

ATTENDANCE	
Cllr Karen Renshaw (Chair)	Ward Councillor
Cllr Stewart Golton	Ward Councillor
Mike Holdsworth	Aire Valley Homes
Tom Smith	South East Locality Manager
Paul Spandler	Service Manager
Aretha Franklin	Area Officer
Light Addaquay	Area Support Officer

1.0	Welcome and Introductions	ACTION
1.1	<p>Everyone was welcomed and introductions were made. Cllr. Renshaw chaired the meeting. Membership was confirmed following the last Area Committee.</p> <p><u>Environmental Sub-Group</u></p> <p style="padding-left: 40px;">Councillor R Finnigan Councillor S Varley Councillor K Renshaw Councillor K Bruce</p> <p>It should be noted that Ward Members can nominate a substitute if they are unable to attend.</p>	
2.0	Apologies	
2.1	Cllr. Karen Bruce	
3.0	Minutes of the last meeting	
3.1	The minutes of the last meeting were agreed as an accurate account.	
4.0	Matters Arising	
4.1	Councillor Renshaw proposed the time of the meeting be changed to 4pm and the venues alternated across the various wards. Rothwell One Stop Centre to be considered for the next meeting and St. Gabriel's Community Centre thereafter.	LA
4.2	(4.3) Mike tabled the description for the Contract Mobilisation Manager. Light to circulate to the group.	LA
5.0	Service Level Agreement	
5.1	Tom Smith reported that Outer South Area Committee had approved SLA2. The outcomes of the workshop have now formed part of the new SLA and the basis of ward based priority plans.	

5.2	<p>Tom tabled the Draft Key Performance Indicators on the following: Priority Areas, Ward based Measures, City wide measures, Internal Service measures and qualitative feedback.</p> <p>The group welcomed the KPIs and discussed its contents. Further discussion included looking at the KPIs and seeing that it is fit for purpose, have structured actions re ginnels and feedback to the group re ward based issues.</p>	
5.3	<p>Dedicated enforcement/education patrols resources will be prioritised and directed at priority areas at ward level: - full assessment carried out on priority areas where there are reoccurring issues. These will be addressed depending on whether the issues identified require behavioural or enforcement actions. Patrollers will in addition be carrying out baseline customer satisfaction surveys.</p>	
5.4	<p>Litter bin replacements/new sites: - Cllr Renshaw mentioned that she has noticed quite a number of litter bins missing their side panels. Tom said it was a result of badly designed bins. He reported 110 new bins had been procured, however this had led to depletion on the budget.</p> <p>Mike Holdsworth said AVHL may be able to contribute towards the costs of the new bins if a valid business case can be put together, he added this will have to be within the AVHL areas.</p> <p>Cllr Golton mentioned that the frequency of emptying the bins needs to be looked at as there are issues around overflowing bins in certain areas such as commercial street.</p>	
5.5	<p>Priority ginnels for programmed cleansing/maintenance: - Cllr Golton stressed the importance of having a programme for cleaning ginnels and a description of the perceived problem and a list of actions that need to take place.</p> <p>Mike added that AVHL has a service standard agreement with their customers and part of this shows what is and what isn't acceptable. Cllr Renshaw pointed out that there were still issues around enforcement and ownership. Mike mentioned that AVHL could 'adopt' some of the 'orphan ginnels' within reason.</p> <p>It was agreed main issues around ginnels are generally overgrown vegetation and hedges.</p>	
5.6	<p>Equipment Needs: various options have been explored to assess which type of equipment is needed where and how best to deploy them. Mechanical in some areas barrels in others and litter picking in certain parts. Once that has been established, members will be informed.</p> <p>Cllr Renshaw mentioned if the Lowry in Bloom group could be given support. Tom said support can be given with bags collection.</p>	

6.0	Enforcement Review	
6.1	Tom reported that there is currently a review underway looking at the enforcement structure, once the job descriptions and costs implications have been agreed members will be informed.	
7.0	Dog Fouling	
7.1	<p>Members will receive an update on work to date by the enforcement service and have an opportunity to direct on the priority areas for the patrols to target.</p> <p>Cllr. Renshaw asked if there was data available on ward level with regards to how many dog fouling fines that had been issued and what sort of revenue is being generated to the effect.</p> <p>Tom Smith confirmed that has been about 16 fines issued in the last 6 months, but currently not a money spinner. He also added that the more partners get involved the more fines can be issued and that the patrols itself does deter the perpetrators.</p>	
8.0	Any Other Business	
8.1	None	
9.0	Date of Future Meetings	
9.1	<p>Future meeting dates:</p> <p>Wednesday 24th October 2012 - Rothwell One Stop Wednesday 20th February 2013 - St Gabriel's Youth Centre</p> <p>Please note change in meeting times from 11:30am to 4:00pm and for venues to rotate around the Outer Wards.</p>	