



EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 11th February, 2014 at 4.00 pm**

MEMBERSHIP

Councillors

D Coupar	- Cross Gates and Whinmoor;
P Grahame	- Cross Gates and Whinmoor;
P Gruen	- Cross Gates and Whinmoor;
M Dobson	- Garforth and Swillington;
A McKenna	- Garforth and Swillington;
T Murray	- Garforth and Swillington;
M Harland	- Kippax and Methley;
J Lewis	- Kippax and Methley;
K Wakefield	- Kippax and Methley;
J Cummins	- Temple Newsam;
M Lyons	- Temple Newsam;
K Mitchell	- Temple Newsam;

**Agenda compiled by:
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**South East Area Leader:
Shaid Mahmood
Tel: 22 43973**

A G E N D A

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1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2* 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 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</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>RESOLVED – 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>LATE ITEMS</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>DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES</p> <p>To approve the minutes of the East Outer Area Committee meeting held on 10th December 2013</p> <p>(minutes attached)</p>	1 - 6
7			<p>OPEN FORUM</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>	

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8	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam		<p>SUMMARY OF KEY WORK</p> <p>To consider a report of the Assistant Chief Executive Citizens and Communities setting out priority work carried out in the area over recent weeks. The report will provide minutes relating to forums, partnership and sub-group minutes and minutes of the Area Chairs.</p>	7 - 34
9	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam		<p>WELL BEING BUDGET (REVENUE) 2013/14</p> <p>To consider the report of the Assistant Chief Executive Citizens and Communities outlining details of the Well Being Budget available for Outer East in 2013/14. The report details commitments, agreed funding streams and recent funding requests.</p>	35 - 42
10			<p>DATE AND TIME OF NEXT MEETING</p> <p>Tuesday 18th March 2013 at 4.00pm at St Gregory's Youth and Adult Centre, Stanks Garden, Swarcliffe, LS14 5LS.</p>	

Agenda Item 6

EAST (OUTER) AREA COMMITTEE

TUESDAY, 10TH DECEMBER, 2013

PRESENT: Councillor A McKenna in the Chair

Councillors D Coupar, M Dobson,
P Grahame, P Gruen, M Harland, J Lewis,
M Lyons and K Wakefield

Apologies Councillor J Cummins, K Mitchell and
T Murray

51 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

52 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

53 Late Items

There were no late items on the agenda.

54 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary or other interests.

55 Apologies for Absence

Apologies were received from Councillor T Murray, Councillor J Cummins and Councillor K Mitchell.

56 Minutes

That the minutes of the previous meeting held 15th October 2013 were confirmed as a correct record. There was a brief discussion regarding apprenticeships (minute 47 refers).

57 Open Forum

No matters were raised in the Open Forum.

58 Fuel Poverty in Outer East Leeds

The Fuel Poverty Officer presented a report that outlined the fuel poverty challenge in Outer East Leeds and its impact on vulnerable people such as elderly residents.

Draft minutes to be approved at the meeting
to be held on Tuesday, 11th February, 2014

Members were informed of the current schemes such as Wrap Up Leeds ECO, Warm House Service and the Green Doctor service that offer energy efficient improvements and affordable warmth amongst households.

Members asked how the schemes could be better publicised, and if the service providers could attend local events and surgeries to further raise awareness.

Members noted that leaflets were available to members in order for them to be handed out at surgeries, and that he had regular meetings with contractors who would be happy to attend local events.

RESOLVED- (a) That the East Outer Area Committee would promote affordable warmth through its members and partner organisations.
(b) That the Director of Environment and Neighbourhoods provide members with more detailed information on fuel poverty, including hotspot area, at ward level.

59 Summary of Key Work

Members considered a report of the East Outer Area Leader which set out the priority work carried out in the area over recent weeks. Appended to the report were minutes of forum, partnership and sub-group meetings and those of the Area Committee Chairs meeting.

Outer East Youth Allocation

Members noted that The Youth Team plan to bring a report to the February 2014 Outer East Area Committee following the recent restructuring of the Youth Service.

Neighbourhood Plans

Members were notified that the second Neighbourhood Plan to be launched in the Outer East Area is being prepared in Garforth. Work on the Kippax Neighbourhood Plan had been circulated to residents and to date forty people wanted to be involved in the pilot.

Christmas Lights

Members noted the success of this year's Christmas Light Switch On in the Outer East and asked that their appreciation be forwarded to James Nundy for his efforts.

Thorpe Park

Members welcomed representatives of Scarborough Developments to provide an update on the proposals for a major retail-led scheme at Thorpe Park. Members received an update with regard to planning processes and how that might impact upon timings for the delivery to the scheme. Members were

notified that discussions had taken place between Scarborough Developments and Head teachers of local High Schools with regard to apprenticeships, skills and training development.

Area Lead Members Update

Members received a brief verbal update from the Area Lead Members in respect of;

Children and Young People

Councillor Coupar gave positive feedback to members in relation to cluster governance arrangements and improved relationships. Members were informed of a workshop that will be taking place on 11th February 2014 with Children's Services to discuss demographics, school places and school planning data. She also informed members of her intention to spend some time with the Environmental Service Team in the area.

Community Safety and Environmental Services

Councillor Harland told members that she would continue to have meetings with West Yorkshire Police in order to continue building good working relationships that will improve the Outer East Neighbourhoods. She also informed members of her intention to spend some time with the Environmental Service Team in the area.

Health and Wellbeing

Councillor McKenna informed members that winter packs would be available for the elderly and updated members with priority needs in the Outer East.

Swarcliffe PFI Credits

The Outer East Area Leader confirmed support for the spending of the remaining PFI credits.

RESOLVED-(a) That the current position in respect of a number of issues be noted.

(b) That the remaining £12,373 of PFI credit be spent at Mill Green Gardens.

(Councillor Wakefield left the meeting at 16.55pm during consideration of this item)

60 Update on Health and Social Care integration in the South East

Members considered a report of the Chief Officer Access and Care informing members of continued development towards integrated working across Health and Social Care.

The South East initiative had a number of elements:

Draft minutes to be approved at the meeting
to be held on Tuesday, 11th February, 2014

- Rapid Response. Testing the assumption that rapid response can be delivered most effectively at a neighbourhood level
- Out of Hours. Developing a model for Out of Hours services that works with the proposed model for integrated working
- Neighbourhood Teams. Designing and shaping a model of neighbourhood community nursing, community therapy and community social work that can be adopted across the City
- Case Management. Developing a more integrated approach to case management to free up capacity to support complex cases.
- Neighbourhood Rehabilitation Teams – encompassing Intermediate Care Teams (LCH) and Reablement teams (ASC). Designing and shaping a model of neighbourhood rehabilitation teams that can be adopted across the city.

RESOLVED- That the continued progress in developing integrated health and social services in Leeds be noted, and the particular emphasis currently being given to the developments in the South East of the city be supported.

61 South and Outer East Locality Team Service Level Agreement Performance Update

The Locality Manager presented a report to members outlining the performance against the Service Level Agreement (SLA) between East Outer Area Committee and the South-East Environment Locality Team.

Members were updated on the delivery of the SLA priorities which included:

- Priority Neighbourhoods
- Education and Enforcement
- Partnership Working and Development

Members thanked officers for their work in the area, and were pleased with the progress and productivity of the Locality Team.

RESOLVED- That the content of the report be noted.

62 Well Being Budget (Revenue) 2013/14

The Area Improvement Manager presented a report that provided details of the Well Being Budget available for Outer East in 2013/14.

Draft minutes to be approved at the meeting
to be held on Tuesday, 11th February, 2014

Members noted that the report detailed commitments, agreed funding streams and recent funding requests as follows:

- £12,627 to Mill Green Gardens parking scheme
- £10,000 to Barley Hill Playground Refurbishment
- £10,000 to Whinmoor Park environmental improvements
- £10,000 towards a winter warmth package
- £12,000 to resurface car park at Austhorpe View (Whitkirk)
- £15,000 for land enhancement on Osmondthorpe Lane

RESOLVED- (a) That the content of the report and the position regarding small grants be noted. (b) That the following be agreed:

- Award £12,627 to Mill Green Gardens parking scheme (minute 59(6) also refers)
- Award £10,000 to Barley Hill Playground Refurbishment
- Award £10,000 to Whinmoor Park environmental improvements
- Award £10,000 towards a winter warmth package
- Award £12,000 to resurface car park at Austhorpe View (Whitkirk)
- Award £15,000 for land enhancement on Osmondthorpe Lane

63 Dates and Times of Future Meetings

Tuesday 11th February 2014 at 16.00pm in the Civic Hall, Leeds

Tuesday 18th March 2014 at St Gregory's, Swarcliffe Ave, Leeds, West Yorkshire LS14 5NS

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Report of the Assistant Chief Executive Citizens and Communities

Report to Outer East Area Committee

Date: 11th February 2014

Subject: Summary of Key Work

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Cross Gates & Whinmoor Garforth & Swillington Kippax & Methley Temple Newsam		
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 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 will detail priority work carried out in the area over recent weeks.
2. The report will provide minutes relating to forums, partnership and sub-group minutes and minutes of Area Chairs.

Recommendations

3. Area Committee will be requested to note the report and raise any queries.

1 Purpose of this report

- 1.1 The report will provide Area Committee with details of key issues and activities in recent months including project work and community engagement.
- 1.2 The report will provide Members with minutes relating to recent community forums and engagement activities, sub groups and partnerships and minutes of Area Chairs meetings.

2 Background information

- 2.1 The Area Committee Business Plan has been kept up to date with progress on community engagement, partnership work, functions delegated to Area Committee, integrated working and locality working.
- 2.2 The report will include relevant attachments such as minutes and partnership working etc.

3 Main Issues

3.1 Winter Warmth

- 3.1.1 This project arose from Outer East Area Committee's concerns about fuel poverty amongst the elderly. The council is developing its strategy to tackle fuel poverty and this is a local response to the issue.
- 3.1.2 Through the project, 1400 winter warmth packs are being distributed via the Neighbourhood Networks to vulnerable elderly people in Outer East.
- 3.1.3 The total cost was £21,200 which came from the following sources:
 - Outer East Area Committee - £10,000
 - Aire Valley Homes Area Panel Budget - £5,000
 - Aire Valley Homes Service Improvement Fund - £5,000
 - East North East Homes Area Panel - £1,200
- 3.1.4 £20,800 was spent on packs and £400 on a series of launch events where packs were distributed and elderly residents received advice / guidance on avoiding fuel poverty. The events included additional activities and refreshment.
- 3.1.5 The projects were launched through:
 - Cross Gates Good Neighbours Scheme - Tuesday 28th of January from noon - 3pm at CGGNS premises on Station Rd. There will be an advice session before the event on fuel poverty..
 - Swarcliffe Good Neighbours - Also on Tuesday 28th of January from 10.30am -3pm at St Gregory's Centre.
 - Temple Newsam event is launched through HOPE at an event running from 10am – noon on Tuesday 28th January at HOPE's Coronation Parade building.
 - Garforth NET held two events –
 - The Garforth launch was on Monday 27th January from 1pm at its Dover Street buildings

- The Kippax launch was on Wednesday 29th January from 1pm at Cross Hills Community Centre.

3.2 Neighbourhood Plans

- 3.2.1 Garforth: A meeting was held at The Miners' Welfare Hall attended by 36 residents and 2 ward councillors. Cllr Dobson and local planning team leader Ian Mackay gave introductions and Ian explained what is happening locally and nationally and what the group could expect to get out of a neighbourhood plan. The meeting was also used as a platform to set up a steering group which will seek designation of an 'NP forum' and 'area' to cover the neighbourhood plan as well as lead on day-to-day running. 15 people volunteered to be part of this steering group and meet on 6 April to progress roles, responsibilities and forward planning. One resident has been appointed to oversee membership details and they will send out invites for the next meeting.
- 3.2.2 Kippax: Feedback from the survey delivered to 4,500 homes and online is being collected. The organising committee are also seeking feedback from traders on High Street opportunities. Information is being researched for the evidence base of Kippax Neighbourhood Plan including data from the 2011 census and town centres information (2010) used in the retail chapter of the Site Allocations Issues and Options document.

3.3 Area Lead Members

- 3.3.1 The joint meeting of the four OE Area Lead Members took place on 8th January. It was agreed to continue regular updates with attendance by officers in addition to the leads' on-going work. Notes from the meeting are included as **Appendix 1** and the Chair plans to invite Area Leads to update on any key issues at this meeting.

3.4 Community Safety

- 3.4.1 In June 2013 West Yorkshire Police initiated a Programme of Change strategy, to improve Force performance and transform the way services are delivered by reducing demand and thereby support the delivery of policing. Embedded within the strategy is a commitment from West Yorkshire Police to work more closely with Partners to deliver the outcomes set out in the West Yorkshire Police and Crime Plan.
- 3.4.2 The transformation programme aims to build on existing, and develop new working arrangements, through potential co-location opportunities for Police and Partner resources to deliver a more integrated service provision. At the heart of this is the goal of ensuring communities are safe and feel safer.
- 3.4.3 A presentation will be provided at the March meeting of the Outer East Area Committee.

3.5 Community Hubs Pilot

- 3.5.1 A key objective for the Council through the Citizens@Leeds agenda is to deliver local solutions within communities that truly integrate council and partner service

delivery to help individuals and their families address increasingly more complex issues simply and effectively.

3.5.2 To deliver this a network of Community Hubs is being developed that will make a real difference to citizens and communities. Community Hubs will deliver a more integrated approach to service delivery and maximise the use of the assets and service points that exist across the city e.g. joint service centres, one stop centres, housing management offices, libraries, children's centres etc. They will support the delivery of pop-up (e.g. in supermarkets and GP surgeries) and mobile provision to ensure that we can reach all priority communities across the city. This work will be supported through the delivery of more on-line provision to enable those that wish to self-serve to be able to do so, thereby freeing up time of our customer services officers to advise those most in need or those requiring more detailed or intense support.

3.5.3 To get started, Executive Board agreed in November to pilot the community hub concept in three locations across the city, to help develop our thinking on the approach and identify the best form of provision for delivering truly integrated face-to-face services. This will be done working closely with all services and partners affected to ensure all issues are appropriately and fully considered. It is proposed to utilise the existing one-stop-centre provision at the Compton Centre in Harehills, the St George's Centre in Middleton and the One Stop Centre in Armley as the sites for the three pilots. The rationale for choosing these sites is as follows:

- To have one pilot in each of the three administrative areas of the city;
- To place the pilots in areas of the city where financial hardship and deprivation are significant issues facing citizens;
- To focus the pilots on those sites where there is already significant co-location of services;
- To ensure that the pilots have a focus on partnership working and exploit further the co-location and integration between council and partner services existing at these sites.

3.5.4 The proposals for changes and new service integration are being put in place now with the expectation that these pilots will be operational from 1st April and implemented fully in first 6 months of 2014/15.

3.6 Community Engagement

3.6.1 Community forums have been held in:

- Halton Moor on Tues. 14th January (**Appendix 2**)
- Halton on Thurs 16th January (**Appendix 3**)
- Garforth & Swillington on Tues 21ST January (**Appendix 4**)
- North Whinmoor on Thurs 16th January (*Minutes will be presented to March Area Committee.*)
- Cross Gates on Wednesday 22nd January (*Minutes will be presented to March Area Committee.*)
- Swarcliffe on Wed 29th January (*Minutes will be presented to March Area Committee.*)

3.7 Area Chairs' meeting

3.7.1 Minutes of the November meeting are attached as **Appendix 5** and include consideration of: proposals to strengthen Area Health and Wellbeing arrangements, Highways' Local Road Maintenance Programme, approaches to tackling issues of poverty and deprivation in Leeds and Leeds Police Changes

3.8 Partnerships and Area Committee Sub Groups

3.8.1 **Environmental sub-group:** The next meeting will take place on Friday 21st February and minutes will be presented to the March Area Committee.

3.8.2 **Divisional Community Safety Partnership (DCSP):** The meeting due on 30th January was rescheduled and therefore minutes from the 25th October will be presented to the March Area Committee.

3.8.3 **Health & Wellbeing:** The Medium Super Output Areas (MSOA) health profiles for 2012/13 are now available and a paper outlining health and wellbeing issues will be presented at the March Area Committee.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The projects in sections 3.1, 3.2, 3.5 and 3.6 form the main part of the face-to-face community engagement strategy.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Under equality legislation the Council has a legal duty to pay due regard to the need to eliminate and promote equality in relation to race, disability, gender, age, sexual orientation, pregnancy and maternity, and religion or belief.

4.2.2 The main section of this report provides details of activities around community engagement and the delegation of environmental services to Area Committees that support this legal duty.

4.3 Council Policies and City Priorities

4.3.1 The proposals contained within this report contribute to the existing targets and priorities set out in the Council's Policy Framework in the following plans:

- Vision for Leeds
- Safer & Stronger Communities Plan
- Children & Young Peoples Plan
- Health & Well Being City Priority Plan

4.4 Resources and value for money

- 4.4.1 There are no new resource implications contained in this report other than funding that has previously been agreed by Area Committee from its revenue budget.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are no longer eligible for Call In.
- 4.5.2 There are no key or major decisions being made that would be eligible for Call In.
- 4.5.3 There are no legal implications as a result of this report.

4.6 Risk Management

- 4.6.1 This report provides an update on project work and key issues in Outer East. Any projects funded from the Well Being Budget or undertaken by the Area Support Team are risk assessed.

5 Conclusions

- 5.1 The report provides up to date information on key work and key issues for Area committee to consider. Members are requested to note the content of the report and raise queries relating to issues raised within the report.

6 Recommendations

- 6.1 Area Committee is asked to note the report and raise any queries.

7 Background documents

- 7.1 There are no background documents.

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

Area Leads Meeting (Outer East) 8th January 2014

In attendance: Cllr Andrea McKenna, Cllr Debra Coupar, Cllr Mary Harland, Peter Mudge, Martin Hackett, Jane Hopkins(part), Bev Yearwood (part), Bash Uppal (part), Ian Jones (part), Vicky Marsden (part), James Nundy (part).

Apologies: Cllr Judith Cummins, Martyn Stenton, Shaid Mahmood.

1. Community Safety & Environmental Services Area Lead – Cllr Mary Harland

1.1 Issues to note:

- Insp Chris Jones will be temporary cover for all 4 Outer East wards until interviews completed
- Partnerships – no changes until at least April
- Future of tasking – Members involved in consultation. Likely to have arrangements that fit localities
- Crime statistics for the 2013 in outer east discussed

Action 1: Peter to contact Insp Chris Jones to arrange e mail to all Outer East Members regarding his temporary role.

Action 2:invite Nick Adams (Chief Insp) to next meeting.

2. Jobs/Skills/Welfare Area Lead – Cllr Judith Cummins

2.1 Issues to note:

- A meeting has been set up for all E&S leads across the city
- A liaison officer post for Thorp Park and several other developments has been created. Interviews next week.
- Decision is still pending on how the E&S agenda is taken forward in Outer East

Action 1: Lead Members would like to meet the Thorpe Park officer once in place. Probably best to attend next Area Leads meeting if in place by then.

3. Children & Young People Area Lead – Cllr Debra Coupar

3.1 Issues to note:

- A recognition that there has been considerable progress regarding the clusters since Cllr Coupar took on the issue as Area Lead
- A representative panel of young people will be formed to consider applications and future priorities for young people , especially in relation to the Children &

Young Peoples Activity Budget. Ian Jones will integrate a representative group in next two weeks and advise Cllr Coupar and AST so an inaugural meeting can be held as soon as possible.

- The future process will see applications considered by youth panel and their recommendations go to sub-committee with a final decision by Area Committees. Comments will be circulated electronically.
- In order to commit funding this year the process may be expedited by e mailing Area Committee Members regarding recommendations (in case AC dates are missed)
- As C&YP have transferred available budget to AC it is up to AC if funding can be rolled forward.
- Recommend Tony's YCC Cricket Event is presented as an after school activity ie. The coaching will happen after school hours.
- James and Alex Fox to do a press release promoting available funds.

Action 1: Cllr Coupar to send Ian youth names and Ian to arrange first youth meeting within two weeks.

Action2: the sub group will meet very soon after this young persons meeting.

4. Health & Well Being Area Lead – Cllr Andrea McKenna

4.1 Issues to note:

- Winter Warmth – Cllr McKenna has suggested Cllr Wakefield signs a letter which had OE AC Cllrs named on back. This will be provided through the Labour Group Office. The letter will go out with all packages subject to networks agreeing. If any spare packages will do Methley, Swillington and Great Preston.
- Leeds Get Active – Bash to invite them to do concentrated work in Swarcliffe because of high obesity levels.
- Mental health data to be brought to a future meeting.
- Bash to chase if more resources will be made available at Swillington Health Centre.
- Bash will electronically forward data on health provision in Outer East.

Action 1: Cllr McKenna to liaise with Leader over launch letter.

Action 2: as per Housing request MH to contact networks to see if they will log names/addresses of those receiving packs

Next meeting

Prov 13 March 2014

**Present:**

Cllr Mick Lyons (Chair), PS Katy Myers, PCSO Liam Thompson, David Davenport (Wyke Beck Forum/Dunhills Flood Action), Anne-Marie Burke (Resident), Brian Mumby (Halton Moor Residents), Diane Gill (Save Our Homes & Environment), Gladys Townend (SOH&E), Glen O'Malley (Youth Service), Gemma Sargeant (TNLP), Simon Norman (SE Locality Team) Phil Underdown (LASBT), Sajda Khaliq (LCC), Pete Mudge (LCC – South East Area Support Team, minutes)

Apologies:

Cllr Katherine Mitchell (Maternity leave), Cllr Judith Cummins, Amanda Douglas-Smith (Housing Leeds)

Item	Welcome, introductions and apologies	Action
1.1	Cllr Lyons welcomed everyone and explained he was chairing the meeting as Cllr Mitchell was on maternity leave. Tribute was paid to Sylvia Marsh who had passed away just before Christmas. She had attended the forums for many years.	
2.0	PACT meeting (Partners And Communities Together) – PS Myers	
2.1	The new inspector is currently being appointed and will soon be announced. The new police areas will be the same as Council Areas.	
2.2	Crime stats for the last 6 weeks noted 26 burglary dwellings - a significant drop compared with the previous year's 44 Similarly criminal damage had reduced to 36 from 100. However theft from motor vehicles had risen to 15 from 7 and theft of motor vehicles to 24 from 7.	
2.3	The recorded ASB hotspots of Neville Road and Hesthwaite Gardens had no crimes recorded for the last 6 weeks and the recommendation was to see them removed. However ASB had occurred in other areas including 3	
2.4	<p>notices served for possession of drugs, 2 noise and abuse cases on Wyke Beck Rd and noise nuisance through parties on Appleby Square.</p> <p>Osmondthorpe Lane and The Nevilles remain as hotspots.</p> <p>AMB said there were ongoing attacks on her horse at Rathmell Road near the Halton Moor pub. Incidents have included the horse being hit in the face and the food holder being stolen. As a result of these incidents Rathmell Road was added to the hotspots list.</p> <p>Q) The parking outside Corpus Christi school is often "very anti-social." Could police have a presence outside the school. A) Police agreed to and Gemma Sargeant said she will liaise with the school.</p>	

3.0	Minutes of the meeting held on 8 October 2013	
3.1	Approved.	
4.0	10 minute open floor	
4.1	<p>Anne-Marie said she has always lived in Halton Moor but has noticed that recently there seems nothing for youth to get involved with. She offered to help lead developing a small centre of farming for youth. Glen and Gemma offered to meet with Anne-Marie to see what can be developed.</p> <p>Brian said Wyke Beck is a nature reserve and there are opportunities for more youth to play an active role there.</p> <p>The Chair said there were good examples of Halton Moor youth activities Coming up later in the meeting. He also said the further development of Thorpe Park will result in 13,000 jobs and a new green park near Osmondthorpe School.</p>	AVH
5.0	Fuel Poverty	
5.1	SEC has a 12 month contract with Leeds City Council to promote and deliver eco advice in the South East wedge. (Wilmot Dixon and KeepMoat cover the other two wedges)	PM
5.2	<p>Phase 1 of the Wrap Up Leeds Eco Scheme was launched in July 2013 and Phase 2 in September. The schemes provide slightly different offers however each is intended to help reduce fuel costs to residents. In the South East Wedge it is calculated 11,000 people qualify for the scheme and currently 1,000 have taken it up.</p> <p>ECO stands for Energy Company Obligations to:</p> <ol style="list-style-type: none"> 1) Home Heating Cost reduction 2) Carbon Saving Community Obligation (CSCO) 3) Carbon Emissions Reduction Obligation <p>The Green Deal finances a range of 35 energy efficiency measures including boiler replacement, cavity wall insulation, loft installation and exterior home protections for private and social housing.</p> <p>The City Council has provided funding to help people on benefits join in the scheme under the assumption that the monthly savings must be greater than the outgoings.</p> <p>q) Insulation cannot be used on the houses in flood areas by Wyke Beck. a) The benefits are for everyone we can assist. Sadly this does not cover everyone however we will be happy to visit your house and see what can be done.</p> <p>q) If someone takes up the Green Deal and subsequently changes their supplier, will that matter? a) No, that does not matter at all.</p> <p>Agreed that the officers would update the next Halton Moor Forum.</p>	PM
6.0	Environmental Services – Locality Working – Simon Norman	
6.1	The Locality Team received and dealt with 106 requests for service between 8 th October 2013 and 12 th January 2014. This is work in addition	

	<p>to the scheduled and routine cleaning shifts.</p> <p>The most frequent issues dealt with were flytipping, waste in gardens, dog fouling and stray dogs and graffiti.</p> <p>Flytipping areas include Halton Moor Avenue, the Neville's and Kendal Drive. These areas are now flagged as hot spots and regularly monitored to pick up flytipped waste and also to identify the culprits.</p> <p>Graffiti has been a problem on the Ullswater's. The removal team has attended on a number of occasions.</p> <p>Wild West and Halton Moor pub sites. These two sites are now being focussed on by the council's derelict site project team. The Regeneration team lead on this and discussions are on going with the owners of the sites to try to ensure improvements and bring the sites back into use through redevelopment.</p> <p>The team is taking action against a number of occupiers to ensure their gardens and properties are cleaned and tidied up. Neville Parade, Halton Moor Ave etc.</p> <p>Our dog warden has collected 4 strays from the area. Owners are required to pay a fee of £50 to collect their dogs from our kennels. Owners can also be fined for allowing their dogs to foul on public land and for allowing their dogs to stray onto footpaths, verges and roads.</p>	
8.0	Youth Service	
	<p>GO'M. is the new manager for the South East Ward covering 11 wards and stretching from Morley to Cross Gates. The recently appointed youth officer for the Outer East area is Jim Stanton.</p> <p>Youth Service have activities at the Community Centre twice a week which are held in partnership with TNLP, the Police and Tasking.</p> <p>It is intended to bring more events to the centre from half term.</p> <p>The Chair said discussions were underway with the Cluster into the possibility of incorporating the sports centre and adjoining playground to form a new school while retaining the community and youth provision. Some 15 groups have indicated interest in using the community centre and it is now a case of seeing which can help fund the venture.</p> <p>GS said tons of groups were interested in using the centre.</p> <p>When asked if the swimming pool or wet room could be reopened in this scheme, Cllr Lyons said it was not included.</p>	
9.0	Highways	
	<p>Two schemes are progressing on Osmondthorpe Lane, the first being a Highway Maintenance scheme which runs from Rookwood Avenue to and including the railway bridge and secondly the Osmondthorpe Lane Railway Bridge scheme and in order to maximise resources and minimise</p>	

	<p>costs the decision was made to combine the two schemes and progress them as one construction element.</p> <p>The whole works started on Monday (6th January) with the Highway Maintenance scheme, and will continue for 10 weeks being completed by mid March.</p> <p>The Highway Maintenance scheme, consists of removal and relaying of the kerbs and resurfacing of the carriageway between Rookwood Avenue and the railway bridge. The Osmondthorpe Railway Bridge scheme consists of removal of the give way priority system and introduction of traffic signals under the railway bridge, resurfacing the carriageway and drainage works.</p> <p>Due to the confined nature of the bridge it is proposed to carry out the traffic signal works over a two week period during the February school holidays (starting 17th February) and close Osmondthorpe Lane to traffic Monday to Friday 8am till 4pm. Pedestrian routes will be maintained under the railway bridge through the contractors traffic management and signed diversions will be put in place for traffic and bus services. The diversion routes were noted at the forum.</p> <p>Outer East Area Committee has agreed to contribute £15,000 towards the traffic light costs.</p>	
9.0	ENE Homes – Amanda Douglas-Smith	
9.1	Work to destroy the knot-weed on Osmondthorpe Lane began with the first treatment in October 2013. The next will take place in May.	
9.2	<p>Staff transfers from ENEHL back into LCC concluded in October 2013. At present there is no change to front line services and details of future structures have yet to be announced.</p> <p>Work is on-going to help tenants affected by the Welfare Reform. Some Halton Moor properties have been re-designated and their bedroom size downgraded however this has only occurred where a bedroom is located downstairs or can only be accessed through another bedroom.</p> <p>A Mutual Exchange Swap Shop Event is being hosted in Halton Moor to promote properties available for exchange. The event will take place in March 2014 with further details circulated nearer the time.</p> <p>PM read the report and Cllr Lyons said it was disappointing Housing Leeds had not been able to send an officer to the meeting. He hoped this will not occur again.</p>	
10.0	Winter Warmth Project	
10.1	<p>This arose through Outer East Area Committee's concerns about fuel poverty amongst the elderly. The council is developing its strategy to tackle fuel poverty and this is a local response.</p> <p>1,400 winter warmth packs are being distributed via the Neighbourhood Networks to vulnerable elderly people in Outer East.</p>	

	<p>The total cost is £21,200 with Outer East Area Committee providing £10,000 and East North East Homes Area Panel £1,200, the remainder came from Aire Valley Homes.</p> <p>In Halton Moor the launch event is at HOPE’s Coronation Parade building running from 10am – noon on Tuesday 28th January. Anyone wishing to obtain a warmth pack or advice on fuel poverty is welcome to attend.</p>	
11.0	AOB	
11.0	Date of next meeting	
11.1		All

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Outer East Area Committee

Halton Forum and PACT meeting (covering Halton, Colton and Whitkirk) Minutes from 16 January 2014 held at Christ Church, Halton

Present:

Cllr Mick Lyons (Chair), PC Tracy Murphy (WYP), PCSO Jonathan Day (WYP), Anthony Fretwell (resident), John Jordan (resident), Gemma Sargeant (Temple Newsam Learning Partnership Trust), Patricia Wragg (resident), Susan Petrow (resident), Tricia Wynter (Resident), Joan Boucher (Resident), Maria Thornton (Resident), Edward Fryer (Resident), Fiona Illingworth (Resident), Shelagh & John Freer (St Mary's Church), Heather Sanderson (resident), Peter Huison (Woodland & Whitkirk Neighbourhood Watch), D MacQueen (Resident) M Buaton (Resident), J McGlynn (Resident), Jenny & Mike Marshall (Halton in Bloom), Gwen Green (Resident), Margaret Oates (Resident) Audrey Linley (Resident), Barbara Ambler (Resident), Thelma Dixon (resident), Jim Stanton (LCC – Youth Service), Margaret Ward (resident), Ron Bloor (Resident) Jennifer & Kevin Gallagher (Residents), John Fardell (Resident), David Gomersall (LCC Locality Enforcement), Pete Mudge (LCC – South East Area Support Team, minutes)

Apologies:

Cllr Katherine Mitchell, Cllr Judith Cummins, Vicki Nunns (LCC Parks & Countryside), Terry Dennis (Templegate Neighbourhood Watch), Margaret Blenkhorn (resident), Colin & Denise Wilsher (residents)

1.0	Welcome, introductions and apologies	
1.1	Cllr Lyons welcomed everyone to the meeting and apologies were noted.	
2.0	PACT meeting for Halton / Colton / Whitkirk – PC Murphy & PCSO Day	
2.1	The Neighbourhood Policing Team can be contacted on 0113 285 5335 and also via email banpt.cwt@westyorkshire.pnn.police.uk but in an emergency always dial 999.	
2.2	Figures from the last three months: <ul style="list-style-type: none"> • 24 burglaries compared with 27 in the same period last year. • 7 thefts from motor vehicles compared with 8 in the same period last year. • 6 thefts of motor vehicles which is the same as last year. • 6 cases of criminal damage which is the same as the same period last year. • Criminal damage has been lower than in the previous quarter and this is partly due to a forensic match on a suspect. 	
2.3	Q) The area behind St Mary's Church needs monitoring for drug use as there is a lot of activity there on weekdays from 7-9pm. A) It will be monitored by the Police.	PCs
2.4	Q) How often is speeding monitored on Green Lane? A) It varies. We will try to increase the number of times monitoring is done. Interestingly most speeders caught are local residents.	PCs
2.5	Q) Annoyingly someone stole the central floral displays in Halton. Halton in Bloom will not put new ones in until summer. There is also a problem with mindless people taking plants from displays and placing them on top of litter bins. A) We should ask Leeds Watch to monitor it.	PM
2.6	Q) When children are going to school and in particular when they are leaving school, a police officer should be on hand to monitor safety and asb. Houses near Temple Newsam High School have recently had stones thrown at the windows,	

2.7	<p>bottles and rubbish dropped in the gardens, abuse of residents etc. On traffic safety in the area, one child has already been knocked down as vehicles come over the brow of the hill without regard for what's on the other side.</p> <p>A) Gemma will feed the concerns back to Temple Moor staff and the Police will look to more closely monitor the traffic and the asb in the area.</p> <p>Hotspots: Green Lane, St Mary's Church, Temple Moore High, In Bloom displays and Colton Retail Park.</p>	GS PCs
3.0 Forum Minutes from 10 October 2013		
3.1	Agreed as an accurate record.	
4.0 Matters arising from those minutes		
4.1	(6.4) Fly-tipped trees in the ginnel at the rear of Whitkirk Primary School still need attention.	DG
5.0 10 minute open floor		
5.1	<p>Templegate Walk – Cllr Lyons said Highways considered introducing a yellow lining scheme but residents did not favour this. Cllr Lyons has spoken with Highways and they have confirmed they will call a meeting in the school to reconsider what can be done.</p> <p>It was reported that only about 33 cars deliver children to the school yet they lead to all the tailbacks.</p>	Cllr L / H'way
6.0 Fuel Poverty – Charles Farley (SSE)		
6.1	<p>SSE has a 12 month contract with Leeds City Council to promote and deliver eco advice in the South East wedge. (Wilmot Dixon and KeepMoat cover the other two wedges)</p> <p>6.2 Phase 1 of the Wrap Up Leeds Eco Scheme was launched in July 2013 and Phase 2 in September. The schemes provide slightly different offers however each is intended to help reduce fuel costs to residents. In the South East Wedge it is calculated 11,000 people qualify for the scheme and currently 1,000 have taken it up.</p> <p>ECO stands for Energy Company Obligations to:</p> <ol style="list-style-type: none"> 1) Home Heating Cost reduction 2) Carbon Saving Community Obligation (CSCO) 3) Carbon Emissions Reduction Obligation <p>6.3 The Green Deal finances a range of 35 energy efficiency measures including boiler replacement, cavity wall insulation, loft installation and exterior home protections for private and social housing.</p> <p>The City Council has provided funding to help people on benefits join in the scheme under the assumption that the monthly savings must be greater than the outgoings.</p> <p>Leaflets were handed out at the meeting and anyone wishing to find out more was advised to refer to the leaflets or ring 0113 395 0757.</p> <p>6.4 Q) If you have a private pension can you still qualify? A) Yes.</p> <p>6.5 Q) I have been told that using the external casing where cavity insulation is not possible has little effect and is of dubious benefit. Is that true? A) Over the last couple of years monitoring has been done on the effectiveness of this alternative. In Leeds work is underway at some homes in Beeston.</p>	

7.0	Environmental issues – David Gomersall	
7.1	Senior locality officer Dave Gomersall provided a report on the last three months: Workload included dealing with flytipping, litter, garden waste, street sweeping and dirty shop fronts. 138 requests were dealt with in addition to the 100 routine jobs undertaken by locality working.	
7.2	The Council can take action against flytippers purely from receiving a registration number and people found guilty can get up to 5 years in prison.	
7.3	Through funding from Outer East Area Committee, Locality Working now has a portable cctv camera for the Ward.	
7.4	Garden waste is not because it is overgrown but rather because it contains waste and rubbish.	
7.5	Two dogs have been treated as strays and the owners have had to pay a £50 collection fee. It is hoped they will not let their dogs stray in future.	
7.6	Rescheduling the road sweeping schedules means they are now done once every eight weeks rather than every 14. If waste is noticed on the street or incidents are reported to the Council, the roads will of course be treated as a priority within 5 days.	
7.7	The gully cleaning truck is now overseen by Locality Working and the team will welcome knowing about problems so they can be dealt with.	
7.8	Following some discussion a list of areas requiring further work was compiled: Gulley cleaning – water collects on streets at Chapel Street and Cross Gate Lane among others.	DG
7.9	David Gomersall left for an appointment.	
7.10	Litter – Field End Rd, past 38 Windmill Cottages, Barrowby Rd, opposite old Colton Institute, Selby Rd at the gardens near the shopping centre,	DG
7.11	At Birch Avenue there is litter and the street cleaning machine cannot get down.	DG
7.12	The request is to get more litter bins on Chapel Street and for the bins in front of Woodall Hill newsagent to be emptied more regularly.	DG
7.13	On a positive note, one bin has been added at Primrose Valley however the area around the entrance needs litter picking.	
7.14	Cllr Lyons said he will arrange a walkabout with the head of South East locality working to discuss the problems.	DG
8.0	Halton in Bloom – Jenny Marshall	
8.1	Jenny said that as the group is now entering its second year, members are gaining experience of what works well and what not. There are about nine active volunteers plus local businesses and councillors.	
8.2	Three shops which participated last year need some encouragement to do so again but all the rest appear very supportive.	
8.3	The floral displays at the tyre centre have proved a great success and the group is hoping to get more such displays round Halton.	
8.4	Whilst the group does not intend to enter Yorkshire in Bloom, YiB is sending a specialist to give helpful feedback to the group.	
8.5	Cllr Lyons and the audience agreed In Bloom has made great improvements to the appearance of the village.	
9.0	Youth Service – Jim Stanton	
9.1	Jim was introduced as the new officer covering the Outer East area. He said a priority area for enhancement is Halton Moor.	
9.2	Currently activities take place at East Leeds Leisure Centre (ELLC), with the youth bus at Colton Retail Park and try to work in Halton on Tuesday and Wednesday evenings. There is very little take-up during the winter months however they must be meeting somewhere and youth service would welcome hearing about local	

9.3	haunts so services can be offered in those areas. Cllr Lyons said the summer programme cricket course will go ahead and Youth Service plans to run football coaching at ELLC and the intention is to open the centre for all age groups before the end of 2014.	
9.4	Q) Young children with mini scooters are causing disruption and undertaking dangerous manoeuvres. A) We're aware of this problem and are encouraging them to use ELLC or the mobile bus.	JS
9.5	Cllr Lyons said he believes reopening and widespread use of the centre is now really picking up speed.	
10.0	Any Other Business and date of next meeting	
10.1	Gemma Sargeant was invited to provide an update on the large range of projects being run by the Temple Newsam Learning Partnership. The projects include 13 after school clubs and an exciting range of activities throughout half term including a trip to the theatre, Leeds United, a dance and a film show at Temple Newsam House.	JS
10.2	Date of next meeting: 6pm, Thursday 10 th April 2014 at Christ Church.	



Outer East Area Committee

Garforth & Swillington Forum
& PACT meeting

Meeting held 21 January 2014
at Libby's@37, Main St, Garforth

Present:

Cllr Andrea McKenna (Chair,) Sgt Steve Goodfellow (WYP), Shirley Morris (Garforth & District Crime Prevention Panel), Jacqui Smith (Chair – Swillington Parish Council), Ian Wallace (Great & Little Preston Parish Council), Keith Dunwell (Aberford Parish Council), Ed Cartwright (Swillington Parish Council), Sharon Elliott (Garforth Cluster Extended Services), Teresa White (One Stop Store Manager), Sarah Potter (One Stop Store), Eric Pepper (Garforth & District Probus), Martin Eggington (Garforth & District Lions), Ken Woodhead (Garforth & District Lions), Jacky Simpson (Garforth Flood Support), Philip Dunwell (Garforth In Bloom), Susan Ashworth (Garforth in Bloom), Ian Forster (Resident), Stuart McKenna (Swillington Resident), Shirley Raisey (resident), Glen O'Malley (Youth Service Team Leader), Simon Norman (LCC – SSE Locality), Pete Mudge (LCC - Area Support Team, minutes)

Apologies:

Cllr Mark Dobson, Cllr Tom Murray, Jane Anne Parsons (SPT Uniforms), Alison Lane (Precious Bridal)

1.0	Introductions and apologies	Action
1.1	Councillor McKenna welcomed everyone and apologies were noted. Cllr Dobson had become stuck in a traffic jam while on his way to the Forum.	
2.0	Community Safety PACT – Sgt Goodfellow	
2.1	Crime instances are 22 more than in the same period last year however, despite this setback, the Garforth area remains the lowest for crime. This impressive statistic is put down to strong partnership working.	
2.2	The Force is undergoing unprecedented change and, while details are not yet known, it is hoped the force will at least retain existing numbers of frontline staff. Sgt Goodfellow said the public would forgive police computers or cars being a year older but, if there's an emergency, they will still expect an officer to attend.	
2.3	Insp Jones is now incharge of the entire Outer East area until a newly appointed inspector takes control. Insp Jones and Sgt Goodwill are both looking to retire next year however the Garforth Station will remain and it is widely rumoured will increase in importance.	
2.4	Q) On the A642 whenever I have seen the Police doing speed checks they are always in full uniform and in full view of drivers. If they were not so apparent they may catch more people.	

	A) Will investigate this.	WYP
3.0	Minutes of the last meeting and matters arising	
3.1	The minutes were agreed as an accurate record.	
3.2	There were no matters arising which do not feature as an item in the meeting.	
4.0	Fuel Poverty – Charles Farley (SSE)	
	<p>Charles explained SSE has a 12 month contract with Leeds City Council to promote and deliver eco advice in the South East wedge. (Wilmot Dixon and KeepMoat cover the other two wedges)</p> <p>Phase 1 of the Wrap Up Leeds Eco Scheme was launched in July 2013 and Phase 2 in September. The schemes provide slightly different offers however each is intended to help reduce fuel costs to residents. In the South East Wedge it is calculated 11,000 people qualify for the scheme and currently 1,000 have taken it up.</p> <p>ECO stands for Energy Company Obligations to:</p> <ol style="list-style-type: none"> 1) Home Heating Cost reduction 2) Carbon Saving Community Obligation (CSCO) 3) Carbon Emissions Reduction Obligation <p>The Green Deal finances a range of 35 energy efficiency measures including boiler replacement, cavity wall insulation, loft installation and exterior home protections for private and social housing.</p> <p>The City Council has provided funding to help people on benefits join in the scheme under the assumption that the monthly savings must be greater than the outgoings.</p> <p>Leaflets were handed out at the meeting and anyone wishing to find out more was advised to refer to the leaflets or ring 0113 395 0757.</p> <p>Charles said SSE would like to do a test project in the Garforth area if a terrace of houses indicate a wish to be involved.</p> <p>Q) Can applications come from private homes and individual houses? A) Yes.</p> <p>Q) Do you do cold calling A) No we don't do any.</p>	SSE
5.0	OE Area Committee Winter Warmth – Cllr McKenna	
5.1	<p>This project came of Outer East Area Committees concerns about fuel poverty amongst the elderly. The council is developing its strategy to tackle fuel poverty and this is a local response to the issue.</p> <p>The Project will provide 1,400 winter warmth packs to vulnerable elderly people living in Outer East. The total cost of the project is £21,200 from the following:</p> <ul style="list-style-type: none"> • Outer East Area Committee - £10,000 • Aire Valley Homes Area Panel Budget - £5,000 • Aire Valley Homes Service Improvement Fund - £5,000 • East North East Homes Area Panel - £1,200 	

	The budget will spent £20,800 on packs and £400 on a series of launch events where packs will be distributed and elderly residents receive advice on avoiding fuel poverty. The launch for Garforth will be at Garforth NET on Dover Street on 27 th Jan 2014.	
6.0	Garforth Neighbourhood Plan update – Pete Mudge	
6.1	<p>The most recent Garforth Neighbourhood Plan development meeting was held on 16th January and was well attended by 36 residents and 2 ward councillors. Ian Mackay and Cllr Dobson provided introductions and Ian talked through what is happening nationally and locally as well as what the group could expect to get out of a neighbourhood plan.</p> <p>The meeting was also used as a platform to set up a steering group which will look to get designation of a ‘forum’ and ‘area’ to cover the neighbourhood plan as well as the day to day running.</p> <p>15 people volunteered to be part of this steering group and agreed to meet on 6 April to discuss in detail roles and responsibilities as well as how to move forward. Jacky Simpson has already been identified as being in charge of membership details and arranging meetings and will send out invites for the next meeting shortly.</p>	JS
7.0	Locality Working Update – Simon Norman	
7.1	<p>There have been 284 requests for additional work in the Garforth & Swillington Ward in the last 3 months. This is on-top of scheduled cleaning and other routine work.</p> <p>The hot spots are Smeaton Grove, Wills Lane and Church Lane.</p> <p>There are cctv cameras in certain areas and the Council has 46 hrs to remove fly tipping but if it is hazardous it will be removed more quickly.</p> <p>The dog fouling hotspots are Lady Lane, Church Lane, Ashley Lane and Woodlands Crescent.</p> <p>6 roaming dogs have been found and the owners fined.</p> <p>Q) It was said leaves are building up on Brearlands Lane and causing risk A) Simon will take details about this after the meeting.</p>	SN
8.0	Services for Young People – Glen O’Malley and Sharon Elliott	
8.1	Glen has been appointed Youth Manager for the South East which comprises 11 wards. The Garforth Swillington and Kippax Methley wards between them have had 745 different youth activities and the highest attendance is at the Kippax Friday Night Project which has attracted over 1,000 people. At the opposite end of the spectrum, the lowest attendance is one of the mobile services which attracted 350 young people.	
8.2	<p>It is apparent the projects work well through partnerships with the police, cluster, and asb to help the most challenging young people.</p> <p>Glen said the team is assisted by the Garforth Cluster to whom we provide some funding for additional targeted activities.</p>	
8.3	Sharon explained the cluster covers all feeder primary schools and Garforth Academy. Extended Services provides specialist “family support team” work on referrals to ensure children stay at school and do not become NEETs (Not in Education, Employment or Training) or Social Care.	
8.4	Extended Services also does holiday programmes including 4 weeks during the	

8.5	summer and the October half term. In addition Sharon's team do activities in school to welcome new starters and give them support to settle into secondary school.	
8.6	The summer events attracted 244 participants and the October programme drew in a further 100.	
8.7	Extended Services is now based in Education House at Fusion Court, Garforth. Families of young children attending or about to attend the local cluster of schools can attend the office on Wednesday afternoons.	
8.8	Activities funded have included the football club, dance classes and old fashioned youth activities.	
8.8	Sharon left some information leaflets for people attending the meeting to hand out to anyone they thought could benefit.	
9.0	10 Minute Open Floor	
9.1	HS2 - Ed Cartwright from Swillington Parish Council spoke about the HS2 route which, if it goes ahead, will greatly affect Swillington. Ed said Swillington, Olton and Woodlesford have prepared a combined response and the hope is now that members of the public will also respond through contacting the parish council or the online information details.	EC
9.2	Garforth Christmas Lights 2013 – Martin Eggington from Garforth Lions said the official debrief has not yet been held however the event was generally seen to be a success with one or two considerations for next year's event. The Lions suggestion was to ditch fireworks if the funding could be used in a different way to assist the event. Martin said the fireworks could not be seen by a large section of the audience and they were a long way away from the event.	
9.3	The event attracted a lot more people than in previous years however the stage could do with being moved to a better location where it does not constrict the road. If traders wish to get involved it will be great and even if they could not open their shops they could jolly the street with lights in the windows.	
9.4	Cllr McKenna thanked the Lions for once again overseeing a great event. This opinion was echoed by the Police who said the event had gone well with no problems.	
9.5	Q) The burger van blocked visibility for people exiting the car park. Could the van be moved next year? A) This again was because of where the stage was put. We will ensure this problem does not reoccur at 2014's event.	ME
9.6	Town End - Q) When will the land at the top of Main Street will be opened as a car park and why has it not happened yet? A) There has been a lot of people to await responses from. Highways have confirmed the agreement and the consent is now awaited from the site owner and planning.	
10.0	AOB / Date of Next Meeting	
10.1	The next meeting will be in Swillington on a date to be confirmed dependent on room availability.	All

**Area Chairs Forum
Monday 25 November 2013
Committee Room 1, Civic Hall**

Attendance:

Councillors: K. Bruce, C. Gruen, P. Gruen (CHAIR), S. Hamilton, J. Jarosz, A. Khan, A. McKenna, P. Wadsworth.

Officers: J. Rogers, K. Kudelnitzky, R. Barke, S. Mahmood, S. Warbis.

Minutes: J. Sharp

Attending for specific items: Cllr L. Mulherin, Ian Cameron, Gary Bartlett, Sally Wimsett, Chief Superintendent Paul Money, Liz Jarmin

Item	Description	Action
1.0	Apologies	
1.1	Cllr Javaid Akhtar, Cllr Angela Gabriel, Cllr Gerald Wilkinson, Jane Maxwell.	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 4 October 2013 were agreed as an accurate record.	
2.2	<u>3.12 of previous minutes - Highways</u> Gary Bartlett, Chief Officer Highways & Transportation, was invited to the meeting and is on today's agenda.	
2.3	<u>4.0 of previous minutes - Area Lead Members</u> Cllr P. Wadsworth expressed concerns over potential duplication of roles, particularly where active sub groups were taking work forward. It was suggested that future meetings of lead members should be put in diaries for the full year.	
2.4	<u>5.7 + 5.11 of previous minutes - Communications</u> Cllr P. Gruen noted that the idea behind changing the name / format of the Area Committees is to make them more accessible and meaningful to the public. Cllr A. Khan raised the issue of press releases. James Rogers suggested revisiting the protocols in light of the new Area Lead Member roles. Cllr P. Gruen encouraged press releases from Area Chairs and Area Lead Members to highlight the activities of Area Committees.	
2.5	<u>7.1 of previous minutes - Health</u> Cllr L. Mulherin and Ian Cameron were invited to the meeting and are on today's agenda.	
2.6	<u>7.3 of the previous minutes - protocol for recording meetings</u> Sarn Warbis emailed the draft protocol for recording Area Chairs committees to all Area Chairs. Comments were forwarded to Andy Hodson on 4 October 2013. It was pointed out that further guidance / regulation was likely to come from central government and that Leeds City Council will need to develop their own arrangements in light of this.	
3.0	Public Health	
3.1	Cllr L. Mulherin distributed copies of 'Revised Proposals to Strengthen Area Health and Wellbeing Arrangements 2013-15'. This paper contains proposals to strengthen the Area Health and Wellbeing arrangements. Each Area Committee has identified a health lead; the three Area Support teams have an area Public	

Health team working closely with them.

- 3.2 Cllr P. Gruen asked what the key issues were. Cllr L. Mulherin mentioned the Joint Health and Wellbeing Strategy. Key commitments are: longer and healthier lives (i.e. address lifestyle via a reduction of smoking, a reduction of alcohol consumption and increasing exercise; mental health and wellbeing; health related aspects of healthy and sustainable communities).

There is also a desire to work more closely with Children's Centres which currently fall outside the NHS health remit and also to support older people to live independently.

- 3.3 The health agenda links closely with other agendas such as tackling poverty and worklessness and there needs to be coordination across agendas and links between the different boards and themed partnership arrangements.
- 3.4 Different arrangements exist in different areas to meet local needs. This is a sensible approach but there needs to be sharing of successes and good practice between the areas.
- 3.5 Ian Cameron noted that there needs to be a contribution made towards city priorities at an area level and to align local issues. The Area Lead Members will be crucial to provide feedback on the impact of initiatives at a local level.
- 3.6 Cllr L. Mulherin said it was important to forge effective working partnerships between the council, NHS, other partners and the third sector. Cllr L. Mulherin asked for examples of where collaboration is not working well, to be reported back to her.
- 3.7 Cllr A. McKenna mentioned an audit of GP practices in East Outer Area Committee and frank discussions were taking place over local issues. Because the role of the Area Lead Member for Health covers such a wide scope, in East Outer they are concentrating on one or two key issues at a time and will move on to other areas in turn.
- 3.8 Cllr C. Gruen said that a working group has been set up in West Inner which involves GPs, other health professionals and youth workers, to try explore local connections and determine shared local priorities.
- 3.9 Rory Barke mentioned work in East to co-produce facilities with GPs and the third sector. They are also investigating a possible centre for excellence in East Leeds. There is also work to encourage people with coughs to go for a health check-up at Seacroft Hospital.
- 3.10 Cllr P. Gruen asked Ian Cameron if there might be any funding to support the Area Support teams. Ian Cameron mentioned that the majority of local funding is towards commissioned services and there is still some uncertainty over the role of the local authority relating to this. Commissioning options will be looked at and Area Committees should have some role in this in the future.
- 3.11 Cllr L. Mulherin noted that a lot of work is commissioned via the third sector and that there might be an opportunity for Area Lead members to review the success of current contracts to inform future decisions. Rory Barke added that investing in the third sector is an important part of building effective neighbourhoods and that local Cllrs have a contribution to make with this agenda.

4.0 Highways

- 4.1 A briefing note was distributed with the meeting papers: 'Highways Local Road Maintenance Programme'. Gary Bartlett explained that the purpose of the paper is to outline the process of consultation for the highway maintenance local road programme for 2014/15 (and beyond) and to ensure that the delivery of the programme during 2014 is aligned to local needs.
- 4.2 Gary Bartlett explained that Highways assigns a three-year programme of road maintenance. He explained that it is difficult to plan beyond three years because the maintenance priority of roads will change during this period, i.e. a road not on the three year plan might become high priority by the end of that period due to general deterioration and /or the weather. Maintenance teams will carry out a visual / technical examination and road maintenance is listed by priority need. There is, however, flexibility for members to change the order / priority of repairs and their input is sought each year on this basis
- 4.3 Cllr P. Wadsworth questioned the strategy for kerbs when roads are repaired. He feels that good kerbs are often removed unnecessarily. Also members need more information on when remedial work will be completed to be able to keep residents up to date.
- 4.4 There was a discussion about potholes. Cllr P. Gruen felt that the general public perception was that potholes are repaired inadequately. Gary Bartlett said that budget restrictions limit the scope of some repairs and that some maintenance work is carried out to tackle immediate issues and not long term solutions. Dangerous potholes are given a temporary fix within 24 hours of being reported. More permanent repairs can mean work taking place on much larger areas of road and therefore need to be planned.
- 4.5 Cllr A. Khan expressed concerns that not enough consultation appears to take place, regarding the road maintenance lists that are sent to Cllrs.
- 4.6 Both Cllr C. Gruen and Cllr S. Hamilton expressed concerns at the length of time it takes to get a response when issues are raised. Sometimes, there is no response at all. Gary Bartlett said that the performance indicators for his teams' response times to correspondence are 90% to 100% so he wants to get to the bottom of why these figures do not seem to be reflective of the experiences of members at the meeting. Gary Bartlett asked members to provide him with names of officers / areas in Highways Services where response times are slow.
- 4.7 Cllr P Gruen feels there is a disconnection between the local agenda and the strategic agenda, e.g. resident parking schemes which residents appear to prioritise but for which there is no central budget. Gary Bartlett explained the limited traffic budgets that are available for this type of work which in recent years has been threatened with removal altogether, until it was pointed out this was the only source of funding to pursue locally important traffic schemes. Demand for this type of work far outstrips the funding available.
- 4.8 Members reported that it appeared that the Highways Service was unwilling to engage with members. Gary Bartlett explained that this clearly was not the case and that work is currently taking place with Cllr Taylor and Cllr Lewis about the perception of the service and how best to improve this. Senior staff are available for joint site visits and/or meetings to discuss local issues and priorities if that would be helpful to members.
- 4.9 There was a general consensus from Area Chairs that Area Committees need to be more involved, local knowledge needs to be utilised and that Cllrs need to be consulted earlier.
- 4.10 Members also mentioned that decisions need to be taken that will future-proof

Area Chairs

new estates that are being built to prevent the Council funding works at a later date. Gary Bartlett explained that his Transport Development Services team sought to secure appropriate levels of funding from developers but there was increasing tension and pressures to securing funding and allowing development to take place. Members were not aware of any pressures that had come through planning panels on such matters.

- 4.11 It was agreed that Gary Bartlett would attend a future meeting with Cllr P. Gruen and Area Leaders and that he would return to a future Area Chairs meeting to provide a further update.

**Gary
Bartlett**

5.0 A New Approach To Locality Working

- 5.1 A report was distributed with the meeting papers: 'Developing a new approach to locality working'. Sally Wimsett provided an overview of the report and explained that it is linked to the report going to Executive Board next month on approaches to tackling issues of poverty and deprivation in Leeds.
- 5.2 A discussion took place about the naming of what will replace the Area Committees. Even though 'Community Council' was generally endorsed, it was acknowledged that there may be issues with this term as it already has a formal definition relating to Parish and Town Councils. The title of "community Committees" is currently being considered. Full Council will ultimately make a decision on the name but the public and others will have a chance to make recommendations.
- 5.3 There was discussion about the timing and content of future Area Committee meetings. There is a proposal to reduce the number of formal meetings to 4 per year and to consider theming the meetings around specific issues or areas of work. Community engagement is more successful at a neighbourhood level and a variety of "community conversation" events will be scheduled at a neighbourhood level.
- 5.4 James Rogers felt that the new format Area Committee meetings will not necessarily be the main forum for community consultation. He suggested that each Area Committee should create an engagement plan with community consultation events arranged through the course of the year. He suggested an overall city-wide brand with a local element, i.e. Citizens@Garforth; Citizens@Bramley; etc. The brand would need to have a strong visual / photographic element to it.
- 5.5 Principles, based on discussions with Area Chairs, will be taken to Executive Board in December with further consultations taking place in the new year.
- 5.6 It was felt that if there was to be a reduction in the number of formal meetings, these would need to be planned and scheduled in advance to ensure agendas were split evenly across the year, and to enable themed discussions to be planned.
- 5.7 Other considerations discussed included: reducing the level of bureaucracy; a consistent use of language; adding decision bullet points to papers; inviting the appropriate officers to meetings; clear recommendations in reports; balancing Area Officer time in supporting meetings and carrying out work on the ground; clarifying the logistics of where any sub-groups report to.
- 5.8 It was felt that recommendations relating to the new name, branding and frequency of meetings should have support from all 10 Area Chairs to ensure that a consistent view is taken for wider consultation.

6.0 Leeds Police Changes

6.1 Chief Superintendent Paul Money attended with Liz Jarmin, and gave a presentation on 'Leeds District Proposed Neighbourhood Management Operating Model'. Copies of the presentation were also distributed at the meeting.

6.2 The main focus of the presentation related to Leeds moving from three police divisions to one. The drivers for this change are to: improve force performance; increase public trust and confidence which has decreased in the last twelve months; provide clearer service delivery and accountability particularly in relation to standards; introduce new operating structures underpinned by improved partnership working; change cultures by embedding a shared ambition; deliver financial efficiencies by making savings of £70m in West Yorkshire across three years.

6.3 A key element of the changes are about making resources much more responsive by changing how officers work and where they work from, i.e. basing officers in the heart of the community, perhaps in other community buildings such as council offices / libraries / etc.

A key factor is to change the police force from being a very reactive organisation to one that is proactive and deals with the issues of crime instead of the aftermath of crime. Examples of this flexible working will include: changes to working patterns of 999 call centre staff; more resources being provided to city centres on Friday and Saturday night; city centre staff perhaps being allocated to outer areas on quieter mid-week days.

6.4 There was reassurance given that there would be no reduction in front line policing. There would be streamlined leadership with links strengthened between the police and services such as Children's Services. There will be 11 Safer Neighbourhood Areas. One covering the city centre and 10 matching the Area Committee geography.

6.5 Closer links with Area Committees can be established through inspector led teams and Area Committees can have a role in providing leadership and accountability at the local level. Area Committees will also be able to work together with the police to improve performance at a local level.

6.6 Three locality areas will be established which will provide clear links with ASB teams, families first and locality working Area Teams.

6.7 There was a general discussion about possible plans / changes for current police stations and other locations police officers could work from. This also included discussions of government proposals for tri-service venues where the police, fire and ambulance services operate from the same building. Currently, there are no set plans.

6.8 A needs and demands based analysis of every ward has taken place and data is now being analysed. Partnership asset mapping is taking place. Consultation with Area Committee Chairs and Community Safety Area Lead Members is taking place during November and December and consultation with the ten Area Committees will take place through the Locality Chief Inspectors during January 2014.

7.0 Any Other Business

7.1 Rory Barke passed on some information via Cllr G. Wilkinson. He noted that Environmental Services and Parks & Countryside had pulled out of an Area Committee meeting with an environmental theme. There has also been a

withdrawal of a bi-annual report to the Area Committee. There was a suggestion to introduce an SLA to counter this in the future.

7.2 Jonathan Sharp will be replacing Sarn Warbis as facilitator of future Area Chairs Forums.

8.0 Date of Next Meeting

8.1 Monday 20 January 2014, 1.30pm to 3.30pm, Committee Room 1, Civic Hall

Report of the Assistant Chief Executive Citizens and Communities

Report to Outer East Leeds Area Committee

Date: 11th February 2014

Subject: Well Being Budget (Revenue) 2013/14

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Garforth & Swillington Kippax & Methley Temple Newsam Cross Gates & Whinmoor		
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 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. This report provides details of the Well Being Budget available for Outer East in 2013/14. The report details commitments, agreed funding streams and recent funding requests.

Recommendations

2. Area Committee is recommended to:

- Note the content of the report
- Award £20,000 to Swarcliffe Good Neighbours Scheme to fund a gardening service in 2014
- Award £4,000 to Leeds City Council Highways Service to cover the cost of a HGV ban on Coal Road/Redhall Lane/Skelton Lane

1 Purpose of this report

- 1.1 This report provides details of the Well Being Budget for Outer East in 2013/14 and details commitments, agreed funding streams and details of new funding requests.

2 Background information

- 2.1 The Well Being Budget allocated to Outer East for 2013/14 is £185,220. The carry over figure from 2012/13 is £22,000 providing a total budget of £207,220.
- 2.2 The budget had one commitment of £33,649 to fund the annual cost of its 11 LeedsWatch CCTV cameras.
- 2.3 Area Committee has previously agreed the following funding streams:
- **Small Grants Budget of £5,000** - supporting local projects with a maximum grant of £500
 - **Skips budget of £5,000** – for use by community groups, in bloom groups, Parish Council's etc. for community clean up's
 - **Tasking Teams budget of £10,000** – this to be shared evenly amongst the tasking teams (£2,500 per ward) for community safety and environmental projects
 - **Communications budget of £2,000** – to pay for the cost of room hire for meetings/forums, refreshments costs etc.
- 2.4 It also agreed to fund the following projects: older persons week, cricket coaching for youngsters, Christmas lights and switch on events, summer activity programmes for young people, funding for 'in bloom', support galas and provide a worker to support luncheon clubs in the villages. The remaining budget supports project work across all Outer East Wards.

3.0 Main Issues

3.1 Gardening service for the elderly 2014

- 3.1.1 Area Committee has funded a gardening service for elderly and disabled residents since 2004, initially through community service teams, then through Groundwork Leeds and more recently through Swarcliffe Good Neighbours Scheme (SSGNS).
- 3.1.2 The project guarantees one free cut for eligible residents and after that stays in contact with residents and offers a follow up service at a rate of £13.50 per hour.
- 3.1.3 A target of 400 gardens completed with no charge has been set previously and this target has either been met or near met. Feedback from residents receiving this service has been very positive with a 100% satisfaction return from surveys. The average cost per garden completed free of charge is £73.
- 3.1.4 This project meets the following priorities of the Outer East Area Committees Business Plan:
- Vulnerable members of the community are able to live independently at home for longer
 - Neighbourhoods in Outer East are clean and attractive.

3.2 Coal Road/Redhall Lane/Skelton Lane – HGV ban

- 3.2.1 The funding is required to carry out the consultation, design and advertisement of a scheme to introduce a 7.5t HGV restriction on sections of Coal Road, Red Hall Lane and Skeltons Lane, to address the concerns of the local residents regarding the volume of HGV traffic travelling through this residential area rather than using the main A58, A6120 and A64 routes.
- 3.2.2 The issues of heavy goods vehicles using these routes as a rat run have been raised as a real concern to local residents at The Whinmoor Forum on a number of occasions.
- 3.2.3 The traffic levels will be monitored both before and after the project by means of traffic surveys to gauge the volume of HGVs using Coal Road, Red Hall Lane and Skeltons Lane, and the level of success of the scheme.
- 3.2.4 The work will start immediately on approval by Area Committee.
- 3.2.5 The project meets the following priority of the Area Committee Business Plan:
- Residents in Outer East are safe and feel safe

3.3 Small Grants

- 3.3.1 The small grants awarded to date from the 2013/14 budget are detailed on **appendix 1**.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 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.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 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.
- 4.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

4.3 Council Policies and City Priorities

4.3.1 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

4.4 Resources and Value for Money

4.4.1 There is no new resource implications as a result of any projects detailed within this report. In all requests for funding from Area Committee applicants are asked to consider value for money during the application process.

4.5 Legal Implications, Access to Information and Call In

4.5.1 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.

4.5.2 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are no longer eligible for call in.

4.5.3 There are no key or major decisions being made that would be eligible for call in.

4.6 Risk Management

4.6.1 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.

5 Conclusions

5.1 The report provides information on how the well being budget 2013/14 has been allocated against funding streams and details projects funded to date.

5.2 The report also recommends that Area Committee approves two new projects.

6 Recommendations

6.1 Area Committee is recommended to:

- Note the content of the report

- Award £20,000 to Swarcliffe Good Neighbours Scheme to fund a gardening service in 2014
- Award £4,000 to Leeds City Council Highways Service to cover the cost of safety work at Coal Road

7 Background documents

7.1 There are no background documents.

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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Appendix 1 - Outer East small grant position as at 28 January 2014

Cross Gates & Whinmoor ward		Ref	Status	£
CROSS GATES & DISTRICT GOOD NEIGHBOURS	Christmas Drop In Party & Christmas Day Lunch for their most isolated older people	OE/13/07/S	Approved	487.50
SWARCLIFFE GOOD NEIGHBOURS	Fundraising sub-committee	OE/13/09/S	New	500.00

987.50

Garforth & Swillington ward		Ref	Status	£
GT & LITTLE PRESTON IN BLOOM	Floral display improvements	OE/13/08/S	Paid	472.00
GARFORTH HISTORICAL SOCIETY	Speaker fees	OE/13/11/S	Approved	280.00

752.00

Kippax & Methley ward		Ref	Status	£
GROWING ZONE	Training for placements	OE/13/03/S	Paid	500.00
LEDSTON PARISH COUNCIL	Ledston in Bloom floral displays 2013	OE/12/12/S	Paid	500.00
KIPPAX UNITED JUNIOR FOOTBALL CLUB	Set-up of new club	OE/13/10/S	Approved	490.00
YORKSHIRE WILDLIFE TRUST	Dragonfly Day at Lechmire Pastures in Allerton Bywater	OE/13/12/S	Going through approval process	426.00

1,916.00

Temple Newsam ward		Ref	Status	£
ZEST Health For Life	Jam making project	OE/13/01/S	Paid	395.00
COLTON INSTITUTE	Heating system	OE/13/02/S	Rejected (retrospective)	-
STARLIGHT DANCE ACADEMY	Ballet equipment	OE/13/04/S	Rejected (no response)	-
HALTON IN BLOOM	New planters	OE/13/05/S	Paid	500.00
COLTON INSTITUTE	Main Hall refurbishment	OE/13/06/S	Paid	490.00

1,385.00

Total budget: £ 5,000
Current grant £ 5,041
total: 5,041