



Outer South Environmental Sub Group  
4.00pm Wednesday 24<sup>th</sup> April 2013  
Morley Town Hall  
Morley

<b>ATTENDANCE</b>	
Cllr. Karen Bruce (Chair)	Ward Councillor
Cllr. Karen Renshaw	Ward Councillor
Cllr. Robert Finnigan	Ward Councillor
Cllr. Shirley Varley	Ward Councillor
Tom Smith	South East Locality Manager
Bob Buckenham	Parks & Countryside
Moira Burke	Office Services Manager
Aretha Hanson	Area Officer
Michael Holdsworth	Aire Valley Homes

<b>1.0</b>	<b>Welcome and Introductions</b>	<b>ACTION</b>
1.1	Everyone was welcomed and introductions were made.	
1.2	No apologies	
<b>2.0</b>	<b>Matters arising and minutes of the last meeting</b>	
2.1	<p>The minutes of the last meeting were agreed as an accurate account.</p> <p>A query was raised regarding the no public rights of way recorded on the Definitive Map between Queen Street and Merlyn Rees Avenue. Cllr Varley thought it was a public right of way and asked if this could be put on the Definitive Map. BB outlined how it might be picked up and agreed to send a map to Cllr Varley. Cllr Varley to note where the pathway is and let BB know. BB will explore options once the map is returned to him.</p>	<p><b>BB send map to Cllr Varley.</b></p> <p><b>Cllr Varley to note map and return to BB.</b></p>
<b>Standing Items</b>		
<b>3.0</b>	<b>Locality Service Performance and Delivering of SLA priorities</b>	
3.1	<p>TS handed out a report (attached) showing the SSE Locality Service Delivery Performance for the Outer South Area. The report highlighted that 2,433 requests for service were received between 1<sup>st</sup> Jan and 31<sup>st</sup> Mar of which 625 were for the Outer South Wedge area (26%). The most prevalent issues in descending order were dog-fouling, fly-tipping and litter.</p> <p><b>Manual Cleaning between 7<sup>th</sup> January to 14<sup>th</sup> April 2013</b> 92% of manual cleansing rotas in Outer South wedge were undertaken as scheduled in the period a decrease from 97% in the previously reported. Of the 11 non-running routes 9 were due to holidays, 1 due to sickness and other due to scheduled training of an employee.</p>	

	<p><b>Mechanical Cleaning between 7<sup>th</sup> January to 14<sup>th</sup> April 2013</b> 73% of the mechanical cleansing rotas in Outer South wedge were undertaken as scheduled in the period a significant decrease compared to the last period where 83% were undertaken. Of the 62 non-running routes 22 were due to the snow and ice, 17 due to sickness, 1 due to a breakdown, and 19 due to holidays.</p> <p><b>Wedge-wide Services between 7<sup>th</sup> January to 14<sup>th</sup> April 2013</b> Wedge-wide services generally ran as scheduled, with the exception of gulley cleaning service which did not run on 17 occasions in the period due to holidays (13 occasions) and sickness (4 occasions) and an inability to source appropriate cover.</p>	
3.2	<p>The following points were raised:</p> <ul style="list-style-type: none"> <li>• concerns regarding the manual cleaning fall in the Rothwell area due to sickness and holidays. TS acknowledged that this is something that does happen however, there are no extra resources or funding available to compensate this</li> <li>• high rate of staff sickness : TS noted that although there is a problem , it is low in comparison with the other</li> <li>• Emptying litterbins and how members of the public can contact someone if they see a bin needs emptying. A suggestion of putting a sticker on with a contact number may be a good way of ensuring that bins get emptied</li> <li>• Metro Bus Bins – a lot of the bins that have been attached to the bus stops have gone missing. Metro have said they will not replace the missing bins and their emptying service is approximately 3 weekly. TS is in discussion with Metro on the issue</li> </ul>	TS to arrange meeting to look at resources across the areas to ensure split of resources is correct and minimising impact of staff holidays / sickness
	<b>Meeting Specific Items</b>	
4.0	<b>Development of SLA3 timetable</b>	
4.1	<p>TS handed out the draft copy of the Service Level Agreement 3 (SLA3) showing the proposed changes. Proposed amendments to SLA3 are as follows:</p> <p><b>7.2 Street Cleansing Functions</b> <b>Mechanical Path &amp; Road Sweeping</b> Sweeping is largely undertaken by pre-determined routes (blocks) which are scheduled to be completed on a cycle set on a weekly, fortnightly, 4 weekly, or 8 weekly basis. Work cycles are fixed on particular days of the week.</p> <p>Extra days of “spare” capacity are programmed into the work cycle, allowing the service to recover days lost for planned and unplanned leave.</p> <p><b>Litter Bins</b> The service operates two caged vehicles seven days per week, utilising four operatives on a 4x3 shift pattern. This effectively gives us two drivers and two crew members each day.</p>	Comments on proposed changes to SLA3 to be put forward to Tom Smith

**Flytipping**

*Flytipping and 'hot-spot' work*

The service operates two caged vehicles seven days per week utilising four operatives on a 4 x 3 shift pattern. This effectively gives us two drivers and two crew members each day.

Fly tipping removal is largely undertaken as a reactive service, responsive to customer complaints and 'in-house' requests (e.g. from Members, enforcement staff and partners), although crews are required to undertake some scheduled 'hot spots' checks and to support other proactive work.

**Ginnel Cleaning**

Ward Members have identified priority ginnels for maintenance and cleansing. A ginnel standard has been developed by Aire Valley Homes and this will be used to assess the condition of priority ginnels and ensure they are maintained to standard. A programme for maintaining these priority ginnels, as resources allow, has been developed, setting out the lead agency, the frequency of inspection and the frequency of cleaning (where applicable). This can be found in Appendix C.

For those ginnels identified as Public Rights of Way (PROW), the PROW Team within Parks and Countryside will inspect each of these prior to the start of the growing season to ensure they are accessible.

**7.3 Environmental Regulations**

Each ward has dedicated hours of patrol resources to be prioritised and directed by ward members at a local level. Each ward will receive one day of patrol resources every 11 weeks.

**7.5 Additional Chargeable Services**

There is opportunity for Area Committees or others to enhance provision in their area through the use of local budgets available to them. Examples of this work could include:

- Weekend or out of hours enforcement patrols (including dog related issues)
- Additional scheduled litter picks, i.e. recruitment of additional staff
- Additional enforcement staff, i.e. recruitment of additional staff
- Additional de-leafing capacity in autumn months

Example costs for these types of services can be found at appendix D.

Main points

- Cllr Renshaw mentioned Ginnels – TS said that there is a map available that shows all ginnels

**Action:** TS to forward the map showing ginnels

TS

5.0

**Parks and Countryside update - Morley**

5.1	The Dartmouth Park master plan is being developed. Paul Robinson is working with friends of and ward Members for Morley South (Cllrs Varley, Elliot and Dawson) regarding turning the lower tennis courts into a multi-use games area. Signage and improvements for access and horticultural features in the park possible if S.106 funding can be secured.	
5.2	Hirst Park - planned improvements arising from the development of the mills next door scheduled for this financial year	
	<b>Lofthouse</b>	
5.3	Work continues in the cemetery and a new tap has been installed. Improvements along the boundary of the old and new cemetery have progressed with the planting of a 1000 plus bulbs. Further work to tidy the edge is scheduled for later this year	
5.4	Dolphin Lane and Common Lane allotments – officers are still in consultation with members regarding these sites.	
5.5	Copley Lane Community Garden (now known as Robin Hood Community Garden and Maid Marion Orchard) - The Robin Hood Residents Association have signed the Stewardship Agreement and Parks and Countryside will sign in due course.	
	<b>Rothwell</b>	
5.7	Springhead Park improvements continuing in liaison with ward members, youth services and West Yorkshire Police, who are to targeting anti-social behaviour on Commercial Street.	
5.8	A working group has been set up to look at lights for the skateboard park. However, this is subject to consultation with local residents and the securing of funds for both the capital and revenue costs	
5.9	Springhead café – 22 enquires have been received concerning operating the café. Officers are to arrange a meeting with the ward members to discuss	
5.10	Leeds Road – new footpath link funded from S.106 to be laid out in late summer from the bus stop into the park following requests from residents. This will complement the work already undertaken on the main path way from Park Lane	
5.11	Work to improve the surface of the path through Whitehall fields will take place again late summer following enquiries from residents about the condition of the park. Vicky Nunns is due to meet with Cllr Bruce and Cllr Nagel to look at developing a playground on the Wood Lane estate if a site can be identified.	
5.12	Rothwell Country Park now has its trim trail kit in and this is being well used.	

	Work with Woodlesford Action Group continues. A new shrub will be planted before the end of May. A new bench is to be installed by the playground and one of the signs is to be re-erected later this month. The group are seeking funds to improve the park by the addition of new benches and litter bins and hope to make a start on re designing the playground.	
	<b>South Leeds project work being undertaken by Natural Habitats Service</b>	
5.13	Grantscape funding confirmed to build a footpath and perimeter fence around an orchard at East Ardsley Fall. Safety fencing around the two leachate ponds on site also funded. Trees for Cities have provisionally confirmed their funding for local provenance fruit trees.	
5.14	The Conservation Volunteers have planted an avenue of sweet chestnut and oak trees along the bridleway from Lingwell Nook to Moor Knoll Lane which are intended as a nurse crop for the establishment of an Elm avenue this coming winter as part of the Great British Elm experiment. The volunteers have also planted 450 native deciduous trees at Dolphin Beck Marsh as part of the 'Big Tree Plant'. The trees have been planted to shore up some severely eroded slopes adjacent to the beck and bridleway where illegal motorcycles have caused damage.	
5.15	Site assessments to be undertaken this summer to identify any points of entry where illegal vehicles are able to enter East Ardsley Fall, Thorpe Wood and Dolphin Beck and taking action to improve access security as a result of any findings.	
5.16	Welcome signs at East Ardsley Fall, Dolphin Beck Marsh and Thorpe Wood due for installation by TCV, as part of measures to protect and enhance these sites.	
5.17	The Countryside Rangers are working with Natural Habitats to get the two local schools to East Ardsley Fall - Thorpe and East Ardsley Primary schools – involved in the scheme. We're looking at trying to get the schools out on site to do education activities around wildlife, trees, pollination and local food sources.	
	<b>Trans Pennine Trail Improvement Works</b>	
5.18	Surface improvements to a previously muddy 1 km section of the western canal towpath between Swillington Bridge, Woodlesford and Fleet Bridge near Oulton, which forms part of the nationally recognised Trans Pennine Trail route for walkers and cyclists, now complete. Project delivered by Parks & Countryside Area East, jointly working with the Public Rights of Way Service.	
<b>6.0</b>	<b>Aire Valley Homes Leeds update</b>	
6.1	AVHL Ginnel Standard has now been introduced and the guide is being circulated (attached).	

6.2	<p><b>STAR / Arena</b>  Customer Satisfaction monitoring – AVHL are currently developing TMO based Action Plans which will feed into the AVHL Team this month. The group are seeking funds to improve the park by adding new benches and litter bins and hope to make a start on re-designing the playground. Service Action Plans can be consolidated into Ward based Action Plans.</p>	
6.3	<p><b>Environmental Action Services / ALMO Project -</b>  This project has two key objectives:</p> <p><b>Phase One (enhanced spend):</b>  Overall objective:  To provide a cleaner street scene in estates, through an additional dedicated resource for cleansing and associated works. This to be achieved rapidly from the onset, with early noticeable effect reported by tenants.</p> <p><b>Phase Two (transfer of functions):</b>  Overall objective :  To have transferred the responsibility and resource for street cleansing and associated works (including enforcement/education) on housing estates to the Locality Teams of Environmental Action Services.</p> <p>Mike Holdsworth AVHL, Helen Gibson WNWH and Anne-Marie Broadhead ENEH are working on this project currently on a part time basis to deliver the above objectives.</p>	
7.0	<p><b>Any other Business</b></p>	
	<p><b>Derelict &amp; Nuisance properties</b></p>	
7.1	<p>A piece of work is being undertaken across the city around Nuisance and Derelict Buildings/sites and a number of buildings/sites have been identified within the Outer South Area. Members were asked to let AH have any comments in relation to these properties. AH confirmed that site visits would take place and photographs taken with further updates brought to the group and possibly through Area Committee.</p>	
	<p><b>Fortnightly bin collections</b></p>	
7.2	<p>TS noted that the new cycle of fortnightly bin collections starts on Monday, 29<sup>th</sup> April. Letters have been sent to households in the area stating new collection times.</p>	
7.3	<p>Cllr Varley and Cllr Renshaw mentioned that with their letters they had received either a calendar or sticker noting collection dates.  <b>Action:</b> TS to check out what should have happened and report back to the group.</p>	<p><b>TS</b></p>
8.0	<p><b>Date of Future Meetings</b></p>	
8.1	<p>Wednesday, 25<sup>th</sup> September 2013 – Windmill Youth Centre, Rothwell</p>	