

**MINUTES
OUTER WEST AREA PANEL MEETING
4.30pm AT WESTFIELD CHAMBERS
WEDNESDAY 5TH JUNE 2013**

Attendees:

Area Panel Members:

John Aubery	JA
Lydia Appleby	LA
Corrine Brown	CB
Marjorie Cook (Chair)	MC
Brian Falkingham (Vice Chair)	BF
Sheila Mecklenburgh	SM
Councillor R Lewis	RL
Councillor R Wood	RW

Officers:

Sharon Guy: Area Performance Manager	SG
Steven Towler Community Involvement Project Officer	ST

Tracey Thorpe: Minutes

- | Action |
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| <p>1.0 Apologies and Introductions: Introductions were made. No apologies.</p> |
| <p>2.0 Minutes of the Previous Meeting held on 3rd April 2013 and Matters Arising.
No matters arising all agreed a true record.</p> |
| <p>3.0 <u>Budget Sheet</u>
SG commented on the budget sheet showing the two bids that had been previously approved.</p> |
| <p>4.0 <u>Customer Involvement</u></p> |
| <p>4.1 <u>Area Panel Bids</u>

<u>Area Panel Bid No 11. Stonebridge Grove Gates. Approved. £948.15</u>

This bid is submitted by Julie Quinn on behalf of the residents to install 2</p> |

green palisade gates to the entrance of block 33-43 + 45-55 Stonebridge Grove Farnley.

The flats are being let to families with young children. To install gates would make the communal gardens more enclosed and give a safer place for the children to play. This would also prevent unwanted guests and dogs venturing into the communal gardens.

Consultation has taken place during home visits on the block of flats as well as on estate grading's when attendees have commented on how gardens could be better used; if the gardens were a safer place for residents and their children to spend time in.

The panel all agreed to approve this bid.

Area Panel Bid No 13. Gamble Hill Communal Area. Approved
£5,000.00

This bid is submitted by Melika Lewis on behalf of the Gamble Hill tenant and resident group.

The Gamble Hill tenant and resident association are keen to develop a project to promote more community cohesion on their estate and tackle anti-social behaviour.

The proposal is to create a safe recreational area which will appeal to all members of the community thus encouraging socialising and community cohesion.

The tenants particularly in the high flats have experienced anti social behaviour, vandalism and youth nuisance. When spoken to, young people said they had nowhere to go to meet their friends.

The project is inspired by the very successful Farnley Green project delivered 2 years ago with the support of the Outer West Area Panel.

The contribution requested from the Area Panel is £10,000.

The panel agreed to part fund the project with £5,000.00 on the understanding that this project is to be delivered before December 2013 as they do not want to be left with an underspend.

Panel members approved the bid and agreed that a condition should be stipulated that funding has been allocated and the scheme has to start as soon as possible otherwise this would be suspended.

Area Panel BID No. 14. Bin Storage Heights Drive. Approved £4,168.00

The bid has been submitted by Melika Lewis (Neighbourhood Management Officer) on behalf of the customers residing at the Heights Drive complex.

This project will not only benefit the tenants residing at the Heights Drive complex it will also make refuse collection an easier process, as currently the refuse collectors do not have an appropriate collection/access point, consequently, causing missed collection, fly tipped/ accumulated waste that is unsightly and potentially at risk of being deliberately set on fire by vandals in the area.

The proposed plan is to construct a purpose built enclosed bin storage and recycling area for Heights Drive flats 175 to 197.

Melika Lewis has conducted consultations using a door knocking exercise to numerous tenants residing at the Heights Drive complex regarding the proposal which has been received positively.

All of the customers consulted are in support of the bid.

SG reported that with the bins outside the property it is a fire risk and with the bin storage area sited away from the properties, this will be safer.

MC raised concerns that youths would be able to hide behind the storage area, and that it would be better to have a visual area with railings around. Other panel members agreed with MC that railings would be better. SG stated she would speak to ML regarding the railings.

The panel approved the bid.

Armley Fun Day £1,450.00

SG informed the panel the information that they had received in the pack is not a bid for Outer West. An Area Panel Bid had been received from David Boutle on behalf of the organising committee of the Armley Fun Day to the Inner West Area Panel. The Inner West panel is asking if the Outer West Area Panel would be prepared to contribute towards half of the funding; as they feel that members of the public from the Outer West area will also visit the fun day.

MC and other members of the panel felt that that this bid did not benefit tenants and are not prepared to part fund the day; as the panel feel with budgets being tighter this year they will need their funding to support the Outer West bids that will come to the panel in the future months.

A vote was carried out and the decision was not to approve any funding from Outer West.

4.2 Update on Previous Bids.

SG reported that a cheque has now been arranged for the AP86 bid Cow Close LS12, which was approved in February for equipment for the community centre.

The work has also started to take place on the AP85 bid at Washington Place LS13 concerning the small barrier.

JA raised concerns that the AP Bid 01 for the locks at Dawson's Corner has still not come to the panel when he submitted all the information in February. SG informed JA that the entire bid was not ready to come to the panel and that a member of staff would be contacting JA to arrange a visit to discuss the bid.

SG informed the panel regarding the budget. There is £25,000.00 for Revenue, unclear at the moment what the Capital is and will inform everyone when the information is given to her. Presently the area spends for Outer West is not over budget.

4.3 Community Engagement and Inclusion Team Report.

ST circulated a draft programme of the Community Involvement Week - Activities that will run from the 8th to 13th July 2013

Last year the programme had gone very well with staff and customers taking part in events. If anyone would like to be involved in any of the events for this year can they please contact Lee Wright in the Customer Involvement team who is leading on the programme of events.

ST reported on the CE& I Team update, currently there are no community fund bids from the Outer West.

Involving Diverse Tenants: the forums are run twice a year for each of the top 6 languages other than English requested by our customers.

These are Arabic, Farsi, Kurdish, Polish, Tigrinya and Urdu. The take up at these forums has been low. The Diversity Project Officer will be attending local groups within the local areas that represent these forums.

If anyone has any suggestion of particular groups in your area please can you pass on the details to the Diversity Project Officer.

Tenant Scrutiny

The Tenant Scrutiny Executive have received an Action Plan from the Repairs and Maintenance Team outlining their response to their report on Property Security and their proposals for implementing the recommendations

Copies of the report and Action Plan will be available on the WNWHL web site or on request from the Community Engagement & Inclusion team once

the Action Plan is agreed.

In June the Tenant Scrutiny Executive will be meeting with representatives of the Board of WNWHL to agree the future topics for Scrutiny. This will be done using customer satisfaction levels and performance information.

Membership of the Tenant Scrutiny Executive has increased to 9 following a further round of recruitment. A decision on recruitment for November 2013 has yet to be made in light of the ALMO Review.

Further reports will continue to be brought to the Area Panel as scrutiny progresses.

Tenant and Resident Associations

There are currently seven active and recognised Tenants & Residents Associations representing residents in the Outer West area. They are: Bawn Tenants & Residents Association, Dawson's Corner Tenants Association, Gamble Hill Residents Association, Greenside Tenants Association, Marsden Court Residents Association, Rycroft High Rise Residents Association and The Heights East/West Residents Association.

In May we met with Committee members of Bawn TRA as part of the Annual Support Visit. The Association, working together with WNWHL and other partners are really helping to make a difference in their community. Earlier this year residents and children from Lawns Park primary school planted bulbs on the village green and the Committee were also successful in having handrails installed on steep communal steps. Future Association plans include working with the local Councillor and Highways to try and establish a 20mph speed zone and a project with Groundwork Leeds to develop a play area.

We have recently renewed our partnership agreement with West Yorkshire Community Accounting Services (WYCAS) who provide account preparation, checking and advice services free to Tenants and Residents Associations. The Board of Directors of WNWHL has recently approved a series of recommendations to further safeguard both Council funds and help protect Committee members. One of the recommendations is that all Residents Associations who wish to receive funding from WNWHL will have their accounts checked by WYCAS. Letters have been sent out to all 28 Associations who we currently work with to explain this change.

Area Representatives

Area Representatives are individual residents who represent tenants and leaseholders in a defined area and act as a link between WNWHL and the local community. Area Representatives are invited to regular meetings to receive up to date information and support in their role. The five Outer West areas currently represented by Area Representatives are: Brookleigh, Minster Flats, Whingate Green, Whingate Court and Whincover Grange.

Sheila Mecklenburgh is the Area Representative who works tirelessly on

behalf of the residents of Whincover Grange. Sheila has worked with the housing office to help stop food being thrown from the balconies which had been attracting mice and Sheila has been influential in helping to make residents feel safer in their lifts, following the fitting of a voice response alarm which alerts engineers when activated.

5.1 Local Performance Framework Update SG.

SG reported that on one estate in Wortley the litter and dog fouling has been a problem and has been passed on to the relevant department of Leeds City Council. SG stated that one of the indicators on the report was in red and should be in green as 80% of our customers have been satisfied with the overall service.

JA commented that it would be useful to have figures presented to back up the percentages so that a comparison could be made.

SG stated that the report states the areas that figures are taken from are Pudsey & Wortley.

Action days have been planned with the Locality Teams within Leeds City Council that will take place during the year looking at various issues tackling hotspot areas. One action day has taken place already with good results.

Local Schools are raising the awareness with children in keeping the environment clean and school children will be coming along to look at how we inspect the estates.

6.0 Any Other Business.

MC asked if everyone could give her their contact details as she has no records, a sheet was passed round.

BF is going to be putting a compliment into WNWHL as a piece of land near Rycroft Green is always having items fly tipped and within five days of reporting it the area was cleared up.

7.0 Date and Time of Next Meeting.

Wednesday 7th August 2013 4.30pm at Westfield Chambers