



EAST (OUTER) AREA COMMITTEE

**Meeting to be held in the Civic Hall, Leeds on
Tuesday, 18th September, 2007 at 4.00 pm**

MEMBERSHIP

Councillors

S Armitage	-	Cross Gates and Whinmoor
P Grahame	-	Cross Gates and Whinmoor
P Gruen	-	Cross Gates and Whinmoor
M Dobson	-	Garforth and Swillington
A Harrison	-	Garforth and Swillington
T Murray	-	Garforth and Swillington
J Lewis	-	Kippax and Methley
K Parker	-	Kippax and Methley
K Wakefield	-	Kippax and Methley
W Hyde	-	Temple Newsam
J Langdale	-	Temple Newsam
M Lyons	-	Temple Newsam

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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

There are certain functions that are defined by regulations which can only be carried out at a meeting of the Full Council or under a Scheme of Delegation approved by the Full Council. Everything else is an Executive Function and, therefore, is carried out by the Council's Executive Board or under a Scheme of Delegation agreed by the Executive Board.

The Area Committee has some functions which are delegated from full Council and some Functions which are delegated from the Executive Board. Both functions are kept separately in order to make it clear where the authority has come from so that if there are decisions that the Area Committee decides not to make they know which body the decision should be referred back to.

A G E N D A

Item No	Ward/	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p>	
2			<p>EXCLUSION OF PUBLIC</p> <p>To identify items where resolutions may be moved to exclude the public.</p>	
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	

Item No	Ward/	Item Not Open		Page No
7			<p>MINUTES</p> <p>To confirm as a correct record the attached minutes of the meeting held on 10th July 2007.</p>	1 - 10
8			<p>WEST YORKSHIRE POLICE COMMUNITY CONTACT POINTS</p> <p>To consider a report from the Chief Community Safety Officer providing information on West Yorkshire Police's current community contact points and summarising good practice. The report also seeks Area Committee input into selecting further contact points and to support the use of any council premises so identified.</p> <p><i>(Executive Function)</i></p>	11 - 20
9			<p>LOCAL AREA AGREEMENT</p> <p>To consider a report of the Chief Officer providing Members with information on the Local Area Agreement they requested at the May meeting of the Committee.</p> <p><i>(Executive Function)</i></p>	21 - 32
10			<p>WELL BEING BUDGET 2007/08</p> <p>To consider a report of the East Area Manager reminding Members of the budget profile for 2007/08, detailing budget commitments that have been inherited from previous approvals and the breakdown of small grants expenditure so far in 2007/08.</p> <p><i>(Executive Function)</i></p>	33 - 38
11			<p>CONSERVATION AREA REVIEWS</p> <p>To consider a report from the Directors of City Development and Environment and neighbourhoods providing information about Conservation Areas and recommending an approach to Conservation Area reviews.</p> <p><i>(Executive Function)</i></p>	39 - 46

Item No	Ward/	Item Not Open		Page No
12			<p>OUTER EAST AREA COMMITTEE CAPITAL BUDGET 2007/08</p> <p>To receive a report from the East Leeds Area Manager requesting support from the Outer East Capital Budget 2007/08 for several projects across the area.</p> <p><i>(Executive Function)</i></p>	47 - 52
13			<p>TOWN & DISTRICT CENTRE REGENERATION</p> <p>To receive a report from the East Area Manager updating Members on the current status of Town & District Centre Regeneration Projects in Outer East Leeds.</p> <p><i>(Executive Function)</i></p>	53 - 56
14			<p>OUTER EAST COMMUNITY FORUM MINUTES FROM 23RD JUNE TO 31ST AUGUST 2007</p> <p>To receive a report from the East Area Manager on the background of Community Forums and to note the minutes of the following Forum meetings held between 23rd June to 31st August 2007: North Whinmoor - 25th June Kippax & Methley – 26th June Garforth & Swillington – 4th July Swarcliffe – 25th July</p> <p><i>(Executive Function)</i></p>	57 - 68
15			<p>EASEL WARD MEMBERS WORKING GROUP MINUTES</p> <p>To receive a report from the East Area Manager attaching the minutes of the first meeting of the EASEL Ward Members Working Group to note.</p> <p><i>(Executive Function)</i></p>	69 - 74
16			<p>DATES AND TIMES OF FUTURE MEETINGS</p> <p>To note the dates and times of future meetings as 6th November 2007, 18th December 2007, 26th February 2008 and 15th April 2008. All at 4.00pm. Venues to be confirmed.</p>	

Item No	Ward/	Item Not Open		Page No
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Agenda Item 7

EAST (OUTER) AREA COMMITTEE

TUESDAY, 10TH JULY, 2007

PRESENT: Councillor K Parker in the Chair

Councillors S Armitage, M Dobson,
P Grahame, A Harrison, W Hyde,
J Langdale, J Lewis, M Lyons, T Murray
and K Wakefield

1 Election of Chair 2007/08

The Chief Democratic Services Officer submitted a report explaining the arrangements for the annual election of the Chair for the East (Outer) Area Committee.

(NB Councillor Parker declared a personal interest at this point in the meeting as a nominee for the position of Chair.)

In accordance with Article 10 (paragraphs 10.7 and 10.8) of the Council's Constitution, it was reported that one nomination for the Chair had been received on behalf of Councillor Keith Parker.

Councillor Parker was elected Chair of the Area Committee for the 2007/08 municipal year and took the Chair.

2 Late Items

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair admitted to the agenda a report from the Head of the EASEL Project entitled '**EASEL Working Group**' (Minute No. 18 refers). The report had been unavailable at the time of the agenda despatch and needed to be considered urgently by the Committee.

A revised Outer East Area Committee Capital Budget 2007/08 report was also circulated late, which the Chair had agreed to accept, as it included an additional request for funding under paragraph 3.6 for a project to improve the **entrance to Ledston Luck village** and which needed considering by the Committee prior to the next meeting in order to meet other funding deadlines (Minute No. 14 refers).

Members referred to the fact that there was no report on the agenda on the recent **flooding** in Leeds, particularly as East Leeds had again been badly affected. Members were advised that two White Paper motions were being presented to the Council meeting in July and it was therefore agreed that it would be more appropriate for a report to be presented to the September meeting of the Area Committee.

RESOLVED – That a report on flooding issues for all four Wards of the East Outer Area be presented to the September meeting of the Area Committee and in particular to include the response of the Peace and Emergency Planning Unit and the lessons learnt.

3 Declarations of Interest

Councillor Parker had previously declared a personal interest in Agenda Item 1 (Minute No.1 refers).

Councillor Murray declared a personal and prejudicial interest in Agenda Item 15 (Minute No. 14 refers) – Outer East Area Committee Capital Budget 2007/08 - as Chair of Garforth Town FC which had applied for funding.

4 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Gruen and Wakefield and from Pat Toner of Education Leeds.

5 Open Forum

The Chair referred to the provision in the Area Committee Procedure Rules for an 'Open Forum' period at each ordinary meeting of an Area Committee, during which members of the public could ask questions or make representations on any matter within the terms of reference of the Area Committee.

There were three residents from **Woodside Grove** present who raised the issue of **children throwing stones** in the area. The residents explained that the problem had been going on for some time, people were being injured and property had been damaged. The children were using the ballast from the old railway cutting that had been converted into a cycle path and that ran along the rear of Woodside Grove. A petition from residents had been passed to local Councillors and complaints had been made to the Police, the Parish Council and Brigshaw High School, but the matter was unresolved. The residents requested that the ballast be removed from that section of the cycle path and be replaced by tarmac.

Members agreed to raise the matter with the police and to explore the possibility of replacing the ballast with tarmac.

RESOLVED – That Members would raise the matter of stone throwing by children in the area with the Police and would seek costings for the replacement of the ballast by tarmac on that section of the cycle path.

6 Minutes

RESOLVED – That, with the addition of Councillor Grahame to the apologies for the meeting, that the minutes of the East Outer Area Committee Meeting held on 22nd May 2007 be confirmed as a correct record.

Draft minutes to be approved at the meeting
to be held on Tuesday, 18th September, 2007

7 Matters Arising

Minute No. 94 – Open Forum – Activities for local youths in Temple Newsam Ward

The Area Management Officer advised that he had been in contact with youth workers in the Ward and would continue to request for additional activities in the area other than those already arranged in the summer programme.

Minute No. 98 – Regeneration in Outer East Leeds

The Chair reported that he had not yet been able to meet with the Chief Recreation Officer regarding the **Green Park at Thorpe Park**.

Members were also advised that there had been a meeting between Thorpe Park, the Leader of the Council and the Director of City Development to discuss transport issues at Thorpe Park, in particular a new railway station. The outcome of the meeting however was unknown.

8 Local Authority Appointments to Outside Bodies

The Chief Democratic Services Officer submitted a report and appendices outlining the procedures for Council appointments to outside bodies and requesting the Committee to agree appointments to those organisations falling into the remit of the East Outer Area Committee.

Members were advised that the two nominations for this Committee to consider were for annual appointments to Churches Together in Garforth and Swarcliffe Good Neighbours Scheme.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That in respect of the Outside Bodies schedule, approval be given to the following appointments being made:-
 - Churches Together in Garforth** - **Councillor A Harrison**
 - Swarcliffe Good Neighbours Scheme** - **Councillor S Armitage**

9 Political Nominations to ALMO Area Panels

The Strategic Landlord submitted a report reminding Members of the ALMO review which had reduced the number of ALMOs across the city and of the Area Panels that had been created, in particular the Panel that would cover the Outer East Area. Members were requested to nominate two Elected Members to the Outer East Area Panel of the South/South East ALMO Board (recently renamed Aire Valley Homes) and also to nominate one Elected Member to the Inner East Area Panel of the East/North East ALMO Board that represented the Halton Moor Estate.

RESOLVED – That the following Elected Members be appointed to the ALMO Panels:

Outer East Area Panel of Aire Valley Homes – Councillors Parker and Dobson

Inner East Area Panel of the East/North East ALMO Board – Councillor Lyons

10 Forum Schedule and Election of Chairs 2007/08

The East Leeds Area Manager (Acting) submitted a report proposing a schedule of Community Forum dates for 2007/08 which had been revised as a result of issues raised by Members at the April meeting of the Area Committee. Members were also recommended to determine the Chair for each Forum.

The Area Management Officer presented the report and advised Members that the only Chair that needed to be determined was the one for Halton Forum. Members were also advised that, with regard to the Terms of Reference outlined in Appendix A, reference in clause 4.4 to Member interests needed to be changed from pecuniary and non-pecuniary to personal and personal and prejudicial.

Members debated the issues with regard to agreeing a **Chair for the Halton and Halton Moor & East Osmondthorpe Forums**. It was agreed that an additional Forum in the Ward was not required. A vote was taken and Councillor Lyons was elected Chair of Halton Forum. It was also agreed that Councillor Jackie Langdale would Chair Halton Moor & East Osmondthorpe Forum.

RESOLVED –

- (a) That the schedule of dates detailed in section 2.7 of the report be noted.
- (b) That the Forum Terms of Reference as detailed in Appendix A to the report, with one amendment to clause 4.4 changing Member interests from pecuniary and non-pecuniary to personal or personal and prejudicial, be ratified by Members.
- (c) That the following Members as Chairs of the respective Forums be confirmed:
 - Kippax & Methley Forum – Councillor Keith Parker
 - Garforth & Swillington Forum – Councillor Andrea Hamilton
 - Cross Gates Forum – Councillor Pauleen Grahame
 - Swarcliffe Forum – Councillor Suzi Armitage
 - Whinmoor Forum – Councillor Peter Gruen
 - Halton Moor & East Osmondthorpe Forum – Councillor Jackie Langdale
- (d) That, in respect of the Halton Forum, that the boundaries remain as they were and that Councillor Lyons be elected as Chair.

11 Parks and Countryside Area Committee Update Presentation

The Chief Recreation Officer submitted a report informing Members of a presentation that would provide the Area Committee with an update on the

Draft minutes to be approved at the meeting
to be held on Tuesday, 18th September, 2007

Parks and Countryside Service in general across the city and include area specific information on projects, plans and aspirations specifically for the Outer East area.

Kris Nenadic, Principal Parks Area Manager, Parks and Countryside, and Simon Frosdick, Recreation Manager, Parks and Countryside, both from City Development, attended the meeting and gave a PowerPoint presentation, a copy of which had been included with the agenda (see appendix to report).

Members were informed that **loss of skills and lack of capital investment** were two main issues that needed to be addressed. Members were also advised that the **household survey** had provided officers with much useful information, as it was possible to interrogate the database for statistical information.

In brief summary the main issues discussed by Members were:

- The advantages of **on-site gardeners**.
- **Revenue expenditure for long-term maintenance**.
- Provision of **playground equipment** in the East Outer Area, particular at Manston Park.
- Area Committee funding for the **skate park at Garforth** needed to be mentioned in the presentation.
- The **playground at Lotherton Hall** had seen increased usage.
- The need to find a suitable site and funding for a **playground at Temple Newsam**.
- The need to improve the **playground at Glebelands** and to find funding for its long-term future.
- **St Aidans** – there was nearly £3m still available in Trust funds that needed to be spent. Noted that it was likely that the site would be opened to public access in 2008.

Officers were thanked by the Chair for their presentation.

RESOLVED – That the contents of the report and presentation be noted.

(Note: Councillor Armitage joined the meeting at 4.50pm during the consideration of this item.)

12 East Leeds Community Centres - Draft Pricing and Letting Policy

The East Area Manager (Acting) submitted a report providing Members with a revised Pricing and Lettings Policy and requesting Members endorse a three month community consultation period. The report also outlined the centres in the Outer East Area that would be affected by the implementation of the revised policy and provided examples of what the new terms and conditions would mean to various community organisations using the facilities.

The Area Management Officer presented the report. Members were informed that the suggested lettings policy would only impact on directly managed Leeds City Council facilities and not those leased to community organisations.

Draft minutes to be approved at the meeting
to be held on Tuesday, 18th September, 2007

The six community centres that would be affected in the East Outer Area were outlined in para. 4.1 to the report. Para 5.1 to the report detailed the current and proposed charges per hour for community facilities in the area.

Members were also advised that the East Outer Area Committee would be joining with the South Outer Management Team in the near future. Since the South Outer Area Committee had wanted to extend the consultation period with service users and the wider community, there was not now the urgency for the East Outer Area Committee to deal with the draft pricing and lettings policy as implied within the report. The implementation date was now likely to be extended from 1st October 2007 to the end of the year.

Members debated the issues and raised their **concerns about the proposed charges and the backlog of maintenance** that was required to be carried out in the Area's community centres. There was consensus that Members needed to be supplied with more information on the backlog of maintenance at each centre, before they could agree that the consultation period could start, as this would affect charges.

It was therefore agreed that a further report should be presented to a future meeting of the Area Committee which would include for instance, as well as information on the backlog of maintenance work required, information on who was currently using the centres, what these users were being charged, the budget that would come with the centres and how a discount policy would ensure that the Area Committee had discretion to offer free or discounted use by community groups. It was also agreed that the views of local Forums should be sought.

RESOLVED –

- (a) That consideration of this issue be deferred in order for further information to be supplied to the Committee.
- (b) That a further report be presented at a future meeting of the Area Committee in the municipal year for Members to consider, including in particular information on the backlog of maintenance work required at the community centres.
- (c) That the views of local Members be sought on what investment was needed for community centres in their Wards and to refer to local Forums for discussion on how centres might be better run in their area.

13 Well Being Budget 2007/08

The East Leeds Area Manager (Acting) submitted a report updating Members on how the Well Being budget had been profiled for 2007/08, illustrating how the budget had been targeted against key priorities in the Area Delivery Plan and outlining a number of commitments that had been inherited from previous approvals. The report also provided further information on an additional £50,000 that had been awarded to the Area Committee and guidance from Executive Board on where that additional funding should be targeted.

The Area Management Officer presented the report and responded to Members' queries and comments. Members were advised on issues that related to the funding of **Neighbourhood Warden posts** in the Area, in particular for Garforth, Osmondthorpe and Swarcliffe and also the rising costs of **CCTV** provision in East Leeds.

Regarding the allocation of the **additional £50,000 from General Fund Reserves** that had to be spent within the municipal year, Members were informed that the Area Office had been seeking clarification from Planning on the **conservation areas** in the East Outer Area and from Highways on **Residents' Only parking**. Highways had indicated that it would be difficult to spend the additional funding within the year on the suggested parking priorities. Members could consider the option of spending this funding on other projects.

In brief summary the main issues that were discussed were:

- The distribution of **Neighbourhood Warden** posts throughout the East Outer Area and the fact that the 50% of funding from the Neighbourhood Renewal Fund (NRF) to support the Warden in Garforth and Osmondthorpe was no longer available.
- General future funding of Neighbourhood Warden posts.
- **Police Community Support Officers** (PCSOs) – reports required by Members on who they were and where they operated.
- Reports had also been requested by Members in the past on Warden activity.
- The good work of Wardens in the Temple Newsam Ward.
- Where the **Conservation Areas** were in the East Outer Area.
- Possible instances of **Residents' Only parking/extra parking provision** required in the Area.

RESOLVED –

- (a) That an additional £14,000 be found from the Well-Being Budget to secure one additional full-time Warden post.
- (b) To note the Acting Area Manager's intention to use the funds set aside for Tasking Teams to pay for Neighbourhood Warden cover as required and agreed with relevant Ward members.
- (c) That regular reports on PCSOs and Wardens be provided to Members of the Committee.
- (d) That the senior person in charge of Garforth Police Station be requested to report on police activity in the East Outer Area at the September meeting of the Committee, and to include detail on the five PCSOs per Ward funded by LCC.
- (e) To note that Aire Valley Homes had been asked to continue half funding the Swarcliffe Neighbourhood Warden post and that it was expected that a decision would be made before the next meeting of the Area Committee.
- (f) To note that the £10,000 provisionally set aside for CCTV revenue costs in 2007/08 was likely to increase.

- (g) To note that the Executive Board had recommended that the Area Committee consider spending the additional £50,000 allocated to this Area Committee from General Fund Reserves on:
 - (i) carrying out a 'Conservation Area Review' of conservation areas in their Area; and
 - (ii) an introduction of Residents' Only parking/extra parking provision, and that advice be sought by Area Management on Conservation Areas in the East Outer Area and that Members inform Area Management of extra parking provision in their Wards that they would wish to be considered for the funding.
- (h) That the breakdown of small grants expenditure in 2007/08 as detailed in Appendix C be noted.

(Note: Councillor J Lewis left the meeting at 5.25pm during the consideration of this item and Councillors Harrison and Murray left the meeting at 5.45pm at the conclusion of this item.)

14 Outer East Area Committee Capital Budget 2007/08

The East Leeds Area Manager (Acting) submitted a revised report requesting support from Members from this budget for several new projects across the area and updating Members on the CCTV project in Halton Village and shops and community facilities security project in Temple Newsam and Cross Gates & Whinmoor. The revised report included a request for funding for a feature to the entrance to Ledston Luck village.

The Area Management Officer presented the report and responded to Members' queries and comments. Members were advised that just over £24,000 of the capital funding budget for 2004-2007 had been uncommitted and would be rolled over and added to the £113,270 capital budget for 2007/08. Members were also informed that the funds were now allocated on an annual basis rather than every three years.

Members considered the **new requests for funding**; for additional street lighting in Garforth & Swillington, increased lighting to a footpath at Norwood Gardens in Colton, improvements to car parking at Garforth Town FC and for a project to improve the entrance to Ledston Luck village.

A previous request for a **Neighbourhood Warden van** where costs had risen but would deliver a much improved specification, was noted and Members agreed to the preferred Option 3.

The previous request for **security fencing to properties to the rear of Halton Moor Avenue**, where further information on future maintenance of the fence had been required, was also discussed. It was noted that CCTV was now in place in the area and it was therefore decided to defer a decision on allocating funding for the fencing pending an assessment of the effectiveness of the CCTV cameras.

RESOLVED –

Draft minutes to be approved at the meeting
to be held on Tuesday, 18th September, 2007

- (a) That the following projects be approved for funding from the capital budget:
- Neighbourhood Warden Van - £13,100
 - Additional lights to ginnels in Garforth and Swillington - £2,000
 - Additional lighting to pathway in Colton - £5,000
 - Car parking enhancement to Garforth Town FC - £18,000
 - Ledston Luck feature to village entrance - £2,000
- (b) That the request for £20,000 for security fencing in Halton Moor be deferred in order to assess the effectiveness of CCTV cameras installed in the area.
- (c) That the breakdown of capital spend to date this financial year by Ward as detailed in Appendix C be noted and in particular for Temple Newsam Ward which showed an overspend of almost £5,000 but which should be returned to credit once the final cost for CCTV in Halton Village had been confirmed.

15 Area Functions Schedule 2007/08

The East Area Manager (Acting) submitted a report presenting the updated Area Function Schedules for 2007/08, based on the functions delegated to the Area Committees at the present time. The functions currently delegated were detailed in Appendix 1 to the report.

The Area Management Officer presented the report and advised Members that it was anticipated that a number of additional functions would be delegated to Area Committees in the near future.

RESOLVED – That the updated Area Function Schedules for 2007/08 be noted.

16 Outer East Community Forum Minutes 19th March - 22nd June 2007

The East Area Manager (Acting) submitted a report, together with the minutes of the Area Committee Community Forum meetings held between 19th March and 22nd June 2007.

The 'late running Councillors' referred to in the minutes of the **Cross Gates Forum** held on 23rd May 2007, advised Members that they had arrived at the meeting at the usual time only to find that the time of the meeting had been changed.

RESOLVED – That the minutes of the following Community Forums be received and noted:

- Kippax & Methley – 19th April
- North Whinmoor – 19th April
- Garforth & Swillington – 23rd April
- Swarcliffe – 16th May
- Cross Gates – 23rd May
- Halton Moor & Osmondthorpe – 5th June
- Halton – 7th June

Draft minutes to be approved at the meeting
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17 Dates and Times of Future Meetings

Noted as 18th September 2007, 6th November 2007, 18th December 2007, 26th February 2008 and 15th April 2008 – all at 4.00pm. The **venues** for future meetings were discussed by Members.

RESOLVED –

- (a) That the 18th September 2007 meeting be held at the Civic Hall.
- (b) That the venues of future meetings be agreed at the September meeting of the Area Committee.

18 Late Item - EASEL Working Group

The Head of the EASEL Project submitted a late report seeking support from Members of the Committee for the establishment of a working group for issues relating to the East and South East Leeds regeneration project (EASEL) and to nominate the initial representative from the East (Outer) Area Committee.

RESOLVED –

- (a) That the proposal to establish a working group for the EASEL initiative be supported.
- (b) That **Councillor Langdale** be nominated to the working group.

19 Other Business

Members had been informed that Karl Curry, Area Management Officer for the Outer East Area, was taking voluntary early retirement. Nick Clarkson, his temporary replacement, was welcomed by Members.

RESOLVED – That a letter of thanks be sent from Members to Karl Curry, in appreciation of his excellent work at the Area Management Office.

The Chair thanked everyone for attending and the meeting concluded at 6.10pm.



Originator: Andy Mills

Tel: 3950805

Report of the Chief Community Safety Officer

Outer East Area Committee

Date: 18 September 2007

Subject: West Yorkshire Police Community Contact Points

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

Executive Summary

The report provides information on West Yorkshire Police's current community contact points and summarises good practice. It asks area committees to suggest further potential contact points, and to support the use of council premises if these are so identified.

1.0 Purpose Of This Report

The purpose of this report is to inform Members about West Yorkshire Police's community contact points, to seek Area Committee input into selecting further contact points (based on an evaluation of good practice) and to support the use of any council premises so identified.

2.0 Background Information

In line with local government reform, the police are seeking to improve the ways in which they can be contacted by and engage with the public. One aspect of this is the use of "contact points" based in communities rather than traditional police stations. (Note that this is different to police attendance at forums).

3.0 Issues for the area committee

- 3.1 Appendix 1 is an extract from an internal West Yorkshire Police (county-wide) review of its contact points. The summary indicates best practice. The most important point is the first one – the contact points should be located where people will go anyway. The arrangements range from the simple to the sophisticated – joint arrangements for sharing premises with other agencies. Some examples include joint surgeries with ward Members.
- 3.2 Appendix 2 provides information on current arrangements (note that these were correct at the time of writing but the most up-to-date versions can be found on the relevant Neighbourhood Policing Team webpage – see <http://www.wypnpt.org/>). Specific information on dates has not been included here; the purpose of the list is not to give the full details of contact points but to start a consideration of locations that may improve on these).
- 3.3 Through their local knowledge, Members may be able to propose other potential contact points or indeed be interested in developing further joint arrangements. Any suggestions from the area committee should be passed to the local Neighbourhood Policing Team, and the committee is asked to endorse the use of those locations as contact points (especially where these are council premises) if the police follow through on its suggestion. Note that the police's capacity to service further - rather than different – points might be an issue.
- 3.4 Appendix 3 provides Members with the Neighbourhood Policing Teams by Ward.

4.0 Implications For Council Policy and Governance

There are no implications for policy or governance.

5.0 Legal and Resource Implications

There are no legal and resource implications unless council premises are identified and resources requested to enable their use as contact points. In such cases the implications will be an issue for the relevant service and asset management. This report is not seeking funding for contact points from the area committee.

6.0 Conclusions

- 6.1 The use of contact points by the police is part of both the neighbourhood policing and the localization agendas.
- 6.2 West Yorkshire Police have identified good practice as to operating contact points.
- 6.3 Members may be able to identify opportunities for further good contact points within their wards.

7.0 Recommendation

Members are asked to consider this report and identify any further suitable contact points to the relevant Neighbourhood Policing Team, and the area committee is requested to support the use of identified premises for this purpose.

Community Contact Points – Examples of Good Practice (Extract)

A key aspect for Neighbourhood Policing Teams is the opportunity for face-to-face contact with the public to discuss local problems, many of which are suitable for NPT intervention on a problem-solving basis. Community contact points have a vital role to play in this process.

A survey of existing contact points around the force area in March 2006 revealed some inconsistency around the force, in that some NPTs had fixed regular contact points, whereas others had regular or non regular flexible points. At the Quality of Service Commitments Project Board on 21st June 2006, DCC Hodson agreed that as a general principle, all NPTs should have at least one fixed regular contact point per month, to provide some consistency and clarity for members of the community.

Summary of Good Practice

- **“Watering Holes”** – arrange contact points where people would congregate naturally, in areas that are a focal point for the community and that are likely to be visited for other purposes. E.g. regular coffee mornings, supermarkets, libraries. Using supermarkets etc for contact points has often resulted in issues being raised that are not of a local nature, due to visitors not always living in the locality. However, from a public reassurance point of view, it does give the member of the public the satisfaction of having been able to speak to somebody about his or her issue.

Divisions also need to be aware that the positioning of a contact point could preclude certain members of the community from attending. E.g. using church rooms may put off people not of that faith from attending. In Thornton (Bradford North), they have also experienced that where a contact point was based in church rooms, the church was against having computers installed in the premises.

- **Joint initiatives** - contact points that are jointly run with other partnerships tend to be more effective, in terms of being able to suggest and offer solutions to problems raised at the time.
- **If residents won't come to you, go to them** - e.g. a Reassurance Mapping Project on the Rivers Estate at Airedale/Ferry Fryston, Castleford. This is a previous mining community where the residents historically have tended not to engage with the police. The police turned the tables around by knocking on doors and speaking to residents to find out what local problems existed. This was followed up by a proper action plan and an initiative to deal with the problems. Without this the trust gained by the police would have gone.
- **Flexibility with opening times** - most contact points are only open during office hours, but feedback suggests that this excludes many people in employment with regular hours. Some divisions are currently experimenting with opening some contact points in evenings. However the concern is that these hours may then preclude the elderly from

attending. Possibly the solution could be to alternate day time opening and evening opening of some individual contact points. The disadvantage of this is that premises that open in the evenings are harder to find when looking for accommodation to host community contact points.

- Creativity with staffing - in most Divisions, contact points are staffed using primarily PCSOs, to leave Police Officers free to deal with core business. In Bradford Community Safety area and especially in Keighley Division, Inspector Tony Walker set up community contact points staffed by Police Volunteers. The Volunteers receive training on routing enquiries and complaints and so far have fielded many complaints and enquiries, which previously would have gone to Help Desks. A further advantage of staffing the contact points with volunteers rather than PCSOs was that it left the PCSOs free to do proactive community work.
- Publicity – contact points need to be well publicised, particularly those that are not at a fixed point and not held regularly. Different methods of publicising have been used, such as advertising in local papers, force web site, through Neighbourhood Watch schemes etc.

Accommodation - Often the acquisition or leasing of non-police accommodation, or leasing of police accommodation to other partners is involved in the setting up or continuance of any contact points.

Conclusions

The findings of the research to date identify that the organisation does not have a corporate response to the running of Community Contact Points, particularly in relation to maintaining records of visitors to contact points, information obtained and resulting actions.

Community Contact Points are a form of engagement activity. The force has a Community Engagement Policy and work to date has identified that there are varying degrees of engagement activity taking place. What is apparent is that as an organisation, we do not have systems and processes that allow us to capture our engagement and operational activity. We need to be able to audit that activity and to capture 'who, what, why, where, when and how' it takes place. Proposals have been suggested around the development of an information hub to address this problem, linked to recording key individual networks.

Inspector Penny Abson – HQ Community Safety 5/3/07

Current NPT Contact Points

City & Holbeck

Rothwell: Every Thursday between 4pm and 6pm at Rothwell Library, Marsh Street, Rothwell Centre.

Middleton: Every Wednesday between 2.30pm and 4pm at the St George Centre Middleton. Every Thursday between 2pm and 3pm at the Middleton Family Centre at 256-262 Sissons Road Middleton, a joint surgery with the Leeds South Homes housing representative.

Belle Isle: Between 1130am and 1pm every second Monday at the Belle Isle Family Centre (St Barnabus Church, Belle Isle Road).

Methley: Every second Wednesday of the month between 4pm and 6pm at the Methley Community Centre.

Drighlington: On a weekly basis on Saturdays from 1030am to 1130am at the Drighlington Library, Moorland Road, Drighlington.

Gildersome: Every Saturday on a bi-weekly basis from 10am - 12am at the Gildersome Library.

Ardsley: Every Wednesday from 12 noon to 2pm at East Ardsley Community Centre, Main Street, East Ardsley.

Morley Police Station: The Morley Police Station Help desk is open from 8am - 8pm every weekday from Monday to Friday, and from 10am - 6pm Saturdays. The Help Desk is closed Sundays.

Officers are available to speak to at the following locations on a weekly basis:

Mondays....3pm to 5pm St Lukes Church Malvern Road **Beeston**

Wednesdays....3pm to 5pm Co-Op Town Street **Beeston**

Fridays...4pm to 5pm St Matthews Community Centre St Matthews Street **Holbeck**

City NPT Contact Points: The HUV contact point takes place each Wednesday between 12pm and 2pm at the Round Foundry Media Centre, David Street.

Pudsey Weetwood

Ireland Wood, Tinshill, Cookridge, Adel & Holt Park: (ASDA at Holt Park).

The police contact point at the stables Adel is being discontinued due to lack of attendance. A new venue for the Adel contact point will be the Adel War Memorial Club.

Horsforth (Morrisons on Town Street): Police contact point between 11am to 1pm.

Yeadon & Rawdon: The Morrisons surgery is held on every Wednesday 11am - 12 noon.

Guiseley: Morrisons, Otley Rd 12 noon - 1pm. Surgeries run on the 1st and 3rd Wednesday of the month.

Otley: every Tuesday at Otley Library, Nelson St, Otley 2pm - 4pm.

Pool: 10am - 12 noon on the fourth Thursday of every month at The Methodist Church Hall,

Bramhope: The Robert Craven Memorial Hall between 10am and 11am.

Armley: Armley One Stop Centre, Town Street, Armley, Thursdays, 10am - 12 noon.
Armley Mosque, Brooklyn Terrace between 2.30pm and 3.30pm.

The Armley Street Wardens Surgery is held on Monday mornings 10 - 10:30am at Wortley Community Centre on Green Lane/Tong Road. PCSOs do not attend this on a regular basis.

The Raynville surgery will be held at Hollbush Primary school.

Bramley: every Tuesday 10am-12pm at the Bramley Housing Office, Town St, Bramley.
The Fairfield Police Surgery will be held once a month at Fairfield Community Centre, Fairfield Terrace.

The Rossfield surgery will be held at St. Peters Church.

There is also a surgery held at Whitecote primary School for parents and local residents.

Pudsey & Swinnow: Pudsey One Stop Shop, Pudsey Town Hall between 10am - 12pm.
A Police Surgery is held at St James' Church.

Tyersal: Tyersal Social Club on Wednesdays between 7pm and 9pm.

Tyersal Road at 7.30pm until 9pm.

Farsley: The Police Surgery is held at Farsley Library.

Calverley & Rodley: Calverley Methodist Church, *Chapel Street*.

Farnley: Police Surgery at Cow Close Library

Police Surgery at St James Church Hall, New Farnley on Thursdays 10am until 12 noon.
Police Surgery at St Michael and all Angels Church Hall on Tuesdays 6pm until 8pm.

Wortley: Police Surgery at St John's Church, *Dixon Lane* Wortley at 5pm to 7pm.

The Gambles: Police Surgery is held between 10am-12noon at the Library on *Heights Drive*

North East Leeds

Wetherby - Town Hall

Wetherby school gate contacts:

St. James Primary 3.00pm to 3.20pm

Crossley St. Primary 3.00pm to 3.20pm

Deighton Gates Primary 3.00pm to 3.20pm

St. Josephs Primary 3.00pm to 3.20pm

Thorner - Parish Centre 10.00am

Victory Hall contact point - Parish council meeting 7.00pm

Aberford 7.30pm

Scholes Community Forum Manor House 9.45am

Barwick & Scholes Parish Council Scholes, Village Hall

Barwick Methodist reading rooms 7.30pm

Scarcroft Village Hall 8.00pm

Boston Spa

Boston Spa Comp school gates 3pm – 3.45pm

Millennium Gardens 11 – 11.45am

Bramham - OAP shelter 4pm -5pm

Clifford - Village Hall 4pm - 5pm

Walton and Thorp Arch at Walton Village Hall 4pm - 5pm, 11am - 12noon

Shadwell parish meetings and contact points 7.15pm – 8.00pm

Collingham with Linton parish meetings and contact points 7.15pm – 8.00pm

North East Inner

Sainsburys, Moor Allerton Centre

Lingfields Open House, Alwoodley

North Call, Cranmer Bank, Alwoodley

Stainbeck Church, Stainbeck Road, Meanwood 1pm - 2pm

Open Door (opposite Allerton Grange High School), 225 Lidgett Lane, Roundhay Monday –

Friday 10am-4pm, Saturday 10am-2pm

Tesco, Roundhay Road

Chapel Allerton Children's Centre (new), Blake Grove, Chapel Allerton 10am-12pm

East Outer

Swarcliffe and Stanks forum at St Gregor's social club

Crossgates Forum at Cross Gates and District Good Neighbours building (opposite Cross Gates Shopping Centre, on Station Road, next to the church)

Halton Moor: Joint surgery with local councillors - Halton Moor One Stop Shop and Halton Library on the first Saturday in every month.

Appendix 3 - Your Local Contacts – Outer East Leeds

Last updated 1 August 2007

T/Inspector Richard Sullivan

Sergeant Stephen Goodwill

Temple Newsam Team (covers Colton, Temple Newsam, Osmondthorpe & Halton Moor) - PC 1159 Phillips, PC 1462 O'Toole, PC 5385 Gaitley, PC 2397 Hudson, PCSO 800 Twort, PCSO 540 Warnes & PCSO 317 Taylor, PCSO 174 Calvert, PCSO 357 Foster, PCSO 869 Dutton

Crossgates and Whinmoor Team (covers Penda's Stanks, Whinmoor, Crossgates and Swarcliffe) - PC 5514 Buxton, PC 5033 Collinson, PC 2890 Genn, PCSO 611 Tolley, PCSO 741 Taylor, PCSO 673 Thompson PCSO 620 Ward, PCSO 895 Eastwood

Garforth & Swillington Team (covers Garforth, Swillington and Micklefield) - PC 4363 Hopkinson, PC 2337 kay, PC 4486 Nield, PCSO 521 Rowley & PCSO 307 Reeves, PCSO 772 Walkin, PCSO 941 Butler

Kippax & Allerton Bywater Team (covers Kippax, Allerton Bywater) - PC 4674 Rogers, PC 2196 Ashton, PCSO 647 Poleviak & PCSO 762 Whitworth, PCSO 818 Tate

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Originator: Dylan Griffiths

Tel: 3950401

Report of the Chief Officer (Executive Support)

Outer East Area Committee

Date: 18 September 2007

Subject: Local Area Agreement

Electoral Wards Affected:

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function Delegated Executive Function available for Call In Delegated Executive Function not available for Call In Details set out in the report

Executive Summary

At its meeting on 22 May 2007 the Outer East Area Committee received a report and presentation on the Local Area Agreement. Following that report the Committee requested further information on the funding within the LAA to support the delivery of LAA outcomes, the partnership arrangements in place to support the delivery of LAA outcomes and how Members are involved in the development of the new Local Area Agreement as part of the new Leeds Strategic Plan. This report provides this information.

1.0 Purpose Of This Report

- 1.1 This report provides further information on funding and partnership groups to support the delivery of LAA objectives, and provides information on how Members are involved in the development of the new Local Area Agreement/Leeds Strategic Plan in response to a request for more information following the meeting of the Outer East Area Committee in May.

2.0 Background Information

- 2.1 The Local Area Agreement is an agreement between Leeds City Council and its local partners on the one hand and central government on the other to work in partnership to improve outcomes for local people and the city.
- 2.2 In July 2007 Executive Board adopted a new corporate planning framework for the Council. At the heart of the new planning framework will be a Leeds Strategic Plan which will set out the Council's priorities for Leeds for the next three years and what the Council will do, alone or in partnership with others, to deliver those priorities. This plan will bring together the themes in the Vision for Leeds, the Local Area Agreement and the Regeneration Plan.

3.0 Main Issues

Funding

- 3.1 A benefit of the Local Area Agreement is that a number of grants are pooled into four blocks giving greater flexibility over how funds are spent locally and reducing the bureaucratic burden of reporting requirements. In 2006/7, the first year of the LAA, 8 funding streams were pooled into the LAA with a total value of £16.7 million. For the current year, the number of funding streams pooled into the LAA in Leeds has doubled to 16 and the value of the funds pooled has more than doubled to £37.5 million. Funds pooled within the LAA in 2007/8 are shown in Appendix 1.

Partnership Arrangements

- 3.2 A number of Council led partnership groups have been established to manage the delivery of the LAA. In addition to the four block groups which co-ordinate activities and funding to deliver the targets in each block there are also a Performance Management Group, Programme Management Board and a Strategy Group which bring together senior officers from a number of public, private and voluntary groups to co-ordinate the activities of the LAA as a whole. These groups and their composition are listed in Appendix 2.

Member Involvement

- 3.3 Leeds City Council is the accountable body for the LAA and the Executive Board of the Council has received regular reports on the progress of the LAA. A Scrutiny inquiry into Narrowing the Gap looked into the impact of the Local Area Agreement. Area Committees and District Partnerships have been encouraged to look at the implications of the Local Area Agreement for their areas and some Area Committees and District Partnerships have done so.

- 3.4 In July 2007 Executive Board adopted a new corporate planning framework for the Council. At the heart of the new planning framework will be a Leeds Strategic Plan which will set out the Council's priorities for Leeds for the next three years and what the Council will do, alone or in partnership with others, to deliver those priorities. This plan will bring together the themes in the Vision for Leeds, the Local Area Agreement and the Regeneration Plan, 'thus making possible an integrated framework geared to tackling neighbourhood needs and priorities', which was one of the recommendations of the Scrutiny Inquiry into Narrowing the Gap.
- 3.5 The Leeds Strategic Plan will be part of the Council's Budget and Policy Framework and will need to be considered by Scrutiny before it can be adopted by Full Council. This will give Members several opportunities to consider and shape the Leeds Strategic Plan.
- 3.6 All Area Committees are also being invited to consider the improvement priorities to be included in the Leeds Strategic Plan and Local Area Agreement and a presentation on the new improvement priorities will be given at the next meeting of this Committee.
- 3.7 A Member Reference Group consisting the leaders of the three largest party groups on the Council has also been set up to discuss how the improvement priorities in the Leeds Strategic Plan should be developed.
- 3.8 Other stakeholders are also being given an opportunity to comment on the improvement priorities to be included in the Leeds Strategic Plan. Some of these groups such as Leeds Initiative groups and District Partnerships also have Councillors in their memberships..

4.0 Implications For Council Policy and Governance

- 4.1 The proposals contained in this report are in line with the Council policy and governance framework and follow the strategic decisions of the Outer East Area Committee.

5.0 Legal and Resource Implications

- 5.1 There are no legal and resource implications arising from this report

6.0 Conclusions

- 6.1 The Local Area Agreement is increasingly significant for the Council in terms of funding and partnership structures. The development of the Leeds Strategic Plan will put the Local Area Agreement at the heart of delivering the Council's priorities for the city. Members will be engaged in considering, shaping and approving the Leeds Strategic Plan at each stage of its development.

7.0 Recommendations

- 7.1 It is recommended that the Outer East Area Committee

- Note the information contained in this report

Appendix 1

2007/08 Local Area Agreement Funding

External Funding/Grant	Govt Dept	LCC Department	Revenue	Capital	Total
			£	£	£
<u>Children and Young People</u>					
Children's Services Grant	DfES	Children's Services	2,703,326		2,703,326
Children's Fund	DfES	Children's Services	2,092,599		2,092,599
Secondary Behaviour and Attendance	DfES	Education Leeds	125,800		125,800
Key Stage 3 – Central Coordination (SCC)	DfES	Education Leeds	331,663		331,663
Neighbourhood Support Fund	DfES	Children's Services	470,368		470,368
Positive Activities for Young People	DfES	Children's Services	518,421		518,421
Primary Strategy Central Coordination	DfES	Education Leeds	360,964		360,964
School Travel Advisors	DfES	City Development	84,000		84,000
School Development Grant (LA Retained Element)	DfES	Education Leeds	5,161,270		5,161,270
<u>Healthier Communities and Older People</u>					
<u>Safer and Stronger Communities</u>					
CR, DS, & ASB *	Home Office	Environ and Neigh	937,163	361,831	1,298,994
Respect **	Home Office	Environ and Neigh	230,000		230,000
Neighbourhood Element	CLG	Environ and Neigh	1,743,000		1,743,000
Cleaner, Safer, Greener Element (liveability)	CLG	Environ and Neigh	150,000	980,000	1,130,000
Waste Performance and Efficiency Grant	DEFRA	City Services	778,379	778,379	1,556,758
<u>Economic Development</u>					
Local Enterprise Growth Initiative (LEGI)	CLG	City Development	3,520,000	1,250,000	4,770,000
<u>Cross Cutting</u>					
Neighbourhood Renewal Fund	CLG	Head Office	14,938,567	0	14,938,567
TOTAL			34,145,520	3,370,210	37,515,730

Appendix 2: Membership of LAA Strategy Group, LAA Programme Management Board and Block Working Groups

A. Membership of LAA Strategy Group

Name	Job Title	Organisation
Paul Rogerson (Chair)	Chief Executive	Leeds City Council
James Rogers	Chief Officer, Executive Support	Leeds City Council
Kathy Kudelnitzky	Director	The Leeds Initiative
Jane Daguerre	Director	Leeds Voice
Chris Edwards	Director	Education Leeds
Rosemary Archer	Director, Social Services	Leeds City Council
John Davies	Director, Learning and Leisure	Leeds City Council
Jean Dent	Director, Development	Leeds City Council
John England	Deputy Director, Social Services	Leeds City Council
Neil Evans	Director, Neighbourhoods and Housing	Leeds City Council
Geoff Dodd	Chief Superintendent	West Yorkshire Police
Steve Williamson	Chair, Narrowing the Gap Executive	The Leeds Initiative
Alan Hunter	District Manager	Jobcentre Plus
Alan Billyard	Principal	Leeds College of Building
Mike Bridge	Strategy Advisor	Yorkshire Forward
Richard Smith	Chief Executive	Connexions
Christine Outram	Chief Executive	Leeds PCT
Ian Cameron	Director of Public Health	Leeds PCT
Richard Mansell	Chief Executive	Leeds Chamber
Steve Crocker	Area Manager	Leeds City Council
Jane Stageman	LAA Project Manager	Leeds City Council
Isobel Mills	Director, People & Communities Group	Government Office for Yorkshire and the Humber
Kuldip Bharj	Member	BME Strategy Group

B. Membership of the LAA Programme Management Board

Name	Job Title	Organisation
James Rogers (Chair)	Chief Officer – Executive Support	Leeds City Council
Jane Stageman	LAA Coordinator	Leeds City Council
Sue Wynne	Head of Regeneration Policy and Planning	Leeds City Council
Jim Willson	Community Safety	Leeds City Council
Ian Cameron	Director of Public Health	Leeds Primary Care Trust
Mike Simpkin	Public Health Strategy Manager	Leeds City Council
Ken Morton	Locality Enabler – DCS Unit	Leeds City Council
Jody Sheppard	Programme Manager	Leeds Children’s Fund
Martin Dean	Programme Manager	Leeds Initiative
Paul Stephens	Chief Economic Services Officer	Leeds City Council
Marilyn Summers	Senior Performance Manager	Leeds City Council
Ratna Lachman	BME Strategy Group Representative	BME Strategy Group
Richard Norton	Project Director	Archways
Dinah Clarke	Programme Manager - Culture	Leeds Initiative
Clare Maidment	Principal Financial Manager	Leeds City Council
Patrick McGuckin	Senior Financial Manager	Leeds City Council
Dave Richmond	Area Manager – South Leeds	Leeds City Council
Rebecca Matthews	Locality Manager	Government Office for Yorkshire and the Humber
Anne McMaster	Senior Project Officer - Equalities	Leeds City Council
Dylan Griffiths	Policy Manager	Leeds City Council
Martyn Long	Policy Officer	Leeds City Council

C: Performance Management Group

Name	Job Title	Organisation
Marilyn Summers	Senior Performance Manager	Leeds City Council
Andrea Tara-Chand	Programme Manager	Leeds Initiative
Bridget Emery	Head of Strategic Commissioning	Leeds City Council
Jacky Pruckner	Geographic Research Officer	Leeds City Council
Mike Simpkin	Public Health Strategy Manager	Leeds City Council
Peter Storrie	Team Leader	Education Leeds
Simon Hodgson	Performance Manager	Safer Leeds
Lisa Parkin	Participation Manager	LeedsVoice
Ian Strickland	Senior Performance Officer	Leeds City Council
Sharon Moore	Senior Equality Officer	Leeds City Council
Stuart Cameron-Strickland	Senior Quality Performance Review Officer	Leeds City Council
Kiera Swift	Teenage Pregnancy Coordinator	Leeds City Council
Mike Kinnaird	Recreation Project Manager	Leeds City Council
Sarah Laidlow-Moore		West Yorkshire Fire and Rescue Service
Alison France	Locality Manager	Jobcentre Plus
Nichola Stephens	Performance Manager	Leeds PCT
Fiona McAnespie	Senior Performance and Improvement Manager	Leeds City Council

D. Membership of Block Working Groups**Children and Young People**

Name	Job Title	Organisation
Ken Morton (Lead Officer)	Locality Enabler – DCS Unit	Education Leeds
Jim Hopkinson	Youth Offending Service Manager	Leeds City Council
Dinah Clark	Programme Manager	Leeds Initiative
Nadid Rasool	BME Community Representative	BME Strategy Group
Sally Threlfall	Head of Early Years Service	Leeds City Council
Jody Sheppard	Programme Manager	Leeds Children's Fund
Frank O'Malley	Business Co-ordinator	Leeds Play Network
Richard Norton	Project Director	Archways
Lisa Oxley	Children and Young People Services Forum Co-ordinator	Leeds Voice
Clive Robinson	Leeds Learning Partnership Coordinator	Leeds City Council
Shaid Mahmood	Partnership Manager	Connexions West Yorkshire
John Paxton	Head of Youth Service, Learning and Leisure	Leeds City Council
Jane Stageman	LAA Project Manager	Leeds City Council

Healthier Communities and Older People – Older People Workstream		
Name	Job Title	Organisation
Mike Simpkin (Lead Officer)	Public Health Strategy Manager	Leeds City Council
Steve Blighton	Benefits Manager	Leeds City Council
Tony Callaghan	Project Officer	Leeds City Council
Stuart Cameron-Strickland	Senior Quality Performance Review Officer	Leeds City Council
Steve Carey	Head of Leeds Benefits Service	Leeds City Council
Christine Farrar	Programme Manager	Leeds Initiative
Julie Hatton	Head of Passenger Transport	Leeds City Council
Bronwen Holden	Planning Officer	Leeds City Council
Kathryn Ingold	Health Promotion Coordinator	Leeds Primary Care Trust
Alan Jones	Fuelsavers Manager	Leeds City Council
Joy Marshall	Planning Manager - Adults	Leeds City Council
Stefan Taylor	Physical Activity Manager	Leeds City Council
Ant Hanlon	BME Community Representative	BME Strategy Group
Mick Ward	Modernisation Manager	Leeds City Council
Kerry Dabb	Local Service Manager	Department for Work and Pensions
Caroline Frankland	Development Worker	Leeds Older People's Forum
Naomi Morrill	Health Forum Coordinator	Leeds Voice
Lisa Parkin	Participation Manager	Leeds Voice

Healthier Communities and Older People – Employability Workstream		
Name	Job Title	Organisation
Ian Cameron (Lead Officer)	Director of Public Health	Leeds Primary Care Trust
Alison Shaffner	Centre Manager	Leeds City Council
Julie Rogers	Head of Clinical Services – MSK	Leeds Primary Care Trust
Caroline Bamford	Convenor	Leeds Mental Health Employment Consortium
Diana Towler	Business Development Manager	Job Centre Plus
Nisreen Alwan	Specialist Registrar in Public Health	Leeds Primary Care Trust
Steve Brennan	NHS	Leeds Primary Care Trust
Ant Hanlon	BME Community Representative	BME Strategy Group
Val Snowden	Head of Jobs and Skills	Leeds City Council
Martyn Long	Policy Officer	Leeds City Council
Mick Ward	Modernisation Manager	Leeds City Council

Safer and Stronger Communities		
Name	Job Title	Organisation
Sue Wynne (Lead Officer)	Head of Regeneration Policy and Planning	Leeds City Council
Jim Willson	Drug Action Team	Leeds City Council
Richard Jackson	Chief Superintendent	West Yorkshire Police
Dave Sherborne		
Richard Hart	Policy and Performance Manager	Leeds City Council
Helen Finister	Chief Officer – Streetscene	Leeds City Council
Sally Coe	Programme Manager	Leeds City Council
Jim Hopkinson	Youth Offending Service Manager	Leeds City Council
Bridgette Emery	Head of Strategic Commissioning	Leeds City Council
Marilyn Summers	Senior Performance Manager	Leeds City Council
Andy Mills	Head of Service – Community Safety	Leeds City Council
Sarah Laidlow-Moore		West Yorkshire Fire and Rescue Service
John Paxton	Head of Youth Service	Leeds City Council
Jane Daguerre	Director	Leeds Voice
Ratna Lachman	BME Community Representative	BME Strategy Group

Economic Development and Enterprise		
Name	Job Title	Organisation
Martin Dean (Lead Officer)	Senior Programme Manager (key supporting officer)	Leeds Initiative
Paul Stephens (Lead Officer)	Chief economic Services Officer	Leeds City Council
Dinah Clark	Principal Policy and performance Officer, Learning and Leisure	Leeds City Council
Diana Towler	External Relations Manager	Jobcentre Plus
Val Snowden	Head of Jobs and Skills, Learning and Leisure	Leeds City Council
Dylan Griffiths	Policy Manager	Leeds City Council
David Hoggarth	Assistant Director for Development	West Yorkshire Metro
David Roberts	Senior Project Officer	Leeds City Council



Originator: Martin Hackett

Tel: 3950705

Report of the East Area Manager

East Outer Area Committee

Date: 18th September 2007

Subject: Well Being Budget 2007/8

Electoral Wards Affected:

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

Executive Summary

This report will remind Members of the budget profile for 2007/8 which was agreed at the Area Committee meeting in April and targets funding at key priorities in the Area Delivery Plan; it also details budget commitments that have been inherited from previous approvals.

1.0 Purpose Of This Report

- 1.1 This report will update Members on how the Well Being budget has been profiled in 2007/8. It will illustrate how the budget has been targeted against key priorities and will also outline a number of commitments it already has in 2007/8.
- 1.2 The report will also update Members with more information on the additional £50,000 added to the Well Being Budget for 2007/8.

2.0 Background Information

- 2.1 The Area Committee has a number of commitments which amount to £56,220. These are detailed as follows:

• Annual on-going CCTV maintenance and monitoring costs	£24,000
• Local Streetscene van and operatives (CAST)	£ 2,720
• 50% contribution to a Warden for Swarcliffe	£14,000
• 50% contribution to an East Leeds CROW officer	£15,500

	£56,220

- 2.2 The Area Committee will also have revenue commitments for 5 other CCTV cameras in Halton and Cross Gates. The revenue cost this year is however dependant upon when the cameras are erected and go 'live'. It is anticipated that all 5 cameras will be up and running before the end of this financial year. A provisional sum of £10,000 has been allocated to this project.
- 2.3 Area Committee has also approved funding for a full time Neighbourhood Warden to spend 2.5 days in Garforth and 2.5 days in Temple Newsam Ward. This position is expected to be filled in the near future. Anticipated cost in 2007/8 based upon the Warden being in post for 6 months of this year is £14,000.
- 2.4 The Area Committee agreed to profile the remainder of the budget against the following key themes highlighted in the Area Delivery Plan:
- Small Grants scheme to support local community projects
 - Neighbourhood Management – supporting 'Tasking Teams'
 - Young people
 - Supporting Community Engagement and activities
 - Cleaner/greener environment
- 2.5 At the February meeting of Area Committee the following budgets were agreed against these priorities:
- Community engagement and supporting community activities - £16,000
 - Additional activities for young people - £32,000
 - Neighbourhood Management ('Tasking Teams') - £40,000 or £10k per Ward
 - Small Grants - £12,000 (may be increased if high demand)
 - Gardening scheme - £38,500

2.6 The total programme outlined here is costed at just under £218,720. The budget for 2007/8 was originally set at £212,120. This profile over programmes by £6,600.

2.7 An additional one-off budget of £500k has been made available to Area Committees (£50,000 per area) from General Fund Reserves for 2007/08. The Executive Board identified two areas of strategic importance that they would like Area Committees to consider when deciding how to spend this extra money. They are:

(i) Carrying out a Conservation Area Review of conservation areas in their geographical area.

(ii) Introducing Residents' Only parking/extra parking provision in particular areas of concern.

In connection with the conservation area review this is a Best Value indicator for the Council. Executive Board feel it is important to make progress in this area and feel this work is better done at a local level. Further details are provided on the report from the Directors of City Development and Environment and Neighbourhoods.

3.0 Main Issues

3.1 Neighbourhood Warden post in Garforth & Temple Newsam Ward. The Warden post will provide for cover in Garforth for 2.5 days per week and Temple Newsam Ward for 2.5 days per week. We are currently recruiting to this post.

3.1.2 The post has been re-advertised after the initial successful candidate from interviews held in August took up another position.

3.2 Neighbourhood Warden in Swarcliffe. This post has been jointly funded by Outer East Area Committee and Leeds South East Homes for the last 2 years.

3.2.1 At the time of writing this report the new ALMO, Aire Valley Homes, have still not confirmed that the post will be funded for a third year. Failure to provide match funding will mean the post may have to cease at the end of 2007.

3.2 CCTV in East Leeds. A provisional amount of £10,000 has been set aside to cover the first year cost of the CCTV expansion in East Leeds. This relates to the proposal for 3 cameras in Halton Village and 2 cameras in Cross Gates.

3.2.1 The revenue costs for 07/08 are dependant upon the date the cameras go 'live' i.e. monitoring costs. It is anticipated that both sets of cameras will be 'live' before financial year end.

3.3 Well Being Budget – additional £50,000 for 07/08. Executive Board have identified two areas of strategic importance they would like Area Committees to consider when deciding how to spend this extra money.

3.3.1 The first in conservation area reviews. A further report on this is being tabled today.

3.3.2 The second is 'resident's only parking/additional parking.' However, should Members feel there are insufficient funds to deliver a meaningful project in this area the additional funds can be spent on alternative projects.

4.0 Implications for Council Policy and Governance

4.1 The details described in this report and the recommendation fits with existing Council policy and governance arrangements.

5.0 Legal and Resource Implications

5.1 There are no new legal implications arising from this report. The financial implications for future CCTV revenue costs in Halton and Cross Gates have been previously agreed by Area Committee.

6.0 Conclusions

6.1 The main issues for consideration in this report relate to:

- The Neighbourhood Warden service in Outer East Leeds
- CCTV costs in 2007/8
- Best use of the additional £50,000 Well Being Budget in 2007/8

7.0 Recommendations

7.1 Members are requested to note this report and raise any questions.

7.2 Members are requested to note the breakdown of small grants expenditure in 2007/8 which is detailed on ***Appendix 1***.

Appendix 1 Outer East Small grants 07/08

All wards		Ref	Paid?	£
Leeds Foster Care Association	Leeds Foster Care Playscheme	OE/07/06/S		250.00
				250.00
Cross Gates & Whinmoor		Ref	Paid?	£
Ledston Luck In Bloom 2007	In Bloom 2007 (from 06/07)	OE/06/30/S	Yes	500.00
Crossgates Carnival Committee	Crossgates Carnival 07	OE/07/05/S	Yes	500.00
Crossgates Bowling Club	Club Improvements (from 06/07)	OE/06/29/S		500.00
Young Persons Recreation Project	Hebdens Residents Association	OE/07/07/S		500.00
				2,000.00
Kippax & Methley		Ref	Paid?	£
Methley & Mickletown In Bloom	Gardening Equipment	OE/07/02/S	Yes	499.00
Kippax Bowling Club	Clubhouse Furniture	OE/07/03/S	Yes	500.00
Brigshaw High School	Brigshaw Music Festival	OE/07/01/S	Yes	500.00
Different Stages	Brigshaw Music Festival	OE/07/04/S	Yes	500.00
				1,999.00

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Report of the Directors of City Development and Environment and Neighbourhoods

Outer East Area Committee

Date: 18 September 2007

Subject: Conservation Area Reviews

<p>Electoral Wards Affected:</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

Executive Summary

The report provides information about Conservation Areas and recommends an approach to Conservation Area reviews.

Each Area Committee has been allocated an additional £50,000 this year from General Fund Reserves for 2007/08. One of the areas identified by the Executive Board that they would like Area Committees to consider when deciding how to spend this extra money was on carrying out Conservation Area Reviews.

The report provides information about Conservation Areas and notes that Leeds now has 64 Conservation Areas but so far only 5 of these have up-to-date appraisals.

It is suggested that the Committee considers allocating an amount from this year's well being allocation (estimate of £15,000 per Conservation Area review at this stage) to support a review of a Conservation Area. This would then allow a programme to be developed and implemented over the next 12 months in a consistent manner which follows planning guidance.

1.0 Purpose Of This Report

The report provides information about Conservation Areas and recommends an approach to Conservation Area reviews.

2.0 Background Information

- 2.1 Each Area Committee has been allocated an additional £50,000 this year from General Fund Reserves for 2007/08. One of the areas identified by the Executive Board that they would like Area Committees to consider when deciding how to spend this extra money was on carrying out Conservation Area Reviews. This is a Best Value/Comprehensive Performance Assessment indicator for the Council. Executive Board would like to make progress in this area and feel there is an opportunity for the Area Committees to influence how this work goes forward.
- 2.2 A Conservation Area for this purpose is one designated by a local authority under the Planning (Listed Buildings & Conservation Areas) Act 1990. The Act defines it as “an area of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance”.
- 2.3 Central government policy is set out in Planning Policy Guidance Note 15 (PPG 15). The government expects local authorities to review “from time to time” which areas it has chosen to be Conservation Areas and to bring forward ideas for their conservation through appraisals/management plans. Designating and reviewing Conservation Areas is a planning function carried out by the Sustainable Development Unit (SDU) in City Development.
- 2.4 Leeds now has 64 Conservation Areas but so far only 5 of these have up-to-date appraisals. The requirement for current appraisals has become a Key Performance Indicator under the Best Value/Comprehensive Performance Assessment. Although national targets are yet to be set, a poor performance in this area of work could clearly lead to loss of future government funding support. It may also lead to a number of out dated Conservation Area appraisal documents over time if action is not taken to do further reviews.

3.0 Main Issues

- 3.1 City Development have developed a modified version of the appraisal and management plan system outlined in PPG15 and set out in English Heritage Guidance. Normally the management proposals are incorporated into the appraisal rather than being published separately. Three principles are followed.
- an appraisal must also include a review of a Conservation Area’s boundaries as these are inevitably out-of-date as notions of what is worth conserving change over time.
 - the local community must be involved in the process to ensure that there is support for the appraisal and that it can be treated as a “material consideration” in the planning system.
 - the published appraisal should be to a common format which is short, practical and available on the web.

- 3.2 The whole process takes about 15 weeks per area on average. Work can be divided into three areas:
- Professional – management and survey/analysis/appraisal writing
 - Graphical/IT – preparing documents, exhibition and publicity material, web publishing
 - Admin/logistical – progress chasing, leafleting, meeting.
- 3.3 Some of the steps could be handled in-house by SDU (through temporary posts and with possible help from Area Management with local contacts and consultation) but the piloting through the planning system can be done only by SDU. The meat of the work could be done by either SDU (again through temporary posts) or by consultants.
- 3.4 As part of the City Centre Area Action Plan in the Leeds Development Framework, the 10 Conservation Areas in and around the city centre (UDP boundary) are currently under review as part of a characterisation project being developed with English Heritage and part-funded by them. The work is being done by Jacobs under the Strategic Design Alliance. This GIS-based project aims to give a better understanding of the character areas which make up the city centre and from this to review and appraise the Conservation Areas there. This has the benefit of rooting the Conservation Areas in their wider area. It also brings economies of scale in reviewing the Conservation Areas in a batch. This is suggested as a useful model for the rest of the City.
- 3.5 Where communities have already undertaken conservation area studies these can be picked up and used where appropriate. For the majority however no recent work has been done and it would be more practical to set up a team to carry out around 10 reviews in an overlapping rolling programme which will require careful timetabling. This would aim to deliver in approximately 12 months a consistent set of appraisals embedded in GIS.
- 3.6 Based on recent experience an indicative cost for 10 scattered Conservation Area Reviews (one per Committee area) would amount to about £100k for professional work. To this would need to be added £50k for additional SDU project management giving a total of £150k. If more than 10 reviews took place there might be further economies of scale.

4.0 Proposals

- 4.1 Attached to this report are two appendices. The first is a map which shows the 64 designated Conservation Areas and Area Committee boundaries. The second appendix is a table highlighting the Conservation Areas in each Committee's area.
- 4.2 It is suggested that the Committee considers allocating an amount from this year's well being allocation (estimate of £15,000 per Conservation Area review at this stage) to support a review of a Conservation Area. This would then allow a programme to be developed and implemented over the next 12 months in a consistent manner which follows planning guidance. Once the details about the number of reviews to be supported has been collated this will enable officers to put

together a programme and finalise the financial contributions required from each of the Committees.

- 4.3 It is recognised that the number of Conservation Areas varies across the different Area Committee areas. In some areas Members may wish to progress more than one review and this may be feasible but will depend on capacity within SDU to progress a large number of reviews in a rolling programme. If the Committee wants to put forward more than one area for review it is suggested that a priority is given to them if possible to assist with programming of work.
- 4.4 In terms of selecting which area(s) to review at this time, the Committee might wish to consider those Conservation Areas which:
- Are subject to the most development pressure/regeneration effort and where up to date boundaries and appraisal will therefore have the most impact
 - Are in communities already expressing interest in their future development which would allow the Conservation Area Review work to be part of wider community led initiatives such as Village Design Statements

5.0 Implications For Council Policy and Governance

The proposals outlined in this report fit with existing Council policy and address an area which will have an impact on Best Value/Comprehensive Performance Assessment indicators.

6.0 Legal and Resource Implications

As indicated in Section 4, there is an estimate of £15,000 per Conservation Area review at this stage. Corporate Finance have confirmed that a programme of reviews as suggested in the report would be an acceptable way to utilise the funding available to the Area Committees. Any spend from a co-ordinated programme of reviews from this year's allocation which slips into the next financial year would not present a problem.

7.0 Conclusions

In making the additional £50,000 allocation to each Area Committee in 2007/08 the Executive Board had an expectation that Area Committees would spend some of this on carrying out Conservation Area Reviews. It is suggested that the Committee considers allocating an amount (estimate of £15,000 per Conservation Area review at this stage) to support a review of one or more Conservation Areas. This would then allow a programme to be developed and implemented over the next 12 months in a consistent manner which fits with planning guidance and can be incorporated into the work programme for the Sustainable Development Unit.

8.0 Recommendations

The Area Committee is asked to consider the proposal in the report and agree an allocation and priority for conservation area reviews in its area.



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Area Committees and Conservation Areas

<p>North West Outer <i>Otley</i> Guiseley Town Gate Guiseley Park Gate Yeadon Rawdon -Cragg Wood Rawdon – Little London Rawdon – Low Green Horsforth Horsforth - Newlay Adel</p>	<p>North West Inner Kirkstall Abbey Burley Village Meanwoodside (part) Headingley <i>Moorlands</i> <i>Clarendon Road</i> <i>Hanover/Woodhouse Squares</i> <i>University</i> <i>Blenheim Square</i> <i>[West Park]</i></p>
<p>West Outer Calverley Woodhall Hills Farsley Calverley Bridge Rodley (part) Pudsey Fulneck Upper Moorside</p>	<p>West Inner Rodley (part) Bramley Town Street Bramley Hough Lane Bramley Hill Top Armley Mills <i>[Armley]</i></p>
<p>South Outer <i>Morley Town</i> Morley Dartmouth Park Rothwell Oulton</p>	<p>South Inner <i>Queen Square</i> <i>City Centre</i> <i>Canal Wharf</i> <i>Eastern Riverside (part)</i> <i>Holbeck</i> Stank Hall</p>
<p>East Outer Colton Whitkirk Ledsham Methley</p>	<p>East Inner Seacroft Dawson's Court <i>Eastern Riverside (part)</i></p>
<p>North East Outer Harewood East Keswick Bardsey Scarcroft Shadwell Thorner Barwick Walton Wetherby Linton Boston Spa/Thorp Arch Clifford Bramham Aberford</p>	<p>North East Inner <i>Roundhay</i> Chapel Allerton <i>Gledhow Valley</i> <i>Chapelton</i> Meanwoodside (part)</p>

Italics indicates CA already reviewed/work programmed
[Brackets] indicate proposed CA where review already underway/complete

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Originator: Martin Hackett

Tel: 3950705

Report of the East Leeds Area Manager

East Outer Area Committee

Date: 18th of September 2007

Subject: Outer East Area Committee Capital Budget 2007/8

Electoral Wards Affected: All Outer East Wards		Specific Implications For:	
<input type="checkbox"/> Ward Members consulted (referred to in report)		Equality and Diversity <input type="checkbox"/>	Community Cohesion <input type="checkbox"/>
		Narrowing the Gap <input type="checkbox"/>	
Council Function <input type="checkbox"/>	Delegated Executive Function available for Call In <input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/>	

Executive Summary

The Area Committee capital budget for 2007/8 has been confirmed at £113,270. This figure will be added to the uncommitted capital allocation of just over £24,000 from 2004/7 which has been rolled over.

This report requests support from this budget for several projects across the area.

1.0 Purpose Of This Report

- 1.1 This report will outline project proposals for Members to consider supporting with a contribution from its capital budget.
- 1.2 It also updates Members on breakdown of spend by Ward.

2.0 Background Information

- 2.1 The Outer East Area Committee received £396,445 capital funding for 2004-2007.
- 2.2 Just over £24,000 of this was uncommitted at the end of financial year 2006/07 and has been rolled over into 2007/8 and added to the £113,270 capital budget for this year.
- 2.3 This reports requests Members to consider a number of new requests for funding.

3.0 Main Issues

3.1 Community House in Halton Moor. This project is being led by Re'new, the organisation responsible for delivering Intensive Neighbourhood Management in Halton Moor and Osmondthorpe.

3.1.1 The proposal is to use 119 Kendal Lane as the community house; a LCC property managed by Leeds East/North East Homes. The property is sited in close proximity to one of the Leedwatch cameras operating on the estate.

3.1.2 The property will be let at a peppercorn rent and Leeds E/NE Homes have spent £2,500 upgrading the house for community use.

3.1.3 Leeds Community Safety has provided £8,000 towards the cost of increased security to the property and for a secure fence and gate to be erected around it.

3.1.4 Outer East Area Committee are being asked to provide £6,000 to equip the property with furniture, desks, carpeting, display boards, white goods, decorating and an internet line.

3.1.5 The proposal came about because of an increase in anti-social behaviour by a number of youths with much of it being targeted at new tenants to the area, many of whom are from Black and Ethnic Minority (BME) communities. A number of community groups and residents felt it would be a good idea to have a community facility in the heart of the estate where they had the opportunity to meet with PCSO's, Wardens, Youth Service Officers etc.

3.1.6 Some of the services delivered from this building will include:

- Police and PCSO surgeries
- Neighbourhood Warden surgeries
- Youth work
- Meeting space for community organisations
- Benefit advice
- Drop in services

3.1.7 This project supports 2 of the key thematic priorities of the Area Delivery Plan:

- Safer Communities – (to tackle crime and anti-social behaviour)
- Community engagement

3.2 Primrose Valley – Cross Street entrance and routeways

3.2.1 This project is being led by Groundwork Leeds. The total cost of the scheme is £59,000 which is made up of the following contributions:

- Green Leeds/BiffAwards - £44,000
- LCC Project Support Fund - £7,500

Outer East Area Committee is being requested to make up the £7,500 shortfall.

3.2.2 The project includes the following work to Primrose Valley:

- Improvements to the path running from Cross Street to the nature pond
- Improvements to the path adjacent to the pond to improve access
- Reconstruction of the path from the Cross Street entrance with suitable material to avoid erosion
- Entrance feature at 3.75mtrs in height (to of arch)

3.2.3 The entrance feature is similar in height to the one sited at the Sutton Approach entrance. Ward Members had expressed concern about this feature being used by children to hang swings/tyres from. However, there have been no such problems with the Sutton Approach feature.

3.2.4 Although a small section of Primrose Valley falls within Killingbeck & Seacroft Ward the improvements detailed in this report are within the Temple Newsam Ward boundary.

3.2.5 This project supports 1 of the key thematic priorities of the Area Delivery Plan:

- Cleaner and greener spaces; community engagement.

3.3 Manston Park Improvements

3.3.1 This project will see a number of new facilities being provided in Manston Park (Cross Gates & Whinmoor).

3.3.2 The project will undertake the following elements:-

Refurbishment of the Toddler Play Area.

The play area is particularly popular with families and young people.

The play area was improved some three years ago which saw the installation of several new items of equipment. This has brought additional demand from residents for the play area to be enlarged further to accommodate the high level of visitors.

3.3.3 The time table for work is :

- Tenders out January 2008
- Tenders back February 2008
- Contract let April 2008
- Start on site May 08
- Completion of Work July 2008

3.3.4 The total cost of the project is £51,917 and this will pay for the provision of toddler equipment for pre school children; provision of new signs and park furniture. The proposed funding breakdown is:

- Green Leeds - £26,917 (to be considered Oct 07)
- Outer East Area Committee - £12,500
- S106 (Killingbeck & Seacroft) - £12,500

3.3.5 This project supports 1 of the key thematic priorities of the Area Delivery Plan:

- Cleaner and greener spaces; community engagement.

4.0 Implications For Council Policy and Governance

4.1 The details described in this report and the recommendation fits with existing Council policy and governance arrangements.

5.0 Legal and Resource Implications

5.1 There are no new legal implications arising from this report.

6.0 Conclusions

6.1 There are a number of projects detailed in this report that support the work of Outer East Area Committee and work towards delivering one or more themes of the Area Delivery Plan

7.0 Recommendations

7.1 Members are requested to support the following projects with funding from its capital budget:

- Halton Moor Community House - £6,000
- Primrose Valley – Cross Street Entrance - £7,500
- Manston Park improvements - £12,500

7.2 Members are requested to note **Appendix 1** which illustrates the breakdown of spend, to date, this financial year.

Appendix 1 - CAPITAL BUDGET OUTER EAST AREA COMMITTEE 2007/8

Project	Kippax & Methley	Temple Newsam	Cross Gates & Whinmoor	Garforth & Swillington	Total
Warden Van	£3,275.00	£3,275.00	£3,275.00	£3,275.00	£13,100.00
Swillington Welfare Club				£5,000.00	£5,000.00
Fencing H Moor Ave				£0.00	£0.00
VAS Swarcliffe			£4,000.00		£4,000.00
St Wilfrids Church		£5,000.00			£5,000.00
Colton lighting		£5,000.00			£5,000.00
Garforth ginnel lighting				£2,000.00	£2,000.00
Garforth Town FC				£18,000.00	£18,000.00
Ledston feature	£2,000.00				£2,000.00
Halton Moor CommHouse		£6,000.00			£6,000.00
Primrose Valley		£7,500.00			£7,500.00
Manston Park			£12,500.00		£12,500.00
Total	£5,275.00	£26,775.00	£19,775.00	£28,275.00	£80,100.00
Allocation 07/08	£28,317.50	£28,317.50	£28,317.50	£28,317.50	£113,270.00
Rollover from 04/07	£9,571.25	£6,593.00	£14,511.25	£0.00	£30,675.50
Balance	£32,613.75	£8,135.50	£23,053.75	£42.50	£63,845.50

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Originator: Martin Hackett

Tel: 3950705

Report of the East Area Manager

East Outer Area Committee

Date: 18th September 2007

Subject: Town & District Centre Regeneration

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

Delegated Executive
Function not available for
Call In Details set out in the
report

Executive Summary

Leeds City Council has established a capital budget of £7.5 million to regenerate town and district centre's.

This report updates Members on the current status of the projects in Outer East Leeds.

1.0 Purpose Of This Report

1.1 This report will update Members on the current status of the 5 East Leeds Town and District Centre proposals.

1.2 The report will also update Members on specific elements and anticipated timescales within each scheme.

1.0 Background Information

2.1 In late 2005 LCC announced a capital budget of £5 Million to regenerate town and district centre's. This was later raised to £10 million but with £2.5 million being set aside for parks renaissance. Area Committee's were invited to submit project applications.

2.2 In East Leeds 5 submissions were made. These are :

- Garforth Main Street
- Halton Village
- Kippax High Street
- Fieldhead Carr (Whinmoor)
- Cross Gates

2.3 A Strategic Design Alliance was established to support Area Management with proposals. This Alliance was made up of LCC Architects and Jacobs-Babtie, design consultants from the private sector.

2.4 During summer 2006 exhibitions were held at all 5 locations with illustrations of proposals displayed. Both attendance and feedback from all these events was very good.

2.5 A date in late August 2006 was set for officers to submit bids. In East Leeds the combined cost of the 5 schemes was just over £5 million. Across the city the combined cost of all schemes was over £16 million. As a result officers were required to down-size bids.

2.6 In East Leeds the 5 schemes were slimmed down, with Member consultation generally through e mail exchange, until the bids combined total was nearer £2.2 million.

3.0 Main Issues

3.1.1 ***Kippax High Street.*** This project was approved in October 2006. The project was split into 2 phases with Phase 1 to create a seating and viewing area to the rear of the High Street. This work was recently completed.

3.1.2 Phase 2 of the project includes new paving to the shop forecourt area near Cross Hills roundabout; DDA improvements to a second shop front area; creating a

communal garden at Cross Hills; street furniture enhancement. This phase of the work is anticipated to start in late October 07 and complete in April 08.

3.2.1 **Halton Village.** This project was approved in 2006. This project is also phased:

- Phase 1 – installation of 3 CCTV cameras linked to LeedsWatch – now completed.
- Phase 2 – Improvements to the library and dial house – work expected to start late 2007
- Phase 3 – paving, railings, street furniture etc – this work cannot commence until go ahead given by Highways so that work ties in with their schedule of improvements.

3.2.2 Negotiations with Highways and the Strategic Design Alliance were ongoing at the time of writing this report.

3.3.1 **Garforth Main Street.** This project was approved in April 2007. This project is also phased:

- Phase 1 – improvements to key building (Miners Welfare Hall) and renewal of street lights in enhanced style
- Phase 2 – remainder of programme which includes street furniture, pocket park and gateway features

3.3.2 Phase 1 will commence in the New Year and phase 2 is planned to start in April 2008.

3.4.1 **Cross Gates.** The first phase of this project has been approved and includes the following:

- CCTV on Station Road and Austhorpe Road – a planning application has been submitted
- Roundabout landmark feature – plans have been submitted to planning

3.4.2 It is proposed that (subject to planning approvals) these works will commence in the early part of the New Year.

3.4.3 The second part of the Cross Gates proposal includes renewing the flagged areas to the shop fronts as well as lighting enhancement, street furniture, new railings etc. In April 2007 Asset Management Group (AMG) deferred this part of the proposal until there had been further consultation with the shop owners concerning them contributing towards the cost of the forecourt areas which are owned by the shop owners.

3.4.4 A consultation exercise was carried out in June and July 2007. Only a small number of owners are prepared to contribute towards the work. This information has now been submitted to AMG.

3.5.1 **Fieldhead Carr (Whinmoor).** This project was not approved.

4.0 Implications for Council Policy and Governance

4.1 The details described in this report and the recommendation fits with existing Council policy and governance arrangements.

5.0 Legal and Resource Implications

5.1 There are no new legal implications arising from this report.

5.2 There are financial implications for future CCTV revenue costs in Halton and Cross Gates which have been previously been agreed by Area Committee.

5.3 There are also revenue implications relating to highways improvements. An arrangement has been agreed at Directorate level whereby Environment & Neighbourhoods will pay a commuted sum to Highways over a 20 year period for the maintenance of the improvements carried out under this project. At the time of writing this report the following sums had been agreed:

- Kippax - £44,044 over a 20 year period
- Garforth - £39,725 over a 20 year period

5.4 The figures for Cross Gates and Halton will be based on the same formula that calculated the above figures.

6.0 Conclusions

6.1 The main issues for consideration in this report relate to:

- The progress of each scheme
- Commuted sums agreed to maintain the proposed improvements

7.0 Recommendations

7.1 Members are requested to note this report and raise any questions.



Originator: Martin Hackett

Tel: 3950705

Report of the East Area Manager

East Outer Area Committee

Date: 18th September 2007

Subject: Outer East Community Forum Minutes from 23rd June to 31st August 2007

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function	<input type="checkbox"/>	Delegated Executive Function available for Call In	<input checked="" type="checkbox"/>	Delegated Executive Function not available for Call In Details set out in the report	<input type="checkbox"/>
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Executive Summary

This report provides minutes of Community Forum meetings held in Outer East Leeds between the 23rd of June and the 31st of August 2007.

1.0 Purpose of Report

1.1 To provide Members with minutes of the Community Forum meetings held in Outer East Leeds.

2.0 Background Information

2.1 In June 2005 Outer East Area Committee agreed a consultation structure across the 4 Wards which would establish 7 Community Forums. They are:

- Garforth & Swllington (includes Little and Great Preston)
- Kippax & Methley (includes Allerton Bywater and Micklefield)
- Halton Forum (includes Halton, Colton, Whitkirk)
- Halton Moor & East Osmondthorpe
- Cross Gates
- North Whinmoor
- Swarcliffe & Stanks

2.2 A number of Forums had been established under the previous CIT arrangements but the majority are new meetings. The Forums meet quarterly.

3.0 Main Issues

3.1 This report is a regular item regarding Forums held between Area Committee meetings.

3.2 Between the 23rd of June and 31st of August 2007 the following Forums met:

- 25th June - North Whinmoor
- 26th June – Kippax & Methley
- 4th July – Garforth & Swillington
- 25th July – Swarcliffe

3.3 The minutes of these meetings are attached.

4.0 Implications For Council Policy and Governance

4.1 The work described in this report and the recommendation fits with existing Council policy and governance arrangements.

5.0 Legal and Resource Implications

5.1 There is no new resource or legal implications arising from this report.

6.0 Conclusions

6.1 The Community Forum report is a regular item that allows Members to read the minutes of the Forums held in Outer East Leeds and raise any questions or issues that they might have.

7.0 Recommendations

7.1 Members are asked to note the attached minutes and raise any questions or points of clarification.

Present:

Councillor Gruen, Karl Curry (East Leeds Area Management), Melanie Bratton (ELAM, Minutes), Mark Smith (LSS Youth Service), S. Smith (Whinmoor Bowling Club), Rita Green (Whinmoor Bowling Club), Sgt Richard Sullivan (NPT), David Woodruff (Skelton Woods Resident), Caroline Elsworlt (Swarcliffe NHO SSEH)

Apologies:

Councillor Armitage, Councillor Grahame, Alesha Smith (Whinmoor Juniors), Helen Mallinson (Housing), Rev. Heather Jamison (St. Richards).

1.0	Introductions and Apologies	Action
1.1	Councillor Gruen welcomed everyone to the meeting and announced apologies. Councillor Armitage and Councillor Grahame had prior engagement.	
2.0	Minutes of the last meeting	
2.1	Agreed as a true and accurate record.	
3.0	Matters Arising from the Minutes	
3.1	4.1 Baildon Chase Residents Parking Concerns – Councillors have written to local residents and responses are now being received. The next stage is to hold formal consultation. Helen Mallinson to be contacted.	
3.2	6.2 – District Centre Regeneration – No update at present. The request for astro-turf is unrealistic due to the high cost for the purchase 250k and maintenance 15k per year.	
4.0	10 Minute Open Floor	
4.1	Nothing to discuss.	
5.0	Community Safety	
5.1	Crime stats distributed for May. Crime stats for April / May are stable. Sneak-in burglaries still remain a problem. PCs and PCSOs are pro-active in the area. Advice available on internet on how to prevent sneak-in burglaries and other types of crime.	
5.2	R.S feels that ASBOs do have an effect. Significant difference on Whinmoor Crescent and the woods. Police have not received many complaints from residents. Youth Workers are working with young people in and around the area.	
5.3	Query regarding the fitting of CCTV cameras. K.C to write to Councillors.	K.C

6.0	Youth Service	
6.1	Leeds Youth Work Partnership brochure distributed. LYWP meet on a monthly basis and Gordon Black has been asked to be a representative at the meeting.	
6.2	Recruitment is taking place at present, 2 posts in Seacroft and 1 post in Whinmoor. 1 youth worker returning from maternity leave shortly.	
6.3	Partnership working is developing well as reduces duplication and better use of resources. Youth Service is on partnership with East Voluntary Organisations.	
6.4	Summer programme will be available shortly.	
6.5	M.S to look into Summer activities within the Hebden's. Tennis nets have not been in place since last year – to be looked into.	M.S
7.0	SSE Homes	
7.1	Caroline to ensure 5Ms information is available for next meeting.	
7.2	Other areas have similar parking problem to the Baildon's and should involve them with any consultation / communication. Residents have different views on parking issues. Residents with cars want additional parking but residents with young children do not. C.E stated that young people have a hard enough time finding places to play and where there are residents parking there are generally 'No Ball Games' signs. Councillors aware of problem. Goal posts to be looked into. Caroline to speak with Neighbourhood Warden Mike Weaver.	
7.3	Neighbourhood Support Officers patrolling 1 particular area per week which covers every street, ginnel, walkway etc. NTL boxes are worst problem with graffiti. These patrols are additional to other on going walkabouts.	
7.4	Grass cutting an on-going problem.	
8.0	Date and Time of Next Meeting	
8.1	Monday 22 October 2007, 6:30pm to be held at Fieldhead Carr Primary School.	

Kippax and Methley Ward Forum

Meeting held on 26th June 2007
at Brigshaw Language College

Present:

Councillor K Parker (Chair), Councillor K Wakefield, Councillor J Lewis, Martin Hackett (LCC ELAM), Lynne White (LCC ELAM, minutes), PC 4674 Paul Rogers (West Yorkshire Police), PC 2196 Paul Ashton (West Yorkshire Police), Sharon Elliott (Youth Service), P J Rodan (Older Persons Representative), Derek Morgan (Kippax Parish Council) Joy Bate (Kippax Parish Council), Carole Parkinson (Kippax Parish Council), Kathy Allcock (Kippax Parish Council), Paul Spivey (Kippax Parish Council) Doug Morley (Kippax Parish Council), Paul Smith (Kippax Parish Council), June Perkins (Kippax Resident), Michael Johnson (Methley Resident), Siobhan Lendzionowlu (Leeds PCT)

Apologies: Pat Cashon, Arthur Rosser, Jim Kerr, Simon Norman

1.0	Introductions and Apologies	Action
1.1	Councillor Parker welcomed everyone to the meeting	
2.0	Minutes of the last meeting held on 19th April 2007	
2.1	The minutes were agreed as an accurate record	
3.0	Matters Arising from the Minutes	
3.1	None	
4.0	10 Minute Open Floor	
4.1	Kippax Toilets – KP informed that a planning application has been submitted and an update from Planning has been requested as soon as possible	
4.2	Allotments, gate and fencing in Kippax - KP gave JP update re: clearing of site alongside allotments and a gate and fencing would be erected.	
5.0	Community Safety	
5.1	Police gave an update on crime stats. There is a 30% reduction since last year. Vehicle crime accounts for most of them. Burglaries are still rare in Kippax (5 in 2 months). 10 assaults (mainly domestic). Overall things have improved.	
5.2	There is an increase in ASB with youths and the police are altering their shift times to combat this. KP will speak to the Police at next meeting of District Partnership.	
5.3	DM informed Police there is someone selling beer from a van and the Police asked if he would get the number of the vehicle and ring them with this information so that they can investigate. SE informed there is a delivery service provided by a beer company and it may be them	
6.0	Rural Transport Issues – accessibility and social exclusion	

6.1	SL, Public Health Officer PCT – gave a presentation and update on Community Rural Transport and its affects on people’s health – information sheets were given out and a discussion was held on various problems with rural transport i.e. young people, elderly, problems with affordability, disabled transport etc. SL informed PCT would like to put some match funding and asked how the locals would like this money to be used.	
6.2	KW thanked SL	
7.0	Youth Service	
7.1	SE gave an update – youths helped with the Kippax Gala, they had a pitch with the PCT. Still waiting for disco dates. Teamscope with Brigshaw is starting up in partnership with Alex Hammond PCT, this is for young people to discuss issues they cannot speak to others about.	
7.2	ASB not a major problem, things are quiet at the moment.	
7.3	KW asked for information on the program for young people for the summer and SE informed that Carolyn Naylor at Brigshaw High school will send out information and can be contacted on 3368100.	
7.4	DM informed Mini Breeze was coming to Kippax 23 rd July at a cost of £2,500 which is coming from Kippax Parish Council, also trying to get a portable skate board park for Kippax for the summer holidays, SE will provide disclaimers for the lampposts	
7.5	SE took questions and KW thanked her	
8.0	Town & District Centre Regeneration	
8.1	MH gave an updated on Regeneration -	
8.2	Viewpoint to be completed late July	
8.3	Two areas at the front of shops Alldays and Post Office, planning permission not granted for ramps (too steep) now amended and re-submitted which means a 4-6 weeks delay, planning officer now ok with new plans and hopefully should go through	
8.3	Cross Hills application submitted and should be ok but still not received consent from owner for private piece of land. DM will chase up with Pat Samy (Pat was writing to owner) Crossing at Cross Hills – MH informed that Highways said this was not achievable. PS said there are still problems with buses parking in that area which causes problems. JB said children have nowhere to cross. KW said this has to be looked into further and agreed that the Parish Council could be involved. Agreed that Cllr Parker and MH would set up a meeting with Highways and the PC.	
9.0	Date of next meeting	
9.1	11 th September 2007 – 6.30 pm, to be held at Brigshaw Language College	

Present: Councillor Andrea Harrison (Chair), Martin Hackett (LCC ELAM), Lynne White (LCC ELAM), PC Nick Genn (West Yorkshire Police), PC Tony Milligan (West Yorkshire Police) PC Ian Hopkinson (West Yorkshire Police), PCSO Graham Reeves (West Yorkshire Police), Sue Prior-Fox (NET), Clive Deighton (Gt & Little Preston PC), Sandra Fowler (Community Safety Co-ordinator), Nick Clarkson (ELAM), Aileen Larsen (GCC), Jayne Davies (Resident), Jack Hewitson (GCC), Patrick Wilson (Firthfields Community Assoc), Thomas Nicholls (GCC), Jim Pearson (NHW), John Scott (GCA), Siobhan Lendionawski (East Leeds PCT), Jane Lambert (GCC), Councillor Mark Dobson (LCC), Peter Wyatt (Garforth Lions Club), Cllr Murray (LCC), Byron Godfrey (Garforth Book Shop)

Apologies: David LeRoy, Paul Edwards, John Johnson

1.0	Welcome/Introductions and Apologies	Action
1.1	Councillor Harrison welcomed everyone to the meeting, introductions made and apologies noted	
2.0	Minutes of meeting held on 23rd April 2007 and Matters Arising	
2.1	The minutes were agreed as an accurate record	
2.2	JP re: Item 5 – said Simon Frosdick rejected 2 proposals for Barley Hill Car Park and this wasn't shown in the minutes, SF had agreed to send details to Ward Members (5.6). Cllrs said they hadn't received them. MH would request these details for the members.	MH
2.3	JP re: Traffic lights on Lidgett Lane expressed concerns they are not in place yet. Cllrs agreed to investigate the timescale for this project.	
2.4	Additional Item – Rural Transport Issues – PCT	
2.5	Siobhan Lendzionawski from the PCT gave a presentation and information sheets on Rural Transport Issues. SPF said this area is not usually classed as rural from past experience when applying for funding. CD mentioned transport for people with Mental Health problems needs looking into. Issue also raised on travelling from village to village being a problem. AL said it is difficult for young people to attend school activities through problems with transport.	
2.6	Financial exclusion and dept – SL informed of door collectors charging high interest – a meeting has been arranged with Credit Union for 1 st July to discuss. JP suggested speaking to Cllr Parker who has looked into this previously. Cllr Murray said there was money from the College linked to Credit Union to help people with debt. Cllr Dobson said there were many avenues open to people e.g. officers in LCC who will go out and discuss with people benefits they were entitled to.	
2.7	Cllr Harrison thanked Siobhan	

3.0	10 Minute Open Floor	
3.1	Cllr Harrison thanked Cllr Murray for chairing the forum in the past and for allowing her to take over as Chair.	
4.0	Community Safety	
4.1	Police apologised for there being no stats available. SF explained the reason for this was due to the merger of Police Stations and start of new computer system. SF had been assured by the new Superintendent that stats will start coming out next month. JP asked if the lack of stats applied to all of Leeds and SF said this was not the case because they weren't undergoing a merger and the new system had not been rolled out to other divisions yet. Cllr Harrison thanks SF	MH.
4.2	JP asked if there were problems with drinking, drugs etc at the skate park. Police informed they had produced two reports and carried out door knocking. Ramps will be filled in at the skate park; Acting Inspector Sullivan and Cllr Dobson have discussed the situation which is still troublesome.	
4.3	Young people are still obtaining alcohol and they need to find out where and how. A series of test purchasing had been and another one has been requested.	
4.4	Cllr Dobson had met with Garforth NPT and felt bicycles should be provided for the PCSO's to enable them to get from A to B quickly. MH to look into this.	
4.5	Police informed that new forms with more details for the Off Licence premises were being issued. There were new ideas in the pipeline to make the Off Licenses more co-operative.	
4.6	Cllr Harrison gave the Police and officers a special thank you for all the work done in Swillington	
5.0	Town and District Centre Update	
5.1	MH passed information sheets round. With regard to the Pocket Park MH said it was suggested this would be enclosed but Aire Valley Homes weren't in favour. There would be phasing of the project with the MWH and street lights in phase 1. Cllr Murray set a target of this work being completed by mid November 07. The pocket park will need maintaining, possibility by community involvement.	
5.2	MH passed out information on street furniture. The new furniture needs to match. PW said that the furniture supplied by Garforth Lions could possibly be moved.	
5.3	Gateway feature – top and bottom of Main Street to signify/promote the main shopping street – There is scope for some public art – once design stage 3 is reached there will be consultation across a wide selection of the community	
5.4	Cllr Murray has not seen any information on parking. MH informed the meeting that an increase in parking could not form part of the programme. A debate ensued about the lack of adequate parking in Garforth.	
5.5	SPF expressed concern and danger on parking and problems at the crossing on the Main Street. Cllr H said in the villages it is a major problem. Cllr D said the whole parking issue needs looking at and a possible small charge to park would stop parking all day by commuters, workers etc.	
5.6	Street Furniture – CD suggested that metal benches would be more appropriate than wooden as they would not take as much maintaining.	

5.7	<p>BG Garforth Book Shop – mentioned his concerns re: parking and will do a survey with his customers. Asked whether there was any funding to help upgrade the front of his book shop. MH said he didn't know of any schemes or grants available.</p> <p>PW said maintenance of the Pocket Park may fit in with Garforth Lions environmental scheme.</p>	
5.8	<p>Cllr Dobson informed the meeting that there was interest in establishing a Garforth 'in bloom' group. MH said the new street lights on Main Street would include brackets for holding hanging baskets.</p>	
6.0	Services to Young People	
6.1	<p>SE – Youth Worker thanked Ward Members for the grant to set up student forum and also for the visit to Parliament. JH & TN confirmed that their visit was enjoyable particularly the London Eye.</p>	
6.2	<p>JP brought up the subject of alcohol with the young. SE said parents are buying kids alcohol and this is a problem because parents don't see this as an issue. Cllr D asked can we do flyers through the school, JD feels there is a lack of knowledge, SE will speak to AL. SL will look for some leaflets and sent to JL at the College</p>	
6.3	<p>SE informed Youth Service will be doing a restructure and there will be vacancies SE will keep Cllr up to date.</p>	
6.4	<p>SE informed Party in the Playground has been arranged for Saturday and there will be a stall with information on alcohol etc</p>	
6.5	<p>SE – A youth shelter is presently being looked at to be provided.</p>	
6.6	<p>SE informed that the holiday program has been given out to the students and there will be an open evening for parent to book them on to the events</p>	
6.7	<p>CD asked about youths with motorbikes - is there a track at Micklefield? No, but there is one at Birstall (Bumpy). Is there a possibility that the farmer could be asked if they could use a field? SE said no as nobody would want to take the responsibility. Cllr H asked could the PC fund a day out at Bumpy, CD will look at the possibility. Cllr H said he can come back and discuss this. BG said the book shop will advertise</p>	
7.0	Date of next meeting	
	<p>11th October at 6pm, Swillington Primary School.</p>	

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Attendees:

Councillor Suzi Armitage, Nick Clarkson (East Leeds Area Management), James Nundy (ELAM, minutes), Mark Smith (LCC Youth Service), PC Anne Collinson (NPT, Police), PC Shelly Buxton (NPT, Police), Nathan Vaughn (Neighbourhood Warden), Michael Bradley (SSTA), Doreen Scahill (Whinmoor 'B' Residents Association), Rita Grainger (WBRA), Shiela Colcola (Swarcliffe / Stanks TRA), John Nicholson (S/S TRA), Alison Ford (Langbar Early Years Centre)

Apologies:

Councillor Peter Gruen, Councillor Pauleen Grahame, Claire Billingham (LCC Youth Service), Ken Hill (Swarcliffe Good Neighbours Scheme), Helen Mallinson (ALMO), Rick Hemmingway (West Yorks Fire & Rescue), Wyn Speak – no longer attending due to formation of the PFI Forum.

1.0 Welcome / introduction / apologies	Action
1.1 Cllr Armitage opened the meeting, welcomed everybody and introductions were made. 1.2 The above apologies were noted.	
2.0 Minutes of the last meeting held on 12 July 2006	
2.1 Agreed as an accurate record.	
3.0 Matters arising from those minutes	
3.1 (3.2) Orders for the CCTV systems have been raised and authorised. In the hands of the contractor. 3.2 (3.3) Councillor Armitage has written to Metro. Metro has spoken to the drivers and it was noted that the bus speeds initially came down, but have since increased again. 3.3 (3.6) The gullies and roads have been swept. 3.4 (6.3) A summer programme of youth activities is to be distributed at this meeting. 3.5 (7.1) Good Neighbours Gardening Services are working three days per week in Whinmoor / Swarcliffe and two days per week in Seacroft as a social enterprise project. 3.6 (7.2) £1,500 has been raised by Swarcliffe Good Neighbours for the Jane Tomilinson appeal. 3.7 (8.0) PPFI has a separate meeting which is open to the public and the dates / venue are advertised around the estate.	
4.0 10 Minute open floor	
4.1 Nathan Vaughn The Staging Post pub is experiencing problems with graffiti and it is difficult to get the pub to be responsible and clean it up. Cllr A to speak to LCC Licencing. 4.2 A report was requested re the 'problem family'. The police are having a meeting (invitation only) at this venue tomorrow to discuss the issue. They are looking into injunctions and evictions.	Cllr A

5.0	Community Safety - PC Collinson / Nathan Vaughn	
5.1	Swarcliffe and Stanks have become hotspots due to the problem family. Issues include minor damage and nuisance youths. Additional patrols have been actioned.	
5.2	Elmete Towers is due to get a fence around it to try and help reduce ASB.	
5.3	The landlady of the Whinmoor Hotel has been evicted and LCC Enforcement removed the furniture earlier today.	
5.4	The windows at St Theresa's School have been smashed. The caretaker has been asked not to let anyone into the grounds to play football after the school day.	
5.5	ASB and damage are pushing up the local crime figures and multi-agency information sharing is now taking place.	
5.6	NV reported: <ul style="list-style-type: none"> ▪ A fence is coming for Stanks Way / Stanks Rise. ▪ A 'tagger' has been caught and made to clean up the graffiti as punishment. ▪ The back of the Whinmoor Pub has been cleared. NV is to organise another plantation clean-up. 	
5.7	NV asked if the Outer East Leeds Area Committee could provide four skips for a clean up of various area on the estate, this was backed up by the Police, who stated that they would get the PCSOs to support NV in monitoring the skips, as the area is a hotspot. Members also contributed to the discussion and agreed with getting the skips.	
5.9	Carillion have brought forward plans for a wooden fence. They will also cover all of the maintenance costs. John Nicholson requested that an additional meeting be arranged to discuss the fencing type proposed for Stanks Way / Rise. He thought a high metal fence would be better than a five foot wooden one.	DS
5.10	Problems with Elmete towers should be directed to Jim Reed. Dorothy Scahill to pass on contact details.	
6.0	Young People - Mark Smith	
6.1	A 'Summer 2007 activities for teenagers' handout was tabled for distribution in the area. The young people were consulted on activities before the schedule was printed.	
6.2	A discussion on Chippies Quarry and fishing / landscaping took place. Cllr Armitage to contact Fred Duff LCC.	Cllr A
7.0	Swarcliffe Good Neighbours Scheme	
7.1	Deferred, but reported to be going well.	
7.2	It was reported that Groundwork Leeds are doing OAP heating and lighting checks.	
8.0	Any Other Business	
8.1	Nathan Vaughn to speak Nick Clarkson regarding the above skips location, and ask the East Leeds Area Management if they could also provide more skips for the plantation clean up in the future when organized.	NV
8.2	A discussion on Smartwatering took place. It is unlikely to come to Swarcliffe because the burglary rate is low.	
8.3	Ron Grahame requested reports from the Leeds C.C. Tenants Residents Federation. If not in person, then a hard copy for the next meeting.	
8.4	A speaker from the Leeds Credit Union to be invited to the next forum.	NC
10.0	Next Meeting: 6pm, 7 November 2007 at St. Gregory's Social Club.	



Originator: Martin Hackett

Tel: 3950705

Report of the East Area Manager

East Outer Area Committee

Date: 18th September 2007

Subject: EASEL Ward Members Working Group Minutes

Electoral Wards Affected:

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

Delegated Executive Function not available for Call In Details set out in the report

Executive Summary

The EASEL Ward Members Working Group held its first meeting in August 2007.

Several Ward Members have requested that the minutes of those meetings are tabled at each meeting of the Area Committee.

1.0 Purpose Of This Report

- 1.1 This report provides the minutes of the EASEL Ward Members Working Group.
- 1.2 The first meeting of the group was held on the 15th of August 2007 and the minutes of that meeting are attached.

2.0 Recommendation

- 2.1 Members are requested to note these minutes and raise any questions.

EASEL Ward Members Working Group

Notes of the meeting held on 15th August 2007 at Unit 1, Acorn Business Park, Killingbeck Drive, Leeds 14

Present

Councillor Brian Selby (BS)(Chair)	Inner Area Committee rep (Killingbeck & Seacroft)
Councillor David Hollingsworth (DH)	Inner Area Committee rep (Burmantofts & Richmond Hill)
Councillor Richard Brett (RB)	Ward Member rep (Burmantofts & Richmond Hill)
Councillor Graham Hyde (GH)	Ward Member rep (Killingbeck & Seacroft)
Councillor Roger Harington (RH)	Ward Member rep (Gipton & Harehills)

In Attendance

Councillor Ralph Pryke (RP)	Ward Member (Burmantofts & Richmond Hill)
Michelle Anderson (MA)	East Area Regeneration Team
James Geldard (JG) (minutes)	East Area Regeneration Team
John Woolmer (JW)	East Area Management
Dave Clarson (DC)	Bellway
Anna Bowtell (AB)	East North East Homes Leeds
Mandy Askham (MAAsk)	East North East Homes Leeds
Rory Barke (RBar)	North East Area Manager

1. Apologies

- 1.1 Not applicable.
- 1.2 Cllr Brian Selby kindly agreed to chair this initial meeting and has agreed to continue to chair future meetings of the Working Group.

2. Terms of Reference

- 2.1 MA provided members with the background leading to the establishment of the group, the primary purpose being to assist officers in identifying mechanisms in which residents can effectively engage with the EASEL initiative as it develops. The idea originated from the Inner Area Committee who felt it would be more productive to set up a (time limited) focused group of members to progress the work.
- 2.2 Following on from a point raised by RB, it was agreed that there should be a separate workstream group to discuss issues surrounding the potential impact of Blight across the EASEL area and how this can be minimised.

ACTION: Members asked for a meeting to be arranged including Cllr Selby, Cllr Pryke, key LCC officers and Bellways to agree an approach (hopefully before end of August).

2.3 The Terms of Reference were agreed.

3. Priorities

3.1 MA highlighted the key priorities for the group; the neighbourhood planning process and EASEL governance. It was stated that members would be required to provide the direction and steer for resident engagement. Members commented on the fact that there are already a number of structures in place across EASEL that can be used and/or built upon as a starting point i.e. neighbourhood forums – these are still seen as a good way of engaging with members of the public.

3.2 RB stated that it was important that neighbourhood forums and tenants/residents' groups are considered and, for areas where residents are currently under-represented, we should look at leafleting every house to try and gain more interest. It was also suggested that for areas where there are no existing resident groups that work could be undertaken to try and set these up.

3.3 In relation to EASEL Governance, GH stated that it would be a good idea to establish an EASEL Residents' Panel which would consist only of local residents (including representatives from existing resident groups). RB stated that it would also be more practical, at this stage, to include Phase 1 residents only (Gipton and South Seacroft) and then as EASEL moves forward to develop the Panel to include representatives from other areas. Again, it was stated that where there is currently under or no representation from certain parts of Gipton and Seacroft, it is important that we explore ways of getting residents from these areas onto the Panel.

3.4 RP supported the approach suggested above but also felt it was important to be aware of potential disengagement from other residents living in the areas where EASEL will not take effect for a few years. As such, it is important that regular contact is made with these households in other ways to keep them fully updated.

4. Agree next steps/actions

4.1 Members felt it was more appropriate to progress the work under 3 separate workstreams with regular reporting back to the main group;

4.2 Neighbourhood Planning: This workstream will agree on the appropriate methods of engaging residents throughout the various stages of the neighbourhood planning process (taking into account existing structures).

JW stated that there is already a fair amount of work being undertaken in the key EASEL areas that will inform/contribute towards the neighbourhood planning process (through INM). It is important that the workstream group takes account of this. **ACTION: It was agreed that**

members who will sit on the Neighbourhood Planning workstream group are; Councillor Graham Hyde, Councillor Richard Brett and Councillor Jacqueline Langdale (TN) (who was put forward in her absence). Also in attendance would be representatives from the ALMO, AMT (Intensive Neighbourhood Managers and Bellways).

ACTION: MA to circulate copies of Bellway's neighbourhood planning proposals

ACTION: JG to arrange meeting for September.

- 4.3 EASEL Governance: This workstream group will look at the possibility of creating an EASEL Residents Panel, which will, to start with, focus on representation from within the EASEL Phase 1 areas (expanding as and when EASEL does).

It was agreed that the members that would sit on the EASEL Governance workstream group would be Councillor David Hollingsworth, Councillor Roger Harington and in their absence the following were also put forward; Councillor Vonnie Morgan (K&S), Councillor Mick Lyons or Councillor Jacqueline Langdale (TN). Also in attendance would be representatives from the ALMO, AMT and Bellways.

ACTION: MA to circulate copies of the Area Action Plan to members.

ACTION: JG to arrange meeting for September.

- 4.4 Blight: See item 2.2 above.

5. Any Other Business

- 5.1 It was agreed that copies of these and future EASEL Members Working Group minutes will be circulated to the Inner and Outer Area Committees.

6. Date and Time of Next Meeting

It was agreed that the EASEL Members Working Group would continue to meet on a quarterly basis to oversee the work of the various workstreams.

ACTION: JG to co-ordinate the next EASEL Members Working Group for November.

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