

SOUTH (OUTER) AREA COMMITTEE

12th SEPTEMBER 2005

PRESENT: Councillor Finnigan in the Chair
Councillors Beevers, Elliott, Galdas,
Grayshon, Leadley, McArdle,
and Wilson.

Please note that this meeting was declared inquorate as there were no Members present from the Ardsley and Robin Hood Ward. The Constitution requires that at least one Elected Ward Member from each Ward within the area has to be present for a meeting to be quorate. As such, only recommendations could be made at this meeting and these would have to be ratified at the next quorate meeting of the South (Outer) Area Committee before any could be acted on.

The Chair welcomed everyone to the meeting and stated that he and all Members of the Committee would like to pass on their gratitude and record their thanks to Jackie Ingham (Area Management Officer) for all her efforts made with the Area Committee and to wish her all the best in her new post.

22 Declarations of Interest

The following declarations of interest were made:

Item 13 (Minute No. 31) – Town Centre Manager for Morley and Rothwell
Personal Interests were declared by Councillors Finnigan, Beevers, Leadley, Elliott and Grayshon as Members of Morley Town Council and Councillors Finnigan, McArdle, Beevers, Leadley, Elliott and Grayshon as Members of Morley Town Centre Partnership. Personal Interests were also declared by Councillors Galdas and Wilson as Members of Rothwell Town Partnership.

Item 17 (Minute No. 35) – Teen Challenge Bus – Wellbeing Application
Personal Interests were declared by Councillors Finnigan, Elliott and Beevers as Members of the Teen Challenge Committee. A Personal and Prejudicial Interest was declared by Councillor McArdle as a Member of the Teen Challenge Committee.

Item 16 (Minute No. 34) – Area Committee Wellbeing Funding Appendix 2 Small Grants

Personal Interests were declared by Councillors McArdle and Grayshon as members of the Morley Entertainments Committee.

23 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor Smith, John Davies, Director of the Learning and Leisure Department and James Rogers Chief Officer (Executive Support).

24 Minutes – 11th July 2005

RECOMMENDED – That the minutes of the meeting held on 11th July 2005 be confirmed as a correct record.

25 Matters Arising from the Minutes

- (a) Local Authority Appointments to Outside Bodies (Minute No. 7 refers)
With regard to the Thomas Lee's Poor Estate of East and West Ardsley, Members were informed by the Governance Services Officer that information from the Charity Commission indicated that this organisation no longer existed. The Area Committee therefore did not need to concern itself any longer with this organisation.
- (b) Area Committee Function Schedules (Minute No. 8(b) refers)
The Area Management Officer reported that the breakdown of the revenue allocation from the Executive towards public conveniences within the South Outer Area had been circulated to Committee Members prior to this meeting.
- (c) Waste Solution for Leeds (Minute No. 10(b) refers)
The Area Management Officer confirmed that a Recycling Officer would be attending a future meeting of the Area Committee as soon as possible.
- (d) West Ardsley Youth Centre – Bike Project (Minute No. 17(b) refers)
The Area Management Officer reported that there had been a further meeting with Members to discuss the project. Members had been satisfied with the information and a progress report would be brought to a future meeting.
- (e) Area Manager's Update (Minute No.19(e) refers)
The Area Management Officer reported that there was included on the agenda for this meeting a report which detailed the alterations to the costings and business plan for the Horticulture scheme.

26 Open Forum

In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to ten minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee.

A Rothwell resident and member of Rothwell Community Forum, wished to raise a number of points:

- (a) Japanese Knotweed
Reported that there were three significant sites of this invasive plant in Rothwell. It was not on Council land and there had been no progress with British Waterways and the Environment Agency.

The Officer from Learning and Leisure stated that they would make enquiries as to who was the lead organisation in order to try and resolve this.

- (b) Police Coverage in Rothwell

In answer to his concerns about police officers not being replaced when they left the area, the resident was reassured by the Committee that police numbers were not being cut.

(c) Attendance at Rothwell Community Forum

The resident expressed his concerns about lack of attendance by Council Officers and the Police at the Community Forum. The Area Management Officer reported that apologies had been received, the expectations were that officers would attend wherever possible and an additional effort would be made by the Area Team to achieve better attendance.

27 **Streetscene Environment Services**

The Director of City Services submitted a report to provide Members with an overview of the performance of City Services Environment Services and to provide the service level agreement for the localised teams.

Roger Foyle, Customer Services Manager from City Services Streetscene Services, was in attendance to present the report and respond to Members' queries and comments. In particular the organisation of the new Community Action Service Team (CAST) was outlined. Members were advised that the new service would allow Area Management Teams and community groups more control over street cleanliness in their area. The service was now up and running and available for referrals by Members.

In summary, the following issues and comments were raised and noted at the meeting:

- Refuse collection and recycling –
 - (i) the proposal for green and black bins to be collected on alternate weeks and the need to encourage recycling to reduce rubbish in black bins through the education and awareness programme.
 - (ii) the need to address the composting issue.
 - (iii) the supply of a second green bin when requested.
 - (iv) that travellers were supplied with a black bin collection and that it was up to enforcement if litter was still a problem.
 - (v) concerns that Commercial Street in Rothwell was not receiving sufficient cleaning.
- Grass cutting – more information was requested from officers on the collection of litter by the contractors before the grass was cut.
- Public convenience strategy – officers advised that a numbers of ways of addressing the lack of public toilets was being investigated.
- Incineration – more information was requested from officers on whether any other methods of waste disposal were being considered for future methods of waste disposal.

RECOMMENDED –

- (a) That the reports be noted.
- (b) That Members' comments on the Education and Awareness Programme and the proposed Service Level Agreement for the area be noted.

28 **Signpost Project**

In accordance with the previous request of the Area Committee, the Director of Neighbourhoods and Housing submitted a report summarising the work undertaken by the Signpost Project since it became operational in October 2004. The key achievements of the project and the impact it had had in tackling anti social behaviour amongst 9 – 14 year olds within two particular communities in South Leeds was also highlighted.

Munaf Patel, Co-ordinator of the Signpost Project, was in attendance to present the report and respond to Members queries and comments. The background to Signpost was outlined and it was explained that it was a pilot project and funded from three different sources: Leeds City Council, the Neighbourhood Renewal Fund and the Home Office. Signpost had been independently evaluated by Leeds Metropolitan University and was recognised as having a positive impact on problem families within south Leeds. The future of the project beyond March 2006, when the current funding ended, needed to be considered.

Members recorded their appreciation for the hard work by officers employed on this scheme and actively supported the project. In summary, the main points discussed and noted at the meeting were:-

- The running costs of the project in comparison to the costs of keeping children in care.
- The use of specialist staff on the scheme and that some staff were available at evenings and weekends.
- The future direction of the project and its possible extension to the whole of Leeds.
- A multi-agency approach to the scheme and funding sources for the future.

RECOMMENDED –

- (a) That the report be noted.
- (b) That Members' support for the Signpost Project be noted.

29 Community Safety in Outer South Leeds

Members received a report from the Director of Neighbourhoods and Housing outlining the key achievements of the Holbeck Divisional Community Safety Partnership in 2004/05 and actions carried out to address anti social behaviour and crime in the area.

The Area Manager for South Leeds presented the report and it was noted in particular the significant reduction in the number of burglaries in the Holbeck Division by 29.9% for 2004/05 compared to 2003/04. The reduction was due to a range of factors including targeted police activity, smartwatering of properties and raising awareness to the public of distraction burglaries and insecure or unlocked windows and doors.

RECOMMENDED - That the contents of the report be noted.

30 Horticultural/Construction Project

The Education Leeds' Area Manager for South Wedge submitted a report providing Members with information on the progress made towards the provision of alternative curriculum pathways for 14-16 year olds on

horticulture and construction projects in south Leeds in a partnership scheme involving Education Leeds, Leeds City Council, South Leeds Homes and Joseph Priestley College.

Steve Burt from Education Leeds was in attendance to present the report and respond to Members' queries and comments. Members expressed their support for the project and made suggestions for students to be included in the Morley and Rothwell in Bloom initiatives.

RECOMMENDED –

- (a) That the report be noted.
- (b) That Members' suggestions for students on the horticulture project to be included in the Morley and Rothwell in Bloom initiatives be noted and that further suggestions for involvement in environmental improvement activities be referred to the project.

31 Town Centre Manager for Morley and Rothwell

Members received a report from the Director of Neighbourhoods and Housing providing information on progress towards the recruitment of a Town Centre Manager for Morley and Rothwell and included a draft job description and person specification.

The Area Management Officer presented the report and responded to Members queries and comments. Members were advised of the proposed steering group that could form the basis of a management board for the project. Both Morley Town Centre Partnership and Rothwell Town Partnership had given strong support for the project.

In summary, the main points raised at the meeting were:-

- That there was slippage allowed for in the timescale for recruitment and that the successful candidate should still be in post by early/mid January 2006.
- In recognition that Morley was larger than Rothwell, that the Town Centre Manager's time should be split 60/40.
- Area Committee representation on the steering group – that Councillor Finnigan should represent the Area Committee for Morley along with a Councillor from Rothwell. Rothwell Ward Members would notify the Area Management Team of their representative as soon as possible.
- That a probationary period be included in the job specification as a failsafe against the successful candidate proving unsuitable.

RECOMMENDED -

- (a) That the report be noted.
- (b) That the job specification for the position of Town Centre Manager for Morley and Rothwell be noted with the addition that a probationary period be included in the specification.
- (c) That it be noted that it was proposed the Town Centre Manager's time would be divided 60/40 between Morley and Rothwell respectively.

32 Community Consultation and Involvement

The Committee considered a report submitted by the Director of Neighbourhoods and Housing which sought to consult with members on a

proposal to develop additional community consultation arrangements to link South (Outer) Area Committee in a forum structure across the Outer South Wedge.

The South Leeds Area Manager presented the report and responded to Members' queries and comments on whether they would like to see a more formalised system of community consultation and involvement. It was considered by Members that there was generally already sufficient opportunity for community engagement in the South Outer area but that further consultation opportunities for the Ardsley and Robin Hood Ward would be supported if Members from that Ward felt it necessary.

RECOMMENDED –

- (a) That the report be noted.
- (b) That the South Outer Area Committee Open Forum, along with other forums in the area, be considered by Members to be sufficient opportunity for community engagement in the South Outer Area. However if the Ardsley and Robin Hood Ward Members wanted to provide further consultation mechanisms in their Ward, the Committee would support this.
- (c) That the proposals relating to the co-option of community representatives onto the Area Committee as detailed within the report be noted but that co-optees be not included on the Area Committee.
- (d) That the proposed organisation of the District Partnership Community Engagement Workshop on 19th October, 2005 be noted;
- (e) That the formation of a South area wide forum, to be launched by VOICE on 14th September, 2005, be noted.

33 Neighbourhood Improvement Plans – Progress Report

A report was submitted by the Director of Neighbourhoods and Housing advising Members of progress in the implementation of Phase 1 of the Neighbourhood Improvement Plans (NIPs) and proposals for the process to develop Phase 2 NIPs.

The Area Management Officer presented the report and requested Members to note that with regard to Phase 1, as a result of difficulties and delays in implementing some initiatives, there might be a change to the amount of funding required to achieve implementation of the plans. A report with revised projected costs would be made to a future Area Committee meeting.

With regard to Phase 2, due to unavoidable delays in the start date for development, it was proposed that the original timescale for its implementation be amended, with the aim that the draft plans be presented to the 12th December 2005 Area Committee meeting. There were also changes to the development and consultation processes with just **one** joint steering group proposed to steer and oversee the development of the NIPs in all 3 areas in Phase 2.

RECOMMENDED –

- (a) That the progress on the implementation of the Neighbourhood Improvement Plans for Newlands and Denshaws, Eastleighs and Fairleighs and John O'Gaunts be noted.

- (b) That a report detailing the revised costs for the implementation of Phase 1 of the Neighbourhood Improvement Plans be submitted to a future meeting of the Area Committee.
- (c) That the alteration in timescales for the development and implementation of Phase 2 of the Neighbourhood Improvement Plans and consultation process be approved.
- (d) That the initial area profiles for Phase 2 of the Neighbourhood Improvement Plans be noted.
- (e) That the Area Committee's thanks be recorded to the Area Team for their hard work carried out on this project.

34 Area Committee Wellbeing Funding – Current Position Statement

The Committee received a report from the Director of Neighbourhoods and Housing advising Members of the current balance of Area Wellbeing funding and reporting on the small grants approved since the last Area Committee meeting, together with an update on the progress of projects previously allocated Wellbeing funding of more than £1,000.

The Area Management Officer presented the report and responded to Members' queries, in particular those relating to the small grant application by Voyagers Youth Group. A representative from Voyagers was in attendance to clarify certain details regarding the group, particularly the religious nature of their activities. Officers would seek further advice and information before recommending a decision.

RECOMMENDED –

- (a) That the report which detailed the current levels of both revenue and capital wellbeing funding, along with the balance of the small grants fund be noted.
- (b) That a decision on the Wellbeing application from the Church of Christ, Morley, for £1,000 towards their 'Voyagers' project be deferred in order to obtain further information.
- (c) That in relation to the Rothwell Police Team crime and anti-social behaviour initiative:
 - (i) a revised start date for the initiative be approved and a request be made that the initiative continue to run for the full five month period as originally proposed,
 - (ii) monthly progress reports be submitted to the Area Committee throughout the duration of the initiative.
- (d) That a maximum of £5,000 revenue and £5,000 capital to contribute towards repairs and maintenance of the West Ardsley Community Centre, be approved in place of the £10,000 maximum capital, which was allocated to the initiative at the South Outer Area Committee meeting in July.

35 Teen Challenge Bus – Wellbeing Application*

The Director of Neighbourhoods and Housing submitted a report outlining the work of the Teen Challenge Bus and requesting £4,000 of Wellbeing revenue funding to bring the bus to Morley for one evening a week for a pilot period of one year.

The Area Management Officer presented the report and responded to Members' queries and comments. Members were requested to note that the whole of the £4,000 funding was in fact requested from the 2005/06 budget.

RECOMMENDED -

- (a) That the report be noted.
- (b) That the application from Teen Challenge Leeds for the allocation of £4,000 Wellbeing revenue funding in 2005/06 towards the Teen Challenge Bus project be approved.

*** (Note: Councillor McArdle, having declared a personal and prejudicial interest in this item, left the room and took no part in the discussion or recommendation.)**

36 Distribution of Free Timer Switches in Local Neighbourhoods – Wellbeing Application

The Committee received a report from the Director of Neighbourhoods and Housing outlining an application for £3,800 Wellbeing revenue funding towards the cost of 2,000 timer switches to be distributed by the police to all four wards in outer south.

The South Leeds Area Manager presented the report and responded to Members queries and comments.

RECOMMENDED -

- (a) That the report be noted.
- (b) That the application for £3,800 Wellbeing revenue funding for 2,000 timer switches to be distributed by Police Officers and Police Community Support Officers (PCSOs) within local neighbourhoods be approved.

37 Lofthouse Methodist Church – Wellbeing Application

The Director of Neighbourhoods and Housing submitted a report seeking the Committee's approval for an application of £3,516 Wellbeing revenue funding by Lofthouse Methodist Church towards the overall cost of resurfacing the church car park.

The Area Management Officer presented the report and responded to Members' queries and comments.

RECOMMENDED -

- (a) That the report be noted.
- (b) That the application from Lofthouse Methodist Church for the allocation of £3,516 Wellbeing revenue funding towards the overall cost of resurfacing the Church car park be approved.

38 Rothwell Neighbourhood Policing Team Police Community support Officers (PCSOs) Pedal Cycles – Wellbeing Application

The Director of Neighbourhoods and Housing submitted a report seeking Members' approval for £1,600 Wellbeing revenue funding for the purchase of two pedal cycles for use by PCSOs covering areas within the Rothwell policing area.

The Area Management Officer presented the report and responded to Members' queries and comments.

RECOMMENDED -

- (a) That the report be noted.
- (b) That the application for £1,600 Wellbeing revenue funding for the purchase of two pedal cycles to be used by PCSOs within the Rothwell Ward be approved.

39 Upgrade of Colour Photocopier – Wellbeing Application

The Committee received a report from the Director of the Neighbourhoods and Housing seeking approval for the allocation of £4,031 Wellbeing revenue funding per annum for a three year period for the upgrading of the Area Management Team's colour photocopier.

The South Leeds Area Manager presented the report, reiterating the benefits of having an in-house colour photocopier and distributed examples of work produced on the current machine. It was noted that the colour photocopier was available to be used by community groups. Members supported the upgrading of the present copier but were keen that both the South Inner and South Outer Area Committees should use it on an equal basis.

RECOMMENDED –

- (a) That the report be noted.
- (b) That approval in principal be given for the upgrade of the Area Management Team's colour photocopier and £4,031 from the Wellbeing revenue fund per annum over a three year period be approved with the proviso that assurances be given that the South Outer Area Committee have a fair share of its use with the South Inner Area Committee.

40 About Leeds – The City Council's Newspaper

A report was submitted by the Acting Chief Officer Executive Support proposing a citywide communications solution for area committees and how the new **About Leeds** newspaper could benefit area management. Specific proposals were made on the content that could be included from area management and support was sought from area committees for the future development plans for the newspaper. A financial contribution was also requested of £625 per issue per committee for 2005/06 and an annual cost for 2006/07 of £2,500.

In the absence of the officer who was to present this report, it was agreed to defer a decision on this item until the next meeting of the Area Committee.

RECOMMENDED – That this item be deferred to the next meeting of the South Outer Area Committee.

41 South Leeds District Partnership

The Area Committee received a report from the Director of Neighbourhoods and Housing providing an update on recent developments concerning the South Leeds District Partnership, in particular the meeting of the core group on 15th August and the Board meeting on 5th September.

RECOMMENDED – That the report be noted.

42 Dates and Times of Future Meetings

RECOMMENDED – That the following dates and times of future meetings of the South Outer Area Committee be noted:

Monday 24th October 2005 at 5.00pm*
Monday 12th December 2005 at 5.00pm
Monday 20th February 2006 at 5.00pm
Monday 3rd April 2006 at 5.00pm

*Subsequently changed to 4.00pm.

The meeting closed at 7.40pm.