell.  <i>Approval date: 25/02/2008</i>	City Development	£6,782.93	£6,782.93	Improved recycling facilities in Rothwell. Encourage residents to recycle, reuse and reduce waste.	Complete
<b>Windmill Youth Club</b> Improve facilities at Windmill Youth Club.  <i>Approval date: 25/02/2008 (£30,707 approved)</i>	Corporate Property	£13,885.37	£13,885.37	Enhance and develop a community centre. Increase community use of building.	Ongoing
<b>Recycling Bring Sites (additional)</b> Resurfacing of the site.  <i>Approval date: 25/02/2008</i>	City Development	£3,914	£3,914	Improved recycling facilities in Rothwell. Encourage residents to recycle, reuse and reduce waste.	Complete

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<b>Manor Road Shops</b> Improvement works to area on Manor Road, Wood Lane Estate. <i>Approval date: 25/02/2008</i>	Groundwork	£19,453.75	£19,453.75	Improve retail area on Manor Road in Wood Lane, Rothwell.	Complete
<b>Rothwell Competitive Music Festival - Staging</b> Purchase temporary and portable staging <i>Approval date: 1st February 2010</i>	Rothwell Competitive Music Festival	£2,100	£2,100	Improve experience of participants and audience members to Rothwell Competitive Music Festival and provide an income to the group by hiring staging out to users of Blackburn Hall for a nominal fee.	Complete
<b>Lofthouse PB</b> Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£2,540.75	More activities for children and young people and improvements to the local environment.	Complete
<b>Litterbins 2010/2011</b> Additional litterbins for areas identified as being problematic for litter <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
<b>Manor Road Shops CCTV</b> Improve the quality of the cameras, update the recording system and move system to LLC owned property <i>Approval date: 06/09/10</i>	Commercial Asset Management	£3,389.00	£3,389.00	Reduction in crime and fear of crime, improvement to the local environment. Project will also support the work of the local TARA as they identified and supported the project through its	Complete
<b>Rothwell NPT Pro Laser Device</b> To purchase a pro laser speeding <i>Approval date:</i>	Rothwell NPT	£1,750.00	£0.00	Reduction in speeding and road traffic collisions in Rothwell NPT area.	ongoing
<b>Manor Road Litterbin</b> Purchase of a single litterbin <i>Approval date: 4/7/11</i>	Streetscene	£400.00	£0.00	Reduction in the amount of litter in the area, Improvements to the appearance of the local neighbourhood.	ongoing

**Outer South Capital Wellbeing Budget  
2004 - 2012**

<b>John O'Gaunts Gardening Group</b> Purchase of equipment <i>Approval date: 4/7/11</i>	John O'Gaunts Gardening Group	£1,139.93	£0.00	Support residents in a priority neighbourhood to manage and maintain their gardens. Providing a sense of ownership and contributing to a cleaner and more attractive environment.	ongoing
<b>Posts for Dog Fouling Signs</b> Purchase 16 posts and brackets to allow A4 signs to be erected. <i>Approval date: 4/7/11</i>	Parks and Countryside	£71.20	£0.00	Reduction in dog fouling at parks across the outer south.	ongoing
<b>Woodlesford Rec Environmental Improvements</b> To support phase 1 improvement works at park. <i>Approval date: 4/7/11</i>	Parks and Countryside	£5,000.00	£0.00	Improvements to access, new seating, signage and planting aim to increase community pride and ownership of the park.	ongoing
<b>Rothwell Total</b>		<b>£136,351.93</b>	<b>£124,790.80</b>		
<b>TOTAL</b>					
<b>Projects agreed</b>		<b>£632,849.43</b>	<b>£520,227.11</b>		
<b>Balance</b>		<b>£50,158.57</b>			

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**Report of Area Leader – South East Leeds**

**Report to South Leeds (Outer) Area Committee**

**Date: Monday 17<sup>th</sup> October 2011**

**Subject: A Summary of Key Work**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ardsley and Robin Hood  Morley North  Morley South  Rothwell		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report presents a summary of key work taking place within the Outer South Leeds area, not covered elsewhere on the agenda.

**Recommendations**

2. The Area Committee is asked to:
  - a) Note the contents of the report and make comment as appropriate
  - b) Recognise the Morley Town Centre Management Board constitution and approve the transfer of Well being funding, previously paid to Morley Town Council into the Boards new bank account.
  - c) Agree for the balance in the Participatory Budgeting costcode to be transferred into the revenue Well being budget.

## **1 Purpose of this report**

- 1.1 To bring to Members' attention in a succinct fashion, a summary of key work which the Area Management Team are engaged in based on priorities identified by the Area Committee, that are not covered elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

## **2 Background information**

- 2.1 Members will recall at the July 2011 Area Committee, a revised title and format for this report was introduced based on proposed changes to the Leeds Initiative partnership and planning framework for the city and in an effort to be more focused on current priorities.

## **3 Area Chairs Forum**

- 3.1 Following recommendations by the General Purposes Committee, the Full Council on the 26<sup>th</sup> May 2011 approved that the minutes of the Area Chairs Forum meetings be a regular item for consideration at future Area Committee meetings. The minutes from the meeting held on Monday 5<sup>th</sup> September 2011 will be agreed at the next Area Chairs Forum on the 11<sup>th</sup> November and be presented at the December Area Committee for Members information.

## **4 Updates by Theme: Sustainable Economy and Culture**

### 4.1 Community Centres Sub Committee

- 4.1.1 5.1.1 The Outer South Community Centres Sub Committee last met on the 17<sup>th</sup> August 2011. The minutes (**Appendix 1**) and work programme (**Appendix 2**) are presented for Members information. The next meeting is planned for Wednesday 9<sup>th</sup> November 2011

### 4.2 Morley Town Centre Management Board

- 4.2.1 The Morley Town Centre Management Board met on the 29<sup>th</sup> July, 9<sup>th</sup> September and 30<sup>th</sup> September. The minutes are attached at **Appendices 3, 4 and 5** respectively.
- 4.2.2 Morley Town Council, Morley Chamber of Trade and the Board have approved a constitution for the Morley Town Centre Management Board. The new governance arrangements include the board having their own bank account, enabling them to apply for funding. Members are asked to recognise this constitution, attached at **Appendix 6** and approve that the Well being funding, previously paid to Morley Town Council to support town centre work as agreed by the Board, be transferred into the new bank account.



#### 4.3 South Leeds Employment, Education and Training Group (SLEET)

- 4.3.1 To further strengthen links between the SLEET group and the Outer South Area Committee, the minutes from the meeting are circulated to the Area Committee. The most recent minutes from 22<sup>nd</sup> November 2010 were presented at the January meeting.

### 5 **Updates by Theme: Children and Families**

#### 5.1 Children Leeds South Leadership Team

- 5.1.1 To further strengthen links between the Children Leeds South Leadership Team and the Outer South Area Committee, the minutes from the most recent meeting on 26<sup>th</sup> January 2011 were circulated at the March Area Committee.

### 6 **Updates by Theme: Safer and Stronger Communities Board**

#### 6.1 Environmental Services Delegation

- 6.1.1 Progress with the delegation of environmental services to Area Committees is progressing, with all three Service Levels Agreements for the South and Outer East Locality Area approved at the last round of Area Committees. Environment Sub-Groups have been convened under the new arrangements, minutes from the Outer South Environmental Sub Group held on the 21<sup>st</sup> September are attached for information at **Appendix 7**.
- 6.1.2 Redesigned mechanical cleansing routes were implemented from 5th September and so far feedback from staff and Elected Members has been, with a few exceptions, positive. As planned the additional capacity days have given the service extra capacity to deal with reported issues more quickly and this should be reflected in our response times in future. When issues about the cleansing schedules have been raised we have resolved them quickly. For example, where the issue of the lack of litter picking in Ardsley and Robin Hood Ward was raised, a service proposal was presented to the Outer Environment Sub-Group to allocate resources to that area; this was agreed and is now operational.
- 6.1.3 Partnership working is also progressing following the establishment of an Integrated Environmental Services Group by the Area Leader, with positive discussions involving Aire Valley Homes and Parks and Countryside taking place. The principle of using our combined on-the-ground resources across structural boundaries is now yielding practical results. For example, Environmental Services have agreed to support an intensive clean-up in one area, and in return Aire Valley Homes have offered to spray weeds and support the service in Morley Town Centre.
- 6.1.4 The programme of work to deliver on the commitments framed in the SLA is developing. This includes work to audit and validate litter bin information, to develop our approach to clearing ginnels and widening the range of agencies that can use enforcement powers, especially in relation to dog fouling. The Locality Team will report back on progress to the December Area Committee.

## 6.2 Conservation Audits

6.2.1 Morley Conservation Area Appraisal: Following responses received during the initial public consultation, it is necessary to hold a further public meeting to allow further debate of the proposals. The date of additional public meeting is planned for Wednesday 23<sup>rd</sup> November (awaiting final confirmation). The meeting will be fully advertised with a press release, posters and a mailing to all properties within the areas of proposed boundary change.

6.2.2 Following the public meeting there will be a four week period for further comments. The revised boundary and appraisal will be written up for consideration by Chief Officers at the next available Planning Board meeting. If approved, the Planning Board proposed delegated decision will be open to scrutiny for a period of three weeks. If not called in, the appraisal will then be adopted as a material consideration in the planning process and the revised boundary will go live.

## 6.3 Grounds Maintenance Update

Since the last update to the October 2010 Area Committee, the following has been achieved by the Grounds Maintenance Contract Monitoring Team;

- Written the Contract Documentation and presented the Tender to the market.
- Through a competitive process we have awarded the Grounds maintenance contract based on 50% quality evaluation & 50 % price evaluation
- Awarded the contract to Continental Landscapes.
- New Contract to commence 1<sup>st</sup> January 2012
- Currently mobilising for the new arrangements and de-mobilising the Glendale & ATM contracts concurrently.
- From 1<sup>st</sup> January there will be 5 Client Departments including
  - Belle Isle Tenant Management Organisation
  - Aire Valley Homes, Leeds
  - West North West Homes Leeds
  - East North East Homes Leeds
  - Highways Services
- From 1<sup>st</sup> January – for those Town & Parish councils that wish to contribute to monitoring of the contract in their own areas are encouraged to do so.

Key differences between current arrangements (Glendale contract & ATM contract) and the new arrangements – from 1<sup>st</sup> January ( Continental Landscapes ) are as follows:

<b>Current (old arrangements ie Glendale / ATM)</b>	<b>Continental Contract ( from 1<sup>st</sup> January 2012)</b>
Amenity grass, cut and fly, 13 times per annum, cut height 50mm	Amenity grass, cut and fly, 13 times per annum, cut height 25mm
Motorway Junctions, cut & fly, 8 times per annum, cut height 100mm	Primary Network Class 1, cut & fly, 6 times per annum, cut height 100mm (including traffic management)
	Primary Network Class 2, cut & fly, 3 times per annum, cut height 100mm (including traffic management)

Amenity Grass (Enhanced– some sheltered homes), cut & fly, upto 32 times per annum, cut height 25mm	<b>*Removed from contract*</b> All areas to be cut as Amenity grass as above.
Rough grass (Linear) , cut and fly, 3 times per annum, cut height 100mm	Rough grass (Linear) , cut and fly, 3 times per annum, cut height 100mm
Rough grass (Urban) , cut and fly, upto 3 times per annum, cut height 100mm	Rough grass (Urban) , cut and fly, 3 times per annum, cut height 100mm
Sightline grass (rural roads) , cut and fly, upto 3 times per annum, cut height 100mm	Sightline grass (rural roads) , cut and fly, 3 times per annum, cut height 100mm
Shrub beds, prune; Once per annum	Rose beds & Shrub beds; prune, weed and delitter, fork over, edge off, and apply herbicide ; all twice per annum.
Shrub beds, weed & delitter, fork over, edge off; 4 times per annum	
Shrub Beds , apply residual herbicide, once per annum	
Rose beds prune ; twice per annum	
Rose beds, weed and delitter; each month	
Privet Hedges, prune upto 3 times per annum	
All other hedges prune twice per annum	

#### 6.4 Participatory Budgeting

6.4.1 The Area Committee have supported four participatory budgeting (PB) initiatives in the Outer South since 2008. Ongoing monitoring has been undertaken of both the projects and the budgets.

6.4.2 In June 2011, Area Management met with the previous Rothwell Families Project Coordinator to receive a further update regarding the Carers Forum Project that was awarded a £500 grant under the Wood Lane PB initiative. The funding was awarded in 2009 to the Rose Farm Day Centre and due to staffing issues, the project has not progressed any further. Over the two years, no alternative group/organisation have been identified with the capacity to continue this work and submit a revised proposal. Therefore Area Management recommend that this 2009 project be closed the £500 be transferred into the Area Committee's revenue Well being Budget. Following Members agreement, Well being report and appendix 1 will be updated to reflect this change.

6.4.3 If any constituted group in the future expressed an interest to support a scheme of a similar nature, an application to the Outer South Area Committee Small Grant could be submitted for consideration by Members.

6.4.4 In June 2009, Groundwork secured £2,109 funding from the Lofthouse 'Bright Ideas' participatory budgeting decision day to undertake work on Lofthouse estate. In conjunction with Ward Members and Area Management, Groundwork developed a proposal for £1,109 to undertake a consultation exercise aiming to strengthen residents involvement in decision making and gauge whether there is significant interest to move forward ideas for future improvements on the estate. The consultation was completed but meetings arranged by Aire Valley Homes and Members to engage and involve residents were not successful. Therefore Area Management recommend that the balance remaining from the original allocation be transferred into the Area Committee's revenue Well being Budget. Following Members agreement, the Well being report and appendix 1 will be updated to reflect this change.

#### 6.5 Deployment of Morley Speed Indicator Device

6.5.1 Members approved £2,516.58 capital Well being funding to Morley NPT at the September 2010 Area Committee to purchase a Speed Indicator Device (SID). The SID has been deployed 56 times since January 2011 and 371 speed notification letters have been sent to speeding motorists. The device is used in response to complaints from public meetings such as PACT where communities are involved in setting local priorities. In August 2011, the SID was used to support the Newlands and Denshaws TARA to address residents concerns of speeding traffic outside the bus shelter on Wide Lane opposite the entrance to Newlands Drive and recently the SID was deployed everyday for a week in September on Wakefield Road, Drighlington, following complaints from local residents. In areas where speeding has been found as an issue, Morley NPT undertake follow up work with pro laser enforcement.

### **7 Updates by Theme: Health and Well being**

7.1 The South East Health and Well being partnership met on the 29<sup>th</sup> September. The minutes will be presented at the December Area Committee.

### **8 Updates by Theme: Housing and Regeneration**

#### 8.1 Town and District Centre Regeneration Scheme

##### 8.1.1 Local Shops Initiative

With one project complete, there have been 2 further expressions of interest. Quotes are due for consideration before progressing. The Morley Town Centre Management Board is still actively promoting the scheme and it will review progress at its next meeting.

### **9 Joseph Priestley College**

9.1 An update on the merger of Joseph Priestley College with Leeds City College is attached at **Appendix 8** For Members information.

## **10 Corporate Considerations**

### **10.1 Consultation and Engagement**

10.1.1 All projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the Well being budget is secured at Area Committee.

### **10.2 Equality and Diversity / Cohesion and Integration**

10.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

10.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

### **10.3 Council Policies and City Priorities**

10.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

### **10.4 Resources and Value for Money**

10.4.1 There are no resource implications as a result of this report.

### **10.5 Legal Implications, Access to Information and Call In**

10.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.

10.5.2 There are no key or major decisions being made that would be eligible for Call In.

10.5.3 There are no legal implications as a result of this report.

### **10.6 Risk Management**

10.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

## **11 Conclusions**

- 11.1 The report provides up to date information on key work areas of the Area Committee.

## **12 Recommendations**

- 12.1 The Area Committee is asked to:
- a) Note the contents of the report and make comment as appropriate
  - b) Recognise the Morley Town Centre Management Board constitution and approve the transfer of Well being funding, previously paid to Morley Town Council into the Boards new bank account.
  - c) Agree for the balance in the Participatory Budgeting costcode to be transferred into the revenue Well being budget.

## **13 Background documents**

- 13.1 Minutes of the Full Council meeting, 26<sup>th</sup> May 2011
- 13.2 Council Constitution
- 13.3 Area Committee Summary of Key Work Report, 5<sup>th</sup> September 2011
- 13.4 Area Committee Well Being Report, 5<sup>th</sup> September 2011
- 13.5 Conservation Area Reviews 10<sup>th</sup> September 2007

**Outer South Community Centres Sub Committee**  
**MINUTES OF MEETING**  
**Wednesday 17<sup>th</sup> August 2011**  
**Churwell Community Centre (Stanhope Hall)10.00am**

- PRESENT:** Councillors: Bob Gettings (Chair), Lisa Mulherin (for Jack Dunn), Judith Elliott and Don Wilson  
In attendance: Pauline O'Connell, Sharon Smith, Carl Sawyer & Malcolm Fisher
- APOLOGIES:** Councillor Jack Dunn, Carl Sawyer & Malcolm Fisher.

**1.0 Introductions & Apologies**

**ACTION**

- Councillor Bob Gettings took the Chair and invited introductions. Councillor Lisa Mulherin explained that she was attending in place of Councillor Jack Dunn.
- Councillor Gettings introduced Lew Beever and Jayne Cullingworth from Churwell Community Centre and thanked them for hosting the meeting.
- Pauline O'Connell introduced Stephanie Mortimer (Asst Buildings Manager).
- Apologies as listed above.

**2.0 Minutes of the last meeting**

- Minutes of the last meeting held on 13<sup>th</sup> May 2011 were agreed as a correct record.

**3.0 Matters Arising**

- The subject of key holding at Tingley was clarified and confirmed that Youth Service had signed to agree this.

**4.0 Property maintenance**

- The maintenance schedule has been received & was being converted to a more user friendly format before distribution.

**MF**

**6.0 Pricing & Lettings**

- Councillor Gettings reported his meeting with Adele Charlesworth. He was able to review the lettings operation & was pleased to note that current bookings could be viewed when provisional enquiries were being made. It was possible to make block bookings and release dates as the booking was firmed up.
- It was also noted that free lets was a problem city wide with a lack of take up.
- Remembrance Sunday at Blackburn Hall was confirmed as a free let. Councillor Wilson to inform British Legion.
- Some discussion took place around a Social Services booking at Tingley. Adult Social Care are considering some investment. It was hoped that a meeting later today would resolve.

**DW**

- There has been no progress on a reviewing the pricing policy.

## **7.0 Outer South Community Centres Work Programme**

- An updated action plan was presented to the committee. Please see Action Plan.

**TPO**

## **8.0 AOB**

- Morley Town Council had previously received approval for 4 free

## **9.0 Time and date of next meeting**

The following schedule was agreed.

- 10.00am Wednesday 9th November. It was agreed to meet at St Gabriels and invite the Rev Coggins to attend.

**All**



## Outer South Community Centres Action Plan – August 2011

Strategic Target	Key Actions / Facilities	Progress to date
<b>To ensure the community centres portfolio is operating effectively</b>	Review the usage pattern of all community facilities in Outer South Leeds and compare with the caretaking hours currently operated in the centres	<ul style="list-style-type: none"> <li>As and when there a particular issue at a facility.</li> </ul>
	Look at the list of backlog maintenance for all community facilities and prioritise for any funding which may become available	<ul style="list-style-type: none"> <li><b><u>Malcolm Fisher to report timetable to August meeting.</u></b></li> </ul>
Maintenance and management issues	Blackburn Hall	<ul style="list-style-type: none"> <li><b><u>£30,000 new boiler to be installed, Paul Sweeney contact. Carl Sawyer to follow up. Other officers mentioned Andy McCulloch or Tony Orrah</u></b></li> <li><b><u>14 June</u></b> £41k has been set to one side 2011/12 to hopefully replace the boiler @ the above site. Dave Graham has advised he is just awaiting a Design and Costings Report.</li> <li><b><u>Vent system jammed – Terry Rhodes Engineer.</u></b></li> <li><b><u>A discussion took place on the urgent need to paint the ladies toilets. Carl Sawyer had agreed to have this work done as part of current painting allocation. Malcolm Fisher to pursue.</u></b></li> <li><b><u>There was still some local interest in changing the DPS. Councillor Don Wilson in local discussions. LCC would lose an element of control, although a similar operation at Yeadon Town Hall works well.</u></b></li> </ul>
	Churwell Community Centre / Stanhope Memorial Hall	<ul style="list-style-type: none"> <li><b><u>Work now completed. Some snagging to be completed but, move from Churwell complete. Youth Service operational in new location.</u></b></li> </ul>
	East Ardsley CC	<ul style="list-style-type: none"> <li><b><u>Issue of new lease outstanding.</u></b></li> <li><b><u>TC and Neil Sims met with the group to agree the terms – Internal repairing lease only. Neil Sims to issue Heads of Terms to the group shortly.</u></b></li> </ul>

	Morley Town Hall (Morelian, Alexandra Hall, Small Banqueting and Large Banqueting)	<ul style="list-style-type: none"> <li>• <u>Work to support Morley Amateur Operatic Society to improve the stage has been progressed to panning stage and report to the July Area Committee.</u></li> <li>• <u>Ongoing work to resolve hearing and heating issues was explained. The Council Chamber would receive a 'loop' facility. Meanwhile, it was suggested that the Alexandra Hall should also be fitted out. Sharon Smith pursuing.</u></li> <li>• <u>Details of refurbishment work not known. Malcolm Fisher to report.</u></li> </ul>
	Lewisham Park	<ul style="list-style-type: none"> <li>• No issues at present</li> </ul>
	Rose Lund Centre	<ul style="list-style-type: none"> <li>• No issues at present</li> </ul>
Page 84	Tingley Youth & Community Centre	<ul style="list-style-type: none"> <li>• <u>Youth Service have agreed key holding status. Some dispute as to timing of this. Youth Service have requested Caretaking for building purposes?</u></li> <li>• <u>Tingley Brass Band lease to be agreed.</u></li> </ul>
	West Ardsley Community Centre	<ul style="list-style-type: none"> <li>• <u>Following agreement at the last meeting a proposal for rental support has not progressed.</u></li> </ul>
	Windmill Youth Club	<ul style="list-style-type: none"> <li>• No issues at present</li> </ul>
Rationalisation of community facilities portfolio	Gildersome Youth Club	<ul style="list-style-type: none"> <li>• To be pursued at future Morley North Ward Member Briefing.</li> </ul>

	<b>St Gabriel's Community Centre</b>	<p>The following timetable of action agreed on 11<sup>th</sup> February 2011 and circulated.</p> <ol style="list-style-type: none"> <li>1. Caretaking 2 hours per day with staff from a nearby facility.</li> <li>2. Establish cleaning standards in the centre. <b>Completed</b></li> <li>3. Floor resealed in April.</li> <li>4. Gutters had been cleaned. Fall pipe and soil pipe to be done in 2 weeks. Margaret Foster to be contacted as work to garden and bushes outside will be disruptive.</li> <li>5. No problems reported but, confirmed that any cleaning/caretaking to come straight to Pauline O'Connell 07891 272809 /Angie Baker 07891 272804 <b>For Note</b></li> <li>6. <b>It has been agreed that the management group would purchase cooker. It is currently gas operated but, they might switch to electric is that Ok. When in situ Les Reed to request installation.</b></li> <li>7. Sharon Smith Advised that a letting should be requested (put in) for any event that takes place in the centre including management meetings. <b>For Note</b></li> <li>8. Confirm postal addresses for correspondence to centre users. <b>Completed</b></li> </ol>
<b>Pricing and Lettings Policy for South Leeds</b>	Implementation of a revised Pricing & Lettings Policy for South Leeds	<ul style="list-style-type: none"> <li>• <b><u>Revised policy approved and operational.</u></b></li> </ul>
<b>Promote the facilities we have on offer to local people, businesses and organisations</b>	Develop marketing and promotional strategy for Outer South Leeds Community Centres	<ul style="list-style-type: none"> <li>• Leaflet for the Large &amp; Small Banqueting Suites, Morelian and Alexandra Hall was to be developed. The leaflet will follow a similar format of the one designed for Otley Courthouse. However, a lack of staff resource meant that this work was unable to progress.</li> </ul>

***Please note, this table covers all community facilities delegated to the Area Committee to be managed on a local basis***

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**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Friday 29th July 2011  
MBI Office  
Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Cllr Judith Elliott	Leeds City Council
Town Councillor Paul Cook	Morley Town Council
Karen Oakley	Clerk to Morley Town Council
Keith Robinson	Morley Chamber of Trade
Robert Tempest	Morley Chamber of Trade
Joyce Sanders	Morley Town Council
Inspector Paul Sullivan	Morley NPT
Tom O'Donovan	Area Management

### 1.0 Welcome & Introductions

- Cllr Finnigan welcomed everyone to the meeting; in particular he welcomed Paul Sullivan the recently appointed NPT Inspector.

### 2.0 Apologies

- Bob Thaxter, Tom Smith & Andy Beattie

### 3.0 Minutes of the 1<sup>st</sup> July meeting

- Minutes agreed as a correct record

### 4.0 Matters Arising

- It was reported that the Town Council had set aside £3,000 from reserves for Christmas lights. If any funding above that required then a proposal should come to next meeting of board.
- Paperwork received from Bo Concepts with regard to managing events in the town centre. It was hoped that matters would be progressed when constitution adopted and officers in place.

**Chamber  
& Town  
Council**

### 5.0 Constitution

- A draft constitution was tabled for at June meeting.
- It was agreed that a separation of functions was required and that a constitution was the preferred way to do this.
- One of the key steps would be to establish a bank account with appropriate signatures, including the appointment of a Treasurer and Secretary.
- A vision for the future operation of MTCMB was given with reference made to the possibility of a P/T worker engaged by the board to lead its work.
- It was hoped that the constitution would be signed off by

**All**

**Chamber  
& Town  
Council**

Chamber on 20/7 and Town Council on 21/7.

## 6.0 Community Safety

- Inspector Paul Sullivan gave an over view of Policing in and around the town centre.
- Some pub issues at a low level.
- Excellent PACT Meetings
- Quality Policing team.
- Police Open Day 6<sup>th</sup> August.
- Members raised the issue of youths on bikes causing problems around the flower beds. Paul agreed to brief his team. Matter to Glen O'Malley also.
- The board members thanked Paul for his update & acknowledged the points raised.

## 7.0 Streetscene - Events

- Tom Smith & Andy Beattie unable to attend.
- Tom committed to next meeting
- SLA for delegation of some environmental services will go to Area Committee in September for approval & sign off.

**TS**

## 8.0 Finance

- Tom O'Donovan gave a verbal update on the finances. He stated that several items required resolution by the board.
- It was confirmed that all matters raised at the last meeting had been resolved and invoices paid.

## 9.0 Events Manager

- The proposal to establish a part time self employed post to support the work of the board had been circulated before the meeting.
- Following a discussion it was agreed that each body would take away and consider prior to discussions at a future meeting of board.
- Paul Cook asked that employment law be checked so as to avoid any future difficulty.

**All**

## 10.0 Chamber Programme of Events & Entertainments Committee 2011/12

- An 18 month programme was being developed in conjunction with the Town Council Entertainments Committee.
- The following programme is organised by the Town Council

**Town Council/  
Chamber**

1. July 23rd Salvation Army Band and Majorettes
2. August 6th High Jinks & Punch & Judy
3. August 13th Barrel Organ
4. August 20th Donkey Rides
5. August 27th Punch and Judy

## 11.0 Any Other Business

- Cllr Elliott will convene a small group for Queen Diamond
- Town Centre issues being pursued by Bob Thaxter & Keith Robinson.
- Cllr Finnigan to meet officers from Kirkgate Markets
- Internet Café, now tea shop.
- White Rose. Next meeting 2<sup>nd</sup> September at 2.00pm

**12.0 Date & time of next meeting**

Friday 9<sup>th</sup> September 1.00pm - MBI Office, Morley Town Hall

**All**

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**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Friday 9 September 2011  
MBI Office  
Morley Town Hall

Cllr Robert Finnigan (Chair)	LCC Ward Member
Cllr Judith Elliott	LCC Ward Member
Town Councillor Paul Cook	Morley Town Council
Karen Oakley	Clerk to Morley Town Council
Keith Robinson	Morley Chamber of Trade
Bob Thaxter	Morley Chamber of Trade
Paul Spandler	Locality Team
Joyce Sanders	Morley Town Council
Tom O'Donovan	Area Management

### 1.0 Welcome & Introductions

- Cllr Finnigan welcomed everyone to the meeting & introduced Paul Spandler who was attending on behalf of Tom Smith.

### 2.0 Apologies

- Robert Tempest, Tom Smith & Paul Sullivan

### 3.0 Minutes of the 29 July meeting

- Minutes agreed as a correct record

### 4.0 Matters Arising

- All matters covered by the agenda

### 5.0 Constitution

- A draft constitution was tabled at the June meeting.
- Suggested amendments received from Morley Town Council.
- Agreed to establish a sub group with Paul Cook as Chair.
- Town Council will consider final draft, before ratification by board.
- Matter will also be considered by Area Committee.

**PC,KR,TP  
O & KO.**

### 6.0 Community Safety

- Cycling notices welcomed
- Councillor Finnigan will raise traffic on Queens Street with the Police.
- Councillor Elliott will pursue licensing issue.

### 7.0 Environmental Issues

- Banner on Sports Center. Councillor Finnigan
- Trader complaint about parking on Queen Street. Andy Merkel meeting.
- Several issues around refuse collection, street cleaning were raised.
- Waste bags would be allocated to Martins Jewellers.
- The self regulation of A Boards and other issues was again stressed.
- Paul Spandler to follow up trader complaint.
- Discussion about Town Councils efforts to address pigeons in town centre. Town Council seeking quotes. Update to future meeting.
- SLA to manage delegation of some environmental services will go to Area Committee on Monday 5 September for approval & sign off.

## 8.0 Finance

- Paul Cook reported that the Town Council had agreed transfer of all funds to new bank account when opened.
- Cheque received by Athas to be banked.
- Yorkshire Day final accounts from Keith Robinson.
- Following a discussion it was agreed to make a £1,000 payment to the chamber in recognition of income generated from SKY et al.
- Christmas Lights £3,000 approved by Town Council. Request for £1,500 under write from board for light switch on event was agreed, details to a future meeting.
- It was confirmed that all matters were reported to Area Committee.

## 9.0 Chamber Programme of Events & Entertainments Committee 2011/12

- Sub group established to consider draft constitution to address future programme also.

PC,JS,KR,  
TPO &  
KO.

## 10.0 Any Other Business

- Cllr Finnigan to meet officers from Kirkgate Markets
- Internet Café, Councillor Finnigan to contact enforcement
- Suggested Town Awards to be every 2 years.
- General concerns regarding meeting convened by Ed Balls
- Andy Merkel meeting Councillor Finnigan. Invitation thrown open to board.

## 11.0 Date & time of next meeting

Friday 30 September 12.00pm - MBI Office, Morley Town Hall

All



**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Friday 30 September 2011  
 MBI Office  
 Morley Town Hall

Cllr Judith Elliott	LCC Ward Member
Town Councillor Paul Cook (Chair)	Morley Town Council
Karen Oakley	Clerk to Morley Town Council
Keith Robinson	Morley Chamber of Trade
Bob Thaxter	Morley Chamber of Trade
Robert Tempest	Morley Chamber of Trade
Joyce Sanders	Morley Town Council
Tom Smith	Locality Manager
Tom O'Donovan	Area Management

### 1.0 Welcome & Introductions

- Paul Cook welcomed everyone to the meeting & introduced Tom Smith the Locality Manager, who has taken over from Andy Beattie following his retirement.

### 2.0 Apologies

- Councillor Robert Finnigan, Karen Oakley, & Inspector Paul Sullivan

### 3.0 Minutes of the 9 September meeting

- Minutes agreed as a correct record

### 4.0 Matters Arising

- Paul Cook requested contact details for Les Reed & Tom Smith to assist Karen Oakley in pursuing issues to do with pigeons at the town hall.
- Internet Café, Councillor Finnigan to contact enforcement.
- Cllr Finnigan to meet officers from Kirkgate Markets

### 5.0 Constitution

- Following a meeting of the sub group Paul Cook presented the amended draft constitution. Suggested amendments received from Morley Town Council had been adopted.
- Some further suggested amendments from Councillor Tom Leadley were addressed.
- Final draft will be presented to the Area Committee in October.
- The board agreed Robert Tempest as Treasurer and asked that he set up a bank account in line with the constitution.
- Chamber announced that Wendy Kettlewell will become Secretary in a non voting role. Constitution to reflect this.

## **6.0 Community Safety**

- Apologies from Inspector Paul Sullivan

## **7.0 Environmental Issues**

- Banner removed from Sports Centre.
- Parking on Queen Street to be addressed by new signage following meeting with Andy Merkel.
- General discussion , Tom Smith agreed to follow up actions
- Discussion about Town Councils efforts to address pigeons in town centre. Town Council seeking quotes. Update to future meeting.
- SLA to manage delegation of some environmental services was approved by the Area Committee on Monday 5 September.

## **8.0 Finance**

- Yorkshire Day final accounts presented by Keith Robinson.
- Chamber to submit invoice for £1,000 in recognition of income generated from SKY et al.
- Christmas Lights £3,000 approved by Town Council. Request for £1,00 under write from board for light switch on event was agreed, details to a future meeting.

## **9.0 Chamber Programme of Events & Entertainments Committee 2011/12**

- Lights switch on Thursday 24<sup>th</sup> November.
- Timetable of events to be considered at a future meeting.

## **10.0 Any Other Business**

- Minutes from White Rose meeting tabled. Next meeting 2 December 2011.
- Poster for advertising Christmas Lights to White Rose Centre.
- New manager at Morrisons. Paul Cook to enquire.
- Chamber to continue to monitor A boards.
- Civic Duties at Town Council to consider Queens Diamond Jubilee

## **11.0 Date & time of next meeting**

Friday 28 October 12.00pm - MBI Office, Morley Town Hall

**All**

## **Morley Town Centre Management Board Constitution**

### **1. Name**

The name of the Association shall be Morley Town Centre Management Board (hereafter called 'the Board').

### **2. Object**

The object of the Board shall be to advance the retail and commercial life of Morley and the surrounding area through the provision of an annual programme of events and associated activities.

### **3. Powers**

The furtherance of the said object but not further or otherwise the Board shall have the following powers:

- a) To raise funds and apply for, invite, obtain, collect and receive contributions from any other person or persons whatsoever by way of subscription, donation, grant, legacy and otherwise; provided that the Board shall not undertake any permanent trading activities in raising funds for the said objective;
- b) To employ on such terms and conditions of employment the Group shall determine any paid or voluntary worker or workers to assist in the attainment of the said objective;
- c) To do all such other lawful things as shall further the attainment of the said objective or any of them.

### **4. Membership**

- a) Membership of the committee will be based on the following representation: 3 Outer South Area Committee Members; 3 representatives from Morley Chamber of Trade & Commerce and 3 representatives from Morley Town Council.

#### **Honorary Officers**

- b) At the Annual General Meeting hereinafter mentioned, the Board shall elect a Chair, Deputy Chair, and a Treasurer (hereinafter called 'the Officers') being persons who are full members of the Board. One of these to be a Town Council representative.
- c) The Officers shall hold office until the conclusion of the next Annual General Meeting after their election but shall be eligible for re-election.
- d) The Chair and Deputy Chair positions shall rotate annually between the Chamber and Town Council.

#### **Secretary**

The Secretary will be a non voting member of the board.

## **5. The Board**

- a) Save as otherwise herein provided, the policy and general management of the affairs of the Board shall be directed by the Board hereinafter constituted.
- b) The Board shall consist of those listed at 4 above.
- c) The Board may co-opt to serve in an advisory capacity other interested individuals or representatives of statutory or voluntary agencies active in the locality or of such other organisations as the Board may determine, provided that no such co-opted member shall be entitled to vote. Co-optees could include nominations from: Police, Environmental Services and any other agency deemed appropriate.
- d) The members of the Board shall hold office until the conclusion of the Annual General Meeting next after their election or co-option, as the case may be, but shall be eligible for the re-election or re co-option.
- e) The Committee shall meet not less than (six) times per year.
- f) Four members of the Board (or one third of the Board members for the time being – whichever is the greater) shall constitute a quorum.
- g) Minute books shall be kept by the Board and the Secretary shall enter therein and record all proceedings and resolutions for the Board.

## **6.0 General Meetings**

- a) The first general meeting of the Board shall be held not later than the 1<sup>st</sup> May of and once in each year thereafter an Annual General Meeting of the Board shall be held at such a time (not more than 15 months after the holding of the preceding Annual General Meeting) and place as the Board shall determine. At such Annual General Meeting, the agenda shall include:
  - i) The receipt of the Annual Report and the Accounts for the preceding year from the Board;
  - ii) The appointment of auditors, who will be independent of the Board.
  - iii) The appointment of the Secretary
  - iv) The election of the Officers to serve on the Board;
  - v) The transaction of such other matters as may from time to time be necessary.
- b) The Board may at any time, and the Secretary shall within 21 days of receiving a written request to do so, signed by not less than one quarter of the Board and giving reasons for the request, call a Special General Meeting of the Board;
  - i) Notification of a Special General Meeting shall be given in writing by the Secretary to all members not less than 7 working days prior to the meeting.
  - i) The quorum for a Special General Meeting shall be one third of the Board;
  - ii) Save as otherwise herein provided, all questions arising at a General Meeting shall be decided by a simple majority of those present and voting thereat. No person shall exercise more than one vote but in the case of all

equality of votes the Chair, or in their absence the member elected to chair the meeting, shall have second or casting vote.

## **7.0 Finance**

### **a) Accounts**

The Board shall comply with the following:

- i) The keeping of accountancy records for the Board;
- ii) The preparation of annual statements of account for the Board;
- iii) The auditing or independent examination of the statements of account for the Board;
- iv) The transmission of the statements of account of the Board to the Outer South Area Committee, Morley Chamber of Trade & Morley Town Council.
- v) Annual accounts to be completed by the year end, agreed as the last day of March.

### **b) Annual Report**

The Board shall prepare an Annual Report in the form of an evaluation & impact of its work.

### **c) Funds**

The funds of the Board shall be applied in furtherance of its object and no payment shall be made to any member except for the services actually rendered as the Board except reasonable and proper out of pocket expenses.

### **d) Bank account**

A bank account shall be opened in the name of the Board with .....Bank plc. The Board shall authorise the Secretary, the Treasurer and two members of the Board (not being co-opted members) to sign cheques on behalf of the Board, All cheques must be signed by not less than two of the four authorised signatories. The four signatures to include: a Town Council representative.

### **e) All expenditure to be agreed and minuted, in advance at a properly constituted meeting of the Board. No cheques will be issued until authorised by the Board.**

### **f) A financial report will be presented to each meeting of the Board.**

## **8.0 Alteration to the Constitution**

### **a) No alteration or addition to this constitution shall be made except at an Annual General Meeting or a General Meeting of the Board called for such purpose.**

### **b) Alterations or additions to the constitution shall receive the assent of not less than two thirds of all those present and voting at an Annual General Meeting or a General Meeting called for such purpose.**

## **9.0 Dissolution**

### **a) The Board may be dissolved by a resolution passed by a two thirds majority of those present and voting at a special General Meeting convened for the purpose, of which 21 days notice shall be given.**

- b) Such a resolution may give instructions for the disposal of any assets held by or in the name of the Board but provided that if any property remains after the satisfaction of all debts and liabilities, such property shall not be paid or distributed among other members of the Board, but shall be given or transferred to such other charitable institution or institutions having objects similar to some or all of the objects of the Board as the Board may determine and if and in so far as effect cannot be given to this provision, then to some other charitable purpose.

Signed on .....2011

Chair:

Vice Chair:

Secretary:

Treasurer:





Outer South Environmental Sub Group  
11.30am Wednesday 21st September 2011  
Small Banqueting Room  
Morley Town Hall

<b>ATTENDANCE</b>	
Cllr Judith Elliott	Ward Councillor
Cllr Don Wilson	Ward Councillor
Cllr Jack Dunn	Ward Councillor
Jason Kirk	Aire Valley Homes
Tom Smith	South East Locality Manager
Steve Wetherill	Team Manager, Locality Team
Sarah Gill	Area Management Team

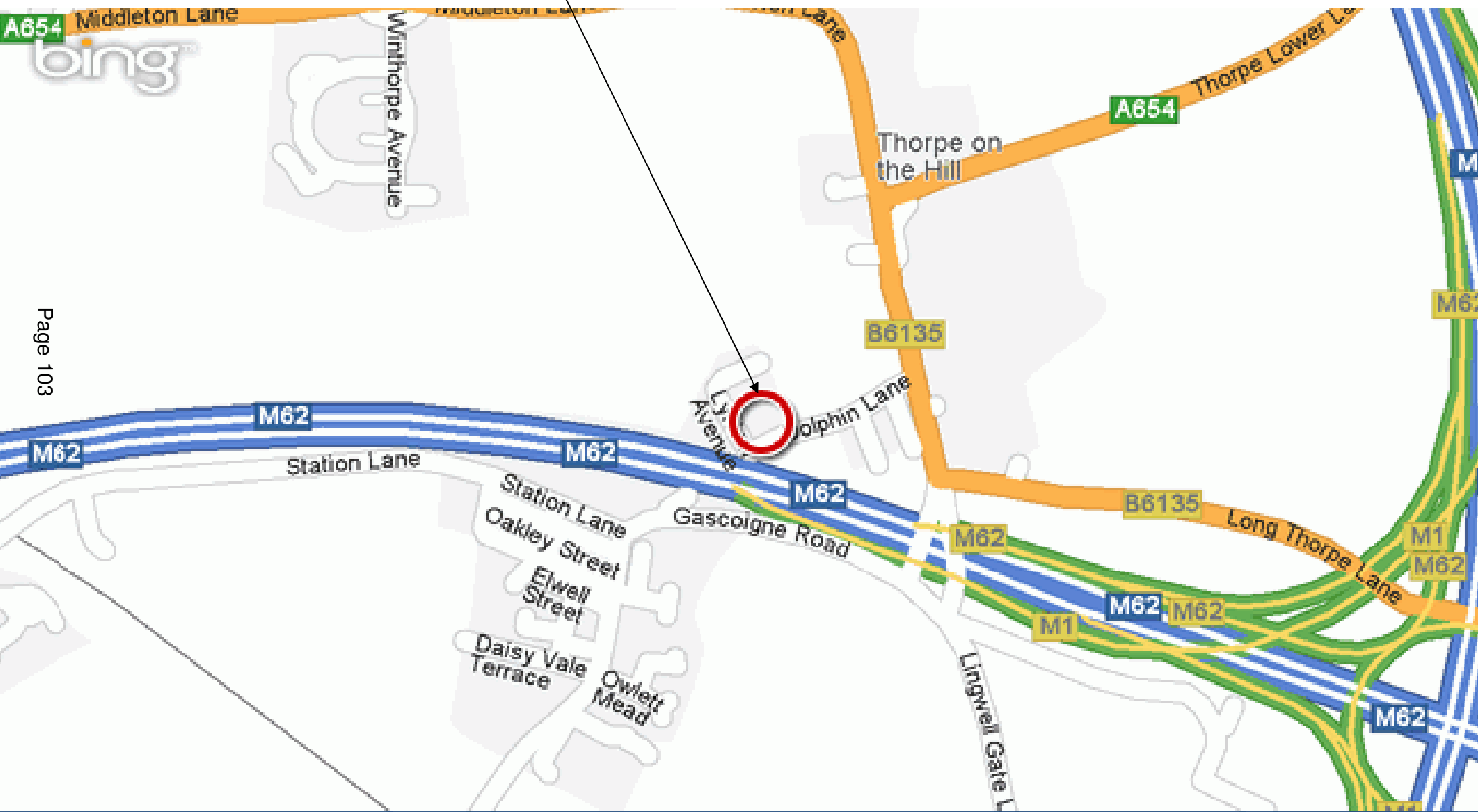
<b>1.0</b>	<b>Welcome and Introductions</b>	<b>ACTION</b>
1.1	Everyone was welcomed and introductions were made.	
<b>2.0</b>	<b>Apologies</b>	
2.1	Cllr Robert Finnigan, Ward Councillor Cllr Stewart Golton, Ward Councillor Cllr Shirley Varley, Ward Councillor, Roy Greaux, Parks and Countryside	
<b>3.0</b>	<b>Minutes and Matters Arising</b>	
3.1	Minutes for 17 <sup>th</sup> August were agreed as an accurate record.	
3.2	4.7; Locality Manager will be attending next round of Ward Based Briefings, the SLA is between the Locality Team and the Area Committee and the Locality Manager to confirm if there is a Job Description for Environmental Champion.	<b>TS</b>
3.3	Councillor Elliott requested that weeds around Morley Town Hall be addressed.	<b>TS</b>
<b>4.0</b>	<b>Service Level Agreement – Tom Smith</b>	
4.1	Service Level Agreement signed off at the September Area Committee. Next SLA will be presented at June/July 2012 round of Area Committees.	
4.2	<u>Operations Update</u>	
4.2.1	New mechanical sweeping routes and rotas in operation as of 5 <sup>th</sup> September.	
4.2.2	All South supervisors in place. Michelle McGill and Chris Pierpoint work on a shift pattern so always one on shift over 7 day week.	
4.2.3	Locality Manager welcomed any feedback.	

<p>4.2.4</p> <p>4.2.5</p> <p>4.3</p> <p>4.3.1</p> <p>4.3.2</p> <p>4.3.3</p>	<p>Cllr Wilson highlighted leaf clearing on Meynall Avenue, Rothwell as an impending issue. Cllr Elliott added St Andrews Avenue by Dartmouth Park as an area where leaf clearing important.</p> <p>Group discussed coordinating better to ensure officers from other services supported AVH walkabouts.</p> <p><u>Future Reporting</u></p> <p>Outer South Environmental Sub Group a key meeting where regular reporting on the service will be presented. This performance monitoring data will be a mix of statistical information and case studies to illustrate how the SLA is working with partners such as AVH and Parks and Countryside.</p> <p>Six monthly updates will be presented at the Area Committee.</p> <p>Locality Manager recognised the importance to respond to issues quickly and this would continued to be achieved by Members contacting the Locality Team. The Sub Group provides an opportunity for Members to receive an overview of service delivery and comment and review as appropriate.</p>	<p>TS</p>
<p><b>6.0</b></p>	<p><b>Manual Litter Picking in Ardsley and Robin Hood Ward</b></p>	
<p>6.1</p> <p>6.2</p> <p>6.3</p> <p>6.4</p> <p>6.5</p>	<p>Concern raised by Ardsley and Robin Hood Member at the last sub group meeting that there is no manual litter picking service in the ward. Previously this service was provided through CAST.</p> <p>Locality Manger attended Ward based Briefing and agreed to bring proposal to this meeting on how this could be addressed within the limited resource available for South East. Two options presented:</p> <p><u>Context</u> 2 litter picking routes in Outer South:  <ul style="list-style-type: none"> <li>➤ Morley (Morley, Drighlington, Gildersome)</li> <li>➤ Rothwell (Rothwell and Garforth)</li> </ul> Over 7 day week the service provides 1 worker for each route from 6am to 4.30pm. The workers live close to the routes and have a map and list of streets that should be completed. Each route covers approximately 1200m a day. This is national average and routes can not go too much over this length.</p> <p>Options needed to keep routes compact and maintain accessibility for workers.</p> <p>Main Road from Thorpe to East Ardsley identified as area to receive litter picking. Cllr Dunn raised that The Falls be included. SW said that The Falls are on the mechanical sweeper route but can be incorporated into manual litter picking area.</p>	

6.6	<u>Option 1</u>	
6.6.1	Double mechanical sweeping in area to include Main Road from Thorpe to East Ardsley. This would provide sweeping once every three weeks. Route is accessible for sweeper and staggered rota should resolve nay issues with parked cars.	
6.6.2	Cllr Dunn raised that top of Thorpe village is not accessible to mechanical sweeper and it is manual litter picking that is the important service to receive.	
6.7	<u>Option 2</u>	
6.7.1	Move ½ day from Morley manual litter picking route on a Thursday to Ardsley and Robin Hood Ward. Litter picker will work in Morley on Thursday morning but then be picked up by a side loader vehicle and dropped off in Ardsley and Robin Hood ward to complete manual litter picking there.	
6.7.2	Group agreed to Option 2 to be adopted, envisaged that this will be in operation by end of October.	
6.7.3	Group identified that one of the causes of litter is the lack of bins at bus stops. Locality Manager confirmed that each Locality Manager had taken an external partner to liaise with at a city wide level regarding environmental issues that they could work together to resolve. This includes Metro and Rail Track.	
<b>7.0</b>	<b>Future Agenda Items</b>	
7.1	Group agreed following as future agenda items: <ul style="list-style-type: none"> <li>➤ Community Engagement Plan</li> <li>➤ Fleet Procurement</li> <li>➤ Enforcement</li> <li>➤ Ginnels</li> <li>➤ Education in schools to tackle littering</li> </ul> Ginnels and education in schools, agenda items for next meeting.	<b>SG</b>
<b>8.0</b>	<b>Any Other Business</b>	
8.1	AVH highlighted the Aire Valley Homes Outer South Panel as a funding resource to support projects.	
8.2	Cllr Wilson requested that Commercial Street, Rothwell be looked at for regular	
<b>9.0</b>	<b>Date of Future Meetings</b>	
9.1	Future meeting dates: <ul style="list-style-type: none"> <li>• Wednesday 9<sup>th</sup> November</li> <li>• Wednesday 11<sup>th</sup> January</li> <li>• Wednesday 29<sup>th</sup> February</li> <li>• Wednesday 25<sup>th</sup> April</li> </ul> All meetings to be held at 11.30am in the Small Banqueting Room, Morley Town Hall.	

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Thorpe Primary School, Dolphin Lane, Thorpe, Wakefield, WF3 3DG



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