

Public Document Pack



NOTICE OF A PUBLIC OPEN FORUM MEETING

A public open forum based on 'Environment and Well-being' will be held prior to the Area Committee meeting between 12.30 p.m. to 1.30 p.m. at Farnley Park Hall.

WEST (OUTER) AREA COMMITTEE

**Meeting to be held in Farnley Park Hall, Hall Lane,
Leeds LS12 5HA (Map attached)
on Friday, 11th September, 2009 at 2.00 pm**

MEMBERSHIP

Councillors

A Carter	- Calverley and Farsley;
J Marjoram	- Calverley and Farsley;
F Robinson	- Calverley and Farsley;
M Coulson	- Pudsey;
J Jarosz	- Pudsey;
R Lewis	- Pudsey;
A Blackburn	- Farnley and Wortley;
D Blackburn	- Farnley and Wortley;
A Parnham	- Farnley and Wortley;

Co-optees

Howard Bradley	- Youth Representative
Rev Kingsley Dowling	- Faith Representative
Liz Navin-Jones	- Business Representative

**Agenda compiled by:
Governance Services Unit
Civic Hall
LEEDS LS1 1UR**

**Maria Lipzith
224 3209**

**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>	

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>APOLOGIES FOR ABSENCE</p>	
5			<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>	
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 AND ANY MATTERS ARISING - 10TH JULY 2009</p> <p>To confirm as a correct record the attached minutes of the last meeting held on held on 10th July 2009 and to consider any matters arising.</p>	1 - 10
8			<p>WEST NORTH WEST ALMO - AREA PANEL MINUTES</p> <p>To note the minutes of the Outer West Area Panel meeting held on 10th June 2009.</p>	11 - 16

Item No	Ward	Item Not Open		Page No
9	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>ANNUAL REPORT - PARKS & COUNTRYSIDE SERVICES IN WEST OUTER LEEDS (COUNCIL FUNCTION)</p> <p>To receive and consider a report by the Director of City Development which examines the opportunities to develop the relationship between the Parks and Countryside services and the West Outer Area Committee.</p>	17 - 30
10	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>COMMUNITY SAFETY ISSUES - OUTER WEST LEEDS (COUNCIL FUNCTION)</p> <p>To consider a report by the Director of Environment & Neighbourhoods introducing Inspector Richard Cawkwell from West Yorkshire Police who will provide the Area Committee with information on crime trends, partnership initiatives and future joint projects between Leeds City Council and West Yorkshire Police in Outer West Leeds.</p>	31 - 32
11	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>CCTV (2008/2009) ANNUAL REPORT - LEEDS CITY COUNCIL COMMUNITY SAFETY CCTV SERVICE IN OUTER WEST LEEDS (EXECUTIVE FUNCTION)</p> <p>To consider an annual report by the Director of Environment & Neighbourhoods highlighting the services provided by Leeds City Council Community Safety CCTV to demonstrate the effectiveness of the service in reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by both mobile and fixed CCTV cameras.</p>	33 - 48

Item No	Ward	Item Not Open		Page No
12	All Wards;		<p>RESIDUAL WASTE TREATMENT PFI PROJECT UPDATE AND PRESENTATION (COUNCIL FUNCTION)</p> <p>To note a report by the Head of Waste Management providing an update on the programme of communications activity supporting the Residual Waste Treatment PFI project and the opportunity to view the power point presentation and supporting materials to be distributed to the public.</p>	49 - 52
13	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>CONSERVATION AREA REVIEWS - PROGRESS REPORT UPDATE (COUNCIL FUNCTION)</p> <p>To consider a report by the Director of Development to update Members on the current progress of the reviews of the Pudsey and Calverley conservation areas and to establish where the reviews of Farsley and Woodhall Hills will fit within the conversation area review programme for 2009/2010.</p>	53 - 56
14	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>OUTER WEST AREA COMMITTEE WELL-BEING FUNCTION (EXECUTIVE FUNCTION)</p> <p>To consider a report by the Director of Environment & Neighbourhoods to update Members on the current amount of capital and revenue funding available via the Area Committee Well-being budget for wards in the Outer West area. The report also seeks approval for new projects commissioned by the Area Management Team.</p>	57 - 64
15	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>AREA MANAGER'S REPORT (EXECUTIVE FUNCTION)</p> <p>To consider a report by the Director of Environment & Neighbourhoods informing Members of the progress against the Leeds Strategic Plan and the Outer West Area Delivery Plan.</p>	65 - 72

Item No	Ward	Item Not Open		Page No
16			WEST OUTER AREA COMMITTEE FORWARD PLAN	73 - 74
17			DATES, TIMES AND VENUES FOR FUTURE WEST OUTER AREA COMMITTEE MEETINGS Friday, 16 th October 2009 Venue: To be considered Friday, 18 th December 2009 Venue: To be considered Friday, 29 th January 2010 Venue: To be considered Friday, 26 th March 2010 Venue: To be considered (All meetings to commence at 2.00 p.m.)	75 - 76

This page is intentionally left blank

WEST (OUTER) AREA COMMITTEE

FRIDAY, 10TH JULY, 2009

PRESENT: Councillor D Blackburn in the Chair

Councillors A Blackburn, A Carter,
M Coulson, R Lewis, J Marjoram,
A Parnham and F Robinson

CO-OPTEE: Reverend Kingsley Dowling

1 Election of Chair 2009/2010

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

The Chief Democratic Services Officer reported that one nomination for the position of Chair had been received, on behalf of Councillor David Blackburn.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That following an overall majority of votes cast by those Elected Members present at the meeting eligible to vote, Councillor David Blackburn be elected as Chair of the West (Outer) Area Committee for the Municipal Year 2009/10.
- (c) That Councillor Andrew Carter be appointed as Deputy Chair of the West (Outer) Area Committee for the Municipal Year 2009/10 as proposed by Councillor D Blackburn and seconded by Councillor J Marjoram.

2 Late Items

The Chair gave notice that, in accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, he had agreed to admit to the agenda a late item of urgent business. This related to an application for funding from the Wellbeing Budget in respect of a Designated Public Place Order (DPPO) by the West Yorkshire Police due to the increase in alcohol related crime and anti-social behaviour in the Farsley area (Agenda Item 18 – Minute 16 refers).

3 Apologies for Absence

Apologies for absence were received on behalf of Councillor R Lewis, Liz Navin-Jones (Co-optee), Steve Crocker, West North West Area Manager and Amanda Jackson, Locality Enabler – West Leeds.

4 Declaration of Interests

The following interests were declared at the meeting:

Councillor D Blackburn declared a 'personal interest' in the Update on the Leeds Bradford Corridor report in his capacity as a member of the West Leeds Gateway Board (Agenda Item 13 – Minute 11 refers).

Councillor A Blackburn declared a 'personal interest' in the Area Manager's Report in her capacity as a Director of Groundwork Leeds (Agenda Item 19 – Minute 17 refers). The Councillor also declared a 'personal and prejudicial' interest in her capacity in the Well-Being Fund report as a Director of Groundwork Leeds in relation to an application for funding by Groundwork Leeds (Agenda Item 18 – Minute 16 refers).

Councillor A Carter declared a 'personal interest' in the Update on the Leeds Bradford Corridor report in his capacity as a member of the West Leeds Gateway Board (Agenda Item 13 – Minute 11 refers) and also declared a personal interest in the Area Manager's Report in his capacity as a member of the West Yorkshire Integrated Transport Authority (Agenda Item 19 – Minute 17 refers).

Councillor J Jarosz declared a 'personal interest' in the Area Manager's Report in her capacity as a member of the West Yorkshire Integrated Transport Authority (Agenda Item 19 – Minute 11 refers).

5 Open Forum

The Chair gave notice that in accordance with the Area Committee Procedure Rules, there was provision for an Open Forum session of up to 10 minutes at each ordinary meeting of an Area Committee in order to allow members of the public an opportunity to ask questions or to make representations on any matter which fell within the remit of the Area Committee. No issues were raised.

A copy of the minutes of the following Community Forum meetings were also attached for Members' information:

- Pudsey & Swinnow Community Forum - 8th June 2009
- Tyersal Community Forum – 13th May 2009

RESOLVED - That the minutes of the Pudsey & Swinnow Community Forum meeting held on 8th June 2009 be noted.

6 Minutes and Matters Arising - 3rd April 2009

Minute 87 – Outer West Area Committee Well-Being Budget - Update

Sam Woodhead, Area Management Officer gave an update on the proposed agreement with Community Safety in relation to the reviewed costs for CCTV cameras. Members requested further information on this matter as the return of £8,000 was needed as funds in the West (Outer) areas Revenue Budget were low.

RESOLVED - That the minutes of the meeting held on 3rd April 2009 be confirmed as a correct record.

7 Co-optees to the Outer West Area Committee

The Director of Environment and Neighbourhoods submitted a report which sought approval for the annual appointment of co-opted Members to the West (Inner) Area Committee, in accordance with Article 10 of the Constitution, which states that there is provision for the Area Committee to appoint up to five non-voting co-opted members to support the Area Committee.

Three nominations were received from the Reverend Kingsley Dowling – Faith Representative, Howard Bradley – Youth Representative and Liz Navin Jones – Business Representative

RESOLVED - That the three existing co-optees be re-appointed, namely:

- Reverend Kingsley Dowling - Faith Representative
- Howard Bradley – Youth Representative
- Liz Navin Jones - Business Representative

8 Local Authority Appointments to Outside Bodies

The Chief Democratic Services Officer submitted a report outlining the Committee’s role in relation to its Elected Member appointments to the community and local engagement category appointments to outside bodies which had been delegated to the Area Committee to decide.

RESOLVED:-

- (a) That the contents of the report and appendices be noted.
- (b) That in respect of the Outside Body schedule, approval be given to the following appointments being made for the Municipal Year 2009/10:-

ALMO West Inner Area Panel

Councillor R Lewis
Councillor J Marjoram

Divisional Community Safety Partnership	Councillor D Blackburn
Area Children’s Partnership	Councillor M Coulson
Area Health and Social Care Partnership	Councillor J Jarosz
Area Education, Employment, Enterprise and Training Partnership	Councillor D Blackburn

9 West North West ALMO Area Panel Minutes

RESOLVED – That the minutes of the West North West ALMO Area Panel meetings held on 11th February and 15th April 2009 be received and noted.

10 Area Committee Roles for 2009/2010

The Director of Environment and Neighbourhoods submitted a revised report on Area Committee roles for 2009/10.

Appended to the report were copies of the following documentations for the information/comment of the meeting.

- Area Committee Roles for 2009/10 – Area Functions (Appendix 1 refers)
- Area Committee Roles for 2009/10 – Other Roles (Appendix 2 refers)

Jason Singh, Area Co-ordinator, West North West Area Management presented the report and responded to Members' queries and comments.

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

11 Update on the Leeds Bradford Corridor

The Leeds Bradford Programme Manager submitted a report outlining the key strategic issues that would affect the relationship between West Leeds, the Leeds Bradford Corridor and the Leeds City Region.

Fergus Mitchell, Leeds Bradford Programme Manager gave an update of the work he had undertaken since his appointment in February 2009.

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

- the need to investigate the lack of public transport especially in the evenings between Leeds and Bradford.
- the need to ensure that various different organisations dealing with different issues on the Leeds Bradford Corridor such as Leeds City Region, West Yorkshire Integrated Transport Authority, West Leeds Gateway and the Leeds Strategic Housing Board Programme etc work closely together to ensure they all play a crucial part in the whole programme.
- the need to ensure that planning officers from Leeds and Bradford have regular dialogue on major planning applications which affect both regions, such as the Leeds Bradford Airport planning application and the development plans for Tong Village.

The Chair thanked Fergus Mitchell for his attendance.

RESOLVED - That the contents of the report and the comments now made be noted.

12 Annual Report - Parks and Countryside Services in West Outer Leeds

(This item was deferred for consideration at the next West Outer Area Committee meeting to be held in 11th September 2009)

13 Community Safety Issues - Outer West Leeds

The Director of Environment and Neighbourhoods submitted a report which sets out the protocol between West Yorkshire Police and Leeds City Council in relation to the day to day working methods and practices of the PCSO's deployed in the Council area.

Appended to the report was an evaluation of activities following Operation Champion held on 20th to 22nd May 2009 in the Pudsey area.

NPT Inspector Richard Cawkwell gave his first update to the Area Committee on Community Safety issues in Outer West Leeds since the last meeting and assured the Area Committee that the Police were now working on the three main priorities which had provided positive feedback.

The Inspector also informed Members that the meetings within the community were well attended and had been very helpful in getting to know what issues had arisen in each community. The meetings had also been successful in feeding back information into the community such as how many arrests had been made and the outcome of incidents that may have occurred in their area.

Inspector Cawkwell informed the meeting that like most areas in the city, due to the present financial climate there had been a rise in burglaries and anti-social behaviour in the Farnley, Wortley, Farsley and Pudsey areas. Criminals were also coming over from the Bradford area to the Pudsey, Calverley and Farsley areas to carry out house burglaries. The Inspector assured the meeting that Police Officers and PCSO's were working until 1.00 a.m. to try and keep on top of this issue. It was reported that there had been some excellent arrests made in relation to burglary and vehicle crime resulting in some key names being given a jail sentence.

The Inspector agreed to provide Members with quarterly crime statistics for the West Outer area.

Members went on to inform the meeting about some of the recent success stories following Police/PCSO intervention.

Gill Hunter, Area Community Safety Co-ordinator provided Members with an update on the success of Operation Champion.

Councillor Coulson raised concerns that an application was now in the pipeline for the re-opening of The Bull public house in Pudsey. The Inspector assured Members that West Yorkshire Police Authority would be putting their objections in against this application.

Councillor Robinson raised concerns relating to the recent spate of hanging baskets being stolen from outside shop premises in the Calverley and Pudsey areas. Gill Hunter, Area Community Safety Co-ordinator informed the meeting that she would raise this matter at a meeting being held at Weetwood Police Station on 22nd July 2009.

The Chair thanked Inspector Cawkwell and Gill Hunter for their attendance.

RESOLVED -

- (a) That the contents of the report and the updates provided by the West Yorkshire Police be noted.
- (b) That the NPT Inspector provide Members with regular quarterly crime statistics for the West Outer area.

(Note: Councillor J Jarosz left the meeting during consideration of the above item).

14 Outer West Area Delivery Plan 2008/2011 - Update Report

The Director of Environment and Neighbourhoods submitted a report seeking Members' approval to the updated West Inner Area Delivery Plan (ADP) for 2008-11. The report also informed Members of the proposed content and format of the Area Delivery Plan and provided details of how it would link with the Leeds Strategic Plan.

Sam Woodhead, Area Management Officer presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That approval be given to the draft Area Delivery Plan as detailed in Appendix 1 attached to the submitted report.
- (b) That the following Members be appointed 'Champion' for each partnership theme:

Harmonious Communities:	Councillor J Marjoram
Enterprise, Economy & Transport:	Councillor David Blackburn
Culture & Environment:	Councillor A Carter
Health & Wellbeing:	Councillor J Jarosz
Thriving Neighbourhoods:	Councillor David Blackburn (Community Safety) Councillor Ann Blackburn (Housing)

15 Neighbourhood Wardens - Restructure Proposals

The Director of Environment and Neighbourhoods submitted a report in relation to the Neighbourhoods Wardens service.

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

- Neighbourhood Warden Line Management Structure – April 2009 (Appendix A refers)
- Job Description and Personal Details – Community Environment Officer (Appendix B refers)

Jason Singh, Area Co-ordinator presented the report and responded to Members' questions and comments. The Officer also informed the meeting that a further report would be submitted to the September 2009 Area Committee meeting following consultation with Trade Unions.

Members expressed their concerns over the restructure as they felt that the Neighbourhood Warden working on the LAMP estates such as the Bawns had made a tremendous difference in the area in combating crime and anti-social behaviour. Residents in the area were concerned that this post might be deleted.

RESOLVED – That the contents of the report, its appendices and the comments now made, be noted and passed on to the appropriate officers.

16 Outer West Area Committee Well-Being Fund

The Director of Environment and Neighbourhoods submitted a report providing Members with details of the amount of well-being capital and revenue funding available for the financial year 2009/2010, an update on the commitments already made and comment on any of the new applications received to date.

Sam Woodhead, Area Management Officer presented the report and, together with Jason Singh, Area Co-ordinator responded to Members' questions and comments.

Various applicants gave a brief presentation regarding their applications before the Chair asked them all to leave the room while Members discussed and made decisions on their applications.

The Area Committee also noted that the two small grant applications relating to Sloppy Slippers and the Pudsey Carnival did cover funding for more than one Ward.

RESOLVED -

- (a) That the contents of the report be received and noted.
- (b) That the following decisions be taken in respect of the applications for funding:

- (i) Refurbished kitchen at Swinnow Community Centre - Approved £5,745.50 (Capital – Pudsey Ward) subject to an explanation from the Area Management Team in the form of an e-mail to Councillor Coulson on why the above quote was selected.
 - (ii) Junior Wardens Scheme for Gambles & Bawns Neighbourhoods – Approved £6,400 (Revenue).
 - (iii) Tannery Path for Gambles neighbourhood – Approved £5,730.50 (Capital – Farnley & Wortley Ward), subject to the paths surface being pushchair friendly.
 - (iv) Youth Bus – Approved £8,000 (Revenue).
 - (v) Funding to Promote and Market Pudsey Town Centre – Approved £5,000 (Revenue).
 - (vi) Refurbishment at Calverley Mechanics Institute – Approved £3,033.60 (Capital – Calverley & Farsley Ward) and £3,045 (Revenue) and that Officers look into the possibility of providing notice boards at these premises.
 - (vii) Late Item - Farsley Designated Public Place Order – Approved £1,800 (Revenue) and £4,809 (Capital).
- (c) That the list of small Grants and Skips made since the last meeting as set out in Paragraph 4.0 of the report, be noted.
- (d) That the budget pressures set out in paragraph 5.0 be noted and agree the capped figure of £2,000 for applications received which are part of the extended schools project.

Note:

- (a) Councillor A Blackburn declared a 'personal and prejudicial' interest in the application for funding Tannery Path for Gambles Neighbourhood, in her capacity as a Director of Groundwork Leeds. The Councillor left the room and took no part in the discussion or vote thereon).
- (b) Councillor J Marjoram left the meeting at the conclusion of the above item.

17 Area Manager's Report

The Director of Environment and Neighbourhoods submitted a report informing Members of progress against the Leeds Strategic Plan on a number of projects in the West Inner Leeds area, as determined by the Area Delivery Plan 2009-11, which was, in turn, governed by the Area Committee functions and roles, as agreed by Executive Board in July 2008.

Appended to the report was a copy of a document entitled 'Children Leeds – The Role of the Area Committee Children and Young People's Champion' (Appendix 1 refers) for the information/comment of the meeting.

Sam Woodhead, Area Management Officer presented the report and responded to Members' queries and comments.

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

- the resounding success of the “Shop Local” campaign undertaken in Pudsey during the Easter weekend.
- that the demolition of the public toilets and replacing with landscaping had still not been completed.
- that the work undertaken on the ginnel adjacent to 52 Town Street had been unsuccessful as the area was covered in weeds and was in need of urgent attention.
- that the retaining stone wall erected as part of the Highways Private Street Works programme on the High Street had now collapsed.

RESOLVED - That the contents of the report and appendices be received and noted.

18 Forward Plan for September 2009

RESOLVED – That, subject to the inclusion of the Annual Report - Parks & Countryside Services, the forward plan of proposed items for the next meeting be received and noted.

19 Dates of Future Meetings of West Outer Area Committee

Friday, 11th September 2009 at Farnley Park Hall.

This page is intentionally left blank



**MINUTES
OUTER WEST AREA PANEL MEETING
5.30pm at Westfield House
Wednesday 10th June 2009**

Attendees:

Area Panel Members

- Kevin Sharp (Chair)
- Brian Falkingham (Vice Chair)
- Margaret Rimington
- John Willshaw
- Cynthia Ramsden
- Councillor Richard Lewis
- Councillor Joseph Marjoram

Officers:

- Pamela Parker – Neighbourhood Housing Manager Pudsey
- Susan Wood – Deputy Housing Manager Wortley (Observer)
- Stephen Towler – Community Participation Co-Ordinator
- Graham Little – Environmental Services Manager
- Mary Kerr – Administration Officer (Minutes)

1.0 Apologies for Absence:

- 1.1 Derrick Armitage, Gillian Withers.

2.0 Minutes of the Previous Meeting Held on 15th April 2009:

- 2.1 The minutes of the previous meeting were **agreed** by all as a true record.

3.0 Matters Arising:

3.1 Arising from Item 3.1 Customer Involvement

Stephen Towler stated that he would be in contact with Armley Juniors to see if some young people would be interested in coming to observe the meeting in the hope of encouraging them to join as a panel member.

Arising from Item 7.1 Tenancy Enforcement Team

JM enquired how could 1 survey being returned out of sixteen sent be classed as 100% satisfaction.

The response given is the result was gained from the only survey received where the customer stated they were completely satisfied with the result.

4.0 Customer Involvement

4.1 Update

ST went over the report and the following points were noted.

Action

ST

Recognition and Funding of Tenant & Residents Associations

To date 7 of the 10 TRA's within the Outer West area have successfully met the criteria and have been awarded an Annual Support Grant totalling £1,200.00 between them.

Diverse Community Fund

This has now been launched and the people being targeted are those who are not normally involved, particularly BME Groups and Younger Customers.

Customer Training Programme

More than 80 Customers have responded to the Customer Involvement Training survey and the results are in the process of being analysed.

One of the next steps is to identify potential training providers and partners who we can work with to deliver the training and to identify sources of funding for the training.

Customer Involvement Network Executive Committee

Following work with Armley Juniors there is now a young persons representative on the Customer Involvement Network Executive.

Tenant Inspection Programme

Tenant Inspectors will be involved in a variety of works which could include inspecting Adaptations work, mystery shopping of Income Management, telephone calling regarding ASB surveys and others if this proves to be a success.

It is hoped that a few more Tenant Inspectors could be found from the Sheltered Housing sector.

The contents of this report were noted.

4.2 Walkabouts / Tenant Inspections

Due to problems this information could not be printed. This information will be sent out to all panel members after the meeting by MK.

PP mentioned both Pudsey and Wortley Housing Offices are achieving their targets for estate walkabouts and tenant inspections.

The information for Tenant Inspectors is to be sent to KS.

Due to time and work constraints of the Tenant Inspectors some of the follow ups from the first inspections are not carried out.

KS mentioned there should be a log kept of when the Tenant Inspection was done and who did the inspection.

It was noted that Tenant Inspections need to be done by Inspectors that are living in the panel area.

A meeting will need to be held to discuss the details.

The Inspections are advertised on the website and in Housing Offices before taking place inviting customers who are interested to take part.

ST mentioned if dates could be given earlier this could possibly be advertised through the Buzz newsletter sent to all customers.

MK

PP

ST/SG/PP

4.3 Community Partnership Agreements

JP informed no meeting has been had to date therefore no updates can be given.

The next meeting will hopefully be arranged around the end of this month.

JP

5.0 **Environmental Issues**

5.1 GL went over the report and the following points were noted.

Grounds Maintenance

A number of issues have been reported by Glendales regarding debris being left in the grass following the installation of new street lighting. Discussions are being held with Highways to resolve these.

Estate Maintenance

Neighbourhood Management Officers have now begun with a grading of the estates. A copy of this was attached to the report.

GL went on to explain in detail regarding the grading of an estate in the Outer West panel area.

GL mentioned this grading system would enable the team to place more focus on areas where most needed.

GL stated this graph would be done for future meetings enabling all walk about areas to be reflected.

This will be a measurable way of monitoring the estates in future.

Tree Maintenance

The tree maintenance budget for £165,480.00 has been set for 2009/10.

This budget is not area set so may be used on any area where the demand is.

There are VFM elements being looked into such as Forestry or Contracting.

The current expenditure for the Outer West area is as follows:

Pudsey - £1974.00

Wortley - £3503.92

Performance Report Environmental and Estate Management.

GL went over this and mentioned the % of Estate Walkabouts has improved slightly as reflected in the Performance indicator attached to the report.

Environmental Schemes / Groundwork

GL mentioned schemes that the Environmental Services team are presently involved in are:-

Rycroft Residents Assoc – A way is being looked into for the blocking off of access to Stanningley bypass with hedging, erection of metal fencing to side of garages and tree planting to grassed area.

Following consultation with Groundwork and the Neighbourhood Planning Team it is proposed to request Groundwork to develop the 3rd Masterplan area on the Bawn Estate as part of the Groundwork partnership with targeted consultation around the Nutting Grove Area.

6.0 Revenue and Capital Expenditure

6.1 Capital Programme Update

JW enquired if there were any capital works planned for the Heights.

RL enquired if there were any capital works planned for the internal and external properties on the Waterloo's.

6.2 Area Panel Update

May 2008 Bids

- AP17 – Heights East and West fencing bid
KS mentioned the funding that was originally approved for this fencing could come back cheaper due to the meterage of the fencing being less than originally quoted for.
JP is to feed back new meterage and cost re this at next meeting.

JP

Oct 2008 Bids

- APO2 – Access road New Street Grove – This has now gone to planning.
- AP05 – Tarmacing over the cobblestones at Brookleigh – A path is to be formed that will be 1 & 1/2 meters wide. A date is to be informed from the contractor of when the works will commence. The cost for this work has been estimated at £3,500.00.
- APO9 – Fencing to Butterbowl Drive – This has now gone to planning.
- APO28 – Closing Archways on Nutting Grove Terrace – This has now gone to planning.
- APO44 – Fencing at Wellstone Rise – The order has been raised. A capital scheme compound has been put on the site so works are unable to commence as of yet. The compound is expected to be there until August. Once the site is cleared the fencing will be done.
- APO101 – Fencing on Farrow Vale – This job is now complete.
- APO130 – Fencing on Pudsey Road – The fencing has been ordered and the contractors will proceed with this work once fencing has been received back.
- APO133 – Removal of outhouses on Farrows – Contact has been made with the legal department to enquire if these are part of the leaseholders agreement or not. The clear instructions and process we have been given by legal department are being followed.

MR commented the path that was placed through the wooded area from the October panel bids (APO35) has been completed and is extremely successful.

6.3 Area Panel Bids

May 2009 Bids

- AP2-09 - Notice board for the Neighbourhood Action in Farnley
This bid was deferred pending a new quote.
The new quote for this bid is for £695.00.
This bid was **approved**.
- AP12-09 - Conservatory to be installed on Rycroft Green
The value of this bid is for £14,000.00.
The Panel felt that smaller options could be looked into and a new bid could be submitted with all the factors presented being taken into account.
This bid was **refused**.
- AP14-09 - Increasing the car parking area facilities on Bawn Approach
The value for this bid is £26,889.00.
JP mentioned due to new regulations this is **on hold** until a clear clarification process can be undertaken.
- AP15-09 - Fencing the rear of the garages on Whincover Drive
The value for this bid is £3,000.00.
The panel felt that different options need to be looked into instead of

fencing it off.

SW is to approach Crime and Grime regarding working together regarding the issues around this bid.

JP to forward all relevant information about this bid to SW.

This bid was **refused**.

- AP16-09 - Fencing to be placed around Gamble Hill Croft & Grange
The value for this bid is £50,000.00.
The land has been confirmed that it is the ALMO's including the walkways between blocks.
Information has been passed back to the Neighbourhood Management Office regarding ASB initiatives.
It was noted there is a youth team that are doing a lot of work in this area at the present time. This is resulting in some of the youth moving on to another estate.
CCTV cameras are in place for the blocks and are well used.
The panel felt that better options should be looked into, a suggestion was also made about putting in a fencing bid for each block separately.
This bid was **refused**.
- AP18-09 - To provide car parking at Tong Drive
The value for this bid is £15,000.00.
JP mentioned due to new regulations this is **on hold** until a clear clarification process can be undertaken.
- AP30-09 - Fencing and a handrail to be placed by New Street Grove
This bid was deferred pending a new quote reflecting exact meterage of fencing and handrail.
The new quote for this bid is for £3660.00.
This bid was **approved**.
- AP75-09 - Path to be placed in two areas by The Gardens
The value for this bid is £2080.00
The original bid was for car parking to be placed where grass verges are.
Due to the uncertainty with parking issues a suggestion was placed before the residents to have paths placed across the verges in the interim. The residents agreed this could be done.
This bid was **approved**.

7.0 Any Other Business

7.1 Cohesion & Diversity Team

The Cohesion & Diversity team gave a report outlining upcoming planned events for the Outer West Area.

The funding for the events would be taken out of the £5000.00 granted to the team in October 2008.

The total cost of the proposed projects are:-

- Intergenerational Tea Dance - £ 1500.00
- Theatrical Production (Red Ladder Theatre Company) - £1155.00

Total amount approval request - £2655.00

The panel members **approved** the projects.

7.2 Strictly Come Business Event Update

An update report was given to the Panel detailing the Strictly Come Business event that took place with funding that was granted from the Area panel in April 2009.

7.3 A letter was handed to panel members that had been prepared by E Charters. The budget allocation for Area panels is £480k which works out to £120k for each area panel.

KS asked the panel members to read through this and if there were any questions or queries they could contact KS or MK.

KS requested could Officers ensure reports are in the folder in future before the minutes are sent out to panel members.

8.0 Date, Time and Location of Next Meeting

8.1 Wednesday 12th August 2009
5.30pm (5.00pm – Refreshments)
Westfield Chambers

Signed.....

Date.....



Originator: Sean Flesher

Tel: 3957451

Report of The Director of City Development Directorate

Meeting: West Outer Area Committee

Date: 11th September 2009

Subject: Annual Report – for Parks and Countryside Service in West Outer Area Committee

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

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

Write a brief summary of this report:

This report examines the opportunities to develop the relationship between the Parks and Countryside service and the West Outer Area Committee.

It demonstrates how the service contributes to outcomes in the Leeds Strategic Plan.

It provides an area profile of key assets and sets out at an area level progress made in attaining Leeds Quality Park standard for community parks. It provides analysis for the area from the 2006 residents survey. It also sets out improvements needed for playing pitches and fixed play along with progress made in this regard.

It provides a perspective on actions contained in the area delivery plan as well as planned community engagement activities.

It sets out a programme of activities in 2009 including strategic developments, performance reporting, service planning and the forthcoming residents survey.

1.0 Purpose of this Report

- 1.1. This report examines the opportunities to develop the relationship between the Parks and Countryside service and the West Outer Area Committee arising from the Area Committee Roles for 2008/09 report agreed at the July 2008 Executive Board.
- 1.2. It provides an overview of the service and sets out some of the challenges faced along with key performance management initiatives. In addition it seeks to provide a positive 'way forward' for delivering the extended role of the Area Committee ensuring that the benefits of the revised roles are secured.
- 1.3. In particular it sets out at an area level progress made in attaining Leeds Quality Park standard. It also sets out investment need for playing pitches and fixed play along with progress made in this regard.

2.0 Background Information

Service Description

- 2.1. Leeds City Council has one of the largest fully inclusive local authority Parks and Countryside services, managing almost 4,000 hectares of parks and green space.
- 2.2. This includes seven major parks, 167 community parks and recreation grounds and 383 acres of local green space, which include 144 playgrounds and 500 sports facilities ranging from skateboard parks to golf courses, and which play host to 600 events annually. We also manage a nursery which produces over 4 million bedding plants each year, 96 allotment sites, almost 800km of PROW, and 156 nature conservation sites, as well as 22 cemeteries and three crematoria.

Description of Delegated Function/Enhanced role

- 2.3. The Executive Board report in July highlighted "a new proposed enhanced role for Area Committees in relation to ... community green space ... where they will have increased influencing, developmental and consultative responsibilities." The report defined community green space as follows:

This covers 73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features. Area Committees will influence the development and use of community parks and be consulted about proposals for the development and use of them, for example proposals for refurbishment and installation of new play equipment.

Role and Responsibilities of the Area Committee

- 2.4. The appendix to the Executive Board report set out the practical arrangements for how the enhanced role for Area Committees would be fulfilled, and can be summarised as follows:
 - Area Committees would receive reports on significant issues affecting one or more community parks and continue to be updated on progress

- Area Committee involvement sought where matters impacting on community parks are of a more strategic nature
- 2.5. Where developments are less significant and only impact on a single site, then Ward Members and community groups will continue to be consulted on the proposals. It is important to note that briefings and meetings with 1 or often more ward members takes place on a routine basis to discuss individual schemes as well as issues in that ward. For example, if a facility is proposed on a site, consultation takes place with residents, community groups, members and other stakeholders about the detail of the proposal. There are no plans to replace these activities, indeed there may be scope to develop them further.

Contributing to Delivery of the Leeds Strategic Plan Targets and Outcomes

- 2.6. The Parks and Countryside service contributes to many of the strategic outcomes. These are set out below along with the contribution made (in italics).
- **Culture** - Increased participation in cultural opportunities through engaging with all our communities:
 - *providing Local parks as venues for local events and sporting activities*
 - **Culture** - Enhanced cultural opportunities through encouraging investment and development of high quality facilities of national and international significance:
 - *Community Park improvements through Parks Renaissance*
 - *achieving and retaining 6 Green Flag awards*
 - *seeking to investigate the feasibility of developing a city centre park*
 - *entry to the RHS Chelsea Flower Show*
 - **Enterprise and the Economy** - Increased entrepreneurship and innovation through effective support to achieve the full potential of people, business and the economy. Increased international competitiveness through marketing and investment in high quality infrastructure and physical assets, particularly in the city centre.
 - *good quality green spaces can make an important contribution to regeneration and enhance the image of a neighbourhood*
 - *good quality green spaces help to raise property values and build business and community confidence*
 - *providing parks as major visitor attractions*
 - **Learning** - Enhance skills of the current and future workforce through fulfilling individual and economic potential and investing in learning facilities.
 - *RHS Chelsea Flower Show*
 - *Careerships for staff: enabling staff to climb the horticultural career ladder*
 - *Career changers programme: giving mature horticultural college students the opportunity to join the organisation on sandwich courses, part-time or summer work*

- *Kinaesthetic Learning Programme (KLP): enabling school children a less academic and more practical route to education (now part of the national Vocational Learning Programme)*
- *Apprentice Programme – enabling (predominantly) young people to learn a craft e.g. foresters*
- *Providing operational training: to IIP and national technical standards*
- **Learning** - ...investing in learning facilities - Improve participation and early learning outcomes for children from the most deprived areas.
 - *'The Magical Gardens Project' has led to open spaces outside children's centres being transformed into 'wild worlds' for children to explore*
 - *Parks and green spaces can provide outdoor classrooms and thus a valuable resource for education, covering many subjects for all ages and abilities*
- **Transport** - Increased accessibility and connectivity through investment in a high quality transport system and through influencing others and changing behaviours.
 - *Green gateways (e.g. Wykebeck Valley Way, The Limes, Kippax, Transpennine Trail, and Harland Way and development of the West Leeds Country Park)*
 - *Public Rights of Way (PROW) network (and links with cycling routes)*
- **Environment** - Reduced ecological footprint through responding to environmental and climate change and influencing others.
 - *The role of Parks and green spaces in adapting to Climate Change by reducing temperature in dense urban environments and reducing surface runoff of rain water*
 - *Minimising impact on the environment by green waste recycling*
 - *Promoting biodiversity by active management of local sites in line with national performance targets*
- **Health and Wellbeing** - Reduced health inequalities through the promotion of healthy life choices and improved access to services. Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect.
 - *General benefits of parks and green spaces to health, fitness and wellbeing*
 - *Health walks*
 - *Ranger led activities*
 - *Outdoor recreation opportunities including fixed play, playing pitches, bowling greens and golf courses*
 - *Allotment provision*
- **Thriving Places** - Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities.
 - *In the Leeds Annual Survey 2007, respondents ranked parks and open spaces as the 5th most important factor in making somewhere a good place to live*
- **Thriving Places** - Reduced crime and fear of crime through prevention, detection, offender management and changed behaviours.

- *Providing diversionary activities (BMX, skateparks, MUGAs, teenzones, etc.) for young people*
- *ParksWatch team with the aim of providing a safe parks and green space environment for the community to enjoy*
- **Harmonious Communities** - More inclusive, varied and vibrant communities through empowering people to contribute to decision making and delivering local services.
 - *Consultation through residents' surveys, multi-agency meetings, community forums, attendance at Area Committee meetings,*
 - *Consultation on specific projects and schemes (e.g. the Parks Renaissance Programme, Positive Activities for Young People, Water Safety, etc.)*
 - *involving volunteers and Friends of groups on the design for and physical implementation of a wide range of site improvements.*
- **Harmonious Communities** - Improved community cohesion and integration through meaningful involvement and valuing equality and diversity.
 - *Support for 'In Bloom' groups*
 - *Work with Friends of / tree wardens / other volunteers / etc*
 - *Promoting community cohesion through activities and events*

3.0 The Service at Area Committee Level

Area Profile of the Service

- 3.1. The following table summarises community green space assets managed by Parks and Countryside in the West Outer Area Committee:

Asset	Quantity
Community park	9
Playing Pitches:	
Cricket	7
Football	27
Rugby League	4
Rugby Union	1
Bowling greens	10
Playgrounds	14
Multi-use games areas	2
Skateparks	2

Area based Service Priorities and contributions to the Area Committee's Area Delivery Plan

Context

- 3.2. The 2006 Parks and Countryside survey showed that the service attracts almost 60 million visits each year from Leeds' residents alone, and that approximately 90% of these are regular park users. These range from anybody using a park for informal recreation (e.g. walking, observing nature) to people who take part in formal activities (e.g. football clubs, conservation volunteers or to attend events). The user surveys also evidenced that 8m

visits are made to our green space by Young People (12-19) compared to 3.5m by Children (5-11), however, the majority of the 'play' facilities were provided for younger age groups. The Council is now seeking to address the imbalance between children's and youth facilities by investing in BMX tracks and skateparks.

- 3.3. The use of this information has been a key contributor to many successful funding bids, for example the service has made significant progress in implementing the Parks Urban Renaissance programme utilising £3.7m for improvements to 21 community parks during 2005/09. There are several outdoor recreation projects (mainly playing pitches) that are in development which have either secured the total amount of funding required for the delivery of the project or bids have been submitted or are being prepared to secure the match funding. £7.8 million has been secured, with £3.2 million which although not formally secured subject to the technical assessment of the bids submitted/under preparation have the potential to be successful. During the period 2004 – 2008, the service was successful in securing £2.6 million funding for fixed play improvements, and from 2009 – 2010, £1.6 million has been secured, including £800k through the Big Lottery Fund.

Community Parks

- 3.4. Analysis from the 2006 resident survey has been carried out relevant to community parks in the area (listed later in paragraph 3.12).

Gender	%
Male	30
Female	70

Age Profile	%
20-39	31
40-59	36
60+	33

Ethnicity	%
White	99
BME	1

- 3.5. The gender profile is in line with results for the whole of the city and generally consistent with previous surveys that show a greater number of female visitors. There is a lower proportion of people in the sample from black and minority ethnic communities.
- 3.6. The total number of visits to community parks in the area is 7.9 million each year from residents, and 75% either walk or cycle to the park. The average across the city is 60%, so this represents a higher proportion who adopt healthy means to get to the park. The top 5 reasons for visiting are as follows:
- Get some fresh air (55%)
 - For a walk (50%)
 - Enjoy the beauty of the surroundings (33%)

- Enjoy flowers / trees (31%)
 - See birds and wildlife (26%)
- 3.7. Respondents were also given opportunity to give their views on the overall impression of the park. 73% were 'very satisfied' or 'satisfied', with 8% dissatisfied. Issues will be addressed through implementation of the Parks and Green Space Strategy.
- 3.8. The residents survey is being repeated in 2009, and more detailed analysis for the area will be presented when available.
- 3.9. The Parks and Green Space Strategy was approved at Executive Board in February 2009 and sets out the vision and priorities to 2020. One of the key proposals contained in the strategy is the aspiration for all community parks to meet the Green Flag standard for field based assessment by 2020. The Green Flag Award Scheme represents the national standard for parks and green spaces. It has been developed around eight key criteria as follows:
- **A welcoming place** - how to create a sense that people are positively welcomed in the park
 - **Healthy, safe & secure** - how best to ensure that the park is a safe & healthy environment for all users
 - **Clean & well maintained** - what people can expect in terms of cleanliness, facilities & maintenance
 - **Sustainability** - how a park can be managed in environmentally sensitive ways
 - **Conservation & heritage** - the value of conservation & care of historical heritage
 - **Community involvement** - ways of encouraging community participation and acknowledging the community's role in a park's success
 - **Marketing** - methods of promoting a park successfully
 - **Management** - how to reflect all of the above in a coherent & accessible management plan or strategy and ensure it is implemented
- 3.10. A local key indicator has been included in the Leeds Local Area Agreement in order to 'improve the quality and sustainability of the built and natural environment', namely the percentage of Parks and Countryside sites assessed that meet the Green Flag Standard. This is a key measure of progress for the Parks and Green Space Strategy. Progress for this indicator is set out in more detail in section 4.0.
- 3.11. This indicator includes an assessment of each community park which is of particular relevance to engaging more effectively with Area Committees. The assessments are undertaken by officers who have received training in the Green Flag Award from the scheme managers the Civic Trust. In Leeds we have developed this process as the 'Leeds Quality Parks' scheme.

3.12. The following table provides a summary of community parks assessed in the West Outer Area Committee:

		Welcoming Place	Healthy, Safe, Secure	Clean, Well Maintained	Sustainability	Conservation / Heritage	Community Involvement	Marketing	Meets Standard?
Site	Year Assessed								
Calverley Park (Victoria Park)	2007								Yes
Farnley Hall Park	2006								Yes
Hainsworth Park	2006								No
New Farnley Park	2005								No
New Wortley Recreation Ground	2006								No
Pudsey Park	2004								Yes
Tyersal Park	2005								No
Western Flatts Cliff Park	2006								Yes
Westroyd Park	2006								Yes

Notes

Key:

Meets Leeds Quality Park Standard on average for this key criteria	
Below Leeds Quality Park Standard on average for this key criteria	

3.13. From this table, there are 5 parks identified that meets the Leeds Quality Park Standard in the area. There are 4 parks that therefore do not meet the standard. The table also indicates the 'year assessed', which in some cases was 2005. It is therefore worth noting the improvements to community parks during the intervening period as follows:

- Calverley (Victoria) Park has seen significant improvements with works including tree planting, restoration of the war memorial, signage and path restoration and refurbishment of the tennis courts
- Farnley Hall Park has had signage, bridleway and landscaping improvements with a new play area being constructed in 2009
- Hainsworth Park has seen CCTV installed as part of a wider local scheme
- Tyresal Park changing rooms have been improved along with the installation of access controls. The play area will be refurbished during 2009
- Westroyd Park has seen the footpaths, signage and fencing improved along with restoration of the tennis courts and general landscaping works
- Pudsey Park has benefited from major investment to play and skate park provision, construction of a bandstand, installation of CCTV, improvements

to drainage and signage, landscaping of the planted areas and during 2009 the completion of building works to relocate and extend the pets corner and visitor centre

Playing Pitches

- 3.14. The resident survey in 2006 allowed respondents to rate sport facilities in parks. The results show that 38% rate facilities as either 'very good', or 'good', with 7% rating them as 'very poor'.
- 3.15. Work has been undertaken to set out aspirations within the area that support the outcomes of the Playing Pitch Strategy as follows:

Site	Current position	Timescale	Comments
Queens Park Pudsey	5 football pitches and 2 cricket	2010-13	Pitches require drainage system
Houghside	4 grass football	2013 +	Pitch drainage
Brookfield Rec	4 junior pitches	2010-13	Requires regrading
Western Flatts Park	2 grass pitches	2010-13	Pitch drainage system
Farfield Rec	2 grass pitches	2013 +	Needs full drainage
Hainsworth Park	1 grass football pitch	2013 +	
Tyersal Park	2 grass pitches	2013 +	Pitches drainage
Roker Rec	1 grass football pitch	2013 +	Pitch drainage
Butt Lane	2 grass pitches	2013 +	Pitch requires full drainage
Farnley Hall Park	1 grass football pitch	2013 +	
Old Farnley Rec	1 grass football pitch	2013 +	
Calverley/Victoria	1 grass football pitch	2013 +	

- 3.16. In addition, a bid is under development for New Wortley Recreation Ground with a project value of £500k to build new facilities.

Fixed Play

- 3.17. The resident survey in 2006 allowed respondents to rate facilities for children and their parents. The results show that 43% rate facilities as either 'very good', or 'good', with 11% rating them as 'very poor'.
- 3.18. In terms of fixed play, work has been undertaken to set out refurbishment requirements over a 10 year rolling programme in support of the outcomes of the Fixed Play Strategy. The average cost of a new playground is currently about £120k; Multi-use games areas and skateparks are slightly cheaper on average at about £90k each.

Links to Area Delivery Plan

3.19. The following table summarises actions identified in the Area Delivery Plan and a commentary from a service perspective.

Ref.	Action	Comments
A3	Support delivery of 10 additional summer band concerts during summer 2008 within parks in Outer West.	The programme of summer band concerts continues to receive resources support from Parks and Countryside
A4	Implement demolition of existing public toilets on Market Place, Pudsey and provide new facilities at Pudsey Leisure Centre (accessed externally only) - supporting Pudsey Park's Green Flag status. Also provide disabled care suite within Leisure Centre.	Parks and Countryside have provided input to the development of the plans for Pudsey Market Place.
A11	Analyse results of Swinnow play area survey. If supported, identify site and seek funding.	A site and funding have been identified and consultation on the project will commence on 28 th February 2009
E9	Support the provision of Site Based Gardeners in Tyersal and Wortley	A site based gardener is now in place at Tyersal
E11	Increase the number of benches in Victoria Park Calverley	Suitable locations and costs have been identified and forwarded to Area Management for consideration
E13	Continue to carry out partnership projects with Groundwork Leeds to carry out estate improvements on green space or run down areas	Engagement with Groundwork on such projects is ongoing. Officers from Parks and Countryside attend the project review meetings.
E20	Support West Leeds Country Park and Green Gateway - look at widening to areas such as Troydale, Roker Lane	A dedicated WLCP officer is in post and continues to develop the project
E25	Support Calverley, Farsley and Pudsey In-Bloom projects and consider support of New Farnley in Bloom	The service continues to provide dedicated officer support to local in bloom groups
G7	Ascertain if a solution can be found to tackle the problem of the surface area of the playground at New Wortley Rec park being ripped up by youths	Action is required from the Police and other partner agencies to tackle the anti-social behaviour

Customer and community engagement

- 3.20. Close liaison with community and ward members is already in existence, utilising a variety of mechanisms, e.g. consultation through residents' surveys, multi-agency meetings, community forums, attendance at Area Committee meetings, consultation on specific projects and schemes (e.g. the Parks Renaissance Programme, Positive Activities for Young People, Water Safety, etc.), as well as involving volunteers and Friends of groups on the design for and physical implementation of a wide range of site improvements.
- 3.21. There is also a residents survey planned for Spring 2009 using a national methodology to 35,000 households, including adults, children and young people. The results of this will be reported at area committees.

4.0 Performance Management and Reporting

Baseline Position and key targets for the Service

- 4.1. The following table highlights key performance indicators relevant to the service.

PI Code	Description	2007/08 Actual	2008/09 Target	2009/10 Target	2010/11 Target
LKI-GFI / CP-PC50 / EM38	The percentage of parks and countryside sites assessed internally that meet the Green Flag criteria (amended for 2007-08)	17%	19%	21%	23%
LKI-PCP 22	Overall user satisfaction with Parks and Countryside (from the user survey)	N/A	N/A	7	
NI 197	Improved local biodiversity – active management of local sites	N/A – <i>new indicator</i>	N/A – <i>new indicator</i>	N/A – <i>new indicator</i>	N/A – <i>new indicator</i>

5.0 Programme of Activities for 2009

5.1. This section sets out planned activities during 2009 for which the Area Committee is proposed to be included.

Description	Inform	Consult	Influence	Timescale
Parks and Green Space Strategy: There are issues arising from implementing the strategy and undertaking actions identified.	✓	✓	✓	Quarter 1 2009
Fixed play review: an assessment of refurbishment costs over a 10 year basis has recently been undertaken and Area Committees will help to establish priorities for location and investment.	✓		✓	Quarter 2 2009
Outdoor Bowls Strategy: a 'towards an outdoor bowls strategy' document has been drafted that seeks to address the following: <ul style="list-style-type: none"> • Analysis of supply and demand • Management arrangements • Financially sustainable provision • Promoting access 		✓	✓	Consultation process to commence early in 2009.
Service plan: this will be published in March 2009 and provides important links to addressing strategic outcomes. There is opportunity for Area Committees to be involved in helping address key issues and challenges identified	✓		✓	Quarter 1 2009
Performance reporting: principally relating to Leeds Quality Parks and the results from the 2008 assessments. These can be reported relevant to each Area Committee, and there is opportunity to help prioritise investment action in community parks to achieve the standard.	✓		✓	Quarter 1 2009
Residents survey: this will be conducted in 2009 to 35,000 households including adults, young people and children. Analysis of the results can be presented at an area level and inform discussion at Area Committee.	✓			Quarter 3 2009
Playing Pitch Strategy review: there is currently a £19 million programme in development to improve playing pitches and facilities.	✓		✓	Quarter 2 2009
Rights of way improvement plan: this is relevant in that the rights of way network provides important links to community green space and promotion of outdoor recreation activities.	✓			

6.0 Equality Considerations

- 6.1. The Parks and Countryside service has recently been assessed as meeting level 4 of the Equality Standard. Equality Impact Assessments are undertaken as part of the service planning portfolio adopted by the service.

7.0 Implications for Council Policy and Governance

- 7.1. The proposals set out how the Executive Board requirements can be met by taking a more proactive approach to involve and engage Area Committees in matters relating to community parks

8.0 Legal and Resource Implications

- 8.1. The body of the report identifies resource implications with particular reference to community parks, playing pitches and fixed play facilities in the area.

9.0 Conclusions

- 9.1. Community green space contributes in many ways to the delivery of the Leeds Strategy Plan. They provide places for relaxation, escape, exercise and recreation. They bring communities together and make a positive contribution to the local economy, education, improve public health and well-being, and generally make a better place to live, work and visit.
- 9.2. Improvements to community parks, fixed play and playing pitches remain a priority, and there already has been investment made to deliver improvements along with further schemes identified. Issues are being addressed through the Parks and Green Space Strategy along with implementation of the Fixed Play Strategy and Playing Pitch Strategy.
- 9.3. Community engagement remains a key activity for the service with regular correspondence, attendance at meetings and briefings, along with more formal consultation principally through the residents survey to 35,000 households to take place again in 2009.
- 9.4. A programme of activities is planned for which updates and reports can be provided to the area committee to help inform, consult and influence community green space management.

10.0 Recommendations

- 10.1. That the Area Committee communicate their priorities for community green space improvements.

Background Reports

Report Title	Date
Area Committee Roles for 2008/09	Executive Board, July 2008
Leeds Strategic Plan 2008-11	Full Council, July 2008
Leeds Annual Survey 2007	
Parks and Greenspace Strategy	Executive Board, February 2009
Fixed Play Strategy	Executive Board, September 2002
Local Area Agreement	Full Council, July 2008
Playing Pitch Strategy	Executive Board, October 2003

Report of the Director of Environment and Neighbourhoods

Outer West Area Committee

Date: 11th September 2009

Subject: Community Safety Issues, Outer West Leeds

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

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 provides the opportunity for Inspector Richard Cawkwell to provide the Outer West Area Committee with information on crime trends, partnership initiatives and future joint projects between Leeds City Council and West Yorkshire Police in Outer West.

1.0 Purpose Of This Report

This report introduces Inspector Richard Cawkwell from West Yorkshire Police who will give an update on Crime and Community Safety Issues in Outer West Leeds since the previous Area Committee on 10th July 2009 .

- 1.1 Inspector Cawkwell and Gill Hunter will provide an update on the proposed Designated Public Places Order for the Farsley area, the proposed area within New Farnley for Operation Champion which is scheduled for 24th -25th September 2009. There has been a continued drive to address the priority crime issues of dwelling house burglary and vehicle crime. This has taken the form of pro active policing in all the ward areas but in particular in Pudsey which has seen the largest rise in offences in the summer of 2009. Tackling anti social behaviour continues to be a priority with the Nutting Groves estate at Farnley and the Farfield estate at Farsley being subject of positive Policing. Community intelligence has also resulted in the execution of drugs warrants across the West Outer.

2.0 **Background Information**

- 2.1 The North West Divisional Community Safety Partnership is responsible for delivering actions to reduce crime and disorder in the West Wedge. It is made up of representatives from key statutory agencies.

3.0 **Main Issues**

- 3.1 Community Safety is one of the priority areas for the Area Committee. Regular reports are received from West Yorkshire Police on key issues and activity in the Inner West Area.

4.0 **Implications For Council Policy And Governance**

- 4.1 Tackling crime and disorder and addressing the fear of crime is a top priority for the citizens of Leeds as evidenced by previous consultation undertaken by Safer Leeds and West Yorkshire Police on a citywide and local level.
- 4.2 The citywide community safety partnership, Safer Leeds, has identified a number of key priority themes for 2008 – 2011 these are:
- Creating safer environments by tackling crime;
 - Improving lives by reducing the harm caused by substance misuse;
 - Supporting victims and reducing the risk of victimisation;
 - Reducing offending and managing offending behaviour;
 - Improving community confidence and public satisfaction;
- 4.3 Locally delivered actions will contribute to these priorities. In addition Operation Champion has been rolled out throughout the city and will be targeting hot spot areas by Police division.

5.0 **Legal And Resource Implications**

- 5.1 The West Area Management Team includes an officer with specific responsibilities for Community Safety who co-ordinates activity and acts as the link officer with West Yorkshire Police.

6.0 **Conclusions**

- 6.1 Crime and Community Safety is a priority for the Area Committee, and a representative from West Yorkshire Police, North West Division, attends the Inner West Area Committee meetings to provide a regular update on key issues.

7.0 **Recommendations**

- 7.1 Members are asked to note the update from West Yorkshire Police

Background Papers

No background papers were used in writing this report.



Originator: Derek Whitehouse

Tel: 395 0806

Report of The Director of Environment and Neighbourhoods Directorate

Meeting: Outer West Area Committee

Date: 11th September 2009

Subject: CCTV (2008/2009) Annual Report – for Leeds City Council Community Safety CCTV Service in Outer West Area Committee

Electoral Wards Affected:

Calverley and Farsley
Farnley and Wortley
Pudsey

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 is an annual report prepared by Leeds City Council's Community Safety CCTV service that provides a monitoring service of public space surveillance cameras (i.e. fixed CCTV cameras in open spaces across Leeds), 24 hour per day, 365 day per year. The service also provides two mobile CCTV vans for deployment within communities across Leeds.

The purpose of public space CCTV is to reduce crime and the fear of crime by facilitating in the apprehension and prosecution of offenders and assisting in the prevention and detection of crime committed in public areas in Leeds. It is a Public Safety 'tool' which is extremely popular among the public of Leeds.

1.0 Introduction & purpose of report

- 1.1 This report sets out to highlight the services provided by Leeds City Council Community Safety CCTV to demonstrate the effectiveness of the service in reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by both mobile and fixed CCTV cameras.
- 1.2 The two mobile CCTV units are deployed in conjunction with the police and other council enforcement services in relevant 'hot spots' throughout Leeds area. They are regarded as an invaluable tool in the prevention and detection of crime.

2.0 Background

2.1 Service Description

- 2.1.1 Leeds City Council Community Safety CCTV is currently in a transition period of moving into new premises and upgrading the current analogue video recording system to a new state of the art digital recording system.
- 2.1.2 A suitable site has been identified and work is being undertaken in procuring a bespoke digital CCTV recording system.
- 2.1.3 Leeds City Council Community Safety CCTV work in partnership with council enforcement departments, emergency planning, Urban Traffic Control (UTC) and police.
- 2.1.4 Approval has been given to expand existing partnerships to include the Leeds Passenger Transport Executive (Trading as METRO) and negotiations are at an advanced stage for METRO to share the new CCTV control room. METRO already monitor over 300 CCTV cameras throughout West Yorkshire at rail and bus stations and the partnership will provide an opportunity for cost savings.
- 2.1.5 Public CCTV in Leeds is strictly controlled by a Code of Practice and operating procedures to comply with the following legislation:
 - 1. The 'Data Protection Act'
 - 2. Human Rights legislation
 - 3. Regulation of Investigatory Powers Act (RIPA)
 - 4. The Private Security Industry Act 2001.
- 2.1.6 The Private Security Industry Act ensures that all CCTV staff are security vetted, trained and licensed by the Security Industry Authority (SIA)
- 2.1.7 Leeds was the first local authority to receive accreditation to operate and listen to the police national digital communication system (radio) known as Airwave, which has proven to be an effective tool. It enables CCTV operators to record valuable evidence at incidents prior to police arrival and direct the police to suspects.

- 2.1.8 CCTV work closely with council enforcement and emergency planning departments and the police to tackle crime and anti social behaviour in 'hot spot' areas and provides valuable and irrefutable evidence to support the prosecution of offenders.
- 2.1.9 The CCTV control room is also equipped with Automatic Number Plate Recognition (ANPR), an excellent criminal intelligence tool when it is used with CCTV to obtain evidence and intelligence about criminal activities throughout the city.
- 2.1.10 Two mobile CCTV vans equipped with ANPR and police radios are deployed in conjunction with the police into 'hot spot' areas that are not covered by fixed CCTV cameras.

2.2 Description of Delegated Function / Enhanced role

- 2.2.1 CCTV provides reassurance to the public and helps reduce crime, the fear of crime and assist in detecting crime in areas covered by CCTV. .
- 2.2.2 The service works in partnership with the police and other council services to target crime and anti social behaviour. They also work closely with Area Management, Divisional Community Safety Partnerships (DCSPs) and Neighbourhood Policing Teams (NPTs) on multi-agency operations.
- 2.2.3 30 CCTV operators monitor over 300 cameras across Leeds with a further 4 mobile CCTV operators making a total of 34, to carry out the 24/7 operations every day of the year.
- 2.2.4 The police provide dedicated CCTV liaison officers to support each of the three police divisions and other law enforcement agencies in Leeds. The liaison officers have the responsibility for viewing images of crime and public disorder for evidential purposes.
- 2.2.5 Other relevant council departments have dedicated CCTV liaison officers to obtain CCTV evidence to support council prosecutions.
- 2.2.6 Currently there are 244 council owned public space surveillance CCTV cameras and in addition operators have access to 70 UTC CCTV cameras through an existing partnership agreement. There is likewise a reciprocal agreement allowing them access the public space CCTV cameras.
- 2.2.7 Leeds City Council Community Safety CCTV contributes to many partnership led initiatives e.g. NPT activity, ANPR operations, ASBU activity etc. CCTV contributes to the overall crime reduction and reassurance agenda at area level through Divisional Community Safety Partnerships (DCSP) and information on CCTV activity is available through Area Community Safety Co-ordinators and Area Management.
- 2.2.8 The service produces a weekly CCTV report which is sent to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police.

2.3 Role and Responsibilities of the Area Committee

- 2.3.1 Public Space surveillance CCTV has to comply with various legal issues as previously outlined within the report such as Human Rights Legislation, Data Protection Act, RIPA and all CCTV operators must be Security Industry Authority (SIA) security vetted, trained and licensed to operate the cameras. All operators must also comply with the Leeds City Council Community Safety CCTV Codes of Practice.
- 2.3.2 Area Committees, where appropriate, have approved and financed successful installation of public space surveillance CCTV cameras. The installation of such cameras can never be considered a stand alone option in the fight against crime and they must be considered as part of a local strategy to address crime and disorder and allaying the fear of crime. The installation of CCTV systems is a long term investment which requires continued financial support (revenue).
- 2.3.3 Where Area Committees have provided revenue funding for specific CCTV cameras the amount of funding for the provision of such cameras has now changed. Previously Area Committees funded the full revenue cost of monitoring and maintenance of the cameras, that funding has now been amended so that Area Committees only provide 50% of such funding. The full revenue cost (where applicable) of the provision of BT circuits will still be funded by Area Committees.
- 2.3.4 The change in the funding of the monitoring and maintenance of public space surveillance CCTV cameras means that for future installations Area Committees will have to seek other partners in sharing the revenue costs, as Leeds City Council Community Safety CCTV do not have any budget to jointly fund any future installations.
- 2.3.5 Area Committees may wish to consider developing or enhancing CCTV coverage in specific areas to tackle crime and disorder, providing that the full financial support (both capital and revenue) to fund such projects if deemed appropriate to do so.
- 2.3.6 Area Committees may wish to consider influencing the deployment of the mobile CCTV vans in specific highlighted 'hot spot' areas. This can be addressed via the Area Community Safety Co-Ordinators relevant Neighbourhood Policing Team Inspector, other council departments, and Leeds City Council Community Safety CCTV Management.
- 2.3.7 Area Committees will, through area management, be able to access information about any proposed joint operations in advance and may wish to advise on specific issues they wish to see tackled during the operations.

2.4 Contributing to Delivery of the Leeds Strategic Plan Targets and Outcomes

- 2.4.1 The service is contributing to the delivery of Leeds Strategic Plan via
1. Council Business Plan 2008-2011
 2. Area Delivery Plans
 3. Safer Leeds Annual Plan
 4. Divisional Community Safety Partnership Plans
 5. Safer Leeds Service Plan
 6. Crime & Disorder Act 1998
- 2.4.2 The service contributes to the delivery of other council departmental strategic plans such as ASBU, Enforcement, Peace and Emergency Planning, Land Drainage, Licensing, Security Services, Planning Department, Highways, ALMO's and Area Management.
- 2.4.3 The service has links to other public sector partner services such as the 'Safer Leeds' Crime and Disorder Reduction Partnership Executive Board and the Government Office for Yorkshire and the Humber (GOYH).
- 2.4.4 Leeds City Council Community Safety CCTV have CCTV links to METRO, Bradford, Wakefield, Huddersfield and Calderdale local authorities and share images with Urban Traffic Control, Land Drainage and Peace & Emergency Planning.

3.0 The Service at Area Committee level

3.1 Area Profile of the Service

- 3.1.1 The CCTV control room has been security accredited to utilise the police digital communication system known as Airwave. The ability to listen and react to police radio transmissions has proved to be effective in the fight against crime. This facility allows operators to react quickly to record images where cameras are located and this assists the police and other council departments in obtaining relevant evidence in all areas including identified 'hot spots' as an example in relation to crime, enforcement and anti social behaviour issues.
- 3.1.2 Within the CCTV control room additional police equipment is housed regarding Automatic Number Plate Recognition (ANPR) which is an excellent criminal intelligence tool.
- 3.1.3 Within the Outer West Committee areas there are currently 16 public space surveillance CCTV cameras:

Camera Location	Ward
Lowtown	Pudsey
Lidget Hill	Pudsey
Chapelton	Pudsey
Pudsey Market	Pudsey
Pudsey Park	Pudsey
Lidget Hill Car Park	Pudsey
Farnley Butterbowl	Farnley and Wortley
Farnley Cross Lane	Farnley and Wortley
Cottingley Springs 1	Farnley and Wortley
Cottingley Springs 2	Farnley and Wortley
Farsley - Park	Calverley and Farsley
Farsley 1	Calverley and Farsley
Farsley 2 - Co-Op	Calverley and Farsley
Farsley 3	Calverley and Farsley

3.2 Area based Service Priorities and contributions to the Area Committee's Area Delivery Plan for 2009 / 2010

3.2.1 Leeds City Council Community Safety CCTV camera operators have the ability to respond to any incidents that the police are attending as a result of monitoring the police digital communications system (Airwave). This allows evidence to be obtained as the incident is ongoing. This is reacting to 'hot spots' using the police communications system.

3.2.2 There is also the ability to monitor identified 'hot spots' by selecting appropriate cameras in such areas seeking relevant evidence of known or suspected incidents of crime.

3.2.3 'Hot spots' are identified via various formats;

- Crime Reduction Partnerships
- Residents Groups
- Community Groups
- Tasking meetings
- Vehicle Crime Sub Group
- Drugs and Robbery Sub Group
- Robbery Analysis Group

- Transit Robberies Group
- Acquisitive Serious Crime Group
- Information provided to elected councillors

3.2.4 All incidents involving arrests or incidents of special interest are circulated on a weekly basis to all relevant partners and interested parties, to inform them of activity in their specific area and emerging 'hot spots'.

3.2.5 Partners provide information to Leeds City Council Community Safety CCTV to enable them to proactively monitor known 'hot spots' and places of significant interest, thus securing mutual objectives.

3.3 Customer and community engagement

3.3.1 Strong partnership working underpins the activity of the Safer Leeds Partnership in making Leeds a safer place to live and work. Leeds City Council Community Safety CCTV is actively involved with all partners (internal and external) in 'Operation Champion'.

3.3.2 Leeds City Council Community Safety CCTV control room is situated in a secure environment and cannot actively engage directly with the community at its workplace; however the mobile CCTV vans are deployed at partnership community events (including the annual 'Face the People' event).

3.3.3 Communities place an active role in influencing the installation of CCTV cameras and the deployment of the mobile CCTV vans through partnership meetings, residents groups, Neighbourhood Policing Team meetings or by speaking directly to Councillors.

3.3.4 When seeking to fund a new CCTV installation or additional cameras, community consultation is undertaken to support the process. CCTV must be regarded as part of an overall strategy in the prevention and detection of crime and allaying the fear of. It cannot be used as a stand alone tool, but one that complements activity of other agencies and the police.

3.3.5 Leeds City Council Community Safety CCTV Codes of Practice have been approved by the council Legal Services and are reviewed annually. They provide a legal framework for third parties and individuals to make subject access requests of recorded images.

4.0 Performance Management and Reporting

4.1 Baseline Position and key targets for the Service

4.1.1 Leeds City Council Community Safety CCTV supports the aim of the 'Safer Leeds' Crime & Disorder Reduction Partnership which is 'To secure sustainable reductions in crime and disorder and address the fear of crime in Leeds.'

4.1.2 As a department we are committed in working within the national framework to deliver improvements and change at a local level via:

- Effective Leadership
- Visible and constructive accountability
- Intelligence-led business processes
- Effective and response delivery structure
- Engagement with the communities and
- Staff having appropriate skills and knowledge

4.1.3 'Safer Leeds' has a statutory duty to produce a partnership plan which is aligned with other planning cycles such as the Leeds Area Agreement which supports the delivery of Public Service Agreements (PSA's) relating to crime reduction, community safety and substance misuse.

4.1.4 The Leeds Strategic Plan (LSP) 08 – 11 / Council Business Plan highlight the need for 'reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.

4.1.5 Leeds City Council Community Safety CCTV contributes to these plans by providing evidenced based information to partners about the scale and nature of crime, disorder and harm drugs and alcohol abuse working towards:

1. Creating safer environments by tackling crime
2. Improving lives by reducing the harm caused by substance misuse
3. Supporting victims and reducing the risk of victimisation
4. Reducing offending and managing offending behaviour
5. Improving community confidence and public satisfaction

4.1.6 All incidents involving arrests or incidents of special interest are circulated on a weekly basis to all relevant partners,

4.1.7 CCTV is a front line service which supports partners by providing evidence to support their own performance indicators. A weekly CCTV incident reports is provided to partners and interested parties to inform them of activity and emerging 'hot spots'.

4.2 Other Outcomes for the Area Committee area

4.2.1 CCTV is used on a daily basis to reduce crime and the fear of crime by facilitating in the apprehension and prosecution of offenders and assisting in the prevention and detection of crime committed in public areas in Leeds. CCTV Operators receive daily intelligence briefings about highlighted areas of concern and emerging 'hot spots'.

4.2.2 Mobile CCTV vans are deployed throughout the city on a daily basis working alongside Neighbourhood Policing Teams in 'hot spots' and other areas of interest in areas where there is no CCTV coverage.

4.3 Reporting Arrangements

4.3.1 The service provides weekly reports to all relevant partners and an annual report is provided to all Area Committees.

4.3.2 Area Committee members are able to influence the deployment of the mobile CCTV vans within the community through their Local Area Community Safety Co-Ordinators and Neighbourhood Policing Team Inspectors. Local Area Community Safety Co-Ordinators and Neighbourhood Policing Inspectors are responsible for deployment of the mobile CCTV vans within their area.

5.0 Programme of Activities 2009 / 2010

Period /Year	Description	Role of Area Committee
Quarter 1	Deployment of mobile CCTV vans.	To be informed of deployment by Area Community Safety Co-ordinator and Local NPT.
	Gathering evidence of crime and anti social behaviour in 'hot spot' areas not covered by CCTV cameras.	To be updated by Area Community Safety Co-ordinator's and NPT Inspectors.
Quarter 2	Deployment of mobile CCTV vans.	To be informed of deployment by Area Community Safety Co-ordinator and Local NPT.
	Gathering evidence of crime and anti social behaviour in 'hot spot' areas not covered by CCTV cameras.	To be updated by Area Community Safety Co-ordinator's and NPT Inspectors.
Quarter 3	Deployment of mobile CCTV vans.	To be informed of deployment by Area Community Safety Co-ordinator and Local NPT.
	Gathering evidence of crime and anti social behaviour in 'hot spot' areas not covered by CCTV cameras.	To be updated by Area Community Safety Co-ordinator's and NPT Inspectors.

Quarter 4	Deployment of mobile CCTV vans.	To be informed of deployment by Area Community Safety Co-ordinator and Local NPT.
	Gathering evidence of crime and anti social behaviour in 'hot spot' areas not covered by CCTV cameras.	To be updated by Area Community Safety Co-ordinator's and NPT Inspectors.

6.0 Implications for Council Policy and Governance

6.1 The proposals outlined within this report have no implications on Council Policy as the proposals are in accordance with agreements and existing policies.

7.0 Legal and Resource Implications

7.1 As previously mentioned within the report, Leeds City Council Community Safety CCTV is strictly controlled by a Code of Practice outlining the operating procedures in accordance with relevant legislation.

7.2 Legislation that the department has to conform to:

1. 'Data Protection Act'
2. Human Rights legislation
3. Regulation of Investigatory Powers Act (RIPA)
4. The Private Security Industry Act 2001.

8.0 Equality Considerations

8.1 Access to members of the public into the CCTV control room is not allowed on security reasons.

8.2 The Service Plan plays a key role in contributing to the delivery of the Equality and Diversity Strategy, the Community Cohesion Action Plan, and meeting the requirements in order to achieve Level 4 of the Equality Standard.

8.3 An internal staff equality action group was established with the Community Safety department in January 2008 to ensure equality issues are embedded with all activities. Equality and diversity is championed within the CCTV service by the CCTV Co-ordinator who is also a member of Staff Action Working Group (SWAG).

8.4 Equality, Diversity and Cohesion considerations are integrated into the mainstream planning and monitoring process – actions and objectives with equality, diversity and cohesion dimension are highlighted within the service plan. Colleagues responsible for the delivery of specific equality actions within the plan are required to maintain an overview of progress and report back as part of the Service Planning monitoring process.

9.0 Any Other Considerations

9.1 Leeds City Council Community Safety CCTV services are strictly controlled under the Data Protection Act for the purpose of crime prevention, detection and allaying the fear of crime including environmental crime and cannot be used for any other purpose. The service acts as the council CCTV single point of contact for all matters pertaining to CCTV and all enquiries are directed to the CCTV Coordinator.

9.2 CCTV is an emotive issue; however the public of Leeds, on the whole, are supportive of the Council's use of this technology to reduce crime and the fear of crime. The cameras have a proven track record as a key strategy in crime prevention and detection and allaying the fear of crime.

9.3 The cost of a single CCTV camera system costs in the region of £22,500 (Capital) and on average continuous annual revenue costs are £4,500 per year. Annual revenue costs cover the cost of the BT line rental, electrics, monitoring and maintenance of the system, but do not include any insurance for damage to the system e.g. motor vehicle collision or vandalism. Costs for each additional camera are the same as the installation cost of a single camera.

10.0 Conclusions

10.1 Community CCTV is a vital component of any crime prevention or reduction strategy. There have been a number reviews into the impact of CCTV covering issues such as displacement and whether it assists in the detection of crime and apprehension of offenders. The evidence from such reviews varies depending on where and how it is used, the type of crime committed and quality of the images captured by the camera. However overall they support the use of CCTV.

10.2 Leeds City Council Community Safety CCTV provides very high quality that are of evidential value and it has long been recognised as a centre of best practice within the field of Public Space Surveillance CCTV.

10.3 During 2006/2007 it provided vital evidence which led to over 3,000 arrests for offences ranging from anti social behaviour to murder and during the period from April 2008 to March 2009 it has provided evidence leading to 3,033 arrests throughout the Leeds.

- 10.4 The mobile vans have been involved in various joint multi agency operations and initiatives with the police and other enforcement agencies. These have led to the arrest of 152 people, 2323 intelligence person stop checks and 375 vehicle stop checks throughout the Leeds Area.
- 10.5 There has been no formal evaluation of the Leeds City Council Community Safety Public CCTV System; however an indication of how popular the system is can be measured by the number of compliments received each month during the past year. There has been a total of 20 letter compliments recorded for the service during the past 12 months.
- 10.6 At the annual 'Face the People' event conducted by the 'Safer Leeds' Crime & Disorder Reduction Partnership involving a range of high school students aged between 11 and 16 years revealed that the three major factors that made them feel safe in their neighbourhood was:
- 1) Uniform police patrols
 - 2) CCTV
 - 3) Neighbourhood Watch
- 10.7 People have different views on public surveillance, but overall CCTV is popular with the public and there is an insatiable demand for CCTV in Leeds. The public have grown to accept CCTV as part of their daily lives and its removal would likely cause a public and political backlash because it provides them reassurance and makes them feel safe.
- 10.8 During early 2008 it was decided to remove a private funded CCTV scheme from a Business Park in the Leeds 11 area because of the lack of financial contribution from the businesses.
- 10.9 Prior to the cameras being installed there were high levels of crime and immediately after installation crime dropped significantly. On removal of the system, crime again increased significantly by a massive 65% within 3 months. This has led to the commissioning of a consultants report to look at replacing the CCTV on the estate.
- Crime figures rose by 65%
 - May & June 2008 significantly higher
 - Burglary Other and theft offences increased
 - 11 of the 16 streets experienced a rise in recorded crime.
- 10.10 Area Committees are able to influence how CCTV as part of an overall crime prevention and reduction strategy is used within their area. They can ensure that the mobile CCTV vans are deployed to known crime and anti social behaviour 'hot spots'. The local Area Community Safety Co-ordinators and the NPT Inspectors will on request of Area Committees make representation to tasking groups to ensure their wishes are taken into account.

- 10.11 Area Committees may wish to ensure that appropriate reporting mechanisms are in place to highlight 'hot spots' within the community to local NPTs. The NPTs also need to ensure that there is a reciprocal line of communication back to the Area Committees and other council departments such as ASBU and enforcement services to ensure that CCTV both fixed and mobile, are effectively used.
- 10.12 Committee members can influence the installation of additional CCTV cameras in appropriate 'hot spot' crime areas if appropriate, subject to funds being made available.

11.0 Recommendations

- 11.1 The Area Committee is asked to:
 - a) Note the report and make any comments
 - b) Request the deployment of mobile CCTV to areas of concern via local Tasking Groups and Neighbourhood Policing Teams
 - c) Receive further update reports 6 monthly.

.....

12.0 Appendix 1

12.1 Financial Cost breakdown for Outer West Area Committee

- 12.1.1 Leeds City Council Community Safety CCTV have previously charged Area Committees who have agreed to fund the installation of public space surveillance CCTV cameras for monitoring, maintenance, power and BT supply to cameras.
- 12.1.2 There has now been a review of the charges to be levied by Leeds City Council Community Safety CCTV.
- 12.1.3 Previously the revenue charges which were made related to the provision of a fibre network (BT), provision of power (YEDL), monitoring and maintenance of the CCTV camera system.
- 12.1.4 The charges levied related to the Service Level Agreement between the Area Committee and Leeds City Council Community Safety CCTV.
- 12.1.5 As an example some Area Committees when cameras have been installed signed a contract with BT themselves rather than be recharged the cost of this by Leeds City Council Community Safety CCTV where appropriate. In other instances some Area Committees do not have any such contract and that charge is re-charged on an annual basis. This charging process has not changed.

12.1.6 No charge will now be made in relation to the power supply of cameras.

12.1.7 The charge which will now be made in relation to the monitoring of the CCTV cameras will be reduced by 50% (previously this was £1,000 per camera location and this has now been reduced to £500 per camera location).

12.1.8 The charge for the maintenance of the cameras will also be reduced by 50% the same as the charge for monitoring of cameras (previously this was £1,000 per camera location and this also has now been reduced to £500 per camera location).

12.1.9 Annual revenue costs however do not include any insurance to cover the cost of damage to the camera system as a result of a collision by a motor vehicle or vandalism. Below is a table for the charges to be raised for the financial year 2009 / 2010 in relation to Outer West Area Committee.

Camera Location(s)	Maintenance (50% of costs)	Monitoring (50% of costs)	BT (100% of costs)	Total Cost
Lidgit Hill Car Park 1 camera	£500	£500	£00	£1,000
Pudsey Park 1 camera	£500	£500	£00	£1,000
Farsley 4 cameras	£2,000	£2,000	£00	£4,000
Farnley 2 cameras	£1,000	£1,000	£00	£2,000

Total cost to be recharged £8,000

13.0 APPENDIX 2

13.1 Legal Implications regarding public space surveillance CCTV

13.1.1 Until 1 March 2000 there was no statutory governance of CCTV surveillance of public areas when the Data Protection Act 1998 came into force. The act provides clear standards for the processing, storage and access of images of individuals caught by CCTV cameras.

13.1.2 The standards are based on the following eight Data Protection Principles that specify data must be;

- fairly and lawfully processed;
- processed for limited purposes and not in any manner incompatible with those purposes;
- adequate, relevant and not excessive;
- accurate;
- not kept for longer than is necessary

- processed in accordance with individuals' rights;
- secure;
- not transferred to countries without adequate protection

13.1.3 The Information Commissioner has the power to issue Enforcement Notices where there has been a breach of one or more of the Data Protection Principles. An Enforcement Notice would set out the remedial action that the Commissioner requires to ensure future compliance with the requirements of the Act. In the case of CCTV, the Information Commissioner takes into account the extent to which the users of such surveillance equipment have complied with the CCTV Code of Practice (see below) when determining whether they have met their legal obligations.

13.1.4 The CCTV images at Leeds City Council Community Safety CCTV are retained for 31 days in line with Data Protection Act legislation. Therefore, this is the period of time that stored images can be viewed by partners for evidential purposes for the prevention and detection of crime. All requests to view CCTV images are auditable to show compliance with Data Protection and Human Rights legislation and the strict Codes of Practice adopted by the service.

13.1.5 The Human Rights Act 1998 highlights that surveillance systems are subject to strict statutory controls and any images that do not comply with those controls could lead to them been excluded as evidence in a court of law.

Background Papers

None

This page is intentionally left blank

Originator: Tom Smith

Tel: 39 51672

Report of the Head of Waste Management

West Outer Area Committee

Date: 11 September 2009

Subject: Residual Waste Treatment PFI Project Update and Presentation

Electoral Wards Affected:

All wards

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 process to procure a facility to treat the waste that cannot be economically recycled and would otherwise be sent to landfill is progressing well.

The council is now embarking on a programme of communications with residents and other interested parties about the proposals and to describe the next stages of the process.

1.0 Purpose of This Report

1.1 This report provides an update to West Outer Area Committee on the programme of communications activity supporting the Residual Waste Treatment PFI project and the opportunity to view the Power point presentation and supporting materials to be distributed to the public.

2.0 Background Information

2.1 A report to Area Committees in March and April, described the approach to communication, education and engagement around the project over the coming year.

3.0 Residual Waste Treatment Facility – Communications update

- Presentations were made to all political groups in June 2009.
- Following this a revised presentation has been produced with a complimentary leaflet – ‘What is Leeds doing with it’s waste’.
- A further two leaflets have been produced:
 - i. The City’s waste solution – your questions answered
 - ii. The City’s waste solution – technologies and bidders

3.1 Alongside attendance at all Area Committees the programme of communications attached at Appendix 1 will begin.

4.0 Recommendation

4.1 That West Outer Area Committee:

- Note the contents of this report;
- Receive the presentation and note the supplementary leaflets.

5.0 Background Papers

5.1 Residual Waste Treatment Project: Update and Communication and Community Engagement Strategy – West Outer Area Committee April 2009

Appendix 1 - Communications about the Residual Waste Treatment Facility – August to December 2009

Who?	What?	When?
<p>Residents close to either of the two proposed sites for a residual waste treatment facility.</p>	<p>A leaflet, explaining the background to the Residual Waste Treatment project and inviting them to find out more will be sent to each household within a 1 mile radius of either of the two proposed sites. Posters will also be distributed to community venues in the areas, e.g. leisure centres, community centres. The leaflet and posters will invite residents to find out more through one of the following options:</p>	<p>Distributed in September 2009</p>
	<p>1. Signposting to more detailed information on the council website;</p>	
	<p>2. Registering to receive a pack of information, either electronically, or in hard copy;</p>	<p>Distributed as requested.</p>
	<p>3. Registering for the chance to attend an information session briefing in a local community venue.</p> <p>Each session will consist of the standard presentation and a chance for discussion about the proposals. Whilst we will try to make sure all people who request attendance can do so, it is possible we may have to limit numbers and if this is the case we will ask the third party organisation to choose attendees to ensure representation from across the community.</p>	<p>Delivered between September and November 2009</p>
<p>Local residents groups and/or community forums in the areas close to either of the two proposed sites for a residual waste treatment facility.</p>	<p>We will identify residents groups and community forums, in discussion with local ward Members and Area Management officers, and offer them the chance to receive the standard presentation from council officers and to feedback on our proposals.</p>	<p>Presentations between September and November 2009</p>

Who?	What?	When?
Local businesses in the areas close to either of the two proposed sites for a residual waste treatment facility.	Working with Aire Valley Leeds we have agreed various methods to communicate with local businesses and to invite them to a briefing with council officers at our Cross Green site.	Between August and October 2009
Leeds-wide public	<p>We will follow on from the first issue of Recycling and Waste Update, which was distributed to all households in February 2009.</p> <p>Issue two will focus on the Residual Waste Treatment Facility and the same presentation messages above. Residents will be invited to register to receive more information and updates via:</p> <ul style="list-style-type: none"> • Signposting to more detailed information on the council's website; • Register to receive a pack of information or updates, electronically or in hard copy format; <p>The newsletter will also give residents the chance to feed back on the information via email, in writing and by telephone.</p>	Distributed in December 2009
Elected Members	The presentation that forms the basis of the communications approach will be shown at Area Committees in September 2009. A pack of information on the Residual Waste Treatment Facility including the presentation, leaflets will be distributed to all ward members.	Distributed in September 2009



Originator: Matthew Bentley
Tel: 07891276948

Report of Director of Development

Report to Outer West Area Committee

Date: 11th September 2009

Subject: Outer West Conservation Area Reviews

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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

Executive Summary
The report seeks to update members on the progress of the conservation area reviews undertaken on Pudsey and Calverley using funding gained via Area Committee well-being budget and establish where the reviews of Farsley and Woodhall Hills will fit within the conservation area review programme for 2009/10.

1.0 Purpose Of This Report

1.1 The report seeks to update the Outer West Area Committee on the current progress of the reviews of the Pudsey and Calverley conservation areas and establish where the reviews of Farsley and Woodhall Hills will fit within the conservation area review programme for 2009/10.

2.0 Background Information

2.1 A total budget of £16,000 was secured from the Outer West Area Committee to undertake the conservation area reviews of Pudsey and Calverley in the financial year commencing April 2008. During this period a total of 18 conservation areas were to be reviewed throughout the year. From the budget secured, three community conservation officers were employed. Of these Matthew Bentley is to review the Pudsey conservation area, with Naomi Archer reviewing the Calverley conservation area.

2.2 A total budget of £10,000 was secured from the Outer West Area Committee to undertake the conservation area reviews of Farsley and Woodhall Hills in the financial

year commencing April 2009. During this period a total of 16 conservation areas were to be reviewed or designated throughout the year.

3.0 Main Issues

- 3.1 Timetabling – As the conservation areas to be reviewed in both financial years are among a larger group getting reviewed, deciding where to fit them into the timetable was an important decision. The Pudsey and Calverley reviews were timetabled for late 2008/early 2009. Following consultation the appraisals and amended conservation area boundaries were approved under delegated decision with the documents being approved as a material consideration and had an activation date of 9th April 2009.
- 3.2 Consultation of local groups – getting in touch with local civic and community groups to discuss whether they would like an input into the documents. Pudsey Civic Society was contacted directly. Consultation for Calverley included;
- Leaflets were distributed to all properties affected by the proposed boundary alteration.
 - The leaflet gave a map of the conservation area, and directed residents to the display in the local library and the appraisal on-line.
 - Posters were put up in public locations in the village including the church, Mechanics Institute, Post Office, pub and fish and chip shop. The posters directed residents to the information on-line and the library display.
 - The draft conservation area appraisal was made available online from 8 December 2008.
 - The display in the local library was available from 12 December 2008 to 22 January 2009.
 - After formal consultation, a drop-in afternoon meeting took place on 17 March to publicise the revised final document. It was organised by the local area management team and advertised in two local newspapers and by means of posters and a banner close to the meeting venue.

Consultation in Pudsey included;

- A drop-in meeting was held in the Pudsey library from 10am until 2pm on Saturday 14th February. This included a display of the appraisal, draft appraisals for the attendees to look at and comment on and maps of the proposed conservation area extension for residents to draw on and make comments on. The meeting was attended by approximately 18 people. The overwhelming response to the appraisal was positive.
- All residents within the proposed conservation area extensions were mailed directly with an information leaflet. The leaflet directed the residents to the appraisal available on-line and to the information displayed in Pudsey Library. The leaflets were posted on the 2nd and 3rd February 2009.
- Commercial and industrial premises which were affected by the change of the conservation boundary were also mailed directly with an information leaflet. The leaflet directed these to the appraisal available on-line and to the information displayed in Pudsey Library. The leaflets were posted on the 2nd and 3rd February 2009.
- A display was placed in the entrance of Pudsey Library, Church Lane, Pudsey, from 2nd February to 13th March 2009.
- A press release was distributed and appeared in the Pudsey Times on 4th February and also on the newspapers website.

- The draft conservation area appraisal was made available online from 2nd February 2009. Posters were put up in the conservation area directing people to the website and the display and invited comments. These were in Sainsbury, Pudsey One-Stop Centre, the sports hall, and the town centre notice board.

4.0 Implications for Council Policy and Governance

4.1 Member Consultation

4.1.1 Summary of Calverley ward member consultations;

Local Ward Members – Calverley with Farsley Ward

Councillor Andrew Carter
Councillor Frank Robinson
Councillor Joseph Marjoram

- The ward councillors were first informed of the review process by email 14 October 2008.
- A draft map of the proposed boundary changes was e-mailed to the councillors on 23 October 2008.
- A meeting was held with Cllrs Carter and Marjoram on 5 November 2008
- The Councillors were then emailed a PDF of the appraisal and management plan on 5 December 2008. Paper copies were sent by internal mail on the same day.
- A further meeting was held with Cllr Carter on 13 January to discuss public consultation responses.

4.1.2 Summary of Pudsey ward member consultations;

Local Ward Members - Pudsey Ward

Councillor Coulson
Councillor Jarosz
Councillor Lewis

- The ward councillors were informed of the review process by email 22nd May 2008. Cllr Coulson requested that he would like to be involved in the process.
- A meeting with Cllr Coulson took place on 22nd October explaining the CA review process. The Cllr was in agreement with all of the initially proposed boundary changes.
- The ward Cllrs were sent a draft map highlighting the proposed extensions by email on 6th January 2009. Cllr Lewis responded that he was in support of these proposals.
- The ward Cllrs were sent a draft copy of the conservation area appraisal and management plan on 21st January 2009 by email.
- The ward Cllrs were made aware that the public consultation was commencing on 2nd February 2009 by email.
- A public forum meeting was attended on 17th February 2009 where both Cllr Lewis and Cllr Jarosz stated their support for both the conservation area extension and the appraisal document. The overall attendance of this meeting was approximately 20 people.

4.2 There has been no member consultation as of yet for the 2009/10 conservation reviews of Farsley and Woodhall Hills.

5.0 Legal and Resource Implications

- 5.1 The financial resource implications for the 2008/9 reviews were made from the budget which was previously agreed with the area committee (£8,000 each for the Pudsey and Calverley reviews).
- 5.2 The financial resource implications for the 2009/10 reviews were made from the budget which was previously agreed with the area committee (£10,000 combined total for the Farsley and Woodhall Hills reviews).

6.0 Conclusions

- 6.1 The conservation area review(s) have/will aim to:
- Promote the conservation areas within their localities
 - Engage local communities in establishing what they believe are the special characters of the areas.
 - Produce a tangible document that will be accepted by the full council and will help to inform future developments within the conservation area, resulting in developments that are sympathetic and in keeping with the special character of the area.
- 6.2 The conservation areas of Farsley and Woodhall Hills will be programmed to be undertaken in the 2009/10 financial year, with fieldwork likely to commence in November 2009, aiming for an approval of the documents in March 2010.

7.0 Recommendations

The area committee is asked to:

- Provide a route to Councillors for consultation when necessary.
- Note the project and its targets.
- To possibly assist in providing information on groups and meeting rooms of the area when they are required.



Originator: Gavin Forster

Tel: 0113 395 0977

Report of the Director of Environment and Neighbourhoods

Outer West Area Committee

Date: 11th September 2009

Subject: Outer West Area Committee Well-Being Budget

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

The report seeks to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-being budget for wards in the Outer West area. It seeks approval for new projects commissioned by the Area Management Team.

1.0 Purpose Of This Report

1.1 The report seeks to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-being budget for wards in the Outer West area. It seeks approval for new projects commissioned by the Area Management Team.

2.0 Background Information

As detailed at the April 3rd committee meeting at the beginning of the financial year the allocations for 2009/10 were:

- Revenue: £ 176,570
- Capital £ 90,626

2.1 The balance for 2009/10 including well-being projects agreed at the July 2009 Area Committee and any carry forward is therefore:

- Revenue: £ **minus** £5,239.76
- Capital: £ £46,356.52

3.0 Main Issues

3.1 The table below lists projects which the Area Committee is asked to support through its Well Being fund. The details of each scheme are set out in Appendices 1- 2

3.2 If all commissioned projects presented for consideration today are approved the following balance will remain available for the rest of 2009/10:

- Revenue: **minus** £5,239.76
(It should be noted that the Area Committee's well-being budget will be unexpectedly receiving £8,000 revenue in 09/10 from Safer Leeds, who have agreed to waive the cost of maintaining and monitoring 8 Closed Circuit Television Cameras in Outer West Leeds). This figure * is shown in the table below to supplement the revenue balance.
- Capital: £ 42,656.52

3.3 At April 2009 Area Committee, it was agreed that of the remaining capital balance, £15,000 would be set aside for each Outer West ward to spend on capital projects deemed appropriate by ward Members. The application for the leaf blower was previously agreed would be split over the three wards and allocated to the £15,000 ward capital funds. Therefore, the amount of capital funding remaining per ward is:

- Pudsey £ 8,021.17
- Farnley and Wortley £ 8036.17
- Calverley and Farsley £ 6333.07

Commissioned Project	Amount requested for 2009/10		Appendix
	Capital	Revenue	
Well-being Funding Available	£46,356.52	Minus £5,239.76	
20mph traffic calming measures for Old Farnley	£20,185 <i>(approved already at April 2008 Area Committee)</i>		1
OW Leaf Blower	£3,700		2
Total	£3,700		
CCTV rebate from Safer Leeds		£8,000 *	
Remaining Available funds	£42,656.52	£2,760.24	

3.4 The traffic calming scheme in the Dragons, Old Farnley, referred to in appendix 1 was approved by Area Committee in April 2008. At that time, the Area Committee wanted two such schemes carrying out, the other being in the Whincovers / Cobdens. However, the cost of each scheme meant that two schemes were not feasible. Subsequently, due to Highways being approached by Area Management across the city about implementing such schemes, Highways changed their transport policy and agreed to match fund such schemes with Area Committees. It should be noted that as the Old Farnley scheme just missed out on this policy change, Highways have agreed to do the two original schemes that the Area Committee requested for the price of one, with them paying the remaining 50% of the schemes. The Area Committee is therefore now asked to approve the previously agreed funding being split between the two schemes.

4.0 Small Grants and Skips Budget.

4.1 Since the last Area Committee the following small grants have been approved :

PROJECT	COST
Calverley Mechanics Institute notice boards	£500
Total small grants approved 2009/10	£3,500

4.2 From a total allocation of £12,783.75 for small grants there remains £9283.75 for the remainder of 2009/10.

4.3 Since the last Area Committee no Skips have been requested

4.4 From a total allocation of £2825.00 for skips, there remains £2132.00 for 2009/10.

4.5 It should be noted that if all projects outlined in the table above are supported, along with the allocations for small grants, skips and communications, the Well-being fund balance will be:

- Revenue £2,760.24
- Capital £42,656.52

5.0 Budget Pressures for 2009/10

5.2 This limited revenue and capital funding available will impact on the ability of the Area Management Team to deliver projects set out in the Area Delivery Plan.

6.0 Implications for Council Policy and Governance

Member Consultation

6.1 Well being projects are derived from West Leeds Area Management's Area Delivery Plan and developed via consultation with Area Committee Members. This plan helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities.

7.0 Legal and Resource Implications

7.1 The financial resource implications of well-being projects will be processed via the Area Committee's Well-being budget. Staff resources will be provided by Area Management and partner agencies.

8.0 Conclusions

8.1 The projects outlined in this report 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

9.0 Recommendations

9.1 The Area Committee is asked to:

- a) comment upon and, where appropriate, approve funding from the Well-being budget for the commissioned projects attached at appendices 1 and 2.
- b) note the small grant approvals set out in paragraph 4.1

Background Papers:
none

Area Committee Well Being Fund
Commissioning of Service for 20 mph Zones

Project Name: 20mph zones for Old Farnley – Whincovers & Cobdens / Dragons areas

Lead Organisation: Highways

Project Delivery - How will the project be delivered? (list any partners involved in the project):

This project will be delivered by Highways.

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

Ward Members identified the need for 20mph zones to be implemented in two residential areas of Old Farnley (Dragons and Whincovers/Cobdens). In order to proceed with this project, a feasibility study of the areas concerned was carried out, in order to see if in the first instance traffic calming features were already in place, and in the appropriate place (100metres apart), to ensure that mean speeds of around 20mph could be achieved, and what further work would be needed to realise these speeds.

The feasibility study arrived at the cost of implementing traffic calming measures, and on the basis of this study, Ward Members prioritised the Dragons area as being an area which would benefit from traffic calming measures.

Since this study occurred transport policy has changed and Highways are able to contribute 50% towards such traffic calming schemes. Consequently, the suggestion has come forward that the original funding awarded to the Dragons traffic calming scheme of £20,185 (capital) by Area Management can be split to cover both this scheme and the Whincover/Cobden scheme, with Highways making up the 50% shortfall.

Outcomes (summarise the main outcome/output/benefit the project will achieve):

- Increased community safety
- Safer environment

Project Cost. Please indicate

How much the project will cost? The project will cost £20,185 (capital); however, as this funding (which is enough to cover Area Management's 50% contribution to both schemes) was agreed at the April Area Committee of 2008, no additional funding is sought from the Area Committee on this occasion.

Rather, permission is sought to split the original funding award between the two schemes as opposed to just one.

Identify which geographic areas will benefit:

Old Farnley

How much Well Being Funding is sought and breakdown between capital and revenue)

The project will cost £20,185 (capital); however, as this funding (which is enough to cover Area Management's 50% contribution to both schemes) was agreed at the April Area Committee of 2008, no additional funding is sought from the Area Committee on this occasion.

Who will be in receipt of the financial order. (name of the organisation and contact details)

Alan Robinson
Senior Engineer
Middleton
Highways

Area Committee Well-being Fund – Project Proposal
Outer West Area Committee

Project Name: Leaf collection equipment

Lead Organisation: Streetscene Services

Project Delivery –

The project will be delivered by Streetscene services to enhance their current provision in the area.

Project Summary :

Each year in Outer West is affected by the amount of leaves that drop in the autumn. These leaves cause problems on both the carriageways and footpaths, such as potential to cause falls and also the leaves covering potential hazards. This project will allow the purchase of a suction machine that will enhance the cleansing service of leaves and litter. The machine will be carried on the Community Action Service Team (CAST) vehicle and so can be used across the area by the team. The work will complement the Streetscene leaf collection programme.

Outer West Leeds consists of 67,578 residents that could all benefit from the use of the machine.

It has been noted by ward members and residents that excessive amounts of leaves in the Outer West area can have a significant impact on carriageways and footpaths in the area and that extra leaf clearance is needed.

Outcomes:

- To reduce the associated problems with the leaf drop in the autumn
- Cleaner Streets, faster, smarter, more effective cleansing,

Project Cost

The project will cost £3700 (Capital).

This includes £3,000 for the purchase of the main unit and £700 for associated parts etc.

Identify which geographic areas will benefit:

All Outer West wards (Farnley & Worley, Calverley & Farsley and Pudsey)

This page is intentionally left blank



Originator: Clare Wiggins

Tel: 0113 395 1973

Report of the Director of Environment and Neighbourhoods

Outer West Area Committee

Date: 11th September 2009

Subject: Area Manager's Report

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

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 purpose of this report is to inform members of progress on a number of projects in Outer West Leeds as determined by the Area Delivery Plan 2009-12. The Area Delivery Plan is the key strategic document produced by Area Committees and the local expression of the Leeds Strategic Plan.

1.0 Purpose Of This Report

1.1 This report informs Members of the progress against the Area Delivery Plan 2009-12 as agreed by Executive Board in July 2008. The report is structured around the Leeds Strategic Plan themes.

2.0 Background Information

2.1 The Area Delivery Plan for this Area Committee was agreed by Executive Board in July 2009 together with the Area Committee functions and enhanced roles. The Area Committee approved the ADP at its last meeting. However, since then, there have been some amendments to the profile information and introduction. Members should note that this revised information, along with the action plan is available to view on-line on the Leeds City Council website via the following path: Council and democracy / Councillors, democracy and elections / Council documents, Area Committee

3.0 Main Issues

Environment

- 3.1 The Area Committee received full reports at its February meeting on Health and Environmental Action Service (HEAS) and Streetscene Services in its area. As a result of these reports, it was decided that separate meetings should be held with these services and a Member representative of each ward, to discuss the proposals more fully and to give a ward based perspective on issues to be addressed. Meetings were held between Members and Officers in June and it was decided that each service would report back to the Area Committee on a six monthly anecdotal basis i.e. against their areas of work, such as fly-tipping, trade waste dumping etc showing what they have found in the Outer area to be the main areas of work / requests for service.
- 3.2 A full report on community green space is presented elsewhere on this agenda, outlining area specific work to date and plans for the future for the Parks and Countryside Service in the Outer West area.
- 3.3 Farsley schools, in conjunction with FYDP, have been taking part in various community activities, which are hopefully a pre-cursor to a full Farsley in Bloom initiative next year. Farsley Spring Bank Primary School has taken part in 'Ginnel Fix It', clearing up areas of Farsley. They have also developed a hanging basket initiative with local shops, providing 18 baskets to different businesses, with the agreements that the shops will maintain them. Farsley Farfield Primary School has implemented a similar scheme with a parade of shops near the school and they also supported the Farsley Festival by selling plant tubs to the community.
- 3.4 The Area Management Team have met with the Floral Initiative Officer to seek support for this scheme. It is proposed to hold an initial meeting in September to launch the scheme and get local people on board with bulb-planting. The Farsley Community Festival in July advertised for volunteers for the In-Bloom group, with a view to establishing some inter-generational work between local schools and the local Live at Home scheme.
- 3.5 The Area Management Team continues to work closely with Groundwork Leeds to improve run down areas and poor quality green spaces in Outer West. They particularly focus in areas in the bottom 10% in terms of deprivation statistics. However, where additional funding is provided, this allows them to work more flexibly. The Outer West Area Committee, has in the past, supported Groundwork to deliver projects in areas outside the bottom 10% to facilitate environmental improvements and community cohesion. They have also supported the Green Check Project to work in 2 primary schools in Outer West.
- 3.6 Of particular interest, is the work which is taking place as part of the LAMPs in the Outer West area. A scheme designed by Groundwork has now been completed to provide a kick around area at the Stone Circle on Gamble Hill.
- 3.7 The Area Committee has approved funding for a Junior Warden's scheme. Groundwork in conjunction with the Youth Service, will initiate the Junior Warden scheme on the Gamble Hill estate, to provide some ownership of the stone circle

scheme and therefore, hopefully reduce vandalism. In addition, this scheme will pick up on wider issues such as healthy eating, obesity etc by looking at growing food.

- 3.8 West Leeds Country Park Visitor Centre will be dedicated to the wildlife of west Leeds. The new collections will contain only native British species which can mainly be seen in and around the West Leeds Country Park. There will be six new aquariums, enlarged aviaries housing native birds and mammals, an interactive woodland area and 'Nectar Corner' housing an observation beehive. There will also be a community area in which activities will be run throughout the year, including bird box building, arts and craft sessions, learning to be responsible and safe when fishing and "meet the wildlife" sessions. The centre is due to open in Spring 2010.

Thriving Communities

- 3.9 A full Community Safety update report is attached elsewhere on this agenda, including details about the implementation of a Designated Public Place Order in Farsley.
- 3.10 A number of area based regeneration schemes are underway in Outer West. The Farsley Town & District Centre (T&DC) scheme is nearing completion. Outstanding works to be completed include resurfacing works to High Street with stone setts laid as an entrance feature. It is also proposed to replace the cenotaph railings. The condition of the ginnel adjacent to 52 Town Street is currently being reviewed and ownership details being sought.
- 3.11 The Pudsey T&DC scheme is largely completed. The bus lay-by was due to be funded through a section 106 agreement linked to the proposed Cemetery Road development. However, that development has not proceeded. Fortunately however, this work will now be funded through the Local Transport Plan. Site investigations have been undertaken to identify underground services and work is likely to start on site during 2009/10.
- 3.12 The heritage lighting element of the scheme is yet to be completed as the Area Management Team is trying to ensure that the lighting style ties in with the bus station scheme.
- 3.13 A Feasibility Report on Pudsey Leisure Centre was presented to Pudsey Members earlier this year. The proposals include new entrance, active frontage, new public toilets, interior refurbishment and extended Bodyline gym and would cost approximately £2 million. These proposals supersede the T&DC plans for demolition and re-provision of public toilets. The August 2009 Executive Board recommended that the proposals to modernise and refurbish the facilities provided at eight sites, including Pudsey, be approved. Executive Board also noted an indicative timescale of 2011/15 for the Pudsey scheme, whilst the proposals for Aireborough, Kirkstall and Wetherby would be prioritised.

- 3.14 The Lower Wortley Road Improvement Scheme is progressing. The Stopping Up Order of the Bull Ring has been confirmed by the Secretary of State. Notices now have to be posted to this effect around the relevant area to allow six weeks for objections. Providing that the Order is not challenged, work can begin on site on 3rd September 2009. Contact has been made with the Headteacher at the local Lower Wortley Primary School with a view to work commencing in the autumn term with some of its pupils to design the artwork for the bullring.
- 3.15 It should be noted that Accent Housing and Unity Housing have now legally acquired the site at Highfield Gardens from Leeds City Council to develop affordable housing comprising 33 houses and 8 bungalows. This site forms part of the West Leeds Gateway area. Accent Housing will be drawing down the grant from the Homes and Communities Agency imminently and it is anticipated that work will start on site shortly. In addition, work is also planned to start on site on Farrow Road,
- 3.16 The Gambles and Heights LAMPs are moving away from concentrating on crime and grime issues, to tackling longer term issues such as young people and anti-social behaviour on the Gambles, and Health and Well-being in its widest sense on the Heights. Meetings have been held with Armley Juniors and the Youth Service to ascertain what youth provision is currently available in the area, and an approach has been made to the Heights Church to see whether their hall could be used as a youth venue, in order to widen the opportunities available to all young people on both estates.
- 3.17 It should also be noted that communities are benefiting from CCTV systems, the installation, monitoring and maintenance of which has been supported by the Area Committee. Recently, a CCTV camera in central Pudsey recorded suspicious activity outside B&M stores and a subsequent break-in to the store.

Stronger Communities

- 3.18 Members will be aware of the 'Your Communities, Your Priority' events that took place in February, March and April of this year across the West North West area. In the Outer West area, the Area Management Team held three events which were attended by a total of 94 residents.
- 3.19 The aim of the events was to engage the public in the process of setting local priorities to inform the development of the 2009-12 Area Delivery Plans for the four Area Committee Areas. Evaluations of the events have highlighted some areas for improvement in relation to future community engagement work.
- 3.20 Across WNW, only 412 residents attended the 12 events. As a proportion of total population for the WNW area this is very low and unrepresentative in terms of community profile. Given this experience, the WNW Area Management Team is seeking to review the Committee's existing Community Engagement Strategy which was agreed in December 2008 with a view to enhancing the way in which we support strong and inclusive communities. The Committee is clear that it wants to strengthen, develop and sustain opportunities for local people and groups to influence what happens in their communities. The Committee has also stated that it wants to provide opportunities for communities to shape and influence the development and delivery of services that reflect local needs and priorities. Critically, the Area management Team needs to manage and co-ordinate engagement activities to ensure partner participation and consistency so that we provide opportunities for participation for all

sections of the communities.

3.21 In order to make both the committee's and its partners' community engagement work more meaningful – over the next few months the AMT will be developing:

- a) a dedicated Area Committee website to promote and communicate the work of the Area Committee more effectively along with a web based community engagement survey platform with a menu linking all partner initiatives, latest news, and a means to undertake and evaluate web-based surveys on local matters. This will either be linked to the Council's 'Talking Point' portal or operate as a stand-alone survey tool.
- b) An Area Committee Citizen's Panel – currently city-wide panel has 2000 residents across the whole city. Alongside existing community engagement structures the Area Committee's Citizen's Panel will provide a representative view of public opinion and will be useful when considering the impact and effect of changes to public services. It will also be an on-going sounding board and will be more likely to provide useful results than the recent engagement events and traditional ward forum structures.
- c) A promotional Area Committee leaflet highlighting the Committee's main achievements over the last couple of years and its priority themes and projects for the next couple of years. The leaflet will also include information on how local people can get more involved in the work of the Area Committees and its partners in the Outer West area and;
- d) More thematic and issue based consultation using outreach as a model for gauging the views of communities of interest – our experience has been that where residents and stakeholders really care about an issue and can relate to outcomes e.g. a DPPO or a high street improvement scheme, or a neighbourhood planning exercise we tend to get more people getting involved and participating. The AMT will be looking to develop a programme of such consultation with partners through existing ward forum structures.
- e) A full community engagement strategy report will be presented to the Committee at one of its future meetings for approval.

3.22 It should be noted that Councillor Richard Brett is driving forward a plan to designate 2010 as the Leeds Year of Volunteering. Area Teams have been asked to participate in a programme to increase the number of volunteers and improve access to a wide range of volunteering opportunities. The leaders of the main political parties have given their broad support to this. It will be steered and approved by a Political Steering Group that Councillor Brett will Chair.

3.23 It is being suggested that each Area Committee could fund and promote two Volunteer Promotion or Celebration events in their area during the year - specifically aiming to increase volunteering opportunities and volunteer activity by individuals. One of these events could be to run a Volunteer of the Year Awards scheme for their area - with area winners going forward to a City Wide Celebration Event and Award Ceremony at the end of 2010. Further details will be brought back to a future Area Committee with a possible request for funding to support this work in 2010/11.

Learning

- 3.24 A full report on Children's Services (including a Youth Service update) will be presented at the October Area Committee.
- 3.25 A report was submitted to the Council's Executive Board in July 2008 detailing the proposed role for Area Committees. In the appendix to this – "Area Committee Roles for 2008/09" – the role of Committees in supporting locally the delivery of the Leeds Children and Young People's plan was outlined. This document highlighted the role for members to work as "champions for children's services and act to influence where appropriate". With this in mind a specification for the role of the Children and Young People's Champion (across all Area Committees) has been drafted. Similarly, specifications are being drawn up for the role of Champions for Health and Wellbeing, Worklessness and Community Safety.
- 3.26 The Area Committee may be aware of the recent sad news that Dr Bill Pullen, the head teacher at Farnley Park High School unfortunately passed away after a short illness. He was a well-loved and respected figure at the school and in the community and had also supported the Area Committee in its partnership work to deliver improvements in the Outer West area.

Health & Well Being

- 3.27 Health & Well Being themed event took place prior to the July Area Committee. This allowed partners to debate health and well being issues and inform the work of the Area Committee.
- 3.28 The theme of September's Area Committee event is Environment and Well being. This session will focus on how healthy environments and partners' actions to further this can contribute to community well being. The Area Committee will hear about the work of partners such as Groundwork Leeds, Park Spring Primary School, British Trust for Conservation Volunteers (BTCV) and West Leeds Healthy Living Network.
- 3.29 NHS Leeds representatives are attending the autumn round of community forums in the Outer West area. They were due to attend this Area Committee, but due to other priorities, they have had to re-prioritise work and hope to attend a future meeting to update the Area Committee.

Enterprise & Economy

- 3.30 There are few signs of recovery yet in Outer West in the current recession. Unemployment continues to increase. Out of 44,210 people of working age in the area, 2,104 people were claiming benefits in July 2009, compared with 2,037 in April 2009, representing 4.3% of the local workforce (source Leeds Economy Bulletin Summer 2009). The number of investment enquiries coming to the Council has also continued to fall in Outer West over the last six quarters, from 90 industrial enquires to 30, from 43 office enquiries to 25, from 53 retail enquiries to 29 and 42 land enquiries to 29.
- 3.31 Pudsey Business Forum continues to be held monthly although attendance has dropped notably over the summer. It continues to be a useful arena for business consultation and informing the work of the Town Centre manager (TCM).

- 3.32 Regular steering group meetings are held, including local businesses, Councillors, Police, Leeds Ahead and Area Management to help focus the work of the TCM. Pudsey's 'Shop Local' scheme which was launched in April 2009, will be strengthened in early autumn with the introduction of a loyalty card scheme. This will involve shoppers using a reward card and having their card stamped at participating stores. Once six stamps have been collected the card is entered into a monthly prize draw to win £50 of Pudsey shopping vouchers.
- 3.33 On August 16th the TCM ran a Teddy Bear's picnic in Pudsey Park. This was a very successful day with approximately 500 people attending. In response to a flyer distributed locally, parents and children brought a teddy and a picnic and enjoyed entertainment from Suitcase Circus??? and also the Friendly Band who performed as part of the Bands in the Park season. The aim was to combine these events with the Artsmix Market which also took place that afternoon, to create a critical mass and help ensure the success of each event. The events in the park were very enjoyable and well supported. However, the Artsmix Market was reported to be fairly quiet.
- 3.34 Pudsey featured on BBC Radio 5 Live as the TCM was interviewed for the Drivetime Show in July. The TCM highlighted the work that is going on in Pudsey to address issues associated with the current recession and the tone of the interview was positive and helped promote Pudsey.

Culture

- 3.35 The fifth 'I Love West Leeds' festival took place between 3rd-19th July, with the festival day being held in Hainsworth Park, Farsley. Highlights of the festival fortnight included a photography exhibition, bike-in movie, two new plays, music and dancing. This year Farsley Youth Development Project's 'Farsley Community Festival' was combined with the 'I Love West Leeds' festival to provide one larger scale event. The festival day included free workshops, a pamper zone, 5-a-side football, arts and crafts. The festival has been short listed for Regeneration & Renewal magazine's award for culture-led project of the year. The results will be announced on September 23rd.
- 3.36 The Area Committee has already supported additional summer band concerts throughout Outer West. The Area Management Team continues to support Artsmix in establishing a regular arts and crafts market throughout the year in Pudsey and where possible is attempting to tie these in with other events, for example the summer band concerts and Teddy Bear's Picnic, to generate greater visitor numbers.
- 3.37 A junior music concert took place on the 21st July on Pudsey's Market Place car park and was very well supported. This was delivered by the TCM in conjunction with Interplay.

Transport

- 3.38 The key current transport scheme for Outer West is Pudsey bus station. Tenders have been returned within budget and have been appraised by Metro and LCC. A report went to Metro's Executive Board on 25th August 2009 including recommendations on a preferred contractor. Briefings have taken place with ward Members and the matter is due to be discussed at the Pudsey Business Forum on September 23rd. Public notices will be displayed around the site to provide information to the public. An autumn start on site date is likely, but will need to be agreed through discussions with the selected contractor.

3.39 Highways have confirmed that they are now in a position to implement the 20mph zones in the Dragons and Whincovers / Cobdens area of Farnley & Wortley ward, after some considerable public consultation. This scheme is referred to in the well-being budget report elsewhere on this Area Committee's

4.0 Implications for Council Policy and Governance

Member Consultation

4.1 Members are consulted on projects and initiatives within their wards. In addition each Leeds Strategic Plan theme has a Member champion to progress work in this area.

5.0 Legal and Resource Implications

5.1 In order to meet the Area Committee's functions, funding is available via Well Being budgets, the Community Centres Budget and Neighbourhood Renewal Funding.

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 in the fact that the Area Committee's role here is only to influence, develop and consult. However, wellbeing funding has resourced some projects here e.g. community engagement, 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 West Area Committee members are invited to note the contents of the report and to comment on any aspect of the matters raised.

Background Papers:

None

Outer West Area Committee
Forward Plan for October 2009

1. Childrens/Youth Services Update
2. NHS Leeds update
3. EAT 6 monthly update
4. Community Centre update
5. Wardens report
6. Locality Index
7. Year of the Volunteer
8. Well-being budget report
9. Area Manager's report
10. forward plan for December Area Committee

This page is intentionally left blank

Agenda Item 17

Leeds City Council
Parks and Countryside
Farnley Hall
Hall Lane
Leeds
LS12 5HA

- From Leeds Inner Ring Road head west to Armley Gyratory Roundabout.
- Take second exit on to B6154 Wellington Road.
- Continue on this road which becomes Tong Road for approximately 2 miles until reaching the main crossroads with Farnley Ring Road (reservoir on the right). (NB Speed cameras at regular intervals on Tong Road).
- Go straight ahead at the traffic lights for 100 yds to the next set of lights.
- Turn left onto Butt Lane.
- At the T junction, turn right onto Hall Lane.
- The entrance to Farnley Hall is immediately on the left.



This page is intentionally left blank