



NORTH WEST (OUTER) AREA COMMITTEE

**Meeting to be held in Yeadon Town Hall, High Street, Yeadon, Leeds 19 on
Monday, 30th March, 2009 at 2.00 pm**

MEMBERSHIP

Councillors

B Anderson	-	Adel and Wharfedale
J L Carter	-	Adel and Wharfedale
C Fox	-	Adel and Wharfedale
S Andrew	-	Guiseley and Rawdon
J Bale	-	Guiseley and Rawdon
G Latty	-	Guiseley and Rawdon
A Barker	-	Horsforth
B Cleasby	-	Horsforth
C Townsley (Chair)	-	Horsforth
C Campbell	-	Otley and Yeadon
R Downes	-	Otley and Yeadon
G Kirkland	-	Otley and Yeadon

**Agenda compiled by:
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Stuart Robinson

**W N W Area Manager: Steve Crocker
Tel: 395 0966**

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> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt items or information have been identified on this agenda</p>	

Item No	Ward	Item Not Open		Page No
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>DECLARATION OF INTERESTS</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>	
7			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To receive and approve the minutes of the previous meeting held on 16th February 2009.</p>	1 - 8

Item No	Ward	Item Not Open		Page No
8			<p>DEVELOPING LOCALLY BASED ACCESSIBILITY ACTION PLANS (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods on the concept of Locally Based Accessibility Planning, together with inviting the Area Committee to be involved in the development of a Local Accessibility Action Plan.</p>	9 - 16
9			<p>LEEDS HOUSING STRATEGY (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Housing Strategy and Commissioning Section providing the Area Committee with an overview of the emerging Leeds Housing Strategy and links to the Outer North West area.</p>	17 - 22
10			<p>UPDATE ON FLOOD RISK MANAGEMENT (COUNCIL FUNCTION)</p> <p>To consider a report of the Principal Engineer (Land Drainage) on recent work undertaken to improve the management of flood risk both nationally and locally and the implications for the Outer North West Area.</p>	23 - 28
11			<p>EMERGENCIES AND THE COMMUNITY CONTEXT (COUNCIL FUNCTION)</p> <p>To consider a report of Peace and Emergency Planning on the work to increase the number of local people engaged in increasing the resilience of their community, and the implications of this for the Outer North West Area.</p>	29 - 32

Item No	Ward	Item Not Open		Page No
12			<p>RESIDUAL WASTE TREATMENT PROJECT: UPDATE AND COMMUNICATION AND COMMUNITY ENGAGEMENT STRATEGY (COUNCIL FUNCTION)</p> <p>To consider a report of the Executive Project Manager/Head of Performance and Communications (Environmental Services) describing the current status of the Residual Waste Treatment PFI project and requesting the feedback of the Area Committee on the proposed strategy for communication and community engagement for the Residual Waste Treatment PFI project.</p>	33 - 38
13			<p>WELL-BEING BUDGET REPORT (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods providing the Area Committee with a current position statement on the well-being budget, details of proposed projects and small grant applications received to date.</p>	39 - 42
14			<p>AREA MANAGER'S REPORT (EXECUTIVE FUNCTION)</p> <p>To consider a report of the Director of Environment and Neighbourhoods informing the Area Committee on a number of projects in Outer North West Leeds as determined by the Area Delivery Plan 2008-11.</p>	43 - 48
15			<p>DATES, TIMES AND VENUES OF AREA COMMITTEE MEETINGS 2009/10 (COUNCIL FUNCTION)</p> <p>To consider a report of the Chief Democratic Services Officer requesting Members to give consideration to agreeing the dates and times of their meetings for the 2009/10 municipal year which commences in May 2009.</p>	49 - 52

Item No	Ward	Item Not Open		Page No
16			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday 11th May 2009 at 2.30pm – Special Meeting regarding Police Funding Projects – venue to be confirmed.</p> <p>MAP OF TODAY'S MEETING</p> <p>Yeadon Town Hall, High Street, Yeadon, Leeds LS19 7PP</p>	53 - 54

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Agenda Item 7

NORTH WEST (OUTER) AREA COMMITTEE

MONDAY, 16TH FEBRUARY, 2009

PRESENT: Councillor G Latty in the Chair

Councillors B Anderson, J Bale, A Barker,
C Campbell, B Cleasby, C Fox and
G Kirkland

62 Deputy Chair's Opening Remarks

The Deputy Chair welcomed everyone to the February meeting of the North West (Outer) Area Committee held at St Margaret's Parish Centre, Horsforth, Leeds 18.

He informed the meeting that the Chair, Councillor C Townsley had undergone an operation on Saturday morning and had conveyed his apologies for today's meeting. Members of the Committee sent their best wishes to him for a speedy recovery.

63 Declaration of Interests

(a) The following personal interest was declared:-

- Councillor B Cleasby in view of the fact that a friend of his resides adjacent to Otley former railway – Well-being budget report (Agenda Item 12) (Minute 72 refers)

(b) The following personal and prejudicial interest was declared:-

- Councillor C Fox in his capacity as a Member of Bramhope and Carlton Parish Council – Well-being budget report (Agenda Item 12) (Minute 72 refers)

64 Apologies for Absence

Apologies for absence were received on behalf of Councillor S Andrew, Councillor J L Carter, Councillor R Downes and Councillor C Townsley.

65 Open Forum

In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or ask questions on matters within the terms of reference of the Area Committee.

There were no issues raised by those members of the public who were in attendance.

66 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 15th December 2008 be approved as a correct record.

67 Matters Arising from the Minutes

(a) Traffic Concerns on Brownberrie Lane/Bayton Lane/West End Lane/Layton Road (Minute 50 refers)

Councillor B Cleasby referred to the above issue and enquired on the latest developments in respect of implementing speed restrictions on Brownberrie Lane and Bayton Lane, Horsforth.

Jane Pattison, North West Area Management responded and agreed to follow up this issue with the Principal Traffic Engineer.

68 Relationship and Reporting between Streetscene Services and Area Committees

Referring to Minute 56 of the meeting held on 15th December 2008, the Director of Environment and Neighbourhoods submitted a report outlining how Streetscene Services operated and on the working relationship between Area Committees, Area Management and Streetscene Services.

Graham Hollings, Streetscene Manager and Roger Foyle, Area Development Manager, Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- the need for the Area Committee's Environment and Streetscene Sub Group to address the issues contained within the report
- the need to identify an accountable officer to tackle problem areas with Streetscene Services within Outer North West
- clarification of the current number of staff employed by Streetscene Services (including CAST team employees) in Outer North West (*The Streetscene Manager responded and informed the meeting that a total of 40 people were employed*)
- Streetscene's standards in relation to manual litter picking and routine inspections
- the possibility of Ward Members and officers establishing 'walkabouts' with officers from Streetscene and Environmental Action Teams on a regular basis with the aim of identifying 'hot spots' and problem areas
- clarification of how the Council recognised the differences of aspirations of residents of the inner and outer areas towards the service provided by Streetscene
- the need for the Area Committee to be supplied with Street Cleaning Services data in relation to Carr Lane, Rawdon over the last 14 months
- the concerns expressed that the CAST team had limited capacity to engage in other areas of work when undertaking specific priority tasks e.g. leaf collection

RESOLVED –

- (a) That the contents of the report and the issues highlighted be noted.
- (b) That the report be referred to the next Area Committee's Environment and Streetscene Sub Group for discussion.
- (c) That further discussions be undertaken between the West North West Area Manager and the Environmental Action and Streetscene Manager on establishing 'walkabouts'.
- (d) That the Area Committee be supplied with street cleaning data in relation to Carr Lane, Rawdon.
- (e) That reports on the service be made to the Area Committee on a six monthly basis with the next report requested in July 2009.

69 Relationship and Reporting between Health and Environmental Action Service, including the Environmental Action Teams, and Area Committees

The Director of Environment and Neighbourhoods submitted a report outlining how Environmental Action Services operated, with particular focus on the Environmental Action Teams.

Keith Gibson, Head of Service (Commercial and Business Support) Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- the responsibilities between Environmental Action Services and Streetscene Services and the need for cross reporting arrangements to ensure that the service achieved its overall priorities
- the current policy on commercial wheelie bins
(The Head of Service responded and agreed to supply a copy of the policy to Members via the West North West Area Manager)
- the procedure in relation to abandoned vehicles on private property and the need for official letters sent by the Council to residents to be made more clearer to avoid any confusion
- clarification of local arrangements on zero tolerance that applied in some parts of the city in relation to the use of 'A' boards and the possibility of introducing this within Outer North West
- the need for the Area Committee to receive information on 'outcomes' (as referred to in Section 4.3.2 of the report) to allow them to form an opinion on the basis outlined

RESOLVED –

- (a) That the contents of the report and the issues highlighted be noted.
- (b) That the report be referred to the next Area Committee's Environment and Streetscene Sub Group for discussion of priorities and that the results of this be reported back to the Area Committee.
- (c) That this Committee supports the proposal for cross reporting arrangements between Environmental Action Services and Streetscene Services.

- (d) That reports on the service be made to the Area Committee on a six monthly basis with the next report requested in July 2009.

70 Public CCTV in the North West Outer Area

Referring to Minute 53 of the meeting held on 15th December 2008, the Director of Environment and Neighbourhoods submitted an overview of Leeds City Council Community Safety Public CCTV and its effectiveness over the past six years.

Derek Whitehouse, CCTV Co-ordinator, Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

In addition to this, the Deputy Chair invited comments from Inspector R Coldwell on CCTV provision within the North West Outer ward from the police perspective.

In summary, specific reference was made to the following issues:-

- clarification of the number of CCTV cameras located in the Horsforth Ward
(The CCTV Co-ordinator responded and confirmed that there were six in total)
- the need for the CCTV camera at Morrisons on Town Street, Horsforth to be repositioned
(The CCTV Co-ordinator responded and agreed to look into this matter)
- the need for more CCTV cameras in relation to the Automatic Number Plate Recognition system
- clarification of the technology and costings in combining CCTV and Automatic Number Plate Recognition cameras
- details of the 'hits' protocol undertaken by the police in relation to the Automatic Number Plate Recognition system

RESOLVED –

- (a) That the contents of the report and the conclusions identified in Section 10.0 be noted.
- (b) That arrangements be made through the Area Manager for the Area Committee to view, at first hand, the Community Safety Public CCTV system and the Automatic Number Plate Recognition system.
- (c) That this Committee notes that a full report on CCTV would be submitted to the Area Committee meeting in July 2009.
- (d) That the report be referred to the Community Safety Sub Group for consideration.

71 Pricing and Lettings Policy for Community Centres

Referring to Minute 31 of the meeting held on 22nd September 2008, the Director of Environment and Neighbourhoods submitted a report outlining a revised Pricing and Lettings Policy to be implemented across Outer North West Leeds on behalf of the Area Committee.

Gerry Burnham, North West Area Management presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- clarification of internal recharges and the reasons why the City Policy on lettings had retained this policy
- the need to recognise that the public's expectations was an important factor in this area of charging
- the need for Members' surgeries to be charged at nil cost in view of a public service being provided, except where a political restriction applied
- the need for a 'year on year' annual increase in charges
- the need to look into appropriate marketing of the community centres to increase their potential e.g. Yeadon Town Hall

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That the revised Pricing and Lettings Policy to be implemented in the outer north west community centres be endorsed in accordance with the report now submitted.
- (c) That approval be given to a 'year on year' annual increase in charges for lettings of 2.5%.
- (d) That approval be given to the indicative implementation date of 1st October 2009 and should this date be not achieved, the policy would be implemented as soon as operationally possible.

72 Well-being Budget Report

Referring to Minute 54 of the meeting held on 15th December 2008, the Director of Environment and Neighbourhoods submitted a report providing the Area Committee with a current position statement on the well-being budget, details of proposed projects and small grant applications received to date.

Jane Pattison, North West Area Management presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That this Committee notes the current position of the Well-being budget as detailed in Sections 1.0 and 2.0 of the report now submitted.
- (c) That the following projects outlined in Section 3.0 of the report be dealt with as follows:-

<u>Name of Project</u>	<u>Name of Delivery Organisation</u>	<u>Decision</u>
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Yeadon Engine Fields – Fencing and Gates	Friends of Engine Fields	Agreed £5,920 revenue
Cycle Storage and Parent Shelter	St Peter and Paul Primary School	Agreed £3,500 capital, subject to the shelter being made fire proof
Bramhope Car Park Project	Bramhope and Carlton Parish Council	Agreed £15,000 capital
Weekends of Action	WNW Environmental Action Team	Agreed £4,400 (£1,100 per ward)
Arthington Milestone Restoration Project	Bramhope and Carlton Parish Council	Agreed £1,700 revenue
Otley Former Railway Tree Management	Parks and Countryside Forestry Section	Agreed £9,275.16, in principle, and subject to satisfactory ward member consultations

- (d) That approval be given to the request for transferring £2,000 of skips monies back into the Well-being revenue fund available for the remainder of the financial year.
- (e) That the small grants as detailed in Section 4.3 of the report be noted.

(Councillor C Fox, having previously declared a personal and prejudicial interest in the relation to the Bramhope Car Park and Arthington Milestone Restoration projects, left the room and took no part in the discussion or voting thereon)

(Councillor B Anderson left the meeting at 4.05pm at the conclusion of this item)

73 **Area Manager's Report**

The Director of Environment and Neighbourhoods submitted a report providing Members with progress on a number of projects and initiatives in Outer North West Leeds as determined by the Area Delivery Plan for 2008-2011.

Steve Crocker, West North West Area Manager presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the contents of the report be noted.

Draft minutes to be approved at the meeting
to be held on Monday, 30th March, 2009

- (b) That in relation to the forthcoming improvement works on Yeadon Town Street, the West North West Area Manager be requested to ensure that maximum consultation takes place with traders in respect of access and car parking provision.

74 Community Engagement: Calendar of Events

Referring to Minute 43 of the meeting held on 3rd November 2008, the Director of Environment and Neighbourhoods submitted a report seeking approval of the Area Committee for a timetable of events which would enable the Area Committee, with the support of the Area Management Team, to implement a calendar of communication and engagement activities.

Jane Pattison, North West Area Management presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- the need for the Council to be represented at a forthcoming sports event at Trinity and All Saints College
- clarification how Area Management were going to organise the events
- the need to involve Elected Members in advertising and marketing the events

RESOLVED –

- (a) That the contents of the report be noted.
(b) That approval be given to the calendar of communication and engagement activities for Outer North West Leeds in 2009 in accordance with the report now submitted.

75 Key Messages from Area Committee Sub Groups and Forums

The Director of Environment and Neighbourhoods submitted a report providing an update and summary on progress made at the Area Committee sub groups and ward forums that have taken place since the last Area Committee meeting.

Jane Pattison, North West Area Management presented the report and responded to Members' queries and comments.

RESOLVED – That the contents of the report be noted.

76 Date and Time of Next Meeting

Monday 30th March 2009 at 2.00 pm (venue to be confirmed)

(The meeting concluded at 4.20pm)

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Originator: Jane Pattison

Tel: 395 2832

Report of the Director of Environment & Neighbourhoods

North West (Outer) Area Committee

Date: 30th March 2009

Subject: Developing Locally Based Accessibility Action Plans

Electoral Wards Affected:

All

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 seeks to introduce the concept of Locality Based Accessibility Planning and suggest how a local Accessibility Action Plan could be developed in Outer North West Leeds.

1.0 Purpose of this Report

The attached report seeks to introduce the concept of Locality Based Accessibility Planning and invites the Area Committee to be involved in the development of a Local Accessibility Action Plan.

2.0 Implications for Council Policy and Governance

Improving access to services is a central theme of the 2nd West Yorkshire Local Transport Plan (WYLTP) 2006-11.

3.0 Legal and Resource Implications

There are no specific legal or resource implications arising from this update.

4.0 Recommendations

The Outer North West Area Committee members are invited to

- note and comment upon the attached report
- agree to participate in the Local Accessibility Planning pilot
- Consider whether a steering group should be established

Background Papers

West Yorkshire Local Transport Plan 2006-11

Developing Locality Based Accessibility Action Plans

1.0 Purpose of This Report

To introduce the concept of Locality Based Accessibility Planning and invite the Area Committee to be involved in the pilot.

2.0 What is Accessibility?

“Accessibility means whether someone is able to reach the key services they need, either by travelling to these services or by the services being available where they are”.

2.1 Key Services:

- Jobs
- Health care
- Learning
- Food shops

3.0 What is Accessibility Planning?

3.1. A framework for transport authorities and other relevant agencies to:

- work together to assess more systematically whether people can get to places of work, healthcare facilities, education, food shops and other destinations that are important to local residents, and
- develop and deliver solutions to accessibility problems depending on the particular needs and priorities of local areas

4.0 West Yorkshire Accessibility Strategy

4.1. Improving access to services is a central theme of the 2nd West Yorkshire Local Transport Plan (WYLTP) 2006–11. An Accessibility Partnership has been established by Metro which includes representatives from key organisations such as District Councils, Primary Care Trusts, Hospital Trusts, Learning and Skills Council, Job Centre Plus etc.

The WYLTP includes an over-arching accessibility strategy.
<http://www.wyltp.com/NR/ronlyres/BD7025CD-B204-41DE-A994-EA602126FB30/0/060420AppendixCAccessibilityStrategy.pdf>

4.2 An Action Plan has been put together to address strategic, countywide issues and local, district based issues but this now need revising. The Action Plan is not an exhaustive list of accessibility issues in West Yorkshire. To date there has been limited progress with developing District Council Area accessibility audits and action plans and it is now recognised that identifying accessibility issues even at a district level is complicated and smaller geographic areas should be considered.

- 4.3 It is felt that a more local geography, for example that of Area Committees, would be more appropriate for developing local focussed accessibility interventions. Area Committees / Forums are well established in 4 of the 5 Districts in West Yorkshire and Metro could like to establish a more robust working relationship with all Area Committees, including Outer North West Leeds.

Some excellent accessibility projects have been introduced but these have tended to be in response to specific highlighted issues rather than in-depth research into a geographical locality.

5.0 Accessibility Planning Tools

- 5.1. Metro and the District Councils use software known as Accession which measures travel by public transport, private car, walking and cycling and maps time, distance or cost as contours. The software is now being widely used to identify gaps in the public transport network.

An example Accession map is attached to this report.

6.0 Aim of Local Accessibility Planning

The key aim of the work would be to produce accessibility action plans which identify the key local issues (top 3 priorities) and suggest appropriate solutions which can be implemented.

7.0 Local Accessibility Plans – Pilot Areas

- 7.1 It is proposed to produce Local Accessibility Action Plans for 5 pilot areas during 2009/10. The Outer North West Leeds Area Manager has been approached about being involved in a pilot but authorisation is still needed from the Area Committee members.

The pilot areas have been chosen after considering a number of factors including; awareness of key accessibility issues, availability of skilled staff, balance between rural/urban localities.

- 7.2 The five proposed pilot areas are:

District	Locality / Area Committee	Wards
Bradford	Shipley Area Committee	Baildon, Bingley, Bingley Rural, Shipley, Wharfedale, Windhill and Wrose
Bradford	Bradford North Area Committee	Bowling & Barkerend, Bradford Moor, Eccleshill, Idle and Thackley, Manningham, Undercliffe and Bolton
Calderdale	Lower Valley Area Forum	Greetland & Stainland, Elland, Hipperholme & Lightcliffe, Brighouse, Rastrick
Kirklees	Batley, Birstall and Birkenshaw Locality	Batley East, Batley West, Birstall and Birkenshaw
Leeds	Outer North West Leeds Area Committee	Adel and Wharfedale, Horsforth, Guiseley and Rawdon, Otley and Yeadon

7.3 It is anticipated that the results and feedback from each pilot area will be shared with partners. There would then need to be an evaluation of the merit of the process and the resources needed to roll out throughout West Yorkshire.

8.0 Officer Involvement

8.1 The work would be led by Clare Davies, Accessibility Co-ordinator at Metro. Other colleagues, including Jane Chidley, Metro's Transport Projects Officer, would be able to offer assistance in developing a Outer North West Leeds Accessibility Plan (Jane is jointly funded by Metro and Otley Town Council).

Transport Planners from Leeds City Council, who are active partners on the Accessibility Partnership, will be able to support the work.

It is anticipated that the Area Co-ordinator's team will need to assist with the community consultation.

9.0 Proposed Stages of Developing Local Accessibility Action Plans

9.1 Area Committee to be formally asked to be involved in the pilot (purpose of this report).

9.2 Area Co-ordinator's Team to provide any existing maps of the Locality and details of any statistical work (e.g. demographic profile etc) that has already been carried out.

9.3 Area Committee and Community Representatives to identify the key facilities which need to be accessed within the Locality and therefore mapped. Access to facilities outside the Locality would also have to be considered, possibly through the identification of hubs and longer-distance routes (e.g. rail station and rails services).

A variety of maps could be produced to show accessibility within the Locality though to avoid unnecessary work it is important to justify the merit of producing each map.

Examples of maps could include:

- Bus network maps, including frequencies of services at different times of the day
- Location of rail services and stations
- Location of and access to; health facilities, shopping areas, employment sites, training, leisure facilities etc. Maps can be produced for different times of the day, different walking criteria (Accession maps normally consider access to bus services within a 400 metre walk) and different lengths of journeys (e. g. for hospitals it is usual to measure access within 30 minutes).

9.4 Production of accessibility maps, using Accession

9.5 Interpretation of maps

9.6 Presentation of maps and findings to the Area Committee and Community Representatives.

9.7 Identification of the key local accessibility issues. The priorities (e.g. top three) need to be decided by the community.

9.8 Identification of appropriate solutions and funding for solving key accessibility issues.

9.9 All information to be incorporated into a Local Accessibility Action Plan.

9.10 Annual review of Local Accessibility Action Plan.

10.0 Progress so far

The Area Coordinator attended an initial methodology meeting at Metro on 30th January 2009. The following access issues were briefly discussed:

10.1 Access to Health Services:

- Otley to St James Hospital (journey length, interchange, perception of Leeds as big city/great distance from Otley – particularly for older generations)
- Access to Eccleshill Health Centre
- Access to Wharfedale Hospital (only 2 buses per hour from Otley).
- Access to GPs in general is possibly an issue – mapping may help to clarify. Sites include Yeadon LIFT centre, Holt Park GPs. Also LIFT centre proposed for Kirkstall.
- Access to dental services.

10.2 Access to Further Education

- Park Lane college has sites in Horsforth (relatively large site) and Otley. Unsure if access to FE is an issue. If people from this area do tend to look to Horsforth for FE, how easy is it to get there from across the Locality? Mapping activity?

10.3 Access to leisure (particularly for young people)

- Lack of leisure opportunities within the area – nearest cinemas Kirkstall and Harrogate.
- Area Committee has just funded programme of activities to be delivered at Yeadon Tarn. Can Young People access the Tarn?
- Otley Chevin and Yeadon Tarn are great local resources but not thought to be that well used by local people – particularly those without access to a car/keen walkers.
- Otley bus links are poor in the evening – limits ability to access leisure

10.4 Access to Employment

- Airport is a big local employer, and there are plans to expand with a new terminal, creating new jobs.
- Are people aware of the available public transport options?
- Access to Rail Stations
- Issues with parking at rail stations – Menston, Guiseley and Horsforth (new 100 space car park is being built for Guiseley station)

10.5 Access to Food

- Discussed but not thought to be an issue – some high end supermarkets but also a number of Morrison's supermarkets across the Locality.

10.6 The Area Co-ordinator has given Metro the Outer North West Area Committee Delivery Plan 2008 – 11.

Metro is attending the three Outer North West Leeds Partner Events on 10th March, 1st April and 25th April. The events will be used to start gathering information about local accessibility issues.

11.0 Local Accessibility Solutions

11.1 The local Accessibility solutions could be quite diverse and don't necessary just have to be transport based. A few examples are listed below. It would be up to the community to decide the most appropriate solutions and assist with the identification of funding.

Interventions	Examples of Solutions	Costs of Solutions
Transport	Re-timing of bus services, community transport solutions, AccessBus, MetroLocal, Taxicards, new bus services, Car Clubs, Social Car Club Schemes, additional bus shelters etc.	Could vary considerably. May be possible to re-allocate some tendered services money? Additional funding would need to be found for new projects.
Access to Services	Mobile service delivery, one-stop-shops, virtual (ICT / Phone) services, Supermarkets offering a home delivery service.	May be able to build on existing provision with a small amount of funding?
Service Design	Changing doctor's surgery times.	May be cheaper to implement?

12.0 Conclusions

Metro is going to pilot a new method of working during 2009/10 and will engage with a number of Area Committees throughout West Yorkshire to identify local accessibility issues and solutions. Outer North West Leeds Area Committee is invited to be involved in this pilot.

13.0 Recommendations

The Committee is asked to:

- Note the contents of the report
- Agree to participate in the Local Accessibility Planning Pilot
- Consider whether a steering group should be established with representation from the Area Committee

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Originator: Rob McCartney

Tel: 2243480

Report of Housing Strategy and Commissioning Section

Report to Outer North West Area Committee

Date: 30 March 2009

Subject: Leeds Housing Strategy

Electoral Wards Affected: City-wide

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 Leeds Housing Partnership Executive decided in 2008 to review and update the existing Leeds Housing Strategy to ensure that it better reflected current housing challenges and wider strategic priorities. The strategy will be framed around the strategic vision: 'Creating opportunities for people to live independently in quality, affordable housing'. The strategy will have three key themes:

Increasing the supply of affordable housing

Improving housing quality

Promoting independent living

The final strategy draft will be presented to the Council's Executive Board in July 2009.

1. Purpose of Report

- 1.1. To give Outer West Area Committee members an overview of the emerging Leeds Housing Strategy and links to the Outer West area.

2. Background

- 2.1. The Leeds Housing Partnership is a multi-agency/partner body, affiliated to the Leeds Initiative that drives and oversees housing development and delivery in the city. The Partnership is responsible for the monitoring and review of the Leeds Housing Strategy. In 2008, the Leeds Housing Partnership Executive decided to review and update the existing Leeds Housing Strategy, to ensure that it better reflected current housing challenges and wider strategic priorities.
- 2.2. The updated Leeds Housing Strategy will need to respond to the housing affordability challenge in the city. The 2007 Housing Market Assessment identified that there was a need for 1889 affordable housing units to be developed on an annual basis to meet housing need. It was also identified that a household would need an annual income of £37,000 in order to purchase a starter level property in the city. The affordability challenge, whilst significant, had emerged during a period of economic buoyancy for the city and conformed to standard economic principles: demand for housing exceeded supply, precipitating price rises that were higher than wage inflation. Households have been assisted to secure affordable housing through an increase in housing supply and innovative home purchase initiatives. However, the recent economic downturn has exacerbated the affordability challenge. Mortgage lending practices have become more restrictive and prospective house buyers have been deterred from purchasing through uncertainty over employment status and falling house prices. This in turn is deterring developers from continuing and starting house building. The Council and partners will need to be flexible and innovative to respond to the evolving challenges.
- 2.3. The focus of the Leeds Housing Partnership is also shifting from meeting the decency standard towards the wider challenge of improving housing quality and sustainability. The Council and the Leeds ALMOs see the attainment of the decency standard for council housing as being an important milestone, rather than an end in itself. Longer-term investment options will need to be explored between the Council, ALMOs and tenants. The Council is also aware of the significance of the private sector housing challenge: 33% (over 81,000 properties) of private properties fail the decency standard with 13% (34,000) having one or more Category 1 hazards. The scale of the challenge is even more pronounced with regard to back-to-back housing, with 75% of the 19,500 units failing the decency standard and 45% having one or more Category 1 hazard. The 40% increase in energy prices has meant that the proportion of the Leeds population who are experiencing fuel poverty (more than 10% of household income spent on energy costs) has risen from 19 to 24%.
- 2.4. Enabling vulnerable people to achieve or maintain an independent living arrangement is a key housing, health and social care challenge. Services such as housing-related support, adaptations and assistive technology all contribute to promoting independent living. Modernising housing provision for older people and people with learning disabilities will promote independent living and enable vulnerable people to exercise greater choice and control over their lives. Providing personalised services that

maximise prevention opportunities will also contribute to objectives relating to reducing homelessness, temporary accommodation placements and rough sleeping.

2.5. The Leeds Housing Strategy will also reflect the strategic themes, outcomes and improvement priorities set out within the Leeds Strategic Plan. The links between housing services and the 'Thriving Places' strategic theme are clear, with strategic outcomes relating to increasing the supply of affordable housing, improving housing decency and reducing homelessness. The Leeds Housing Strategy will give equal precedence to the 'Health and Wellbeing' strategic theme, recognising the contribution housing and housing services make towards health outcomes. For example, reducing dependency on residential and day care services, preventing hospital admissions, tackling the link between poor thermal comfort and reduced health outcomes and the impact of homelessness and rough sleeping on health and wellbeing.

2.6. The updated strategy will include a strategic vision, themes and goals. The latter will include a series of actions and accompanying success measures. This will form the basis of the strategy action plan, which will be monitored and reviewed through the Leeds Housing Partnership.

3. Main Issues

3.1. The Leeds Housing Strategy will be framed around a strategic vision: 'Creating opportunities for people to live independently in quality, affordable housing'. Three strategic themes seem to flow from this vision:

3.1.1. Increasing the supply of affordable housing

3.1.2. Improving housing quality

3.1.3. Promoting independent living

3.2. The 'Increasing the supply of affordable housing' theme includes the following strategic goals:

3.2.1. Help people become and remain home-owners

3.2.2. Increase the supply of rented housing

3.2.3. Make best use of existing housing stock

3.2.4. Improve the mix of available housing options

3.2.5. Increase the supply of accessible housing including 'Lifetime Homes'

3.3. The theme around increasing the supply of affordable housing has been affected by the economic downturn. Historically, affordable housing has been generated through wider housing development: Section 106 planning gain and mixed tenure development. The downturn in house building activity will have an impact on affordable housing secured through such routes. The Council is looking to generate affordable housing by encouraging local housing associations to purchase empty new build housing, partly through the receipt of Homes and Communities Agency funding. Such properties would be let on a social or intermediate rental charge and

could be offered to key workers as a 'rent now buy later' option. The Council and local housing associations are also liaising with the Homes and Communities Agency around the potential to increase grant rates, which could make mono-tenure development more economically viable. Greater emphasis is being placed on helping existing homeowners to remain in their homes and the Golden Triangle 'Home Buy Plus' initiative is being reconfigured around a Mortgage Rescue model. The need to develop more family sized housing remains pressing, as does the need to develop more accessible housing, so people can continue to live comfortably, even when their health conditions change. All housing developed through the Affordable Housing Strategic Partnership conforms to the 'Lifetime Homes' standard. The Council's plans to modernise sheltered housing provision are framed around the concept of accessible homes in accessible neighbourhoods.

3.4. The 'Improving housing quality' theme includes the following strategic goals:

- 3.4.1. Bring social housing stock up to the decency standard
- 3.4.2. Identify investment options for council housing
- 3.4.3. Increase the number of private homes meeting the decency standard
- 3.4.4. Improve the long-term sustainability of housing stock
- 3.4.5. Improve the standard of temporary accommodation
- 3.4.6. Contribute to improving and developing deprived neighbourhoods

3.5. The Council and the Leeds ALMOs are committed to bringing all council owned housing up to the decency standard by 2010/11. The Council very much considers attaining the decency standard as an important milestone, rather than an end in itself. The Council and the Leeds ALMOs are exploring options for maintaining and enhancing the level of investment in council housing post-2011. The Council is also exploring options for securing investment to tackle the private sector housing challenge. The government's economic stimulus package may well result in the Council being able to bid for additional funding. The Council has also noted the precedent of Liverpool where the local NHS Trust is investing £9 million in improving private sector housing quality.

3.6. The 'Promoting Independent Living' theme includes the following strategic goals:

- 3.6.1. Enable people to find their own housing solutions through quality information and enhanced housing options
- 3.6.2. Use support, adaptations and technology to promote independent living
- 3.6.3. Maximise opportunities to prevent homelessness
- 3.6.4. Reduce use of temporary accommodation and incidence of rough sleeping
- 3.6.5. Modernise housing provision for vulnerable people
- 3.6.6. Contribute to promoting community cohesion, reducing worklessness and tackling anti-social behaviour

- 3.7. Maximising opportunities for vulnerable people to live independently and to exercise choice and control over their lives is a key priority for the updated housing strategy. Services such as housing-related support, adaptations and assistive technology, Telecare, play an important role in reducing dependency on residential and day care services and preventing hospital admissions. The strategy will seek to highlight the 'invest to save' benefits of housing services on wider health and social care priorities. Housing advice and homeless assessment services are being reconfigured around a Housing Solutions model. The aim is to provide personalised services that maximise prevention opportunities and give people a wider range of housing options, so that they are able to find their own solution to a housing need. The Council is also committed to modernising housing provision for vulnerable groups, such as people with learning disabilities and older people, where current accommodation provision is outmoded and does not promote independent living outcomes.
- 3.8. The updated housing strategy is being developed on a city-wide basis. It is believed that it would be advantageous to subsequently develop complementary local housing strategies, for specific areas of the city, which reflect the key themes of the overall housing strategy.
- 3.9. The first draft of the strategy will be completed by the end of February, with the strategy being implemented once it has been approved by the Council's Executive Board. The strategy is due to be considered by the Executive Board in July 2009.

4. Implications for Council Policy and Governance

- 4.1. The updated Housing Strategy will set out the key challenges and actions of the housing authority and partners over the next three years. The updated housing strategy will be presented to the Council's Executive Board in July 2009. It has been agreed that a draft of the strategy will be presented to the Scrutiny Board (Neighbourhoods and Housing) Inquiry into Older People's Housing in February 2009. The report to Area Management Committees is a further opportunity to consult with members on the housing strategy.

5. Legal and Resource Implications

- 5.1. The updated housing strategy will set out the investment requirements relating to the housing challenges facing the city. There is no legal obligation on the part of the Council to develop a housing strategy for the city. The updated housing strategy will have regard for all relevant legal duties relating to the authority.

6. Equality Considerations

- 6.1. The updated housing strategy will be subject to an Equality Impact Assessment, to ensure that it effectively covers housing challenges relating to the six equality strands.

7. Conclusions

- 7.1. The updated housing strategy will set out the key housing challenges for the city and the actions that will be taken to address these challenges. The Council and partners recognise that housing is a dynamic service area, and the Council and partners will

need to be flexible to respond to evolving challenges. The Leeds Housing Partnership will monitor the strategy action plan on an ongoing basis.

8. **Recommendation**

8.1. To note the contents of the report.

Background Papers

None



Originator: David Sellers

Tel: 75240

Report of the Principal Engineer (Land Drainage)

Outer North West Area Committee

Date: 30 March 2009

Subject: Update on Flood Risk Management

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 reports supports a presentation by the Council's Water Asset Management Working Group (WAMWG) on recent work undertaken to improve the management of flood risk both nationally and locally and the implications of this for the Outer North West Area.

1.0 Purpose Of This Report

This reports supports a presentation by the Council's Water Asset Management Working Group (WAMWG) – now renamed as the **Flood Risk Management Group** - on recent work undertaken to improve the management of flood risk both nationally and locally and the implications of this for the Outer North West Area.

2.0 Background Information

- 2.1 In August 2004 and May 2005 parts of Leeds experienced significant flooding due to intense rainfall and the inability of the drainage infrastructure to cope with the volumes of water. The incidents highlighted areas for improvement in terms of the resources available to maintain our assets and respond to floods. In response to these events, the Council set-up WAMWG to develop recommendations for improving our management of flood risk. The group developed an Action Plan which was approved in July 2005 along with an additional £1.1m of revenue funding to implement the recommendations. Although this work is on-going, officers have made consistently good progress in making the city more resilient to flood risk.

3.0 Main Issues

- 3.1 Our experience of recent events suggests that improvements in our capabilities, particularly the maintenance of drainage assets, is already making a positive impact on the severity of flooding in at-risk areas. However, a good deal of work remains to be done and the improvements will not eliminate the risk of flooding during severe weather events. In June 2007, three severe rainfall events in quick succession led to the flooding of 250 - 300 domestic properties city-wide with many residential areas badly affected by flooding from watercourses (e.g. Wyke Beck) as well as surface water run-off as the ground and drainage infrastructure were unable to absorb extreme volumes of water. Further significant, but less severe, flooding occurred again in Leeds on 21 January 2008.
- 3.2 Following the flooding in 2007, the Government commissioned the independent Pitt Review to investigate what happened and what could be done to address flood risk better. The Review's final report, 'Learning Lessons from the 2007 Floods', was issued in June 2008 and contained 92 final recommendations aiming to transform the management of flood risk at both the national and local levels. Council officers played a significant role in shaping the Review's final outcomes as can be seen from the report's multiple citations (see Appendix 1).
- 3.3 On 17 December 2008 the Government provided its formal response to the Review in which it stated that it supported changes in response to all of the recommendations and published an action plan for Government, local authorities and others to implement these. The way in which the Pitt Review foresees this working is set out in Appendix 2 below. The Government's adoption of **Recommendation 14** - "*local authorities should lead on the management of local flood risk with the support of the relevant organisations*" – has profound consequences for local government and we believe that local authorities are best placed to undertake this work. However, we believe the £15m in additional annual funding being provided nationally by DEFRA is not sufficient to support the new approach. Nevertheless, because the Council implemented and funded a revised approach to Flood Risk Management in 2005 which conforms to the Government's expectations, we are better placed than most local authorities to respond.

- 3.4 It is essential that we continue to improve our policies and strategies for managing flood risk at the national, regional and district levels. For this reason, members of WAMWG have sought to provide regular updates on our progress to elected members through updates to Executive Board and annual reports distributed by e-mail to all members. Similarly, we have provided regular updates to senior officers through updates to CLT and the Director of City Development.
- 3.5 Whilst this is important, the real impact of actual flooding is felt primarily at the local level, by the communities and households affected. With this presentation we would therefore now like to take the opportunity to provide members of Area Committees with a more detailed understanding of what is being to address flood risk a city-wide basis and also in relation to specific flood risks lying within their area. This presentation will provide members with the opportunity to consider what role the Area Committee and Area Management could, or should, be playing within this agenda to help us inform our programme of work.

4.0 Implications For Council Policy and Governance

- 4.1 This work is in fulfillment of the Council policy on 'Maintaining Water Resources and Responding to Flood Incidents' which is being reviewed in light of the Government's response to the Pitt Review.

5.0 Legal and Resource Implications

There are no specific legal or resource implications arising from this update.

6.0 Conclusions

Following major flooding in 2004/5, WAMWG implemented a range of actions to enhance local flood risk management. The Pitt Review has made recommendations for more robust flood risk management at all levels with a central role envisaged for councils which Government is now seeking to implement. WAMWG now seeks to engage Area Committees better on this agenda.

7.0 Recommendations

Outer North West Area Committee is requested to note the contents of the presentation and offer feedback on its potential role in supporting and progressing improvements in the management of flood risk.

Background Papers

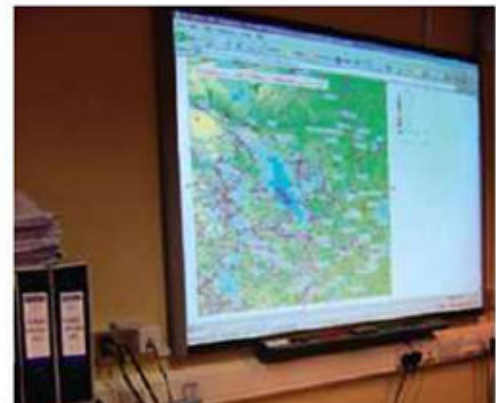
Learning Lessons from the 2007 Floods

Maintaining Water Resources and Responding to Flood Incidents

Leeds leads

"In principle, the concept of a local authority leading or co-ordinating a statutory-based partnership of stakeholders, each with a role in ensuring that there is an effective, proportionate and funded strategy towards the management of flood risk at the 'local level', is something we would welcome and mirrors the situation we are working towards in Leeds." – Leeds City Council

and Leeds City Council is in favour of weather radar being used to help emergency responders ensure that resources are targeted at the most vulnerable areas during an emergency. They have purchased licences to provide live access to the Met Office's rainfall radar data, using a system called 'Enviromet', to officers in land drainage, emergency planning and highway maintenance. This enables them to identify which areas are being worst affected (and which are most likely to flood) and therefore target resources accordingly.



Learning lessons from the 2007 floods

Learning lessons from the 2007 floods

Leeds City Council

Leeds experienced serious flooding in 2005, with more minor flooding occurring during the summer of 2007. Leeds City Council put in place a Water Asset Management Working Group with an action plan and budget of approximately £1 million per annum. The majority of this budget has been spent on centralising the maintenance of Leeds City Council's watercourses through a process of identifying and recording their location and condition and thereby developing a maintenance regime accordingly.

This process has included:

- inspection of culverts using CCTV and recording their location and condition;
- improving GIS records of assets and locating gullies using GPS;
- risk assessment of hazardous bodies of water (e.g. Waterloo Lake);
- recruiting additional land drainage staff;
- performing a fortnightly pre-emptive clearance of drainage hotspots; and
- A 50 per cent increase in its fleet of gully-sucking vehicles.



Map of culverts in Leeds



Map of gullies in Leeds



Surface water flooding: evidence from Leeds City Council about effects of law on water companies

The Water Industry Act, 1991 (s.94) says: "It shall be the duty of every sewerage undertaker [i.e. water company] ... to provide, improve and extend such a system of public sewers (whether inside its area or elsewhere) and so to cleanse and maintain those sewers as to ensure that that area is and continues to be effectually drained" ... and yet the water companies refuse to see it as their responsibility when houses are knee-deep in water that has run off fields and highways.

The reason the water companies give is that the legislation only empowers them to provide sewers and 'sewers' are defined elsewhere as drains serving 'premises' (not open land). In many parts of Leeds, in common with other urban areas, there are no natural watercourses. Consequently, if the overland flows cannot soak away (due to clay-rich soil) or go into the sewers, there is no solution that any body or authority has a duty to implement. Section 94, which was originally a duty on local authorities in the Public Health Act 1936, has thus been rendered meaningless.

Overview of Proposed New Approach to Flood Risk Management

Environment Agency
Strategic Overview

- National strategic overview role for all flood and coastal erosion risk management
- Development of the framework and tools to understand all sources of risk including modelling, mapping and warning systems
- Provides templates and guidance on methodology for all operators to produce flood risk assessments and plans, and also provides a quality assurance role for these plans
- National investment and prioritisation in flood risk management measures and permissive powers to instigate work on non-EA assets and channels
- Statutory consultee on planning applications

Upper Tier Local Authorities
Local Leadership

- Leadership and accountability role for tackling local flood risk
- Improved drainage and flood risk management engineering expertise
- Responsible for co-ordinating the production of Surface Water Management Plans and accompanying asset registers and action plans.
- Drainage from roads not covered by Highways Agency
- Investment in local flood risk management measures
- Powers to carry out works and delegate appropriately (i.e. to lower tier local authorities or IDBs)

Duty to co-operate and share information

Lower tier local authorities	EA Regional Offices	Water companies	Internal Drainage Boards	Other organisations	Other asset owners
<ul style="list-style-type: none"> • Local planning authority (where two tiers exist) • Maintenance of own ordinary watercourses and drainage assets (subject to delegation) • Produce Strategic Flood Risk Assessments (could be produced by upper tier) • Category 1 responder 	<ul style="list-style-type: none"> • Responsibility for flood risk management relating to main rivers and the sea and coastal erosion • Produce Catchment Flood Management Plans • Category 1 responder 	<ul style="list-style-type: none"> • Drainage and sewerage asset data and models • Drainage engineer expertise • Appropriate investment in hard and soft approaches to drainage. • Category 2 responder 	<ul style="list-style-type: none"> • Maintenance of own ordinary watercourses (subject to delegation) • Facilitating drainage from new developments and advising on planning applications • Use of local levy to fund local drainage management activities 	<ul style="list-style-type: none"> • British Waterways responsible for some navigable watercourses • Highways Agency responsible for motorway and trunk road drainage. 	<ul style="list-style-type: none"> • Riparian owners responsible for maintenance of own watercourses • Property owners responsible for own curtilage drainage • Third party owners of defences responsible for of those defences.

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Originator: R.Carter

Tel: 74339

Report of Peace and Emergency Planning

Report to Outer North West Area Committee

Date: 30th March 2009

Subject: Emergencies and the community context

Electoral Wards Affected:
 Adel & Wharfedale
 Guiseley & Rawdon
 Horsforth
 Otley & Yeadon

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 reports supports a presentation by the Council's Peace and Emergency Planning Unit (PEPU) on work to increase the number of local people engaged in increasing the resilience of their community, and the implications of this for the Outer North West Area.

1.0 Purpose Of This Report

This reports supports a presentation by the Council's Peace and Emergency Planning Unit (PEPU) on recent work undertaken, and planned for the coming year, to improve the resilience of the community to emergency incidents.

2.0 Background Information

PEPU is responsible for ensuring the Council is prepared to respond to emergencies in support of its partners and affected communities. The mission of the unit is to work with external partners and Council services to deliver an efficient and robust approach to emergency management and reduce the impact of emergencies on the community through support and the development of community resilience.

3.0 Main Issues

- 3.1 PEPU's corporate role is shaped by the Council's statutory and regulatory responsibilities discussed in Section 5. The Unit also contributes to achieving the outcomes and priorities in the Leeds Strategic Plan 2008-11 and Council Business Plan. It is the intention in the coming year for PEPU to spend a significantly greater proportion of its productive time on educating and raising the awareness of the public, with the result of the delivery of enhanced resilience to the Council, the city and its diverse communities. This will ultimately contribute towards the strategic outcome '*Stronger Communities – Improved community cohesion and integration through meaningful involvement and valuing equality and diversity*'.
- 3.2 Work has already commenced on a number of initiatives and workstreams to increase the number of local people engaged in increasing the resilience of their community. Examples include the development of local community-based emergency plans (e.g. Halton and Collingham – though future plans may be appropriate for Outer North West), participating in public events (e.g. Great Yorkshire Show and local Flood Awareness events) and close liaison with businesses through the Leeds Business Continuity Network.
- 3.3 A large proportion of our emergency response work is public-facing and of direct benefit to those who require support or who seek information and advice from all walks of life. We now need to extend this into new ways reaching into all parts of the community. As previously mentioned, we have made a start but would like to work closer with Area Management in order to develop better community resilience.
- 3.4 A 'Warning & Informing' strategy is in development by the Unit, which focuses on implementing many preparedness and resilience activities with differing community groups. Initially the focus will be on school children and students through Safety Rangers, a Leeds-based multi-agency scheme led by West Yorkshire Fire and Rescue Service, where primary school children take part in a number of activities based around safety. PEPU attended the most recent event with an activity based around developing an emergency kit.
- 3.5 It is intended to extend the work on local community-based flood plans to areas at high risk from flooding. It is hoped that engagement to any existing resident groups / committees can be through the Area Management team with support from within Area Committees. Areas in Outer North West may include flooding in Otley and surface water issues in Yeadon, Bramhope, Adel and Pool. Other risks we are aware of in this area include a COMAH site and of course Leeds Bradford International Airport.
- 3.6 The Business Continuity Network has continued to thrive, with additional seminars aimed at Small and Medium Enterprises (SMEs), and security awareness seminars run for key sectors with the Police. While our engagement with the larger businesses in Leeds is strong, there is still much work on liaising and promoting business continuity to SMEs.
- 3.7 There is a lot to be achieved in undertaking this piece of work including stronger community links, increased understanding of our community when we do respond and also helping individuals reduce the impact of emergencies upon themselves. As a service we are interested in identifying what issues or concerns the areas have and how we might better address these in relation to emergencies. This is particularly the case where specific needs, vulnerabilities or risks exist in a given area.

4.0 Implications for Council Policy and Governance

The work is in fulfillment of the Council's '*Policy on Planning and Responding to Emergencies*', which sets out the Council's commitment and approach to ensuring that it is able to plan for and respond to emergencies as effectively as possible.

5.0 Legal and Resource Implications

- 5.1 The Civil Contingencies Act 2004, together with the related regulations and guidance, sets out a comprehensive legislative framework for the undertaking of emergency planning and business continuity planning by local responders. Under the Act the Council is designated as a Category 1 or 'core local responder, with a number of statutory duties. Compliance with these duties is measured externally by the Audit Commission as part of the Comprehensive Performance Assessment (CPA). Key lines of enquiry criteria for civil contingencies have been incorporated into the corporate assessment under the 'Safer Stronger Communities' theme. 'Resilience' features in five indicators of the Department for Communities and Local Government's National Indicator set issued in 2007.
- 5.2 In addition to the Civil Contingencies Act (CCA), the Government continues to progress the 'Capabilities Programme' which seeks to ensure that a robust infrastructure of response is in place to deal with the consequences of widespread disasters. It consists of a total of 18 capability 'workstreams'.
- 5.3 The duties under the Civil Contingencies Act fall upon the Council as a whole and all directorates have a role in planning for, and responding to, emergencies. The Council's Emergency Planning Policy sets out how these obligations are divided between key officers and directorates

6.0 Conclusions

PEPU have implemented a number of initiatives to increase the resilience of communities in an emergency incident, and will continue to progress this throughout 209/10. PEPU now seeks to engage Area Committees better on this agenda.

7.0 Recommendations

Outer North West Area Committee is requested to note the contents of the presentation and offer feedback on its potential role in supporting and progressing improvements in the enhancement of community resilience.

Background Papers

Policy on Planning and Responding to Emergencies

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Originator:	Andrew Tate Tom Smith
Tel:	271746

**Report of the Executive Project Manager /
Head of Performance & Communications (Environmental Services)**

Outer North West Area Committee

Date: 30th March 2009

**Subject: Residual Waste Treatment Project:
Update and Communication and Community Engagement Strategy**

<p>Electoral Wards Affected:</p> <p>All</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 checked="" type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input type="checkbox"/></p>
<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>	<p><input type="checkbox"/></p>

Executive Summary

Members of the Area Committee are requested to note the current status of the Residual Waste Treatment PFI project. Members of the Area Committee are asked to feedback on the proposed strategy for communication and community engagement for the Residual Waste Treatment PFI project.

1.0 Purpose of this report

1.1 This report describes the current status of the residual waste project. Its purpose is to update Area Committees about the project and to consult with Area Committees on the proposed communication and community engagement strategy for the Residual Waste Treatment PFI project.

2.0 Background information

2.1 The Residual Waste Treatment project progressed to procurement in July 2008 following the issue of an OJEU Notice, approved by the Executive Board, in June 2008. In November 2008 a further report to the Executive Board was submitted and the evaluation methodology for the project was approved. The competitive dialogue procedure commenced in November 2008 with the issue of the first detailed bidding stage, ISOS (Invitation to Submit Outline Solutions). Ten bidders were involved in this stage, the bidder numbers having been reduced from the original list of thirteen bidders who responded to the OJEU notice.

3.0 Main issues

3.1 Current status

- 3.1.1 The ISOS bidding stage asked 69 detailed questions to each bidder so that their proposal could be fully defined within the bid response. The questions included the technology they proposed, their proposed site, the level of diversion from landfill they anticipated and a range of environmental and other factors.
- 3.1.2 ISOS bids were received from 9 bidders on 21st January 2009, the 10th bidder having withdrawn from the bidding process. These bids are now in the process of being evaluated by the project team.
- 3.1.3 The council undertook a programme of formal consultation to find out what stakeholders thought were the most important things to take into account when deciding on the Residual Waste Treatment Solution for Leeds. This consultation has directly influenced the criteria by which we will decide on the technology and site for a Residual Waste Treatment facility.
- 3.1.4 The outcome of the evaluation will be reported to the project Board in mid April 2009 and a decision to proceed to the next bid stage with either 3 or 4 bidders will be sought.

3.2 Overview of bids received

- 3.2.1 The bidders have responded well to the invitation with good quality submissions being received from all 9 bidders. The bidders are all substantial businesses well known in the waste sector and a number are international companies.
- 3.2.2 This bid stage will consider the price of the overall contract, however the complexities of the project have resulted in the need to restrict the amount of detailed price information at this stage. Nevertheless, the bidders have supplied sufficient detail to give a good indication of price and to allow the evaluation to reflect price within the overall assessment. A fully worked up price submission will be evaluated at the next stage of the process.
- 3.2.3 A range of sites have been suggested for the location of the final treatment facility, including the councils reference site, the former wholesale markets site on Pontefract Lane. The final location of any facility will be dependent on the adoption of relevant Development Plan Documents and final planning applications. The majority of bidders propose to take advantage of the Council's reference site for a waste transfer station being the site of the existing Council waste transfer station at Evanston Avenue, Kirkstall.
- 3.2.4 The bidders are proposing varying mixes of technologies that are being considered under the approved evaluation criteria. The evaluation process has been tested to ensure that it does not favour any particular technology proposal.

3.3 Future Timetable

3.3.1 The future timetable for the Residual Waste Treatment Project decision is as follows:

Decision/milestone	Date
Complete ISOS bid evaluation – reduce from 9 bidders to 3 or 4 bidders	Mid April 2009
Complete Invitation to Submit Detailed Specifications (ISDS) bid evaluation – reduce from 3 or 4 bidders to 2 bidders	November 2009
Announce preferred bidder	Spring/early Summer 2010
Preferred bidder submits planning application	Autumn 2010
Contract signature	Autumn 2010
Planning permission obtained – commence construction	Mid 2011
Service commencement – plant operational	April 2014

3.4 Communication and Community Engagement Planning

3.4.1 There has been extensive public communications and consultation on the Waste Strategy for Leeds over the last two and half years; the most recent exercise being a programme of consultation to find out what stakeholders thought were the most important things to take into account when deciding on the Residual Waste Treatment Solution for Leeds.

3.4.2 We now want to build on this work in order to communicate and engage with our stakeholders to support the delivery of the Residual Waste Treatment solution for the city. A communications and community engagement plan has been developed which consists of five distinct elements:

1. Consultation with officers and Elected Members to agree the delivery plan (February to April 2009);

Our communication and community engagement plan needs to be consulted on with Elected Members for it to be delivered effectively and meet its aims. This report is therefore being presented to Area Committees during the March/April cycle for feedback.

In addition to the report, there will also be attendance from Waste Management Officers at the Inner East, Outer East, Inner South and Inner North-west committees, reflecting the likelihood of greater impact of the Residual Waste Treatment Project in these areas.

2. Communications and education about the Residual Waste Treatment Project (April to November 2009);

If we are to successfully deliver project we need to further educate the public about the process we have gone through and the reasons for it, so that they can make informed

decisions about how to react when a preferred bidder is chosen. At this stage therefore we will seek to communicate with, and educate stakeholders about:

- the environmental and financial need to reduce landfill and why we need a Residual Waste Treatment Facility to do so;
- the process by which we have come to a shortlist of four bidders;
- the likely technologies and sites, and what this means for stakeholders;
- the future process and how and about what stakeholders can be involved.

The nature of the project means that there will be citywide interest, but that there will also be localised, more intensive, interest in areas near to the proposed sites for the residual waste treatment facility and transfer station. This means that we need to cover the Leeds area, but target engagement to those areas most affected.

The approach will therefore involve communication covering all wards, but more focussed and intensive communications activities in the wards most affected. We need to ensure that all information will be accessible to all stakeholders, relevant, accurate and timely.

Residents and businesses in the proximity of any proposed sites for the Residual Waste Treatment Solution will be invited to register for the chance to attend a briefing session in their local area, to receive information updates (electronically or by post), or to 'opt-out' of receiving any information. We will use a wide variety of methods to get this invitation to the communities, including the use of local community spaces, newsletters and leaflets to households and 'local' access points.

We are also aware of the need to engage with community advocates in these areas. We propose to contact the chairs of residents committees and other community organisations directly, to invite them to be involved in a programme of communications and education events. This could also include visits to Residual Waste Treatment facilities in other areas of the country.

We will also communicate with the wider Leeds public, through the local press and our website, again inviting them to register to receive further information and updates about the process.

3. *Community engagement on the proposals from the final two bidders (November 2009 to Spring/Summer 2010);*

Once the number of bidders is reduced to two we will begin a further round of communications, but also seek to engage stakeholders local to the identified sites in a dialogue about the proposed solutions, this is expected to directly involve the remaining bidders. At this stage we need to provide genuine opportunities for key stakeholders to contribute, and to have their voices heard, to enable proper account to be taken of their views.

The intention of this stage is to further communicate with stakeholders about the final two proposed solutions and enable stakeholders to feed back on issues with particular bids and sites, to allow scope to address any issues prior to the formal planning process. We would also seek to use this stage to identify any opportunities for stakeholder benefits arising from the Residual Waste Treatment Facility, such as amenity value.

We propose taking a similar approach to Stage 2 above, inviting residents to be involved in facilitated sessions in the local areas most affected by proposals. Because of the nature of the project, and the timescales involved this is, in practice, the pre-planning consultation process for the Residual Waste Treatment Facility and will be managed as such, engaging with all statutory stakeholders.

**4. Community engagement on Evanston Avenue proposals
(date to be determined.)**

Given the likelihood of the Evanston Avenue site being an integral part of the council's waste infrastructure, there is a need to progress community engagement in this area differently to the areas near to possible residual waste treatment sites and to Leeds as a whole.

We will deliver a pre-planning process to enable local stakeholders, including Elected Members, local business and residents to feedback on issues around our proposals for the site in order to address any concerns prior to a formal planning application being submitted for this site.

**5. Statutory consultation process for planning permission for a Residual Waste Treatment Facility
(Spring/Summer 2010 onwards.)**

At this stage the council will undertake a formal consultation, in line with the statutory planning process, on the council's preferred technology and site.

4.0 Recommendations

- 4.1 Members of the Area Committee are requested to note the current status of the Residual Waste PFI project and the bids recently received.
- 4.2 Members of the Area Committee are requested to feedback on the proposals for communication and community engagement for the Residual Waste Treatment Project, i.e. that no specific community engagement activity will be targeted in the Outer North West wedge, but there will be general opportunities for residents to access more information about the project and to feedback to the council as it progresses.

Background Papers

Executive Board Reports June and November 2008

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Originator: Jane Pattison
Gerry Burnham

Tel: 3952831

Report of The Director of Environment and Neighbourhoods

Meeting: Outer North West Leeds Area Committee

Date: 30th March 2009

Subject: Well-Being Budget Report

<p>Electoral Wards Affected: Adel & Wharfedale Guiseley & Rawdon Horsforth Otley & Yeadon</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

This report provides the Area Committee with a current position statement on the well-being budget, details of proposed projects and small grant applications received to date.

1.0 Purpose of this report

1.1 The purpose of this report is to provide Members with an update on the current amount of capital and revenue funding committed and available via the Area Committee Well-being budget for wards in the Outer North West area. It seeks approval for new projects and provides details of small grant applications received since the last Area Committee.

2.0 Background

2.1 At the June 2008 meeting Members were informed of the allocations of £199,800 (£49,950 per ward) revenue funding for 2008/9 and £104,601 capital funding (£26,150 per ward) for the period 2008/9.

3.0 2008/09 allocation

3.1 At the June meeting Members agreed in respect of small grants that a budget of £12,000 be allocated (£3,000 per ward) from the total 2008/09 revenue allocation with the amount per ward to be increased as required.

- 3.2 Members also agreed a budget of £4,000 to be allocated to community skips. At the February 2009 meeting a total of £3,320 still remained in the skips budget for 2008/09. Therefore the Area Committee agreed to transfer £1,500 (£500 per ward for Guiseley & Rawdon, Horsforth and Otley & Yeadon) back into the main well-being revenue budget. This is reflected in the table below. To date £680 has been spent on providing 6 skips and there is £1820 remaining.
- 3.3 Following projects agreed at the last meeting in February at total of £98,291 remains available for supporting revenue priorities in this year's Area Delivery Plan.
- 3.4 The following table includes details per ward of the total available revenue for 2008/09, the total revenue spent and the balance remaining:

Ward	2008/09 allocation + carry forward	Total revenue spent 08/09	Balance Remaining
Adel & Wharfedale	£94,322	£40,239	£54,083
Guiseley & Rawdon	£64,165	£64,927	Nil
Horsforth	£52,342	£29,555	£22,787
Otley & Yeadon	£79,601	£58,180	£21,421

- 3.5 Following projects agreed at the last meeting in February a total £67,594 remains available for supporting capital priorities in this year's ADP.
- 3.6 The following table details the total available capital for 2008/09, the total capital spent and the balance remaining:

Ward	2008/09 allocation + carry forward	Total capital spent 08/09	Balance Remaining
Adel & Wharfedale	£41,359	£25,000	£16,359
Guiseley & Rawdon	£48,100	£3,500	£44,600
Horsforth	£34,164	£34,164	Nil
Otley & Yeadon	£28,635	£22,000	£6,635

4.0 Well-Being Projects

- 4.1 Details of new expressions of interest requesting funding from the well-being budget are outlined here. The Area Committee is asked to consider each project.
- 4.2 **Name of Project:** Horsforth PCSOs
Ward Affected: Horsforth
Name of delivery organisation: West Yorkshire Police and Horsforth Town Council
Amount requested: £8,100 (revenue)

The project is to employ two Police Community Support Officers in Horsforth in partnership with West Yorkshire Police and Horsforth Town Council during the financial year 2009/10. The funding is to match a Horsforth Town Council contribution. The PCSOs will patrol Horsforth for approximately 40 hours per week, hold weekly surgeries at the Housing Office and Morrisons and attend meetings of the Horsforth Town Council Public Safety & Traffic Committee. They will also operate the Town Council's 'Speed Indicator Device'.

4.3 Name of Project: Micklefield Park Bowling Green - Fencing

Ward Affected: Guiseley & Rawdon

Name of delivery organisation: Parks and Countryside

Amount requested: £10,000 (capital)

Following recent spates of vandalism involving damage to the Bowling Green and pavilion at Micklefield Park, Parks and Countryside are working with Rawdon Park Bowling Club to improve the security of the site. This project is to erect a 1.8m high green powder coated bar and rail fence around the bowling green and along the back of the pavilion. The fencing will help to protect the bowling green and pavilion and prevent unauthorised access.

4.4 Name of Project: Youth Mobile

Ward Affected: All Outer North West Wards

Name of delivery organisation: Youth Service

Amount requested: £ 5,850 (revenue £1,462.50 per Ward)

This project is to lease the youth mobile for a third year, enabling youth workers to continue to build relationships with the young people and provide longer term planning for activities. The additional funding will ensure also that projects reliant on the mobile being available can continue. There has been very successful work with young people and local communities in combating some of the issues around anti-social behaviour and petty vandalism as part of this project. By bringing the bus to where young people hang out, the project was also able to engage young people in decision making, e.g. in the redesign of the Otley skatepark with new activities and a youth shelter. Similar pieces of work are expected to happen this year.

4.5 Name of Project: Old Modernians Association

Ward Affected: Adel & Wharfedale

Name of delivery organisation: Old Modernians Association

Amount requested: £10,000 (capital)

The Old Modernians Association clubhouse is a well-used local facility. It is used on a daily basis by the local community and is open 7 nights a week, as well as during the day on Saturdays and Sundays. It has over 500 members and supporters and is also available for hire. The clubhouse currently has a flat roof and over the last 5 years, has suffered considerably due to roof leaks. This project is to erect a slightly pitched roof over the clubhouse. A new roof will help secure a safe and secure location for a thriving local sports and social club that should last for many years.

5.0 Small Grants

5.1 The following table details the small grants allocations per ward, the total spend on small grants to date and the balance remaining.

Ward	Allocation	Details of spend	Balance remaining
Adel & Wharfedale	£3,000	£617.50	£2,382.50
Guiseley & Rawdon	£3,000	£1,392.50	£1,607.50
Horsforth	£3,000	£1,472.50	£1,527.50
Otley & Yeadon	£3,000	£2080	£920

5.2 The following small grant applications are not included in the above table and are presented for information:

- New Signage for Cross Green Community Centre – £280 (O&Y)

6.0 Recommendations

6.1 Members of the Outer North West Area Committee are requested to:

- Note the current position of the well-being budget as set out at 2.0 and 3.0
- Consider and agree the projects as outlined at 4.0
- Note the small grants detailed at 5.2

Background papers

None



Originator: Steve Crocker

Tel: 395 0966

Report of the Director of Environment and Neighbourhoods

To: Outer North West Area Committee

Date: 30 March 2009

Subject: Area Managers Report

<p>Electoral Wards Affected: Adel & Wharfedale Guiseley & Rawdon Horsforth Otley & Yeadon</p> <p><input checked="" 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 checked="" 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 purpose of this report is to inform members of progress on a number of projects in Outer North West Leeds as determined by the Area Delivery Plan 2008-11, which is in turn governed by the Area Committees functions and roles as agreed by Executive Board in July 2008.

1.0 Purpose of This Report

1.1 This report informs Members of the progress against Area Committee functions and roles as agreed by Executive Board in July 2008.

2.0 Background Information

2.1 The Area Management Review agreed by Executive Board in November 2007 proposed to further develop the responsibilities of the Area Committees during 2008/9. To this end, Area Committee functions and enhanced roles were agreed in July 2008.

3.0 Main Issues

Environment

3.1 Following the last Area Committee meeting, well being funding has been allocated to a series of 'Environmental Action Days' which will take place across the area during

March and April. The first event was scheduled for March 14th in Horsforth. Each event will see environmental action teams, dog wardens and parking attendants patrolling known hot spots and issuing fines to anyone littering, parking unlawfully or failing to clean up after their pets. Shops and businesses will also be targeted regarding A-boards and use of their commercial bins.

- 3.2 Again, following the last Area Committee meeting a series of Streetscene/ Environment sub groups have been set up to discuss and suggest ways forward for dealing with the recommendations that were highlighted in the Streetscene report. A report will be presented to the June Area Committee.
- 3.3 Groundwork Leeds in partnership with Holt Park TARA are organising an Environmental Week in Holt Park during week commencing 30th March. Partners include Future Footprints Groundwork, West Yorkshire Probation, Holt Park TARA, Streetscene, ASDA, West North West Homes, Sanctuary Housing, West Yorkshire Police Service, Leeds City Council, West Yorkshire Fire Service and Holt Park Junior Wardens. A list of environmental tasks has been drawn up for a mixture of corporate volunteers, community members and Groundwork Volunteers to complete throughout the week. This will include tidying communal areas, supporting vulnerable people move bulky waste, and other general environmental activities. The week will also include distribution of information on services available in the area, followed by a celebration event on the Friday 3rd April.

Thriving Communities

- 3.4 Town and District Centre Regeneration – In 2006, funding was allocated to two schemes in Outer North West – Otley Market Place and Yeadon High Street. A further two projects – the restoration of the Brook Crompton clock in Guiseley and the refurbishment of the former Horsforth library were then added. Work on all schemes has been progressed by staff from Area Management in consultation with local ward members.
- 3.5 The scheme to enhance the market place in Otley is nearing completion and is expected to be fully completed by the end of March. There were delays to the scheme due to the adverse weather conditions experienced in February, however at the time of writing the work to re-lay the setts is 90% complete. Street furniture is on order and will be put in place over the coming weeks. Whilst there have been a few complaints regarding the loss of disabled car parking on the market place, (spaces were relocated to nearby streets) there have been many favourable comments made regarding the scheme from local traders, market traders and members of the public.
- 3.6 The scheme to improve and enhance the High Street in Yeadon will commence work on April 20th. The contractors are North Midland. A meeting has been arranged for April 16th in order to provide the opportunity for Highways and the contractor to meet with local traders to explain the programme and how the work will be carried out. An invitation to the event will be sent to shopkeepers on the High Street. There will also be a display regarding the scheme at the Yeadon community engagement event on April 25th.
- 3.7 The Strategic Design Alliance (SDA) has been appointed to provide a brief for the plinth design, refurbishment and relocation of the former Brook Crompton Parkinson

Building Clock Tower to the new (currently under construction) Netherfield Road car park in Guiseley. Tenders for the work are expected to be issued in late April with a start on site programmed for mid June.

- 3.8 Work on the design for the new youth centre for Horsforth and the new Area Management offices is continuing and is being undertaken by Corporate Property Management.
- 3.9 Following the Area Committee Community Safety sub group held on 6 March, an additional Area Committee has been requested to discuss the project proposals that require funding that were put forward to the sub group by West Yorkshire Police. The meeting will allow the opportunity for all members to be made aware of the projects that the Police require funding for and it will be arranged for early May (in addition to the normal calendar of meetings)

Stronger Communities

- 3.10 It was agreed at the last Area Committee to hold three community engagement events across the area with key partners invited to display information about what they do and the services they provide as well as providing an opportunity to allow consultation with residents on their priorities in order for them to have an influence on the Area Delivery Plan. The first event was held on the 10th March in Horsforth. There was a good turnout from both public and partners and the information received is currently being processed and dealt with. The next events are in Guiseley on the 1st April and Yeadon on the 25th April.

Learning

No update received.

Health and Wellbeing

- 3.11 The first North West Health and Wellbeing Partnership is scheduled to take place on March 19th. It is hoped the Partnership will provide a forum for agencies to work together to improve the health and wellbeing of local communities, ensure that high quality health and social care services are available when and where they are needed, and that inequalities in health are tackled. A report on the outcomes of the event will be provided at a future meeting
- 3.12 The Department of Health has confirmed in principle an allocation of £32m of PFI credits for a new health centre in Holt Park which will combine services provided by adult social care, youth and sports services, NHS Leeds and the local community. As well as swimming pools and a gym, the centre will contain meeting rooms, activity rooms, treatment and consulting rooms, daytime opportunities for people of all abilities and potentially a cafe/bar. Over the next six months Leeds City Council will establish and work with a Holt Park Stakeholder Group and NHS Leeds to develop the precise mix of services and facilities to be included.

- 3.13 The well being centre will replace Holt Park's existing health centre and leisure centre and improve the accessibility of care and support as well as leisure services for the Holt Park local community and surrounding area.

Enterprise and Economy

No update received.

Culture

- 3.14 A number of galas, carnivals and events are taken place over the summer months and include Horsforth Sports Day 14th June; Horsforth Healthy Living Week 15-20th June; Horsforth Children's Festival 20th June; Otley Carnival 20th June and Horsforth Gala 27th June.
- 3.15 The North West Sports Alliance and the St Mary's 'On the right track' school sport partnership is being held on the evening of 12 May at Trinity and All Saints College. The event is being held with the aim of creating and building stronger links between schools and local sports clubs and sport and activity providers. The event will provide an opportunity for young people to see what sports and activities are available to them in their local community as well as allowing a chance for clubs to promote their services and recruit new members and volunteers.

Transport

- 3.16 A report regarding local accessibility planning is covered elsewhere on the agenda.

4.0 Implications for Council Policy and Governance

- 4.1 The Area Delivery Plan for Outer North West is administered through the West North West Leeds area management team.
- 4.2 Well being projects develop from Outer North West's Leeds Area Delivery Plan and through consultation with Area Committee members. The plan helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities.

5.0 Legal and Resource Implications

- 5.1 In order to meet the Area Committee's functions, funding is supplied via Well Being budgets and the Community Centres Budget.
- 5.2 In order to meet the Area Committee's roles, funding is in the main supplied by other Leeds City Council Departments mainstream budgets, and external partner agencies e.g. the Police and Primary Care Trust, which is in turn reflected by the fact that the Area Committee's role here is to influence, develop and consult. However, wellbeing funding has resourced some projects here e.g. area based regeneration schemes and conservation area reviews.

6.0 Conclusions

6.1 The functions and roles of the Area Committee aim to:

- Improve the quality and value for money of Council service delivery
- Improve the quality of democracy and find new ways to facilitate citizen participation in local government through the development of links between Ward Members and their communities.
- To co-ordinate policy and service delivery between the local service providers.

7.0 Recommendations

7.1 Outer North West Area Committee members are invited to:

- note the contents of the report and comment on any aspect of the matters raised
- suggest items for inclusion on future agendas

Documents referred to in this report:

Executive Board Report July 2008.

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Originator: Stuart Robinson

Tel: (0113) 247 4360

Report of the Chief Democratic Services Officer

North West (Outer) Area Committee

Date: 30th March 2009

Subject: Dates, Times and Venues of Area Committee Meetings 2009/10

Electoral Wards Affected:

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

X

Delegated Executive
Function available
for Call In

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

Executive Summary

The purpose of the report is to request Members to give consideration to agreeing the dates and times of their meetings for the 2009/10 municipal year which commences in May 2009.

1.0 Background Information

- 1.1 The Area Committee Procedure Rules stipulate that there shall be at least six ordinary meetings of each Area Committee in each municipal year (May to April).
- 1.2 The Procedure Rules also state that each Committee will agree its schedule of meetings for the year either at the last meeting in the current municipal year (i.e. today) or at its first meeting in the new municipal year. In order to appear in the Council's official Diary and Yearbook for 2009/10, the dates and times of your meetings need to be approved today.

2.0 Options

2.1 The options are:-

- To approve the list of dates and times provisionally agreed with the WNW Area Manager based on the existing pattern;
- To consider other alternative dates;
- To continue to meet at 2.00 pm, or to consider alternative times;

- To continue to alternate between suitable venues within the four NW Outer wards or to seek some other venues.

3.0 Meeting Dates

3.1 The following provisional dates have been agreed in consultation with the WNW Area Manager. They follow roughly the same pattern as last year, i.e. Monday's in June/July, September, October/November, December, February and March/April :-

22nd June 2009, 28th September 2009, 2nd November 2009, 14th December 2009, 8th February 2010, 29th March 2010

3.2 A similar pattern of meetings is being suggested in respect of the other 9 Area Committees, so that for co-ordination purposes, all Area Committees are meeting in the same basic cycle and months. Whilst Members have discretion as to which actual dates they wish to meet, they are requested to take into consideration that any proposed substantial change to the cycle, e.g. changing months rather than dates within the suggested months, will cause disruption and lead to co-ordination problems between the Area Committees.

4.0 Meeting Days and Times

4.1 Currently the Committee meets on Monday at 2.00 pm and the above suggested dates reflect this pattern.

4.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.

4.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements – it really is a matter for Members to decide.

5.0 Meeting Venues

5.1 Currently the Committee alternates venues between the four NW Outer Wards.

5.2 If the Committee were minded to request the officers to explore possible alternative venues, then the considerations Members and officers would have to taken into account are matters such as cost, accessibility – particularly for people with disabilities – and the facilities available at the venue, e.g. IT facilities for presentations etc.

5.3 From time to time, Members suggest moving meetings back to the Civic Hall, Leeds. The meeting facilities might arguably be better in some instances, and the venue possibly more convenient for Members, and possibly also the public, as Leeds is the hub of the public transport system. However, Members are reminded of the stated

role of Area Committees, as set out in Paragraph 2.1 the Area Committee Procedure Rules :-

- Act as a focal point for community involvement;
- Take locally based decisions that deal with local issues;
- Provide for accountability at local level;
- Help Elected Members to listen to and represent their communities;
- Help Elected Members to understand the specific needs of the community in their area;
- Promote community engagement in the democratic process;
- Promote working relationships with District Partnerships and Parish and Town Councils.

These aims and this role is unlikely to be enhanced by holding meetings at the centre, and rather than move meetings to the Civic Hall, Members might wish to look again at other ways of publicising meetings and encouraging greater community engagement.

Another option might be to alternate meetings between the centre and local venues.

6.0 Recommendation

- 6.1 Members are requested to consider the options and to agree their meeting dates and times for 2009/10 in order that they may be included in the Council's official diary for 2009/10. Meeting venues can if necessary be agreed at a later date, or left for the officers to sort out, taking into account Members' views, although a clear indication of Members' wishes in this regard would be helpful.

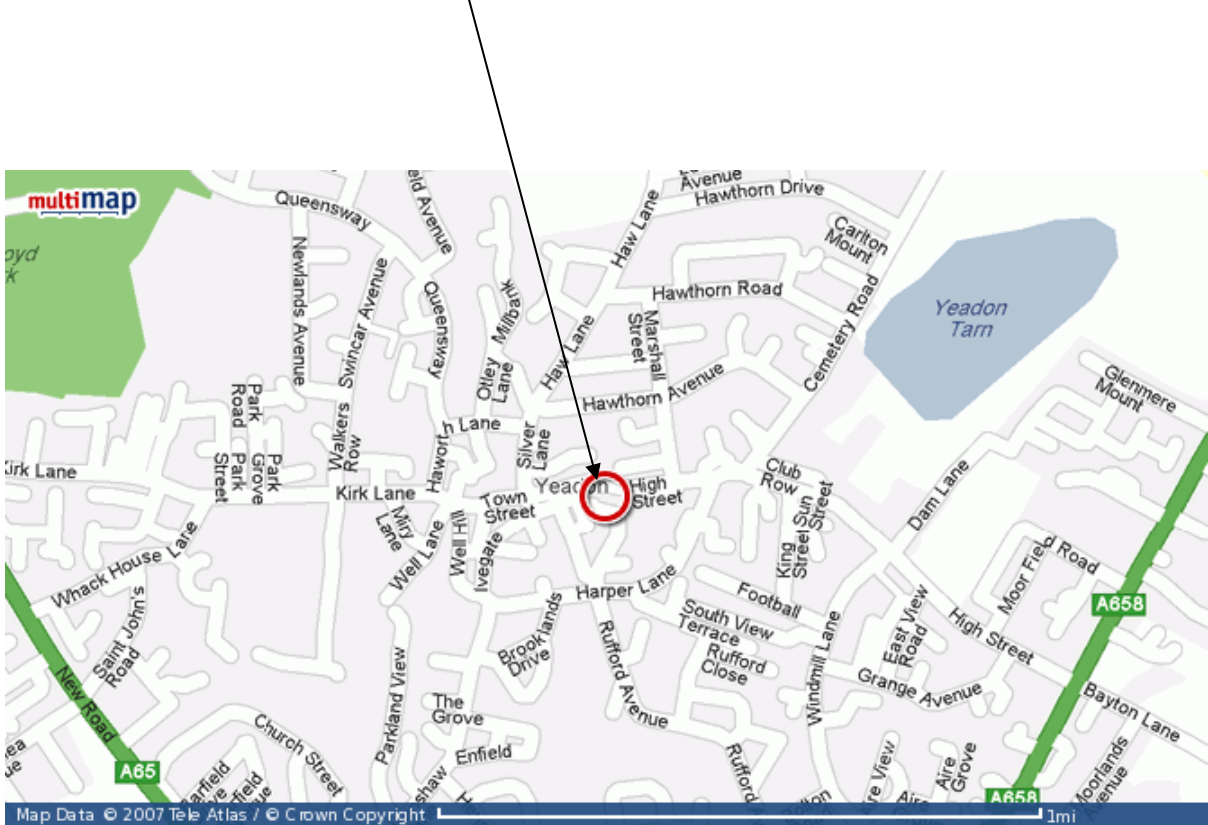
Background Papers

Area Committee Procedure Rules

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AGENDA ANNEX

Yeadon Town Hall, High Street, Leeds LS19 7PP



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