



Outer North East Community Committee Environmental Sub Group

Terms of Reference 2022-23

1) Purpose

Community Committees have put in place a delegated sub structure known as sub groups that provide support, monitoring of performance and when required, decision making for the delegations it is directly responsible for. These sub group structures play a vital part in driving service improvements locally.

The delegation provides the Community Committee with greater influence over the delivery of services to ensure that the Outer North East area of Leeds is kept clean and well maintained, whilst meeting the standards required by the Council.

The delegation also provides an opportunity to further the aims of locality integrated working. The purpose of this is to monitor the Service Level Agreement (SLA) made with Environmental Services and to foster good working links with all services who hold a responsibility for the upkeep of the environmental landscape in Outer North East Leeds.

The services delegated to the Community Committee are:

Street Cleansing

- o Manual litter picking
- Litter bin emptying
- Mechanical path & road sweeping
- Flytipping removal
- Gully cleaning
- o Graffiti removal

- Needle removal
- o Ginnel clearance
- o Cleaning of arterial routes
- Cleaning around recycling (e.g. bottle banks) facilities
- Leaf clearing
- Bulky refuse collections

Regulatory Environmental Services

- Flytipping enforcement
- Graffiti enforcement
- Dog control (e.g. strays, fouling)
- Highways enforcement (e.g. illegal advertising/trading from the highway)
- Domestic & commercial waste storage & transportation control
- Overhanging vegetation control
- Litter control (FPNs, flier controls etc)

• Parks & Countryside

- o Horticultural maintenance of community parks
- o Horticultural maintenance of cemeteries
- Horticultural maintenance of recreation grounds
- Horticultural maintenance of urban woodland
- Horticultural maintenance of natural areas and local green space

2) Functions

- 1. Monitor the performance and delivery of services through the Service Level Agreement (SLA) and make recommendations to the Community Committee.
- 2. Consider the results of consultation with key community organisations.
- 3. Support the development and delivery of services that address environmental issues in line with local needs within the Outer North East Leeds area.
- 4. To support the delivery of environmental priorities agreed by the Outer North East Community Committees.

3) Membership

Membership will include one representative from each ward, as nominated by the Community Committee:

- Cllr Linda Richards (Wetherby) Chair and Environmental Champion
- Cllr Neil Buckley (Alwoodley)
- Cllr Sam Firth (Harewood)

And the following officer representatives:

- Abi Bungay, Area Manager / Julie Blackburn, Team Manager Cleaner Neighbourhoods Team
- Dawn O'Brien, Housing Manager / Alex Brandt, Team Leader / Andrew Kyrover, Tenant Engagement Officer - Housing Leeds

- Sam Ouassine, Commercial & Arium Manager Parks & Countryside
- Stephen Walpole, Area Manager / David Bratton, Team Leader, Waste Management
- Preet Kundhi, Localities Officer Communities Team

The Chair of the Group shall be a Ward Councillor as nominated by the Outer North East Community Committee. The Chair shall be the Environmental Champion for the Community Committee.

4) Guiding operating principles

Meetings: meetings are to take place up to four times per year and all members of the sub group are expected to attend regularly and provide updates. Meeting dates for 2022-23 will align to the dates of when the Outer North East Community Committee meetings take place.

Links: the group should proactively seek to establish links with other service providers that will benefit its work.

Status: this meeting is a Sub Group of the Community Committee and is able to make recommendations for and on behalf of the Community Committee.

Governance: the meeting will be administered by the Communities Team and is accountable to the Outer North East Community Committee, a formal meeting of Leeds City Council.

Equality: the group will ensure that equality, diversity, community cohesion and community safety issues are considered in the development and delivery of all aspects of work. Individual Equality Impact Assessments will be undertaken for any stand-alone project work emanating from the group.

Terms: the terms of reference will be reviewed on an annual basis.