



**MINUTES**  
**OUTER WEST AREA PANEL MEETING**  
**5.30pm at Westfield Chambers**  
**Wednesday 10<sup>th</sup> October 2012**

**Attendees:**

**Area Panel Members:**

Kevin Sharp (Chair)	KS
Brian Falkingham (Vice Chair)	BF
Margaret Rimington	MR
Lydia Appleby	LA
Marjorie Cook	MC
Corinne Brown	CB
David Atkinson	DA
Paul Tucker	PT
Cllr Ron Wood	CllrRW
Cllr Richard Lewis	CllrRL
Sheila Mecklenburgh (as an observer)	

**Officers:** Sharon Guy - Area Performance Manager Wortley/Pudsey SG  
 Lee Wright - Resident Involvement Project Officer  
 Dawn Appleyard – External Funding Officer  
 Elaine Rey – Senior Project Officer, LCC  
 Jo Hall - Project Officer, LCC  
 Charlotte Jones – minute taker

**1.0 Apologies for Absence:**

- 1.1 Apologies received from Valerie Beaumont.
- 1.2 KS welcomed Paul Tucker to the panel

**2.0 Minutes of the Previous Meeting Held on 8<sup>th</sup> August 2012 and Matters Arising**

- 2.1 The minutes of the previous meeting were recorded as a true record.
- 2.2 Item 5.99 of the last minutes: AP09 2012 – the indication was that the other Area Panels had approved the same bid but this is not the case so it has been brought back to this meeting. A vote was taken and it was decided to withdraw the bid.
- 2.3 Item 7.2 – website – the issues have been raised with marketing and the website is a work in progress.
- 2.4 Item 7.5 – CCTV – this bid was underestimated but as CllrRW understands it is still going ahead. The money is committed but we cannot pay upfront, only when the work has been completed.

**Action**

### **3.0 Area Panel Training**

3.1 Results from a recent satisfaction survey carried out on members of various customer involvement groups showed that satisfaction levels had dropped for the Area Panel members. It was felt that training was an issue and therefore we will be providing further training on Performance and Equality and Diversity. SG asked that members arrive half an hour before the next meeting to attend a training session.

### **4.0 Arms Length Management Organisation Review (LCC)**

4.1 The current contract between the ALMOs and LCC runs out on 31<sup>st</sup> January 2013 and so now is a good time to revisit it and to find out what is working and what isn't within the ALMOs. A report will be put in to recommend that the contract is extended for up to 12 months.

4.2 LCC are currently going through a consultation period and would like WNWhL customers to feedback what their views are.

4.3 Our CEO will be putting in a submission on the 22<sup>nd</sup> October 2012 and a report will be submitted by 12<sup>th</sup> December to outline the options, however, these options have not yet been put together as these will come from consultation from residents.

4.4 There was concern within the Area Panel that if we were to become one ALMO, we would lose our local identity. Also members were worried that there would be different staff and the relationship between WNWhL and its residents would be lost.

4.5 There were some very positive comments about the WNWhL staff and members felt that things were starting to go right after 18 months. There was also concern that if there were to be one ALMO then the whole operation would become vulnerable.

4.6 Members especially didn't want the ALMOs to be dissolved for the operation to go back to LCC but this could be an option. If this were to happen, there were worries that a lot of good staff members would be lost and that LCC wouldn't listen to residents. Some of the Area Panel members felt that if the operation were to go to LCC then they would lose the support of the residents.

4.7 If there are any further comments, they are to go to SG so that she can forward them on.

### **5.0 Capital Expenditure**

5.1 It was queried why there was no report for this meeting or anyone to represent the department.

### **6.0 Customer Involvement**

## 6.1.0 Area Panel Bids

### 6.1.1 AP47 2012 New Street Grove bin area

There are currently no recycling facilities at New Grove and, as the residents are elderly, they are either leaving bags of rubbish out or not recycling at all.

#### **AP47 2012 Approved**

### 6.1.2 AP55 2012 47-69 Farrow Vale fencing

#### AP56 2012 15-37 Farrow Vale fencing

#### AP57 2012 1-3 Farrow Road fencing

#### AP58 2012 30-44 Farrow Road fencing

KS left the room while the four bids from AP55 2012 to AP58 2012 were discussed. It was decided by the panel that they needed to take into consideration all four bids as one as they didn't want to approve some and not the others as they are all for Farrow Vale/Road. It was also felt that the cost might be reduced if the works were ordered for all four bids.

The hedging around the Farrow Vale and Farrow Road area is damaged and unsightly. It is difficult for the elderly residents to maintain and also there are ASB issues with drug addicts hiding behind the hedging.

#### **AP55 2012, AP56 2012, AP57 2012 and AP58 2012 all approved.**

### 6.1.3 AP51 2012 Rycroft Towers fencing

BF, MC and DA left the room while this bid was discussed.

Some earlier fencing work has been carried out at Rycroft Gardens and Green and the residents are wanting an enclosure in anticipation from funding from the Big Lottery Fund for a garden.

The Area Panel felt that they didn't want to approve the bid on the information that they had as they would be funding a fence that had nothing in it. It was mentioned that there were also ASB issues but this wasn't in the report. The Area Panel members would have liked more information, photo's and a plan to be included in the report. On this basis it was decided to defer the bid until the next Area Panel meeting.

#### **AP51 2012 Deferred**

### 6.1.4 AP65 2012 Beverley Court waste bin area, AP66 2012 Durham House waste bin area, AP67 2012 Lincoln Court waste bin area, AP68 2012 Ripon House waste bin area, AP69 2012 York House waste bin area

These are five bids that are for bin areas outside. It was decided to deal with these bids as one as they are essentially the same bid but for five different blocks of flats.

At the moment these blocks don't have an external bin provision. The residents use wheelie bins that are on their landings and the refuse collectors put the rubbish into a 'dumbwaiter' type lift to take out the rubbish. This is a fire risk and also there is an unsavoury odour left behind.

There were concerns that, while the current situation is not satisfactory, if the residents were to have an external bin area some might have difficulty physically taking the rubbish down flights of stairs.

SG mentioned that as the current situation poses a fire risk, funds could be sought from the fire safety fund rather than the Area Panel funds.

PT expressed an interest in visiting the blocks, SG suggested that he could go and have a look, alternatively if there was more interest a 7 seater taxi could be booked.

The bids went to vote and the Panel voted to reject the bid on the basis that the bid may not be appropriate and that funding could come from Fire Safety.

**AP65 2012, AP66 2012, AP67 2012, AP68 2012 and AP69 2012 were all rejected.**

#### 6. 2.0 Update on Previous Bids

6.2.1 The Area Panel needs to commit as much of the funding as possible tonight. The budget sheet for Outer West shows that, before the above bids were approved, the Area Panel had £32,426 left to spend. With the above bids this takes the Panel over their budget but there will either be the option of using surplus funds from other Area Panels if they have not committed or we will be able to prioritise the bids and carry bids over to next years budget.

*SG and KS are to have a meeting about budgets to look at the best options.*

**SG/KS**

6.2.2 *SG is to chase CASAC on the bid for CCTV for an update. We are not delivering the work ourselves for this bid and there is concern about timescales.*

**SG**

6.2.3 The Good Garden Competition was a success and two Area Panel members from the Outer West were invited as judges.

#### 6.3.0 Community Engagement and Inclusion Team Report

##### 6.3.1 Evaluation of Area Panel Bids

The Community Engagement and Inclusion Team will be undertaking evaluations of approved Area Panel bids and will be surveying residents concerned 6 months after the projects have been completed to see if they have achieved their objectives, for example dealing with ASB issues.

The process has been started and LW was keen for feedback from the Area Panel members as to what format the report should be in. Two examples were shown. Example 1 was in a report form with a lot of information, Example two had less information on it but had before and after photographs.

The panel agreed that they would like a combination of the two, a report with more information but with before and after photo's on it. LW commented that getting the after photo's would be easy but they would be reliant on NMO's providing the 'before' photo's.

The response figures at 10% for the surveys was disappointing, the CEIT aim for 17%. They can carry out phone surveys as well but this is dependent on the type of bid and the amount of residents affected by the bid.

### 6.3.2 Report

Item 6.0 of the report is about Tenant Scrutiny. Stephen Towler, the Tenant Scrutiny Project Officer, is putting together a showcase event which will take place on Tuesday 23<sup>rd</sup> October. LW suggested that the Area Panel members encourage as many residents to go and also that it would be a good opportunity to meet Area Panel members from other areas. The showcasing event is not necessarily a recruiting exercise but is an opportunity to find out what is going on.

## 7.0 **Local Performance Framework**

7.1 The number of estates graded excellent have reduced and these are now in good and acceptable gradings. Grass cutting has had a great impact on the gradings, the weather meant that there was a lot of 'clumping' of the clippings. There are also a lot of embankments within the Outer West area which are proving difficult to deal with. There are still a lot of problems with repairs.

7.2 It was suggested that opening times may affect the figures for queuing times. The Wortley office extended it's opening times till 6pm for 8 weeks but there were no customers coming in after 3pm and so the original hours were restored.

## 8.0 **Any Other Business**

### 8.1.0 Neighbourhood Action Plans.

The Neighbourhood Action Plans are a work in progress and it is hoped that they will give a good idea of what is happening in the areas. Consultation is ongoing with partners, ward members and residential groups. Any feedback will be welcomed and it is preferred to have too much information than not enough.

### 8.2.0 External Funding Update

The role of the External Funding Officer is to work with staff, customers and partners to identify projects and to apply for funding that would be over and above the Area Panel remit and others.

8.2.1 External funding can come from the Big Lottery fund and from other charitable trusts. This funding wouldn't be available for projects such as fencing but would look at how to deal with unused land, especially where there is low level ASB. For example, land could be improved by being landscaped or by placing a playground on it.

8.2.2 DA is happy to help residents to identify funding needs, fill in application forms and contact funding providers. If there are any resident groups that would like DA to attend their meetings, they are to contact her.

8.2.3 Some projects that are being put together include litter picks, bulb planting and dance classes. DA is also working with sheltered scheme groups, partnering with West Yorkshire Playhouse and IT charities to engage older people with IT skills. There is also an arts based project, again with West Yorkshire Playhouse.

8.2.4 DA is putting together a 'library' of ideas so when funding becomes available for a particular type of project, the ideas are already there.

8.2.5 The projects need to come from groups who have a constitution (they will need a bank account and to be able to manage funds etc.), so there must be a connection with WNWhL or a residential group.

8.3.0 Margaret Rimington is leaving the Outer West Area Panel. KS thanked MR for her input and commitment to the group and presented MR with a bouquet of flowers.

## **9.0 Date, Time and Venue of Next Meeting**

9.1 **Date:** 5<sup>th</sup> December 2012  
**Time:** 5.00pm (4.30pm – Refreshments)  
**Venue:** Westfield Chambers Board Room