

NORTH WEST (OUTER) AREA COMMITTEE

MONDAY, 9TH NOVEMBER, 2009

PRESENT: Councillor C Townsley in the Chair

Councillors B Anderson, S Andrew, J Bale,
A Barker, C Campbell, J L Carter,
B Cleasby, R Downes, C Fox, G Kirkland
and G Latty

33 Chair's Opening Remarks

The Chair welcomed everyone to the November meeting of the North West (Outer) Area Committee held in the Civic Hall, Leeds.

34 Late Items

The Chair informed the meeting that he had agreed to admit the following two documents to the agenda as supplementary information:-

- Well-being Budget Report (Minute 44 refers) – Expression of Interest - Highway Services - Grit Bins
- Key Messages from Area Committee Sub Groups and Forums (Minute 45 refers) – Proposed Terms of Reference - Business and Transport Sub Group

35 Declaration of Interests

The following personal interests were declared:-

- Councillor S Andrew in his capacity as a Member on the Yeadon Town Hall Users Licence Committee (Agenda Item 12) (Minute 42 refers) and also as a Member on the WYPTA Local Transport Plan Steering Group (Agenda Item 15) (Minute 46 refers)
- Councillor J Bale in view of the fact that his wife and daughter attend an art class at Yeadon Town Hall (Agenda Item 12) (Minute 42 refers)
- Councillor C Campbell in his capacity as a Member on Otley Town Council/Civic Centre (Agenda Item 12) (Minute 42 refers) and also as a Member on the West Yorkshire Integrated Transport Authority (Agenda Item 15) (Minute 46 refers)
- Councillor R Downes in his capacity as Chair of the West Yorkshire Integrated Transport Authority (Agenda Item 15) (Minute 46 refers)
- Councillor C Fox in his capacity as an Area Panel Member on West North West Homes (Agenda Items 9 and 11) (Minutes 39 and 41 refer) and also as a Member on the WYPTA Passenger Transport Consultative Committee (Agenda Item 15) (Minute 46 refers)
- Councillor G Kirkland in his capacity as a Member on Otley Town Council (Agenda Item 12) (Minute 42 refers)
- Councillor G Latty in his capacity as an Area Panel Member on West North West Homes (Agenda Items 9 and 11) (Minutes 39 and 41 refer)

and also as a Trustee and unpaid Director of Greenacre Hall, Rawdon (Agenda Item 12) (Minute 42 refers)

- Councillor C Townsley in his capacity as having contact with one of the groups who use the Adel and Ireland Wood Community Association building (Agenda Item 13) (Minute 44 refers)

36 Open Forum

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

On this occasion, no matters were raised under this item.

37 Minutes of the Previous Meeting

RESOLVED-That the minutes of the previous meeting held on 28th September 2009 be approved as a correct record.

38 Matters Arising from the Minutes

- a) Car Parking Problems – North West (Outer) Area Committee (Minute 25(b) refers)

Jane Pattison, West North West Area Management referred to the above issue and informed the meeting that Parking Services were currently looking into this issue. A number of notices had been issued to date and the situation would be monitored.

- b) Area Manager's Report (Minute 30 refers)

The Chair informed Members that the inaugural meeting of the new sub group set up to consider Business and Transport issues had taken place last week.

39 Streetscene Grounds Maintenance Future Procurement Strategy Update Report

The Director of Environment and Neighbourhoods submitted a report updating the meeting on actions and progress on the Procurement process for the provision of Grounds Maintenance from 1st March 2011 and to seek Area Committee views and input on the development of the specification and consultation process.

The following officers were in attendance and responded to Members' queries and comments:-

Steve Smith, Head of Environmental Services, Environment and Neighbourhoods

Roger Foyle, Area Development Manager, Environment and Neighbourhoods

Detailed discussion ensued on the contents of the report.

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

- clarification of the grass cutting protocol in relation to small areas of land that have no listed Council ownership
(The Area Development Manager responded and outlined the current protocol with clients and the mapping exercise undertaken)
- clarification of the grass cutting protocol in relation to pre World War II clearance sites, with particular reference to two sites within the Otley and Yeadon ward
(The Area Development Manager responded and outlined the current protocol)
- clarification of the specification for grass cuttings and clippings
(The Area Development Manager responded and outlined the current arrangements)
- clarification of the specification in relation to the frequency of cuts/amenity cuts; whether 'In Bloom' areas received preferential treatment and the possible involvement of the CAST team within the process
(The Area Development Manager responded and outlined the current arrangements. The Committee noted that 'In Bloom' areas received the same level of treatment, but with smaller teams engaged to do the work. The Area Development Manager agreed to look into the frequency of cuts/amenity cuts issue, on a seasonal basis, and on the suggestion of a rapid response team)
- clarification of the handover arrangements should Glendale's be not appointed
- clarification of the rationale in relation to the non-collection of grass cuttings
(The Area Development Manager responded and outlined the tender process, together with commenting on the affordability issue in this area)
- clarification of the protocol in relation to 'missed cuts' arising from those areas where grass was not cut due to wet or inclement weather
(The Area Development Manager responded and outlined the problems arising from a pro-longed wet period of weather. He agreed to look into the work and slippage procedures with the aim of finding a solution to this problem)
- the need to recognise that this was a Grounds Maintenance contract and not specifically aimed at grass cutting and for staff to be employed in other areas during adverse weather conditions
(The Area Development Manager responded and accepted this point. He agreed to feed this issue back into the consultation process)
- the need for a debate around whether one contract or multiple contracts would suffice in this area and the management implications
- the need for the Grounds Maintenance contract to be achieving an acceptable performance standard throughout the year and for the Streetscene Sub Group to be involved in the process

RESOLVED-

- (a) That the contents of the report be noted.
- (b) That the Head of Environmental Services be requested to feed the

above comments into the development of the specification and consultation process for Streetscene Grounds Maintenance.

- (c) That Councillor B Anderson, on behalf of the Area Committee, be requested to feed the above comments into the Scrutiny Board (Environment and Neighbourhoods) as part of their ongoing Inquiry.
- (d) That a further progress report on this issue be submitted to the next meeting on 14th December 2009.

40 Relationship and Reporting between Streetscene Service and Area Committees - North West Outer Environmental Sub Group Feedback
Referring to Minute 68 of the meeting held on 16th February 2009, the Director of Environment and Neighbourhoods submitted a report outlining the discussions and recommendations that took place at the North West Outer Environmental Sub Group held on 27th July 2009 on the localised delivery of Streetscene Services.

The following officers were in attendance and responded to Members' queries and comments:-

Steve Smith, Head of Environmental Services, Environment and Neighbourhoods

Roger Foyle, Area Development Manager, Environment and Neighbourhoods

RESOLVED-

- a) That the contents of the report be noted.
- b) That arising from the discussions that took place at the Environmental Sub Group held on 27th July 2009, approval be given to the following actions as recommended:-
 - (i) *Reporting Process*
Reports to be submitted every three months initially covering:-
 - Complaints
 - Compliments
 - Referrals
 - Work completed by task
 - (ii) *Use of DLEQS*
Streetscene Services to continue to look at funding and delivering DLEQS centrally
 - (iii) *Customer / Community Engagement*
Streetscene Services to continue to work with colleagues in Area Management to carry out customer satisfaction surveys and make more use of the Area Committee Community Engagement Plan
 - (iv) *Ward Member Meetings / Site Visits*
The current arrangements to continue and be reviewed in six months

- (v) *Probability / Impact Approach to Service Prioritisation*

This principle to be revisited when the other recommendations had been embedded

41 Round 6 PFI Lifetime Neighbourhoods for Leeds Update

The Chief Regeneration Officer submitted a report on the principles of the Public Finance Initiative (PFI) Round 6 Lifetime Neighbourhoods for Leeds project in advance of the formal consultation between November and December 2009.

The Chair informed the meeting that, due to unforeseen circumstances, the authors of the report in question were unable to attend today's meeting and had conveyed their apologies.

RESOLVED-

- (a) That the contents of the report be noted.
- (b) That this Committee notes the principles of the Round 6 Lifetime Neighbourhoods for Leeds (LNL) project in accordance with the report now submitted.
- (c) That this Committee notes that all proposals were also subject to consultation with other stakeholders, including ALMO Boards and affected tenants and residents, and approval of the Outline Business Case (OBC) by the Homes and Communities Agency (HCA) and HM Treasury.
- (d) That a further report on this issue, including a list of the agreed sites for Round 6 of the PFI Programme, be submitted to the next Area Committee meeting on 14th December 2009 for consideration.

42 Community Centres Report

The Director of Environment and Neighbourhoods submitted a report on the management of Community Centres in relation to budgets, property management and maintenance, rental support and pricing and lettings policy.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- a) Area Functions Information – 2009/10 – Community Centres (Appendix 1 refers)
- b) Environment and Neighbourhoods (Area Management Schedules 2009-10) – Controllable Costs (Appendix 2 refers)
- c) Corporate Property Management – Community Centre Building Maintenance Expenditure/Status Briefing (Appendix 3 refers)
- d) Backlog Maintenance: Category A centres to transfer to Environment and Neighbourhoods (November 2007) Phase 2 (Appendix 4 refers)

The following officers were in attendance and responded to Member's queries and comments:-

Liz Jarmin, Neighbourhood Services Manager, Environment and Neighbourhoods

Trudie Canavan, Community Issues Officer, Environment and Neighbourhoods

Steve Crocker, West North West Area Manager provided the meeting with a brief background on the proposals contained within the report.

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

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

- clarification of the external redecoration figure (£4,500) in relation to Stanhope Drive Youth Centre (Appendix 4 refers)
(The Neighbourhood Services Manager responded and confirmed that this issue would be addressed as part of the backlog maintenance programme)
- clarification as to why the caretakers bill at Yeadon Town Hall was significantly higher than other centres and the need for cost effective measures to be in place
(The Neighbourhood Services Manager responded and commented on the increase in usage and activities at Yeadon Town Hall)
- clarification of the non-controllable budgets in relation to Otley Civic Centre
(The Neighbourhood Services Manager responded and outlined the background criteria in relation to the Capital Programme. She agreed to have further discussions with Corporate Property Management and Otley and Yeadon Ward Members on this issue and to e mail Members of the Committee on the outcome)
- the concerns expressed that many Amateur Dramatic Groups would not be able afford to use Community Centres and as result the authority would have a drop in revenue
(The Neighbourhood Services Manager responded and informed the meeting that she was working closely with West North West Area Management in this respect . Letters confirming the proposed charges would be sent out to interested groups in the near future and that a report on a new procedure in relation to Community Centre income would be submitted to a future Area Committee meeting)
- the concerns expressed about the lack of good planned centres/buildings within the North West Outer area; the need for significant improvements to be made in this regard and to raise the profile of such centres/buildings; and to have a volunteering strategy in place within the authority
- the need for the Area Committee to widely promote this initiative and to recognise the financial benefits in the long term

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the development of a local action plan be delegated to a time limited task and finish group involving appropriate Members and officers.
- c) That approval be given, in principle, to the proposals in relation to

the delegation of Community Centres in accordance with the report now submitted.

- d) That this Committee notes that a report on a new procedure in relation to Community Centre income being used to directly offset expenditure against each centre would be submitted to a future Area Committee for consideration.

(Councillor J L Carter joined the meeting at 3.05pm during discussions of the above item)

(Councillor C Campbell joined the meeting at 3.15pm during discussions of the above item)

43 NHS Foundation Trust

A report of the Patient and Public Support Services NHS Leeds was submitted seeking Members' views on the consultation being undertaken by Leeds Teaching Hospitals NHS Trust (LTHT) in relation to its application to become an NHS Foundation Trust.

Ross Langford, NHS was in attendance and responded to Members' queries and comments.

Appended to the report was a copy of a consultation document entitled 'Your hospitals your say' – Foundation Trust' for the information/comment of the meeting.

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

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

- the need for the Leeds Teaching Hospitals NHS Trust to draw on the past experiences of the Mental Health Trust towards it's application to become a Foundation Trust and to have greater freedom and accountability
- the need for the Leeds Teaching Hospitals NHS Trust to deliver the best possible services to the residents of Leeds and not to focus on surplus issues
- clarification of the governance arrangements and Scrutiny Board limitations contained within the document
- the concerns expressed about the continuing poor state of the Leeds General Infirmary building and facilities, together with on going staffing problems and the lack of an ageism policy
- clarification of the process/numbers in relation to the proposed membership arrangements regarding the appointment of Council of Governors
- clarification of the membership and representation process and why service users were not bona fide Members
- the need for an improved structure to be introduced which allows service users easy access when making an official complaint

RESOLVED-

- (a) That the contents of the report and appendices be noted.
- (b) That Mr Langford be requested to feed the above comments into the consultation document.

(Councillor G Latty left the meeting at 3.45pm during discussions of the above item)

44 Well-being Budget Report

Referring to Minute 29 of the meeting held on 28th September 2009, the Director of Environment and Neighbourhoods submitted a report providing Members with a current position statement on the Well-being budget, details of proposed projects, project monitoring information for Quarter 2 2009/10 and small grant applications received to date.

Appended to the report was a copy of a document entitled 'Quarter 2 2009/10 Well-Being Projects Updates' (Appendix 1 refers), for the information/comment of the meeting.

A copy of a new expression of interest received from the following organisation was circulated for consideration:-

- Highway Services – Grit Bins – Amount requested: £3,830

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

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 2.0 and 3.0 of the report.
- c) That the following projects outlined in Section 4.0 of the report be dealt with as follows:-

<u>Name of Project</u>	<u>Name of Delivery Organisation</u>	<u>Decision</u>
Driveway and Entrance Porch	Adel and Ireland Wood Community Association	Agreed £3,500 (capital)
Rawdon Festive Lights	Leeds Lights	Agreed £5,422 (revenue)
Grit Bins	Highway Services	Agreed £3,830, subject to further discussions between Highway

- d) That the small grants detailed in Section 5.1 be noted, together with the revised figure of £350 now reported for the Yorkshire Model Marine Expo as referred to in Section 5.2 of the report.
- e) That the project monitoring information detailed in Section 6.0 of the report be noted.

45 Key Messages from Area Committee Sub Groups and Forums

The Director of Environment and Neighbourhoods submitted a report providing Members with 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, West North West Area Management, presented the report and responded to Members' queries and comments.

In addition to the above report, a copy of the proposed terms of reference for the Business and Transport Sub Group was circulated as supplementary information.

At the request of the Chair, Inspector Richard Coldwell, West Yorkshire Police updated the meeting on current progress in relation to the Safer Schools initiative.

Discussion ensued on the contents of the report and supplementary information.

RESOLVED-

- a) That the contents of the report be noted.
- b) That approval be given to the terms of reference for the Business and Transport Sub Group in accordance with the report now submitted.
- c) That in relation to the success and liability of the Safer Schools initiative, together with the question of funding, the West North West Area Manager be requested to write to the Chief Executive, Education Leeds seeking a formal response as to the lack of support from some schools in Outer North West.

(Councillor S Andrew left the meeting at 4.00pm during discussions of the above item)

46 Area Delivery Plan Monitoring

The Director of Environment and Neighbourhoods submitted a report on Area Delivery Plan monitoring.

Appended to the report was a copy of the Area Delivery Plan for 2009/10 which had been approved at the Area Committee meeting held on 22nd June 2009.

In addition to the above documents, a copy of a leaflet entitled 'Your community your priorities' produced by West North West Area Management was circulated for Members' information/comment.

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

He informed the meeting that he would be leaving West North West Area Management in early December 2009 to take up his role as Lead Officer on the Year of the Volunteer 2010.

He also wished to place on record his appreciation to Jason Singh, Deputy Area Manager and Jane Pattison, West North West Area Management for their support and assistance during his time as Area Manager.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the contents of the 'Your communities your priorities' leaflet informing the public about the role and function of the Area Committee be noted.
- c) That a vote of thanks be conveyed to Steve Crocker, West North West Area Manager for his past support to the Area Committee and to wish him well in his new role as Lead Officer on the Year of the Volunteer 2010 starting in early December 2009.

47 Date, Time and Venue of the Next Meeting

Monday 14th December 2009 at 2.00pm (venue to be confirmed)

(The meeting concluded at 4.15pm)