



EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Tuesday, 22nd March, 2011 at 3.00 pm**

MEMBERSHIP

Councillors

S Armitage	- Cross Gates and Whinmoor;
P Grahame	- Cross Gates and Whinmoor;
P Gruen	- Cross Gates and Whinmoor;
M Dobson	- Garforth and Swillington;
A McKenna	- Garforth and Swillington;
T Murray	- Garforth and Swillington;
J Lewis	- Kippax and Methley;
K Parker (Chair)	- Kippax and Methley;
K Wakefield	- Kippax and Methley;
W Hyde	- Temple Newsam;
M Lyons	- Temple Newsam;
D Schofield	- Temple Newsam;

**Agenda compiled by:
Guy Close
Governance Services Unit
Civic Hall
LEEDS LS1 1UR
Tel: 24 74356**

**South East Area Leader:
Shaid Mahmood
Tel: 22 43973**

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

Item No	Ward/	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 8TH FEBRUARY 2011</p> <p>To confirm as a correct record the minutes of the meeting held on 8th February 2011.</p>	1 - 8
7			<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>	

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			<u>EXECUTIVE BUSINESS</u>	
8	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p data-bbox="675 286 1334 387">WELL BEING BUDGET (REVENUE) 2010/11 AND PROPOSALS FOR EXPENDITURE IN 2011/12</p> <p data-bbox="675 434 1406 647">To receive and consider a report from the South East Area Leader updating the Area Committee on project work funded through the Well Being Budget for 2010/11. The report also provides details of the budget available in 2011/12 and how this can be used to improve local services.</p>	9 - 22
9	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p data-bbox="675 719 1315 786">ACTIONS, ACHIEVEMENTS AND UPDATE REPORT</p> <p data-bbox="675 831 1378 1005">To receive and consider a report from the South East Area Leader updating Members on actions and achievements around the Area Delivery Plan since the Area Committee meeting in February 2011.</p>	23 - 62
			<u>COUNCIL BUSINESS</u>	
10	All Wards;		<p data-bbox="675 1189 1289 1211">DOG CONTROL ORDERS - PHASE TWO</p> <p data-bbox="675 1256 1398 1364">To receive and consider a report from the Director of Environment and Neighbourhoods on proposals to introduce further Dog Control Orders in the City.</p>	63 - 66
11	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p data-bbox="675 1435 1278 1503">DATES, TIMES AND VENUES OF AREA COMMITTEE MEETINGS 2011/12</p> <p data-bbox="675 1547 1382 1722">To receive and consider a report from the Chief Democratic Services Officer requesting Members to give consideration to agreeing the dates, times and venues of their meetings for the 2011/12 municipal year.</p>	67 - 70

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Agenda Item 6

EAST (OUTER) AREA COMMITTEE

TUESDAY, 8TH FEBRUARY, 2011

PRESENT: Councillor K Parker in the Chair

Councillors S Armitage, M Dobson,
P Grahame, P Gruen, W Hyde, J Lewis,
M Lyons, T Murray, D Schofield and
K Wakefield

57 Chair's Opening Remarks

The Chair welcomed all in attendance to the February meeting of the East (Outer) Area Committee.

58 Declarations of Interest

Councillor Armitage declared a personal interest in agenda item 9, Wellbeing Budget (Revenue) 2010/11, in her capacity as Chair of Swarcliffe Good Neighbours. (Minute No. 64 refers)

Councillor W Hyde declared a personal interest in agenda item 9, Wellbeing Budget (Revenue) 2010/11, in his capacity as Chair of Cross Gates Good Neighbours. (Minute No. 64 refers)

Councillor P Grahame declared a personal interest in agenda item 9, Wellbeing Budget (Revenue) 2010/11, in her capacity as a Member of Cross Gates Good Neighbours Scheme. (Minute No. 64 refers)

Further declarations of interest were made at later points in the meeting. (Minute No. 65 refers)

59 Apologies for Absence

There were no apologies for absence.

60 Minutes - 7th December 2010

RESOLVED – That the minutes of the meeting held on 7th December 2010 be confirmed as a correct record.

61 Matters Arising from the Minutes

Minute No. 44 – Community Centres Report

Martin Hackett, Area Management Officer, reported that the Community Centres Sub-Committee met on 28th January 2011. The Area Committee was informed that there was no longer a maintenance budget for each community

Draft minutes to be approved at the meeting
to be held on Tuesday, 22nd March, 2011

centre – there was now a centrally held budget of £1m for council owned buildings.

Minute No. 52 – Annual Report – for Parks and Countryside Service in East Outer Area Committee

Clarification was provided about arrangements for the transfer of St Aidan's site – it was pointed out that the timescale for transfer was likely to be in excess of one year.

Minute No. 53 – Wellbeing Budget (Revenue) 2010/11

Members were informed that the Methley 'switch on' was cancelled due to severe weather conditions. It was reported that the Cross Gates 'switch on' did take place and was a great success.

62 Open Forum

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

On this occasion, there were no matters raised under this item by members of the public.

63 Actions, Achievements and update report

The South East Area Manager submitted a report which updated Members on the actions and achievements of the Area Management Team since the last meeting.

The following information was appended to the report:

- Minutes of East Children Leadership Team held on 14th October 2010
- Draft City Health and Wellbeing Priority Plan 2011-15
- Minutes of East North East Divisional Community Safety Partnership Meeting held on 16th December 2010
- Minutes of Cross Gates Consultative Forum held on 20th October 2010
- Minutes of Halton Moor Forum held on 26th October 2010
- Minutes of Halton Fourm held on 28th October 2010
- Minutes of Garforth and Swillington Forum held on 6th December 2010.

Martin Hackett, Area Management Officer, presented the report and responded to Members' questions and comments.

In brief summary, the main highlighted points were:

- Community Centres Sub Committee – various issues associated with the pricings and lettings policy, e.g. greater consistency needed in

terms of lettings charges with a view to developing market and subsidy rates. The Area Management Officer agreed to report back to the Area Committee on progress with the review on pricings and lettings.

- The Area Committee considered appointments to the outer east environmental sub-group. Councillors Pauleen Grahame and Tom Murray volunteered to serve on this group. It was reported that if any Member from Temple Newsam or Kippax and Methley Wards wished to join this sub-group then they should contact Area Management.
- The Chair welcomed to the meeting Graham Ambler, Station Commander, West Yorkshire Fire and Rescue Service, to provide an update on restructuring of the service.
Key areas were discussed as follows:
 - the current financial climate and the impact of cuts on the service – Members were advised that there would be no changes to fire cover, although there would be some changes to crew arrangements, e.g. some fire-fighters would be expected to work longer hours.
 - acknowledgement and positive contribution of fire prevention work.

RESOLVED –

- (a) That the report and information appended to the report be noted
- (b) That Councillors Pauleen Grahame and Tom Murray be appointed to serve on the outer east environmental sub-group to progress the delegation and service level agreement with environmental services.

64 Wellbeing Budget (Revenue) 2010/11

The Director of Environment and Neighbourhoods submitted a report which contained details of proposed projects and activities to deliver local actions relating to the agreed themes and outcomes of the Area Delivery Plan (ADP).

Martin Hackett, Area Management Officer, presented the report.

Members supported the work of previous gardening schemes, particularly in terms of the benefits to local communities. Some Members felt there was less demand for the decorating aspect of the scheme.

Members discussed increasing the charge of cricket coaching in 2011 from 50p to £1.

RESOLVED –

- (a) That the report and information appended to the report be noted
- (b) That the following decision be made in relation to an application for 2010/11 revenue wellbeing funding:

- Garforth Arts Festival – £5,000 approved.

- (c) That a decision on Swarcliffe Good Neighbours providing a

gardening / decorating scheme in 2011/12, be deferred to the March 2011 Area Committee.

65 Future Options for Long term Residential and Day Care for Older People

The Deputy Director (Strategic Commissioning) of Adult Social Care submitted a report which presented the Area Committee with information in relation to future options for long term residential and day care services for older people.

The Chair welcomed to the meeting the following officers to present the report and respond to Members' questions and comments:

- Anna Clifford, Programme Manager, Adult Social Care
- Kim Maslyn, Head of Service – Support and Enablement, Adult Social Care.

In brief summary, the key areas of discussion were:

- The role of Neighbourhood Networks and the range of services provided.
- Concerns about the lack of consultation with Elected Members.
- The need for more detailed information in the report about the following key areas:
 - greater social policy and budget context
 - how do we move forward?
 - The role of neighbourhood networks, particularly in terms of supporting people living in their own homes.
- Concerns about the impact of proposed changes on dementia sufferers.
- Ongoing work with the Intermediate Care Team and other joined up working.

RESOLVED – That the report and information appended to the report be noted.

(Councillor W Hyde declared a personal interest in this item in his capacity as Chair of the Federation of East Leeds Neighbourhood Networks.)

(Councillor Armitage declared a personal interest in this item in her capacity as a Member of the Federation of East Leeds Neighbourhood Networks.)

66 Towards Integrated Locality Working

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report which informed the Area Committee on the progress of recent work on locality working through a Locality Working Pathfinder in the South East wedge of the city.

Appended to the report was a copy of the Locality Working Draft Design Principles.

Keith Lander, Deputy Area Manager, presented the report.

Members welcomed the design principles, although it was felt that greater focus was needed in relation to delivering tangible outcomes.

RESOLVED – That the report and information appended to the report be noted.

67 Delegation of Environmental Services

The Director of Environment and Neighbourhoods submitted a report which provided the Area Committee with an update on progress towards achieving delegation of certain environmental services from the 2011/12 municipal year.

The following information was appended to the report:

- Diagram showing how the proposed delegation will work
- Proposed programme of member involvement.

Keith Lander, Deputy Area Manager, presented the report and responded to Members' questions and comments.

In brief summary, the key areas of discussion were:

- Clarification about ownership and responsibility of ginnels and whether they formed part of the delegation. The Area Committee also requested a map of ginnels in the outer east area.
- Greater focus needed on outcomes, e.g. specifying the frequency of litterbins being emptied, etc.
- Concern about current reporting arrangements and the need to develop a more co-ordinated approach.
- Members requested further information about the level of litter pickers in the outer east area.

RESOLVED –

- (a) That the report and information appended to the report be noted
- (b) That a further progress report be submitted to the next Area Committee in March 2011.

(Councillor Wakefield left the meeting at 3.50 pm and Councillor Dobson at 3.55 pm, during the consideration of this item.)

68 South East Health and Wellbeing Programme

The South East Health and Improvement Wellbeing Manager submitted a report which outlined the significant changes taking place locally following

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publication of the recent government white paper and highlighted implications for the work of the local area partnerships.

The Chair welcomed to the meeting, Bash Uppal, Health and Improvement Wellbeing Manager, and Councillor James Lewis (outer east health and wellbeing champion), to present the report and respond to Members' questions and comments.

In brief summary, the main areas of discussion were:

- Local context – emphasis of work focussed on the inner south area
 - Mapping of local facilities taking place
 - Developing the role of the Citizen's Panel and First Contact Scheme.

RESOLVED – That the contents of the report be noted.

69 Children's Services Performance Report

The Director of Children's Services submitted a report which provided Area Committees with an update against key data in relation to education for the academic year 2009-10; and November 2010 NEET and Not Known data. The report also provided details of recent key inspections that had taken place across Children's Services and provided an update on the development of the new Children and Young People's Plan (CYPP) 2011-2015.

The following information was appended to the report:

- Ofsted inspection judgements; attainment; absence / attendance and exclusions data
- National Indicator 108 – Key Stage 4 attainment for black and minority ethnic groups
- NEET and Not Known data
- Draft Children and Young People's Plan (CYPP) for 2011-15

The Chair welcomed to the meeting, Ken Morton, Locality Enabler, Children's Services, to present the report and respond to Members' questions and comments.

There was concern about the level of absenteeism at primary schools and the reasons behind this, e.g. illness and other family reasons. One Member raised the issue of parents taking their children on holiday during term time when the cost of going on holiday was less expensive. It was also queried whether any work had been undertaken with holiday operators to try and restrict this practice. The Locality Enabler agreed to report back.

RESOLVED – That the contents of the report be noted.

(Councillor Gruen left the meeting at 4.15 pm during the consideration of this item.)

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70 Dates and Times of Future Meetings

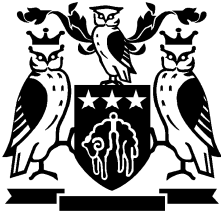
To note the remaining meeting date and time for the 2010/11 municipal year:

- Tuesday, 22nd March, 2011 at 3.00 pm

(Meeting to take place at Leeds Civic Hall, Committee Rooms 6 and 7)

(The meeting concluded at 4.25 pm.)

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Originator: Martin Hackett

Tel: 3950705

Report of the South East Area Leader

East Outer Area Committee

Date: 22nd March 2011

Subject: Well Being Budget (Revenue) 2010/11 and proposals for expenditure in 2011/12

Electoral Wards Affected:

Cross Gates & Whinmoor
Garforth & Swillington
Kippax and Methley
Temple Newsam

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 updates Area Committee on the Well Being budget expenditure in 2010/11 with details provided on some of the work funded from this source. The report also provides details of the budget available in 2011/12 and how this can be used to improve local services.

1.0 PURPOSE OF THIS REPORT

- 1.1 The Well Being budget for Outer East Area Committee in 2010/11 was £210,990. The budget for 2011/12 is £185,220, which is a reduction of £25,770 or just over 12%.
- 1.2 This report will provide information on commitments for 2011/12 and options for targeting the budget in the new financial year.
- 1.3 The report will update Area Committee on the gardening and decorating scheme that was deferred at the meeting held in February 2011. Area Committee will have the option of funding the full scheme or providing a reduced scheme which will allow some carry over of funding into 2011/12.

- 1.4 Area Committee will also be asked to provide funding to retain near normal opening hours at Garforth Leisure Centre until the facility can be transferred to another provider.

2.0 BACKGROUND INFORMATION

- 2.1 The Well Being Budget for 2010/11 is £210,990.

- 2.2 The budget in 2010/11 was used to fund the following work:

- community payback probation scheme
- CCTV monitoring and maintenance costs
- small grants budget
- the cost of an additional Community Environment Support Officer(CESO)
- Funding towards the provision of a Credit Union at Halton Moor One Stop Centre
- Additional Activities for young people
- Community engagement and community involvement
- Tasking Team (Community Safety and environmental work)

- 2.3 At the Area Committee meeting held in February 2011 Members deferred the decision to fund a gardening/decorating scheme from the 2010/11 budget until there was clarity on what options were available to reduce the size of the scheme and to make checks that any savings made from the 2010/11 budget could be carried forward into 2011/12.

- 2.4 The budget for 2011/12 has now been agreed at £185,220 with any savings from 2010/11 carried over and added to that budget.

3.0 MAIN ISSUES

3.1 Gardening scheme for elderly and disabled in 2011 (funded from 2010/11 budget)

- 3.1.1 Outer East Area Committee has funded a gardening scheme since its inception in 2004. Initially the scheme was delivered by the Community Programme; when the programme was discontinued in 2006 the scheme was delivered by Leeds Groundwork Trust until 2009 when Swarcliffe Good Neighbours Scheme was appointed to deliver the programme.

- 3.1.2 The project has always been funded from the previous years budget i.e. the project this financial year (2010/11) was funded from the budget of 2009/10. It was set up this way in order for the scheme to start in the April of the year and not have to wait until this first meeting of Area Committee that usually meets in either June or July of the year. There is funding available within this years budget (2010/11) to deliver a gardening project in 2011/12.

- 3.1.3 An application has been received from Swarcliffe Good Neighbours Scheme (SGNS) to deliver the project in 2011/12. The cost of the project is £36,600 which is a reduction of £1,200 on last years cost.

3.1.4 The project is available to all residents who are either over 60 years of age or disabled where there are no family members in the household that are able to do this work. The gardening service will be available from April until October of 2011. The project costed at £36,600 will also deliver an affordable decorating service for elderly and disabled during the winter months.

3.1.5 The cost of the project is:

- 2 x full time salaries £28,930
- Management costs - £3,800
- Vehicle costs - £3,700
- Equipment - £380
- Protective equipment - £200
- Garden waste - £730

Total - £37,740. Area Committee has been asked to meet £36,600 of this cost.

3.1.6 The scheme works whereby the first visit is free to the householder and thereafter a charge of £10.50 per hour is made. In 2010/11 there were 363 jobs carried out to 165 households. The breakdown of jobs by ward is as follows:

- Temple Newsam – 68
- Cross Gates & Whinmoor – 29
- Garforth & Swillington – 27
- Kippax & Methley – 41

3.1.7 Contact has been made with SGNS and they have now provided an alternative project at a cost of £20,000. This can be achieved if the decorating element of the project is removed. The gardening scheme would operate from April to October and therefore reduce the 2 full time salaries by £14,500 and management costs by £1,900.

3.1.8 Area Committee should note that the gardening service and decorating service is provided by the same 2 members of staff that make up the cost of this project. In the event of Area Committee agreeing to fund the gardening service at £20,000 the salaries of the 2 full time members of staff will be made up from an increase in the rate charged for decorating. In other words, under the current scheme the Area Committee funding subsidises the cost of decorating work to each property.

3.1.9 SGNS have been set a target of carrying out gardening work to at least 400 properties where no charge will be levied. There will continue to be a charge for any subsequent visits.

3.1.10 Area Committee is asked to consider this as an alternative option.

3.1.11 This will provide a saving of £16,600 and will be carried over and added to the budget for 2011/12 if Area Committee agrees this option.

3.2 Well Being Budget 2011/12

3.2.1 The budget for 2011/12 is £185,220 with a potential addition of £16,600 if the current gardening/decorating service is reduced to Area Committee solely funding the gardening element of this programme. On top of this there have been other small savings in the Well Being Budget that amount to approximately £18,000. Provided there are no other projects funded before the 31st of March 2011 there is potentially £220,000 available to spend in 2011/12.

3.3 Outstanding commitments in 2011/12

3.3.1 The only outstanding commitment is the monitoring and maintenance costs to the 11 CCTV cameras delegated to Outer East Area Committee that are linked to LeedsWatch. The annual cost is approx £33,000.

3.3.2 Area Committee has a 5 year agreement to cover these costs which expires in 2013.

3.4 Small Grants Budget

3.4.1 The Area Committee has always provided a small grants budget that awards grants up to £500 for discreet projects delivered by community and voluntary groups. It is recommended that Area Committee continue to provide such a budget in 2011/12. Appendix 1 provides details of small grants awarded from the budget in 2010/11.

3.5 Community Payback Probation Services scheme

3.5.1 This service has been provided since 2006 and is regularly used to support community clean ups and environmental works across the area. The project has also worked in community centre's with user groups, cemetery's with Parish Councils and greenspace with 'in bloom' groups.

3.5.2 The cost of the scheme is £15,000. If Area Committee agreed to continue with this scheme Probation Services will be required to provide a new service level agreement that includes:

- A real cost comparison for each task undertaken
- Resident/community group/user feedback
- Bi-monthly reports on tasks undertaken

3.6 Community Environment Support Officer (CESO)

3.6.1 In 2010/11 The Neighbourhood Warden service ceased to exist with the majority of Neighbourhood Wardens transferring to become Community Environment Support Officers(CESO's).

3.6.2 In the new CESO structure some areas of Outer East Leeds did not have cover and in order to address this Area Committee agreed to fund 2 additional CESO's; one was to be funded by PFI credits to work in Swarcliffe; the other funded by the Well Being Budget to operate in Garforth/Colton and Whitkirk. The cost to the Area Committee Well Being Budget (with on costs) is £27,700 per annum.

3.6.3 The funding for the Swarcliffe post from PFI credits is guaranteed for 3 years; the Well Being funded post needs to be approved annually and Area Committee will need to decide if it wishes to continue to fund this post in 2011/12.

3.7 Gardening/decorating in 2012

3.7.1 As reported earlier Area Committee fund this project from the previous years budget and although it may seem premature at this stage to be deciding what level of service to provide from April 2012, it is necessary in order to determine how the remainder of the budget is allocated in 2011/12. Members need to bear in mind that the reduced programme (ie Area Committee funding the gardening scheme only) will mean that more funding is available to spend on priority work such as community safety, services to young people, community engagement and involvement, and cleaner greener environments.

3.8 Remaining funds available for priority work

3.8.1 Area Committee is committed to funding the cost of the LeedsWatch CCTV cameras in its area; if area Committee agreed to continue with the probation services project, provide a small grants budget and continue to fund the post of the CESO the total cost will be £85,700.

3.8.2 The cost to Area Committee to fund option 1, a gardening and subsidised decorating service in 2011 and 2012 will cost £73,200. The cost to fund option 2, the gardening scheme without a subsidised decorating service in both 2011 and 2012 is £40,000.

3.8.3 If Area Committee funded the probation scheme, the CESO post, provided a small grant budget and decided on option 1 gardening and decorating service this will leave a balance of just over £80,000 to spend on other priority work. This equates to just over £20,000 per ward to engage with communities, provide additional services to young people and to fund community safety and environmental projects. The Well Being Budget as Option 1 is detailed in Appendix 2.

3.8.4 If Area Committee funded the probation scheme, the CESO post, provided a small grant budget and decided on option 2 gardening with no subsidised decorating service this will leave a balance of £116,000 to spend on other priority work. This equates to £29,000 per ward and is actually an increase of £5,000 per ward on funding allocated to ward based project work This funding would be targeted at the following areas of work and is detailed in Appendix 3:

- Additional activities for young people – projects funded included summer programme, cricket coaching, arts festival etc
- Community Engagement and involvement – projects included older persons week, Christmas lights switch on events, summer galas etc
- Tasking budgets – used to support the community safety, health and safety and cleaner and greener issues that are raised at tasking eg target hardening, highways improvements, skips for community clean ups, covert CCTV etc

3.9 Garforth Leisure Centre

- 3.9.1 It was recently announced that Garforth Leisure Centre will be reducing its opening hours and that this will commence on the 1st of April 2011. It is hoped and anticipated that this will only be a temporary measure until an alternative provider is found that will return the centre to its current operating hours.
- 3.9.2 The new opening hours will be from mid-day to normal closing hours Monday to Friday, no opening on Saturday and early closure on Sunday. The reduction in hours is approximately 90 hours to 30 hours per week.
- 3.9.3 A request has been received for Area Committee to cover the cost of keeping the centre open for an additional 28.5 hours per week for a maximum 10 week period. This came about after representations were made by users who have lobbied for a more staggered reduction in hours in anticipation that an alternative provider will be found sooner rather than later.
- 3.9.4 The cost will be £2,913 per week but with an expected income during these hours of £862 the cost is brought down to £2,050 per week or £20,500 for the 10 week period. In the event of a new provider being found before the end of the 10 week period the cost will reduce accordingly.
- 3.9.5 Area Committee is advised to note that if this proposal is agreed the funding would be met from the budget specifically allocated to Garforth & Swillington ward. This does mean that if Area Committee goes ahead with option 1 as detailed in 3.8.3 all of the funding allocated to Garforth & Swillington for ward based project work will be allocated to this project. If Area Committee approve option 2 Garforth & Swillington ward would still have £8,500 for the rest of the financial year to be used for project work in their ward.

4.0 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

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

5.0 LEGAL AND RESOURCE IMPLICATIONS

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

6.0 CONCLUSIONS

- 6.1 This report informs Members of the work funded by the Well Being Budget in 2010/11, provides details of the budget available in 2011/12 with options for the allocation of those funds against priority work in the coming year .

7.0 RECOMMENDATIONS

- 7.1 Area Committee is recommended to approve a gardening scheme for 2011 at a cost of £20,000. This will be a reduction in cost on last year of almost £17,000 with this money being carried over into the budget for 2011/12. Members are however requested to note that this scheme will not provide for a subsidised decorating scheme.
- 7.2 Area Committee is requested to note the following commitment for 2011/12:
- Monitoring and maintenance of 11 Leedswatch CCTV cameras - £33,000
- 7.3 Area Committee is requested to consider option 1 and option 2 as detailed in appendices 2 and 3 with the recommendation that option 2 is agreed in order to provide a gardening service whilst at the same time providing funding of £29,000 per ward to be targeted at ward based priority work. This option includes the following:
- Small grants budget - £10,000
 - Community Payback scheme - £15,000
 - Gardening scheme in 2012 - £20,000
 - Cost of CESO - £27,700
 - Neighbourhood Management 'tasking teams' - £40,000
 - Community Engagement and Involvement - £40,000
 - Additional services to young people - £36,000
- 7.4 Area Committee is requested to consider providing up to £20,500 from its Well Being Budget to increase the opening hours at Garforth Leisure Centre for a maximum 10 week period until an alternative provider is found. If approved this funding will be met from the funding allocated specifically to that ward.

Background papers

- Outer East Area Committee Report, 8 July 2008 – Area Delivery Plan 2008-11
- Outer East Area Committee Report, 8th February 2011 – Well Being Budget (Revenue) 2010/11

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Appendix 1 Outer East small grant position as at 4 March 2011 (from 10/11 budget)

Cross Gates & Whinmoor ward		Ref	Paid?	£
8th Seacroft (St Gregorys) Rainbows	Trips out (2010)	OE 10 03 S	Yes	165.00
1st Manston Guides	London trip	OE 10 05 S	Yes	500.00
3rd Cross Gates Rainbows	Spring camp 2011	OE 10 15 S	Yes	500.00

1,165.00

Garforth & Swillington ward		Ref	Paid?	£
Garforth in Bloom	New planters	OE 10 01 S	Yes	500.00
Coupland Road Residents Association	Environmental project	OE 10 04 S	Yes	500.00
Swillington Saints FC / Swillington Welfare	Replacement (Second Hand) Tractor	OE 10 06 S	Yes	500.00
Great & Little Preston in Bloom	Berry Lane rose bed	OE 10 09 S	Yes	300.00
Garforth Methodist Lunch Club	Kitchen equipment	OE 10 12 S		500.00
St Mary's Youth Theatre	Les Miserables - schools edition (20-26 Nov 2011)	OE 10 16 S		500.00

2,800.00

Kippax & Methley ward		Ref	Paid?	£
Kippax Welfare Sports & Social	Storage container (from 09/10)	OE 09 18 S	Yes	500.00
Ledston Luck Community Group	Ledston Luck fete 21 August 2010	OE 10 02 S	Yes	500.00
Methleyfest	Methley Festival 2010	OE 10 07 S	Yes	500.00
Kippax Welfare ARLFC Juniors	Tracksuits	OE 10 14 S		500.00

2,000.00

Temple Newsam ward		Ref	Paid?	£
Sutton Park Assoc Residents Committee	SPARC Showcase Gala	OE 10 08 S		500.00

500.00

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Appendix 2 - Option 1 Well Being Budget			
WELL-BEING REVENUE BUDGET SPENDING PLAN FOR 2011/12			
			£
			BUDGET
Budget Allocation for 2011/12			£185,220
Probable carry over from 2010/11			£18,000
Total Budget available			£203,220
		£	
Budget Commitments			
CCTV costs		£33,000	£33,000
Small Grants Scheme			£10,000
To continue existing scheme of grants of £500 max to help community groups.		£10,000	
Environmental Work			£79,300
Probation scheme 12 months		£15,000	
Gardening scheme for 2012		£36,600	
cost of CESO		£27,700	
Neighbourhood Management			£26,000
Tasking Teams. Each team allocated £6,500 to support the project work of the tasking teams.		£26,000	
Community Engagement			£26,000
To enable the implementation of the Area Committee community engagement strategy, running of community forums, community events and galas with £6,500 per ward *.		£26,000	
Young People			£30,000
To fund additional youth and out of school activities in each ward to meet local needs with £7,500 per ward		£30,000	
Total Spend:			£204,300
Over programmed by:			£1,080
* signifies on going commitments			

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Appendix 3 - Option 2 Well Being Budget			
WELL-BEING REVENUE BUDGET SPENDING PLAN FOR 2011/12			
			£
			BUDGET
Budget Allocation for 2011/12			£185,220
Probable carry over from 2010/11			£34,600
Total Budget available			£219,820
		£	
Budget Commitments			
CCTV costs		£33,000	£33,000
Small Grants Scheme			£10,000
To continue existing scheme of grants of £500 max to help community groups.		£10,000	
Environmental Work			£62,700
Probation scheme 12 months		£15,000	
Gardening scheme for 2012		£20,000	
cost of CESO		£27,700	
Neighbourhood Management			£40,000
Tasking Teams. Each team allocated £8,000 to support the project work of the tasking teams.		£40,000	
Community Engagement			£40,000
To enable the implementation of the Area Committee community engagement strategy, running of community forums, community events and galas *.		£40,000	
Young People			£36,000
To fund additional youth and out of school activities in each ward to meet local needs and opportunities identified through Forums		£36,000	
Total Spend :			£221,700
Over programmed by:			£1,880
* signifies on going commitments			

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Originator: Martin Hackett

Tel: 3368942

Report of the South East Area Leader

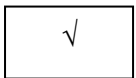
Outer East Area Committee

Date: 22 March 2011

Subject: Actions, Achievements and update report

Electoral Wards Affected:

Garforth & Swillington
Kippax & Methley
Temple Newsam
Cross Gates & Whinmoor



Ward members consulted
(referred to in this 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 Members with details of actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the Area Committee meeting in February 2011. It also provides an update on issues relating to the work of the Area Management Team, partnership work and partner agencies.

Purpose of this report

1. This report provides Members with an update on actions, partnership work and progress since the last meeting in February 2011, particularly in relation to the Area Delivery Plan.

Background Information

2. The ADP has been developed following the headings contained within the Leeds Strategic Plan and the Vision for Leeds. It is a local expression of the city's commitment to the Local Area Agreement and partnership working. The themes of the ADP are:

- Culture
- Harmonious Communities
- Enterprise and Economy
- Transport
- Environment
- Health and Wellbeing
- Thriving Places
- Learning.

3. The refreshed version of the Area Delivery Plan was approved by Area Committee in July 2010.

Updates by Theme

Culture

Improving facilities and providing activities for communities across Outer East Leeds

4. As partners in the Divisional Community Safety Partnership Area Management Team have helped support a number of local projects from POCA funds (Proceeds of Crime Act). Below is a list of some of the projects supported in Outer East Leeds:
- Fieldhead Carr Primary School – funds provided to help create a multi-sensory room to benefit pupils with special educational needs
 - Fieldhead Carr Primary School 50th anniversary tea dance. School students and staff held a party for the elderly of the area.
 - Reminiscence boxes from the 1930's, 40's, 50's and 60's for HOPE (Halton Moor & Osmondthorpe Project for the Elderly)
 - Stephen Lawrence Education Standard Launch Event held on 2nd February 2011 in Halton Moor
 - Cricket outfield boundary fence to Methley cricket club
 - BMX competition event at Micklefield skate park
 - Friday Night Youth project in Kippax
 - Supporting project work at Swillington St Mary's Scout Group

Enterprise and Economy

Supporting regeneration work in priority estates

5. The Micklefield Regeneration Group were successful in acquiring funding from the Caird Bardon community programme to build a children's playground within the grounds owned by the Parish Council. A bid for match funding is now with the Big Lottery Community Spaces Fund. If successful it is anticipated that work will start in Autumn 2011. The Regeneration Group have previously been involved in bids that have led to the building of the skatepark in the village and improvements to the football ground. A previous grant from Yorkshire Forward of £250,000 was invested in improvements to Youth & Adult Centre, investment in Peckfield Business Park and environmental improvements across the village.

Learning

Jobs Employment & Training (JET) Partnership

6. Cllr Tom Murray represents Outer East Area Committee on this partnership and was involved in the establishment of The Job Stop at Kirkgate Market. This was set up to provide help and advice to people seeking work and training in Leeds. It chose to set up at a prominent and busy location in the city centre to be available to a varied and wide cross section of people across the city. Figures have now been provided on the numbers of visitors and assistance provided, broken down by age, ethnicity and area of the city in which they live. This information is provided on appendix 1.

Children Leeds – East Leadership Team

7. The Area Committee champion for this partnership is Cllr Tom Murray. The work that this partnership is involved in crosses the boundaries of a number of themes in the Area Delivery Plan (ADP). The most recent meeting of the partnership was held on the 13th of January 2011 but at the time of writing this report the minutes were not available.
8. Key issues discussed at the January meeting included integrated locality working, local leadership teams, and the annual ofsted assessment.

Environment

Community Environment Officers (CEO's)

9. The project to address the issue of dog fouling has now started. The CEO's are being supported by the dog wardens, PCSO's and local Neighbourhood Policing Teams in addressing the issue of dog fouling across all 4 wards.

CEO's will patrol dog fouling "hot spots" in each ward on a regular basis and at times when dog walkers are likely to be present. Dog walkers will be made aware of their responsibilities and the consequences of non compliance. Those owners witnessed not cleaning up after their dogs will be issued with fixed penalty notices for £75.

In conjunction with enforcement action an education campaign is planned for each ward. It is hoped to engage with local schools and set up information stalls in local public centres. The first campaign started in March in Garforth.

Local media will be informed of the campaign and any enforcement successes.

Environmental Services Delegation

10. Further to the report submitted to the last Area Committee; the following provides a brief update on the progress towards achieving the delegation of environmental services from June/July 2011.

Work is progressing on the development of a Service Level Agreement (SLA) for each Area Committee, with a generic template being agreed by Area Chairs on 11th February. A first draft of the Outer East Area Committee SLA will be shared with Members at a workshop scheduled to take place on 23rd March, 2-5pm, to which

you will have received an invitation on 31st January. To inform the detail of the SLAs, service resources have been allocated across the City on a wedge basis, details of which will be available at the March workshops, if not already shared with Members. Members will have further opportunity to input and comment on their SLA prior to the final version being presented for approval at the June/July Area Committee.

Appointment of the three Locality Manager posts, who will manage service delivery to meet the requirements of their respective area's SLAs, is due to take place in March. Area Chairs will be involved in part of the recruitment process for the posts, with the final decision on appointments however, remaining with senior officers. As soon as the appointments are formalised Members will be informed of who their Locality Manager is.

At their last meeting, Area Chairs discussed the potential roles of Deputy Area Chair, Environmental Champion and Environment Sub-group. Presently, some Area Committees have one or more of these roles, whilst others have none. It was agreed that whilst the roles will remain informal, i.e. have no decision making authority, they will be a valuable mechanism for dealing with the SLA and service delivery matters in a timely manner between formal Area Committee meetings. With regard to the function that a sub-group could undertake this would be especially relevant prior to and during the initial stages of the delegation. Once the delegation is in place and effective then local arrangements can be made as to how to deal with operational issues and the SLA, agreed as a wedge and/or between the Area Committees and their Locality Manager. In some cases the sub-group may be a time limited 'task and finish group', in other areas the sub-group may fulfil a more ongoing role of overseeing the SLA outside of formal Area Committee business.

Community Payback (Probation Services)

11. For the year 2010/11 there has been 41 referrals of which 21 came from Kippax & Methley Ward, 8 from Garforth and Swillington Ward, 7 from Cross Gates & Whinmoor Ward and 5 from Temple Newsam Ward. The figures are broken down into neighbourhoods below:

Kippax	5
Garforth	6
Whinmoor	2
Swarcliffe	5
Micklefield	7
Halton	1
Allerton Bywater	8
Ledston	1
Whitkirk	1
Colton	3
Swillington	2

The type of work carried out consists of :

Gardening	15
Litter picking/clearing rubbish	14
Painting/decorating	5
Churchyard maintenance	7

In summary the team have worked so far 139 days completing work to the value of over £60,000. This is calculated from allowing minimum wage (£5.73) for offenders hours and £17.71 per hour for supervisors. These figures do not include on costs for things such as management support, transport and tools.

Health and Wellbeing

Health & Well Being Partnership

12. The Health and Well Being partnership meets quarterly at the Civic Hall and its representative from Area Committee is Cllr James Lewis. The most recent meeting was held on the 27th of January. The minutes are attached as appendix 2 at the end of this report.

Thriving Places

Creating Safer Environments

13. The North East Divisional Community Safety Partnership met on the 3rd of March 2011 and is represented from Area Committee by Cllr Mark Dobson. The minutes of the meeting were not available at the time of writing this report.
14. The main issues discussed at the recent meeting included:
- Burglary dwellings – the vulnerability of euro-profile locks is continuing to influence the rates of burglary and WYP and partners are addressing this issue through information to residents as well as some target hardening work.
 - Theft from motor vehicles is still rising across the division.
 - Public confidence surveys are currently being undertaken by Neighbourhood Policing Team areas.

Tasking Teams

15. Since the last meeting of Area Committee meetings were held in Temple Newsam (9th March), Cross Gates & Whinmoor (9th March) and Garforth/Kippax/villages (16th February). At the most recent meetings of all 3 tasking teams a major emphasis has been on tackling particular individuals involved in crime and anti social behaviour and agreeing actions to reduce criminality.

Harmonious Communities

Community Forums

16. The following forum meeting were recently held:
- Swarcliffe – 2nd February 2011. The minutes are attached as appendix 3.
 - Whinmoor – 10th of January 2011. The minutes are attached as appendix 4.
 - Cross Gates – 12th of January 2011. The minutes of that meeting are attached as appendix 5.
 - Halton Moor & East Osmondthorpe – 18th of January 2011. The minutes of the meeting are attached as appendix 6.
 - Halton – 20th of January 2011. The minutes of the meeting are attached as appendix 7.
 - Garforth & Swillington Forum – 7th of March 2011. The minutes of that meeting are attached as appendix 8.

Census 2011

17. The attached briefing paper (appendix 9) has been prepared to provide Members with an update on the work carried out in preparation of the census. It outlines the importance of the census as the basis for central and local government, health authorities and many other organisations to target their resources more effectively and to plan housing, education, employment, health and transport services for years to come. The briefing note also provides information on how more difficult to reach communities have been engaged as part of the preparatory work.

Implications for Council Policy and Governance

18. No specific issues are identified.

Legal and Resource Implications

19. No specific issues are identified

Recommendation

20. Area Committee is asked to note the report and raise any questions.

Background papers

- Outer East Area Committee Report, 8 July 2008 – Area Delivery Plan 2008-11
- Executive Board Report, 16 July 2008 – Area Committee Roles 2008/09.

**Appendix 1
THE JOB STOP – LEEDS KIRKGATE MARKET**

**CUMULATIVE OUTLINE OF ACTIVITY FROM
29 JULY – 31 JANUARY 2011**

AGE RANGE

No. registered	Male	Female	16-18	18-24	25-39	40-59	60+
1410	840	570	79	315	545	422	30

19 customers chose not to declare an age range.

Male Customers

No. registered	16-18	18-24	25-39	40-59	60+
840	42	179	325	261	24

9 male customers did not declare an age range.

Female Customers

No. registered	16-18	18-24	25-39	40-59	60+
570	37	136	220	161	6

10 female customers did not declare an age range.

ETHNICITY

	WB	WI	O	BBB	BC	BA	O	AI	AP	AB	AC	AK	O	MWBC	MWBA	MWA	O
M	350	33	69	17	23	113	10	27	24	9	3	1	39	12	6	11	6
F	240	16	67	12	22	73	5	20	11	1	7	0	14	11	6	5	10

WB White British
WI White Irish
WO White Other

BBB Black British Born
BC Black Caribbean
BA Black African
BO Black Other

AI Asian Indian
AP Asian Pakistani
AB Asian Bangladeshi
AC Asian Chinese
AK Asian Kashmiri
AO Asian Other

MWBC Mixed White & Black Caribbean
MWBA Mixed White & Black African
MWA Mixed White & Asian
MO Mixed Other

50 female and 87 male customers did not declare an ethnic origin.

EMPLOYMENT STATUS

	Unempl -oyed	Claiming Benefit	JSA	ESA	DLA	DLA/ ESA	IB	DLA + IB	IS	IS + DLA	IS +IB	IS +LP	LP	EMA	P C
M	677	399	313	15	7	3	8	8	21	6	0	1	1	3	9
F	422	252	150	6	4	1	6	2	52	3	2	6	7	2	1

POSTCODE DATA

LS 1	LS 2	LS 3	LS 4	LS 5	LS 6	LS 7	LS 8	LS 9	LS1 0	LS1 1	LS1 2	LS1 3	LS1 4	LS1 5
11	23	12	34	22	105	115	128	189	86	189	102	34	48	26

LS16	LS17	LS18	LS19	LS20	LS22	LS23	LS24	LS25	LS26	LS27	LS28	LS29
31	50	4	3	4	5	2	3	15	14	11	8	1

WF	YO	BD	HD	GU	DN	S	HG	MK
31	2	40	2	1	2	5	2	1

49 customers did not provide a postcode.

REFERRALS

A4e PATH	21
A4e JS	12
Aspire	1
Best	4
Connexions	16
Create	2
ESOL	6
First Direct	1
Hamara Centre	4
Hargreaves Training	2
IGEN	41
JCP	13
JCP – FJF	1
JCP – Work Trial	4
Job Steps	4
Learning Partnerships	24
Leeds City College	1
LCC – Adult Social Care	5
LCC Jobs & Skills	31

LCC – Library Services	3
Leeds Mind – Dove	2
NACRO	1
Northern College	1
Path Yorkshire	8
Pathways	4
St Anne’s	2
Swarthmore IAG	25
Swarthmore IT	2
Re’new	5
Royal Mail	2
Real Time Training	8
Urban Biz	6
Working Links	57
TOTAL	318

CVs PRODUCED	230
ASSISTED WITH JOB SEARCH	710
ASSISTED WITH JOB APPLICATIONS	175
SIGNPOSTED	303
JOBS CONFIRMED	56

Appendix 2

Minutes of South East Health & Wellbeing Partnership meeting 27th January 2011

Attendees:

Dave Mitchell (Chair) – Practice Based Commissioner
Bash Uppal – Adult Social Care/Leeds PCT
Shaid Mahmood – Environment and Neighbourhoods
Keith Lander – Environment and Neighbourhoods
Councillor Groves – Inner South Health Champion
Councillor Lewis – Outer East Health Champion
Brenda Fullard – NHS Public Health
Rob Kenyon – Leeds Community Healthcare
Joanne Loft – Adult Social Care
Pat McGeever – VOICE representative
Julie Bootle – Adult Social Care
Aneesa Anwar (minutes) – LCC, Support to Health & Wellbeing Partnerships

In attendance: Stuart Cameron-Strickland, Nichola Stephens, Dan Barnett, Puneet Malhotra.

1. Welcome, introductions and apologies

Apologies were received from Andy Beattie.

Round table introductions were made.

2. Minutes of meeting held on 27th November 2010

Agreed as an accurate record.

3. Matters arising

Item 5 – noted that the city priorities will be shared with the partnership once finalised hopefully at the next meeting.

4. Performance Management and data

Nichola outlined how they are linked with Joint Information Group and Joint Strategic Needs Assessment.

Noted that the 3 Health & Wellbeing Improvement Managers have asked Stuart and Nichola to come to the Partnerships in this round. This is to see what the partnerships data needs are and how frequently they want the data producing.

Need to learn from people's perceptions and do a gap analysis of the local community.

The performance data can support the local area delivery plans.

The neighbourhood index data is good to get some to of this data.

Action: Stuart and Nichola to provide the partnership with an overall picture of the wedge highlighting neighbourhoods where current data evidence suggests significant key issues. This would support the partnership to agree priorities for a forward work programme and look to improving an integrated service response locally.

5. Health & Wellbeing neighbourhood action plans

Joanne sent apologies to the meeting but sent the local neighbourhood action plans for information and comment.

Action: The partnership requested a summary paper to be provided at the next meeting highlighting key measures and outcomes of the work of the local health and wellbeing groups.

6. NAEDI – Puneet Malhotra

The NAEDI project which has received a funding bid of 100k to undertake some work around early detection of lung cancer in South East and Inner East area which is the 2nd highest killer in the UK.

Some major inroads in tackling some cancers but lung cancer mortality figures remain high.

There is a need to get patients to present to health professionals early and this is the aim of the NAEDI project.

A social marketing campaign is underway and two walk in centres have been opened to take chest x-rays, one at Seacroft Hospital, York Road in East and one at St George's Centre, Middleton in South.

Action: all to get the message out to their networks about this service.

If anybody wants the presentation from Puneet delivering to any other groups to get in touch with Matthew Callister.

7. Google mapping

Dan explained that at the stakeholder event in July 2009 it was identified that there is a need for having locality health & wellbeing partnerships and a single access point for all outlining key services that are delivered in the area.

In developing google mapping it has been noted that there are many existing websites and links to these will be provided. The maps are being developed in theme areas e.g. smoking services, physical activity, alcohol support services in the area. A demonstration of how to access the maps and how to use it were shared with the partnership. The proposal is for this to sit somewhere central for easy access, which maybe within the Councils web system which is currently being refreshed.

NHS Leeds are also undertaking a process of mapping services on the Leeds Let's Change website which is only focussing on services commissioned by NHS and LCC

on a Citywide basis. The google mapping Dan is developing for the partnerships has a much wider focus to look at more local health and wellbeing activities.

Google maps is being used to produce this as it's free and very flexible to use as long as you have the login details you can log into it from anywhere.

A downloadable pdf document will be available outlining the list of services in the area.

Action: all encouraged to have a look at google maps and let Aneesa/Dan have any comments and feedback. See www.leedsinitiative.org/seleeds Need to check:

- if the maps are user friendly
- are there any gaps
- is it fit for purpose
- the partnership to think about who would keep the information up to date?
- what is the inclusion and exclusion criteria.

The partnership supported this piece of work and Bash thanked Dan and Aneesa for all their work on this.

8. Consultation on Public Health outcomes framework

Brenda briefly went through the purpose of the framework which are:

- To set out the Government's goals for improving and protecting the nation's health, and for narrowing health inequalities through improving the health of the poorest, fastest;
- To provide a mechanism for transparency and accountability across the public health system at the national and local level for health improvement and protection and inequality reduction; and
- To provide the mechanism to incentivise local health improvement and inequality reduction against specific public health outcomes through the 'health premium'.

The vision is to improve and protect the nation's health and wellbeing and to improve the health of the poorest.

There are 5 key domains:

1 - Health Protection and Resilience:

Protect the population's health from major emergencies and remain resilient to harm.

2 - Tackling wider determinants of health:

Tackling factors which affect health and wellbeing and health inequalities.

3 - Health Improvement:

Helping people to live healthy lifestyles, make healthy choices and reduce health inequalities.

4 - Prevention of ill health:

Reducing the number of people living with preventable ill health and reduce health inequalities.

5 - Healthy life expectancy and preventable death:

Preventing people from dying prematurely and reduce health inequalities.

How can the partnership contribute to this consultation?

Actions: Aneesa to send information out and to collate feedback to be returned to Dawn Bailey before the end of March and copy Brenda in.

9. Updates from Bash Uppal

Bash circulated an update on key pieces of work (**see attached**).

10. Any other business

Health Innovation events - Bash circulated the information about the upcoming events and encouraged everyone to attend. If however people can't attend the one in the south area and are interested they can put their names down for one of the other areas.

Appendix 3

Present:

Cllr Suzi Armitage (Chair), Cllr Pauleen Grahame, James Nundy (South East Area Management), Sheila Corcoran (Swarcliffe & Stanks TRA), Siddiga Austin (resident), Jean Jackson (resident), John Nicholson (Swarcliffe TRA), Ken Hill (Swarcliffe Good Neighbours Scheme), Mariana Richardson (Swarcliffe TRA), Nathan Vaughn (LCC – CESO), Pam Parker (Aire Valley Homes Leeds), John Holmes (LCC – Youth Service), Andy Hill (West Yorkshire Police)

Apologies:

Cllr Peter Gruen, Inspector Tom Harrison (WYP), Graham Ambler (WYFS)

1.0	Welcome / introductions / apologies	Action
1.1	Cllr Armitage welcomed everybody to the meeting and the above apologies were noted.	
2.0	PACT meeting	
2.1	Police intend to advertise the PACT meetings better as the attendance was poor tonight.	Police
2.2	Crime levels over the last six weeks have improved, eg: <ul style="list-style-type: none"> • Burglary dwelling has decreased from 18 to four • There were several reports of ASB from snowballs • Europrofile locks are still being targeted. Police to provide information about upgrades • ASB at Stanks Parade shops is still ongoing but quieter – thought to be due to the colder weather. This issue is a PACT priority • Notices issued at White Laith shops seemed to have worked, so will try this approach at Stanks Parade • Reports of speeding traffic from Barwick Road into the estate: eg 40mph around 10/11am. Traffic police and NPT to monitor and report back • Reports of ASB problems at the side of Mojo's. It is a live ASBU case, and they are working on obtaining a bolt-on • Rear of the Whinmoor Pub – young people are not congregating there as much now • The Squinting Cat pub is due for demolition 	
3.0	Minutes from 6 October 2010	
3.1	Agreed as accurate.	
4.0	Matters arising from those minutes	
4.1	(5.1) Correction: Communal door at Stanks Parade still opens <i>outwards</i> .	PP
4.2	(5.3) Land at rear of garages at Stanks Parade – resident still hasn't officially heard of the outcome to her request to purchase. <ul style="list-style-type: none"> • Pam Parker to follow up 	

5.0	10 Minute Open Floor	
5.1	<p>Stanks Parade shops</p> <p>It was highlighted that some of the residents now have the issue of a locked gate (therefore a blocked fire escape route). Flat 18 is locking an internal gate, blocking the access from flats 16/18 to 20/22. Flats 20 and 22 would find themselves without a fire escape route if the refuse bins are positioned across their exit door.</p> <ul style="list-style-type: none"> • Martin Trodd or Kimberley to be asked to visit the properties and address the issue. Pam Parker to arrange. 	PP
5.2	<p>Litter on Swarcliffe estate</p> <ul style="list-style-type: none"> • Residents raised concerns that the levels of litter are increasing, especially by the shops • NV has reported the issue through the relevant channels <ul style="list-style-type: none"> ○ It was noted litter is a problem across the ward and city as a whole ○ Hoped there will be an improvement in the near future 	
6.0	Environmental Action team update - Nathan Vaughn	
6.1	<p>Report from the CESO</p> <p>NV reported on the following work:</p> <ul style="list-style-type: none"> • Garden notices for overgrown hedges etc – there are three ongoing cases • Tackling dog fouling and bonfires • Covert dog fouling work in the Sherburn’s area • Fixed penalty notices issued by Sherburn Court for dumping waste – fines paid • Working with the Community Payback Team on jobs in Ash Tree Approach, Sledmere Woods and with the Brayton Green drying area project • Litter – there are pockets of bad littering, thought to be pupils from John Smeaton school: NV will be talking to the school and Mark Smith • Whinmoor ‘B’ flower beds • Cast iron grates and covers going missing from the highway 	NV
6.2	Nathan was commended for continuing to do an excellent job in the area.	
7.0	Housing issues in Swarcliffe – Pam Parker	
7.1	<p>Update report from Aire Valley Homes</p> <ul style="list-style-type: none"> • There is one property under notice to vacate • Seven voids on the estate at the moment • Turnover is slow at the moment • Swarcliffe is currently one of the highest sought after areas • The incentive scheme was highlighted (option to downsize property if under occupied, with £1,000 is available per bedroom released) • A new ASB Team will be in operation from April – There are 11 live cases at the moment and four have been closed • Monthly environmental walkabouts are continuing – the next one is scheduled for Friday. The last one produced the following actions: <ul style="list-style-type: none"> ○ Eight untidy gardens ○ Dumping referrals ○ 18 referrals for potholes ○ Litter referrals • Update of gas certificates is 100% complete 	

8.0	Swarcliffe Good Neighbours Scheme – Ken Hill	
8.1	<ul style="list-style-type: none"> • Decorating scheme is ongoing • Core funding issues still being challenged re Adult Social Care and Leeds Irish Healthy Homes – to be looked at by LCC Legal Services. The report is to go the next Executive Board (after February). Funding has been extended until June 2011, but there is the knock on effect that no funding applications can be submitted as the future of the group is still unknown. <ul style="list-style-type: none"> ○ Was noted that the decision to allow LIHH to have the contract came about by the previous LCC administration. ○ The current administration strongly support these networks and Swarcliffe Good Neighbours Scheme 	
9.0	Any Other Business / next meeting	
9.1	<p>Youth Service – John Holmes JH gave an update of recent work:</p> <ul style="list-style-type: none"> • The Thursday and Friday youth groups are still very popular • Positive work with certain individuals • The Service will be writing a Ward Plan and comments are welcomed. Would like to run sessions including: <ul style="list-style-type: none"> ○ Teenage pregnancy (mums and dads) ○ School age NEETs (Not in Education, Employment or Training) ○ Young people in foster care ○ Anti social behaviour 	
9.2	<p>LCC budgets An update was given on the Council’s requirement to save £90 million in 2011/12. This represents a saving of approximately 12% this year and 26% over the next four years. It will be a particularly hard time with everything being assessed and prioritised and savings made to ‘back room’ functions and reappraising some services:</p> <ul style="list-style-type: none"> • A priority will be to keep protecting the vulnerable members of our communities • Assets will be used more intelligently • There will be no cuts in LCC funding for PCSOs • Will probably mean more potholes remain unfilled 	
9.3	<p>The Outer East Area Committee’s Community Charter 2010/11 was tabled and copies were available to take away.</p>	
9.4	<p>Date of next meeting: 20 April 2011 at 6pm, St Gregory’s Youth and Adult Centre.</p>	

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Appendix 4

Present:

Councillor Pauleen Grahame (Chair), Cllr Peter Gruen, Cllr Suzi Armitage, James Nundy (LCC - South East Area Management, minutes), Simon Harrison (West Yorkshire Police), Michelle Hunton (WYP), Leon Walters (LCC - Youth Service), S. Smith (Whinmoor Juniors), Rita Green (Whinmoor Bowling Club), Heather Jackson (Skelton Woods Environmental Group), Mechelle Myers (Wellington Hill Residents Association), Dave Armitage (LCC - Environmental action Team), Wendy Rogers (LCC - EAT), Pam Parker (Aire Valley Homes), John Holmes (LCC - YS)

Apologies:

John Clark (AVH), Mr Smith (resident), Janet White (resident)

1.0	Welcome, introductions and apologies	Action
1.1	Councillor Gruen welcomed everyone to the meeting, introductions around the table were made and the above apologies noted.	
1.2	The venue has been changed to Fieldhead Community Centre as it is a cost saving to the Council.	
1.3	There will be a trial period of a combined Forum and PACT meeting: <ul style="list-style-type: none"> • Hoped it will encourage more people to attend the PACT meeting • Cuts down on officer time at both meetings • Saves money for the Police If it doesn't work, we will go back to separate meetings	
2.0	PACT meeting for the Whinmoor area	
2.1	Simon Harrison and Michelle Hunton gave information from across the beat and answered questions: <ul style="list-style-type: none"> • Overall crime is down (with a slight rise before Christmas) • Vehicle crime up slightly • ASB level remained the same • Operation Hoody was a success, with the Police working well with LCC Youth Service and ASBU officers • The 'large crowds' of youths at Fieldhead shops mentioned at previous meetings could just tie in with people getting off the No.4 bus • Police stated the majority of young people they approach are perfectly reasonable in their attitude and talk to the Police • Police suggested looking into getting LeedsWatch CCTV installed across Whinmoor. JN to find out about the process, costs involved and report back to Cllr Gruen 	JN
3.0	Minutes of the meeting held on 11 October 2010	
3.1	(4.1) The last minutes stated that Swarcliffe and Stanks are the areas within the ward that suffer from the highest rates of crime, but it is worth noting that the levels are actually second best behind the Garforth &	

3.2	Swillington ward. Minutes otherwise agreed as an accurate record.	
4.0	Matters arising from those minutes	
4.1	(2.2) CCTV system at Fieldhead shops <ul style="list-style-type: none"> • CCTV signs have been provided – a legal requirement when cameras are in use • Re-set button now relocated • Camera angles can not be changed for wider coverage • Police are sorting out the IT issues on their side 	
4.2	(8.2) Floodlighting for rugby pitches – update from Tony Stringwell (LCC - Parks and Countryside) <ul style="list-style-type: none"> • Planning permission has now been granted for the floodlighting system and a plan for the floodlights was tabled, showing locations of posts • TS is arranging a meeting with the rugby club and contractor who provided the quote to see if the cost can be brought down and if the rugby club has some match funding to meet the full cost of the scheme • The Outer East Area Committee has approved £6,500 towards the cost of this project but the total cost of the scheme is nearer £10,000 	
4.3	(8.2) Top sports pitch at Fieldhead Carr <ul style="list-style-type: none"> • The drainage works were completed approximately three months ago. The state of the pitch is regularly monitored, but to date the pitches are playing much better and both TS and the rugby club are happy with the state of the pitch 	
5.0	10 minute open floor	
5.1	LCC budgets Cllr Gruen gave an update on the council's requirement to save £90 million in 2011/12. This represents a saving of approximately 12% this year and 26% over the next four years. It will be a particularly hard time with everything being assessed and prioritized and savings made to 'back room' functions and reappraising some services. In discussion these points were made: <ul style="list-style-type: none"> • A priority will be to keep protecting the vulnerable members of our communities • Assets will be used more intelligently • There will be no cuts in LCC funding for PCSOs • Will probably mean more potholes remain unfilled 	
5.2	It was noted that three residents in the Hebden's area have had their kerbs lowered and extra long 'H-bars' painted on the carriageway. This has lead to a few issues with the residents policing the space in front of their properties and there have been a few arguments due to minor infringements.	
6.0	Youth work in Whinmoor – John Holmes	
6.1	Opening remarks by Cllr Gruen: The Youth Service are under great pressure at the moment and the proposal set out by Neil Bowen is unacceptable to the ward councillors.	
6.2	Numbers attending the sessions are still good – they started in May 2010	

6.3	and the attendance was low to start with but is now regularly around 20-25. Worked with the Police during Operation Hoody.	
6.4	Working with Connexions and NEETs (young people Not in Education, Employment or Training)	
6.5	John has decided to take voluntary early redundancy and will be leaving in March 2011. The new youth work manager will start in April and will cover both the Cross Gates and Whinmoor ward and Temple Newsam ward.	
6.6	It was suggested that as more young people use the Community Centre than adults, a youth council could be established, along with senior members of the rugby clubs. <ul style="list-style-type: none"> • Leon to gauge interest with the young people 	LW
7.0	Environmental enforcement – Wendy Rogers and Dave Armitage	
7.1	Activity Report 11 October 2010 – 9 January 2011 The EAT has received 88 requests for action in the three month period. In addition the CEOs make weekly patrols of the Whinmoor area.	
7.2	The team have dealt with local environmental issues including: <ul style="list-style-type: none"> • neighbourhood noise nuisance, two noise abatement notices served in the Whinmoor area • issued 16 notices resulting in occupiers removing refuse from their gardens • taken legal action against five people for flytipping offences • issued £75 fixed penalty notices to people witnessed littering. Officers now trained up to issue fixed penalty notices to dog owners not clearing up after their animals • required occupiers to cut back overgrown hedges that were obstructing roads and footpaths • weekly referrals to LCC Cleansing to have any dumped waste and graffiti removed • monitoring of shops and Pendas Arms on White Laithe Approach to deal with commercial waste issues • issue of ASB and bonfires on wooded area by St Paul's Church of England school referred to LCC Parks & Countryside to clear land. Neighbourhood Policing Team also made aware of the issue 	
7.3	Picking up from the last forum, Wendy Rogers CEO has visited Mr Smith and Mrs Green and patrols the area weekly. If any other residents would like Wendy to call in on them to discuss any issues in their area please let us know. <ul style="list-style-type: none"> • Wendy is available on 07891 277 700 / wendy.rogers@leeds.gov.uk 	
7.4	It was noted that the land at the rear of Fieldhead shops belongs to Aire Valley Homes, so LCC Streetscene can't cleanse the area regularly. It should be done by the AVH estate caretakers via referrals as there isn't a programme for cleaning AVH land. <ul style="list-style-type: none"> • Pam Parker to email Cllr Gruen the maps of areas AVH cover and discuss further with Philip Arnett (AVH Environmental Manager) 	PP
7.5	It was queried whether more responsibility could be given to the local businesses to keep the area cleaner?	

8.0	Aire Valley Homes update – Pam Parker	
8.01	Arrears in the September to December period always increase with the run up to Christmas. The value is approximately £7,000 for the Whinmoor area (£40,000 across the whole of the city)	All
8.02	A benefits advisor is currently based in the housing office – available to give advice.	
8.03	The turnover in the sheltered complex is steady.	
8.04	The under-occupancy scheme has had a taker recently.	
8.05	In the last quarter there have been 12 re-lets.	
8.06	There are two void properties at the moment.	
8.07	One property is under notice to terminate.	
8.08	Open ASB cases dropped from eight to seven this quarter. The closed case was due to the person moving out of the area. The remaining seven cases are to do with flytipping, vehicles, noise nuisance or ASB issues.	
8.09	Monthly walkabouts are ongoing. Residents are welcome to come along, but there haven't been any takers as yet. The next walkabouts are scheduled for January and March. Please contact the housing office if you are interested in taking part.	
8.10	Communal area rubbish is being tackled at the moment.	
8.11	Baildon garages – the action log has been updated. The current costing is in the region of £41,000 to demolish, re-instate and mark out. <ul style="list-style-type: none"> • Area Panel have approved in principle • Asset Management have been approached for funding • Planning consent is required • An update will be available at the next forum 	
9.0	Any Other Business and date of next meeting	
9.1	Fieldhead Community Centre <ul style="list-style-type: none"> • Councillor Armitage was thanked for cleaning the chairs before the meeting took place • Damage to the recently redecorated walls was noted – James to arrange a meeting between Cllr Gruen, users, Area Management and Property Maintenance to address current issues at the Centre • Management Committee said to be on its last legs • Issues with the caretaking and cleaning are also being addressed 	JN
9.2	Next meeting Scheduled for 6pm, Tuesday 12 April 2011 at Fieldhead Community Centre.	

Appendix 5
Present:

Councillor Pauleen Grahame (Chair), Cllr Peter Gruen, Cllr Suzi Armitage, James Nundy (LCC - South East Area Management, minutes), Jean Thacker (resident), Helen Moxon (resident), Paul Spandler (LCC - Environmental Action), Simon Norman (LCC - EA), Roy Dobson (resident), Mildred Horner (resident), Moira Flynn (Cross Gates Good Neighbours Scheme), G. Towers (resident), John Holmes (LCC - Youth Service), PS 3427 Andy Hill (West Yorkshire Police), PCSO 317 Sharon Taylor (WYP), Dave Coulthard (Cross Gates Shopping Centre), Eamonn Judge (Cross Gates Watch Residents Association), Phillip Marsden (Devonshire Neighbourhood Watch), Jean Barnbrook (1st Manston Guides), Ann Marie Vella (1st MG)

Apologies:

Alan Weekes (WYP), Iain Moxon (resident), Greg Sharp (LCC - Highways), Rosalie Thompson (resident), Laurie Burwell (Cross Gates Traders), Cynthia Mawson (Devonshire Neighbourhood Watch), Thelma Renton (Crossgates Neighbourhood Watch)

1.0	Welcome, introductions and apologies	Action
1.1	Councillor Grahame welcomed everyone to the meeting, introductions around the table were made and the above apologies noted.	
1.2	Steve Seymour (formerly from Cross Gates Shopping Centre) has moved to the Airedale Shopping Centre in Keighley. He was thanked for all his hard work in the area over the years, including with the Cross Gates festive lights switch-on event. The forum wished him all the best for the future – a letter to be sent from the forum to reflect this.	JN
1.3	Kirsti Cale has resigned from the Cross Gates Traders and doesn't want to be part of the Cross Gates Forum anymore. She was also thanked for all her hard work in the areas over the years. The forum wished her all the best for the future – a letter to be sent from the forum to reflect this.	JN
2.0	Minutes of the meeting held on 20 October 2010	
2.1	Agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	None.	
4.0	10 minute open floor	
4.1	<p>LCC budgets</p> <p>Cllr Gruen gave an update on the council's requirement to save £90 million in 2011/12. This represents a saving of approximately 12% this year and 26% over the next four years. It will be a particularly hard time with everything being assessed and prioritized and savings made to both front line and 'back room' staff.</p> <ul style="list-style-type: none"> • A priority will be to keep protecting the vulnerable members of our communities • Assets will be used more intelligently 	

	<ul style="list-style-type: none"> • There will be no cuts in LCC funding for PCSOs • Will probably mean more potholes remain unfilled 	
5.0	Christmas lights switch-on debrief – Cllr Grahame	
5.1	<p>The event took place in the snow on 28 November 2010 and was very warmly received, even though the temperature on the night was zero degrees! There was an excellent turn out of an estimated 300 people and only positive feedback has been received:</p> <ul style="list-style-type: none"> • 1st Manston Guides and Brownies sang festive songs • Christmas music was performed by the Garforth Jubilee Brass band • The Deputy Lord Mayor of Leeds and the Lady Mayoress attended the event • Rich Wilkinson from Radio Aire was the compere for the evening • Santa made an appearance • The lights were turned on by Leanne, Ellis and Theresa and a fabulous firework display could be seen from miles around to round the event off 	
5.2	Thanks were passed to everyone involved.	
5.3	<p>A handout of photos from the event was tabled and the event was also covered in the Yorkshire Evening Post.</p> <ul style="list-style-type: none"> • James to send event photos to Dave Coulthard 	JN
5.4	It was reported that some of the Traders were kicking themselves for not opening up on the night as it proved to be such a well attended event.	
6.0	Highways issues	
6.1	Greg Sharp gave his apologies for this meeting but updates were provided:	
6.2	<p>Silkstone Way parking</p> <p>Following meetings between the councillors, LCC Highways and local residents, a project consisting of the introduction of parking restrictions on both sides of Silkstone Way, from the junction of Station Road/Ring Road to a point beyond the driveways of the first premises on either side of the road is underway:</p> <ul style="list-style-type: none"> • Detailed consultation will be undertaken with those residents directly affected, emergency services and Ward Members • A report will subsequently be prepared for the Highways and Transportation Board seeking approval to advertise the traffic regulation order • The order will be advertised and, subject to there being no unresolved objections, the order will be sealed and the restrictions introduced • The earliest start date is April 2011 	
6.3	Queries were raised as to potential migration of traffic further into the estate, but it was decided the double yellow lines would be introduced and if problems still persisted, additional measures could be looked into.	
6.4	PCSOs have the same powers as police officers with regards to giving tickets to vehicles causing obstructions, but it was noted it has to be a real obstruction rather than just causing an inconvenience to residents.	
6.5	Thursdays are refuse collection days and the parking issues impact on the	

	collection vehicles as they often can't get past. PCSOs & Environmental Action agreed to visit Silkstone Way this Thursday.	ST & SN									
6.6	Speed survey data not sent to Mr Dobson by Howard Claxton. Cllr Grahame to chase up.	Cllr Grahame									
6.7	Letter to be sent to all residents of Silkstone Way & Court about the plans for double yellow lines.	Cllr Grahame									
6.8	Austhorpe Road – new zebra crossing It was reported at the last Forum that there had been a request for a new zebra crossing between North Road and Marshall Street. The plans will involve moving the bus stop. The initial request came from the Royal Mail.										
6.9	New traffic island on the Ring Road at Silkstone Way The necessary surveys to determine traffic speeds and volumes, together with details of any injury accident statistics have now been undertaken. <ul style="list-style-type: none"> A traffic speed and volume survey was taken along the A 6120 Ring Road within the vicinity of Silkstone Way and the results are as follows: <table border="1"> <thead> <tr> <th>Direction</th> <th>Average daily flow</th> <th>Mean speed</th> </tr> </thead> <tbody> <tr> <td>Northbound</td> <td>11301</td> <td>31mph</td> </tr> <tr> <td>Southbound</td> <td>11811</td> <td>35mph</td> </tr> </tbody> </table> <ul style="list-style-type: none"> In the last five year period there have been two recorded injury accidents along the length of the A6120 Ring Road between its junction with Hollyshaw Lane and Silkstone Way, both resulting in a injury recording of slight. One accident involved a pedal cycle being ridden along the pavement into the path of an oncoming vehicle and the second accident occurred due to driver error whilst undertaking a manoeuvre. 	Direction	Average daily flow	Mean speed	Northbound	11301	31mph	Southbound	11811	35mph	
Direction	Average daily flow	Mean speed									
Northbound	11301	31mph									
Southbound	11811	35mph									
6.10	Comments received from our senior safety officer indicate that the introduction of a traffic island at the above location would be inappropriate due to masking obscuring visibility for road users undertaking a right turn: "As there have been only two injury accidents along the A6120 Ring Road between its junction with Hollyshaw Lane and Silkstone Way in the last five year period, and as vehicle speeds are largely within the 40mph speed limit, I am unable to recommend that this site be put forward for traffic calming works at the present time."										
7.0	Community Safety / Environmental Action										
7.1	Police – Sgt Andy Hill & PCSO Sharon Taylor Crime statistic highlights from the last three months were discussed: All crime is significantly lower than the previous three months, including: <ul style="list-style-type: none"> Number of burglaries this period was 11 (previously 22) A few ASB issues in Manston Park PACT meetings not highlighting anything specific Devon pub – local residents are still experiencing issues from broken glass or empty glassed and bottles, even though staff from the pub are sent out to collect such items in a five minute radius of the pub. Alcohol test purchasing recently been completed in the area. There was only one failure which was on Austhorpe Road where a fine was issued. The forum was asked for further intelligence if they suspect underage alcohol sales are occurring 										

	<ul style="list-style-type: none"> • PCSOs have been working with Manston St James school with their ongoing parking problems with coaches, working in Manston Park and attending local neighbourhood watch meetings. • Dog fouling issues were reported – officers have been working with LCC enforcement to help combat the problems • 'NPT News' newsletters were tabled, along with some UV marker pens 	
7.2	It was reported that 16 police officers had attended 1 st Manston Guides between mischievous night and Christmas for a variety of incidents. Patrols were requested again to cover the sessions (7:00-8:20pm on Thursdays)	Police
7.3	Chestnut Avenue – reports of littering from cars (thought to be taxis/private hire vehicles. Noted for investigation by the Police and Environmental Action Team.	Police / CESO
	Environmental Action Team – Paul Spandler and Simon Norman	
7.4	The EAT has received 52 requests for action over the last three month period. In addition, Simon or one of the other CEOs, carry out weekly patrols of the Cross Gates area.	
7.5	<p>The team have dealt with local environmental issues including:</p> <ul style="list-style-type: none"> • Neighbourhood noise nuisance, barking dogs on Dennil Crescent, noisy parties on the Ring Road and a continually sounding house alarm on Marshall Avenue • Issued five notices resulting in occupiers removing refuse from their gardens • Flytipped waste removed from land next to Church Lane garages • Pro-active dog fouling work is underway in Manston Park. If any other problem areas are known please contact Simon • Households on Austhorpe Lane required to cut back overgrown hedges which were obstructing the footpath • Weekly referrals to LCC Cleansing to have any dumped waste and graffiti removed • In process of having six large bags of building material moved from verge outside property on the Ring Road • Domestic waste and non-collection issues due to service delivery are being looked into • Simon continues to keep an eye on the former petrol station site next to Marks & Spencer's, with no real issues other than graffiti at present • Hoping to work with the Crossgates Traders in the near future 	
7.6	If any residents would like Simon to call in on them to discuss any issues in their area, please let him know on mobile: 07891 278 378 or email simon.norman@leeds.gov.uk	
7.7	It was noted that the 'cakewalk' is not land owned by LCC.	
7.8	<p>Back Kennerleigh Walk reported as also having parking issues now.</p> <ul style="list-style-type: none"> • Simon to attend and assess the situation. 	
7.9	Simon was praised as being 'lovely and really helpful' by a member of the Forum.	SN

8.0	Youth Service update – John Holmes	
8.1	Opening remarks by Cllr Gruen: The Youth Service are under great pressure at the moment and the proposal set out by Neil Bowen is unacceptable to the ward councillors.	
8.2	<p>Recent activity:</p> <ul style="list-style-type: none"> • Acting on information previously received, the YS have attended the Devon pub area but didn't find any young people • Youth bus still widely used. It is deployed to suitable locations and if it needs to be parked outside someone's house, the driver always checks with the residents first. The bus contains a mobile provision of activities such as Xbox 360 console, arts and crafts equipment, and importantly in the winter, heating. Potential to get the bus parked up by the Lulworth shops (up the hill from the Devon pub) • Football sessions at John Smeaton's Leisure Centre on a Monday are still popular, having between 30 and 40 in attendance. The sessions are linked to Leeds United FC • Youth club at St Greg's Youth and Adult Centre is ongoing, and one also takes place at Fieldhead Community Centre on Mondays and Wednesdays • St Theresa's Catholic Church also run a club on Friday nights • Breeze website has all of these details and more: see breezeleeds.org 	
8.3	<p>John was thanked by the councillors and the Forum for all of his efforts in the ward as he is retiring in March:</p> <ul style="list-style-type: none"> • Replacement will be Virgil Meikle • Manston Park has improved greatly over the last two years 	
9.0	Any Other Business and date of next meeting	
9.1	<p>1st Manston Guides</p> <ul style="list-style-type: none"> • The troop will be 90 years old this year and recently beat several thousand other packs to get into the final of the '100 years of Guiding' • Enjoyed the carolling at the festive lights switch-on • Pleased to announce Dave Coulthard has become their new ambassador • Recent activities have included trips to Go Ape!, the Ice Cube, raft building, beauty treatments at Lush and there are more to come 	
9.2	<p>Grafton Villas</p> <p>A report by the former LCC CROW Officer was given to Jean Thacker for comments. A meeting is to be arranged following feedback from the report.</p>	Cllr Grahame
9.3	<p>Austhorpe Lane bridge</p> <p>Weight limit signs are not yet installed. The money is available – the request is going the Highways system at the moment.</p>	
9.4	<p>Next meeting</p> <p>Can't be on 6 April as will be LCC full council meeting. An alternative is required.</p>	

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Appendix 6
Present:

Cllr Mick Lyons (Chair), Martin Hackett (SEAMT), Brian Mumby (Halton Moor Residents Association), S. Marsh (HM RA), Margaret Wilson (H Moor resident), Tracey Murphy (WYP), James Martin (WYP), Liam Thompson (WYP), Derek Pearson (Community Safety), Valerie Broadley (Osmondthorpe resident), Kevin Townend (Osmondthorpe resident), Diane Gill (Osmondthorpe resident), Gladys Townend (Osmondthorpe resident), John Pearson (LCC EAT).

Apologies:

Cllr David Schofield, Cllr Bill Hyde, Ron Bool, Maggie Bellwood, Insp Tom Harrison, Sgt Simon Harrison, Vicky Hooper (ALMO).

Item	Welcome, introductions and apologies	Action
1.1	Cllr Lyons welcomed everyone to the meeting, introductions were made and the above apologies noted.	
2.0	Minutes of the meeting held on 3 August 2010	
2.1	Agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	(5.0) It was reported that Biffa had not yet submitted a planning application for an incinerator at the ex-power station site but it was anticipated that one would be submitted in the near future. The LCC project was still at consultation stage with a preferred location expected in summer 2011. Cllr Lyons asked for an item on the next agenda and for someone from both Biffa and LCC to attend the next meeting.	MH
3.2	(4.2) It is now unlikely that Hesco Bastian will take over East Leeds Sports Centre. The future of the centre now looks uncertain. Cllr Lyons asked for an officer to attend the next forum and report on the future of the sports centre.	MH
4.0	10 minute open floor	
4.1	Osmondthorpe 'Save our homes' group Representatives of this group asked for an update on EASEL plans for the estate; an update on the proposals concerning development of the railway; information on mixed use housing under EASEL. Cllr Lyons responded that the EASEL project in Halton Moor and Osmondthorpe are in the later stages of the plans. He also reported that EASEL plans for housing to land at the rear of Osmondthorpe Lane could benefit the estate. It was requested that an EASEL update be included on agenda for the next meeting.	MH
5.0	Community safety / environmental issues	
5.1	The hotspot area for burglary is in the Neville's and the problems are associated with the euro-profile lock being inadequate. There have been	

5.2	projects in the Templegates where locks have been changed. The future meetings of the Halton Moor & Osmondthorpe forum will be combined with the PACT. It is more difficult to combine the meetings in other parts of the ward.	
5.3	The Leedswatch CCTV cameras have been useful in detecting and bringing prosecutions against 17 individuals in the area. In one incident alone 5 individuals were charged as a result of CCTV evidence.	
5.4	The CCTV cameras tracked one offender that committed crimes in Halton Moor and lived in Seacroft. Cameras were able to follow his route home.	
	Environmental	
5.5	JP provided a report on activities in the area including enforcement action where gardens were untidy, litter nuisance, dog fouling and fly tipping.	
5.6	The area around the Halton Moor Public House had now been cleared up. The pub is now closed and the meeting was informed that it is likely to be demolished at some time in the future. The expectation is that the owner will want to sell the land for development.	
5.7	Cllr Lyons asked how the CEO's and ALMO staff worked together. JP replied that he meets with them at least 3 times per week to go through active cases and determine what actions are required. They have liaised on a number of issues and provide support on difficult cases.	
5.8	JP reported that he had recently expressed concern with housing over 3 voids where the garden was in a very poor condition. Housing prefers clearing gardens when the property is let but on this occasion had cleared it whilst still empty.	
5.9	There was a report of rats in gardens at Esthwaite Gardens – JP will investigate.	JP
7.0	Youth Service update	
7.1	There was no one in attendance from YS. MH asked to contact them for a report and attendance at the next meeting	MH
8.0	Update from East North East Homes	
8.1	There was no one in attendance from ENE Homes. MH asked to contact them for a report and attendance at next meeting.	MH
8.2	A number of housing issues were raised: <ul style="list-style-type: none"> • What is happening to the community house ? • Who is maintaining raised planters/flowerbeds? • Complaint that grass cutting on Cartmell Drive not cut to usual standard 	
9.0	Any other business and date of next meeting	
9.1	Date of the next meeting will be 12 April 2011 at the Halton Moor One Stop Centre, 6pm.	All

Appendix 7

Present:

Cllr David Schofield (Chair), Cllr Mick Lyons, Cllr Bill Hyde, Martin Hackett (LCC - South East Area Management Team, minutes), Colin & Denise Wilsher (Woodland & Whitkirk Neighbourhood Watch), Margaret Blenkhorn (WW NW), Heather Sanderson (resident), Margaret Burton (resident), Michelle Bell (resident), Jackie Flannagan (resident), Thelma Dixon (resident), Margaret Ward (T NW), Audrey Linley (resident), P & B Huison (WW NHW), Mrs M Oates (resident), Terry Dennis (resident), Sgt Simon Harrison, PCSO Paul Calvert, PCSO Footer, John Pearson (LCC – Environmental Action), Michelle McGill (LCC – EA), Susan Upton (LCC), R Fisher (Field End), M Fisher (Field End), Rev Ian Black, Peter Conlon (Jean Ave), Gwendoline Green (Oak Crescent), Sarah Brook (Colton Primary).

Apologies:

Margaret Walsh, Anne Conlon, Alan Wakefield, Mr Fitzpatrick, Joy Schofield, Pat Wragg.

1.0	Welcome, introductions and apologies	
1.1	Cllr Schofield welcomed everyone to the meeting and top table introductions were made.	
2.0	Minutes from 28 October 2010	
2.1	Apologies had been received from Rev Ian Black.	
3.0	Matters arising from those minutes	
3.1	<p>(5.0) Issues regarding Incinerator proposals – Question raised concerning Biffa incinerator proposal at Skelton Grange: will it take domestic waste?</p> <p>It was confirmed that this incinerator is for commercial waste and that Biffa have stated that they could make it available for domestic waste if required. However, if LCC relied on this incinerator to dispose of its domestic waste it could charge whatever rate it chose and this could prove to be very expensive.</p> <p>LCC is proposing its own incinerator. There are 2 companies bidding:</p> <ul style="list-style-type: none"> • Veolia – wants incinerator on market site at Pontefract Lane • Aire Valley Environmental – wants incinerator at treatment site. <p>Pre-planning consultation start in summer 2011; planning application determined Dec 2012; plant operational in 2015.</p> <p>SU informed the meeting that household waste accounted for approx 10% of overall waste in the city.</p> <p>Biffa will deal with the commercial and industrial waste in the city.</p>	
3.2	(7.0) Youth Work – a query was raised concerning youth work in Halton. No one present from Youth Service. Cllr Schofield requested that a letter to go youth service asking that they attend future meetings with reports.	MH

4.0	10 minute open floor	
4.1	<p>Parking/speeding near Colton Primary School There are still problems near the school with parents parking illegitimately and other road users speeding. What action can be taken to address this issue ? Highways will not install a crossing because it does not meet the criterion.</p> <p>It was acknowledged that there are similar problems outside all schools. It was also acknowledged that the school needs to take action itself and impress upon the parents of its pupils that they are endangering children by parking in such a way. This should be a priority action for the school to take to address this problem.</p> <p>It was also agreed that WYP would arrange for officers to patrol at start and finish of school and fine anyone not complying with parking regulations. They could liaise with the school regarding offenders.</p>	
4.2	<p>Field End Road – litter and nuisance</p> <p>The rear entrance to Temple Moor High School was established to allow mini bus access only. However, this is now being used as a general entrance by pupils and causing problems to residents because of noise and litter.</p> <p>There are other associated problems with illegitimate parking and litter all around the school grounds.</p> <p>Action: agreed that Michelle McGill (CESO) will visit school and report these issues to the head teacher as well as patrolling at opening/closing times.</p>	MM
5.0	Community safety	
5.1	<p>Police update by Sgt Simon Harrison:</p> <ul style="list-style-type: none"> • In the last 6 weeks there had been an overall decrease of 39 offences. • Vehicle crime accounted for the highest number of offences • There had been a 50% reduction in burglary in last 6 weeks • Burglary is top priority for WYP at the moment 	
5.2	<p>The Templegate area had the biggest problem with burglary before Christmas. Funding from Area Committee supported the tasking group to carry out target hardening in the area. With funding cutbacks it is not clear if projects such as this will be available in the new financial year.</p> <p>Questions and answers:</p> <p>Q Why do some areas get target hardening and others don't? A Funding is used to target hotspot areas and is limited.</p> <p>Q What is being done to address speeding on Selby Road and near Leodis etc A Speed checks are being carried out. Highways are also doing checks on speed reduction.</p>	
6.0	Environmental Issues	
6.1	<p>Refuse Collection Service Susan Upton (Head of Waste Management) attended to respond to issues concerning the refuse collection service.</p>	

6.2	<p>A number of factors had affected the service over recent months, that has lead to some Confusion over collection days</p> <ul style="list-style-type: none"> • New rounds have taken a while to settle down • Bad weather has hampered the collections 	
6.3	<p>A number of actions were taken to deal with the backlog such as staff working on Sundays and the situation has now settled down. Garden waste collection has recommenced w/c 17th Jan.</p>	
6.4	<p>It was acknowledged that the wheel out service for the elderly needed to be improved and this was being actioned.</p>	
Community Environment Officers (CEO's)		
6.5	<p>JP distributed a report on activities and actions undertaken over recent months.</p> <p>Main actions included:</p> <ul style="list-style-type: none"> • The bushes at Colton retail park are being removed after rats were found. The rats have also been removed. • Programme of targeting those not cleaning up after dog fouling is taking place across the area. This will include education as well as enforcement. • Priority litter picking near Sainsbury's, McDonalds etc. However, it was pointed out that these companies's were responsible for cleaning up their own litter within a 100 yard radius of their businesses. 	
7.0	Any other business and date of next meeting	
7.1	No other business.	
7.2	Date of next meeting: Thursday 14 April 2011 at Christ Church Hall	

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Appendix 8

Present: Cllr Murray (Chair), Cllr Dobson (LCC), Lynne White (LCC), Michelle McGill (CESO LCC), Sharon Elliott (Leeds Learning), Phil Dunwell (Garforth Tenants & Residents/Garforth in Bloom), Ian Forster (GRA), Janet Winn (Great & Little Preston PC), Elizabeth Crossley (Great & Little Preston PC), Kevin Pease of Pease of Garforth), David LeRoy (Garforth Miners Welfare Hall), Jean Murphy (NET), PCSO Rose Rowley (WYP), Sgt Joanne Lock (WYP), John Holmes (LCC Youth Service), Jayne Hookham (Resident), June Rollins (Windermere Watch), Shirley Raisey, Susan Ashworth (Garforth in Bloom), Dave Evans (Garforth Academy/Festival)

Apologies: Aileen Larsen (Leeds Learning), Gordon Hall, Patrick Wilson (Firthfields), Cllr A McKenna

1.0	Introductions and Apologies	Action
1.1	Councillor Dobson welcomed everyone to the meeting, introductions made and apologies noted	
2.0	Minutes of the last meeting held on 6 th December 2010 and matters arising	
2.1	The minutes were agreed as an accurate record	
2.2	Swillington Youth Project going ahead with the help of Parish Council	
3.0	Community Safety	
3.1	Report from Police – Sgt L gave Crime Stats, informed crimes over the year were one of the lowest recorded and down by 80 crimes. Burglary dwellings have risen but this is throughout Leeds. ANPR system is being used in the area which checks and reads number plates. Swillington had 25 crimes and 11 arrests over the last three months compared to 41 crimes last year at the same time. Garforth 75 crimes with 35 arrests, same time last year was 69 crimes.	
3.2	JW asked for figures for Great Preston – Sgt L will look at these for next meeting. JW informed they have lots of pick up trucks crawling round the streets and taking things from driveways. MM informed she is not allowed to stop them but can approach to ask if they have a carriers licence (9 times out of 10 they don't)	
3.3	DL informed he had British Rail Cable dumped in his garden and was removed quickly when he contacted them	
3.4	SR informed of crime on Fairburn Drive, Sgt L said more than Fairburn Drive was affected and was requesting CCTV footage possibly youths on a night out and enquiries were ongoing.	
3.5	DL asked about the burglaries, Sgt L said it was no specific area, generally sporadic. Cllr M said they need to get the message across to “Lock your Door” CASAC trying to get the message across. KP informed they sell anti snap locks	

4.0	Environmental Services	
4.1	Report from Community Environmental Support Officer – MM informed Action Week in Garforth will be held week beginning 14 th March educating people on littering and dog fouling. Fines of £75 will be given to anyone found letting their dogs foul. MM informed they will be working late during the week visiting Pizza Takaway and Fish & Chip Shop on the Main Street. KP complained he is constantly cleaning up their litter from his car park (Pease of Garforth). Members of the Forum informed of various sites which need looking into. Michelle will be distributing leaflets. JW asked if the Great & Little Preston area will have the same service, MM will speak to Simon Norman CESO for Great & Little Preston Area and ask him to contact JW with a view to taking similar action.	
5.0	10 Minute Open Floor	
5.1	PD informed Garforth in Bloom will be judged at the end of March – schools have designed posters. Cllr Murray thought a push on buying compost bins from the Council would be a good idea and will speak to PD and give help if needed. JW from Great Preston in Bloom informed they have produced a calendar and thanked Cllr Murray for his help. Cllr Murray wished the In Bloom good luck and thanked them for doing a grand job.	
5.2	Cllr Dobson apologised for being late – reason was concern about pre-school, early years place of their choice for schools in the locality. Ninelands have children attending from other areas leaving no places for local children. Cllr Dobson attended a meeting with regard to re-setting the policy to the school. Ninelands are adopting the policy and the problem has been resolved.	
5.3	Cllr Murray reported that Gordon Hall's wife has passed away and expressed deepest sympathy to Gordon.	
5.4	Cllr Murray informed that Lynne White would be leaving the Council on early retirement scheme after over 32 years and gave his thanks on behalf of the forum for work done in the area over the years.	
6.0	Garforth Arts Festival	
6.1	DE gave an update on Garforth Festival for 2011 on 27 th June to 9 th July (7 th Year). Thanked Outer East Area Committee for funding.	
6.2	2010 Festival was a success and the intention is that 2011 will have more people than ever and will deal directly with every child working with Garforth Primary School, Micklefield and Aberford and will include Visual Arts Project to form exhibition. Flags on lamp posts created by the children with older children working on a mosaic which at present a site is being sought with the help of Garforth in Bloom on the Main Street or thereabouts. The Academy is twinned with Durban and 8 students went out to work with their children.	
6.3	Baraka Café are working on a book called "Stories from the Street" which anyone can contribute to with realistic stories from people in Garforth, young children will be designing the cover (contact Dave Evans for more information). Cllr Murray confirmed Billy Bragg will be attending on the 4 th July.	
6.4	JM informed NET may be interested in the Stories from the Street book. DL suggested posters in the Community Centre asking for stories	
6.5	DE took questions and Cllr Murray thanked DE	

7.0	Services to Young People	
7.1	JH informed he is retiring from the Council – he started in 1973. He is attending the meeting on behalf of Parves. Adrian Lee will be returning to Kippax & Methley, Garforth & Swillington and half of Rothwell area (3 wards), the Senior Youth Officer will be Satbinder Soor.	
7.2	JH gave out information sheets covering Children’s Services, Youth Service – Garforth and Swillington Report March 2011, produced by Parvez Aziz, which covered information on Swillington Youth Club, Garforth Saturday Night Project (worried this will be phased out but 40 people are attending), Garforth Detached, Garforth HYPs, Garforth Academy Weds & Friday, Senior Member Training, Swillington Skate Park also the Youth Work Programme dated March 2011.	
7.3	JH informed details of Youth Services can be found on the Breeze website or visit the Library.	
7.4	Cllr Dobson informed in relation to Garforth Squash & Leisure there is a temporary reduction hours and Garforth & Swillington Councillors will look to fund extra hours short term until it is re-opened with either Cllr McKenna, Murray or Dobson to sit on the board.	
7.5	JH informed Parvez is running youth club well but can’t promise extra youth workers. JH is concerned about teenage nuisance. Cllr Dobson working alongside Swillington Parish Council to provide a Skate Park for Swillington.	
7.6	Extended Services – SE working with families as well as young people, has a referral system for families with problems i.e. hospitals, moving house, transition from primary to senior school etc aged from 5 yrs to 15 yrs, giving families confidence. For further information contact Sharon Elliott. Holiday program for Easter, Summer and October with 330 placed on it can be found on Garforth Academy Website under Extended Services before the start of each holiday. Garforth Youth Parliament launch with Cllr Dobson as speaker will be held on 26 th March 9.00 – 1.00 p.m.	
7.7	SE informed there will be a Farmers Market held in the School Hall at Garforth Academy 9.00 – 1.00 p.m.	
7.8	Cllr Murray thanked SE for a brilliant job.	
8.0	Date and time of next meeting	
8.1	Next meeting to be arranged at next Area Committee	

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Appendix 9

Briefing paper for Elected Members

The next Census will take place on 27th March 2011

This briefing paper has been prepared to provide Members with an update on the work that has been taking place in preparation for the 2011 Census.

The quality of the census results depends crucially on the response rate, making it particularly important to actively engage with communities to encourage people to take part and make sure they are included in the census.

The census is important because it provides the basis for central and local government, health authorities and many other organisations to target their resources more effectively and to plan housing, education, employment, health and transport services for years to come. The number of people included in the Census affects the amount of funding given to each local area and every effort is being made to include everyone in the census.

Community Engagement

A lot of work has been undertaken by the Council's Census Working Group the past eight months to support the two Census Area Managers whose role is to coordinate the Census operation 'on the ground'. The working group has involved the council's census liaison officer, and representatives from corporate communications, the Equality Team, and Environment's and Neighbourhoods Directorate.

The Census Area Managers are ONS staff and have been in post since August 2010. Their main focus of activity to date has been around raising awareness of the Census and community engagement – with a particular focus on those population groups that ONS regard as being hardest to count:

- Older people
- Students
- Bangladeshi community
- Pakistani community
- Black African / Black Caribbean communities
- Chinese communities
- New migrant communities

In addition to the two Census Area Managers ONS also appointed two Community Advisors to work with the Pakistani and Chinese communities in Leeds (the Chinese community advisor also covers Sheffield and the Pakistani community advisor also covers Bradford).

A Census Local Partnership Plan was produced by the Area Managers with support from the officer group which set out a shared view of priorities for engagement and enumeration and summarised the key actions that the Office for National Statistics, local authorities and local community partners would undertake. This Plan has been regularly updated to reflect the contacts that have been made and to date over 250 organisations have been approached by the ONS census staff. Since November 2010 a colleague from Environments and Neighbourhoods has also been supporting ONS staff in their community engagement work.

Completion Events

ONS are now actively promoting the idea of “completion events” to help local people fill in their census questionnaires and has published detailed guidance on holding an event. As part of the community engagement work colleagues have been identifying potential hosts for such events and so far the following organisations have agreed to hold an event:

- Leeds Sikh Centre
- Shire View Centre
- Leeds Refugee Forum
- City & Holbeck Children’s Centre
- St George’s Crypt
- Age Concern
- Supporting Elderly People, Leeds 16
- St Anne’s Resource Centre
- Mariner’s Resource Centre
- Osmondthorpe Resource Centre
- Chinese Community Centre
- Mary Sunley House
- Reginald Centre
- Association of Blind Asians
- People in Action, Oxford Place
- Roscoe Luncheon Club
- Advocacy Support
- Montague Burton Centre

The list of organisations willing to hold events is being monitored and updated to ensure that there will be coverage in all the “hard to count” areas of the city.

ONS Field Staff

In addition to the Census Area Managers and Community Advisors ONS have now appointed 27 co-coordinators to work across the city and there will be over 400 collectors deployed from mid March.

Support of Elected Members

Elected Members are uniquely placed to be able to help raise awareness and understanding of the census and to help advise residents of what they need to do and when they need to do it.

We would be grateful in the lead up to the census if members could lend their support by making residents aware of the importance of completing the census form. Key messages to get across to residents are:-

- The census matters to everyone who lives in the city. The amount of funding the council gets from the government is based on how many people live in the area. The census therefore needs to include everyone to make sure the council receives the right funding for residents.
- Local government uses census statistics to understand the characteristics of the city's population and what facilities are needed for example leisure centres, transport, roads, schools.
- Census information is collected and kept confidential by the Office of National Statistics and is protected by law. It is never shared with any other government department, nationally, regionally or locally.
- Completing the census is a legal requirement

Communications

ONS has established a dedicated website for the 2011 Census www.census.gov.uk and has produced detailed guidance for local authorities on supporting the census. They have also developed a range of promotional materials that can be used locally including:

- Key messages
- Posters
- Generic articles for inclusion in newsletters etc
- Guidelines for hosting completion events
- Frequently asked questions

Colleagues in Corporate Communications are producing a briefing pack for use by front line staff which will be circulated from 21st February to coincide with the launch of the national publicity campaign (Members will also receive a copy of the pack). ONS will be undertaking a massive census advertising campaign using a broad mix of channels designed to reach all population groups and have contracted with a number of BME press organisations to publish articles in the run up to census day.

In addition to the work that has been going on to promote the census to the voluntary and community sector, we will be actively promoting the census to staff and this will include articles in staff newsletters, posters, items posted online, Team Talk and In Brief Messages etc.

Contacts:

Chris Bennett: ONS Area Manager (Leeds North)

Email: D106@census.gov.uk or telephone 07801 331320

Elaine Thornton: ONS Area Manager (Leeds South)

Email: D107@census.gov.uk or telephone 07801331322

Jacky Pruckner: Council Assistant Census Liaison Manager:

Email jacky.pruckner@leeds.gov.uk or telephone 0113 2476394.

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Originator:
Stacey Campbell
Tel: 2243470

Report of the Director of Environment and Neighbourhoods

Report to Outer East Area Committee

Date: 22nd March 2011

Subject: Dog Control Orders – Phase Two

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

This report provides information to area committees with regards to the Council's proposals to introduce further Dog Control Orders in the City. Dog Control Orders have been considered in two phases. Phase One orders came into force on 1st February 2011.

1.0 Purpose Of This Report

1.1 To seek feedback on the proposals to introduce further Dog Control Orders across the City under Phase 2 of the Dog Control Order Project and inform committees of the consultation process with regards to these proposals.

2.0 Background Information

2.1 During 2008/2009, the Scrutiny Board (Environment and Neighbourhoods) conducted a review on the Enforcement of Dog Fouling and issued a Statement in February 2009 setting out its conclusions and recommendations. One of the recommendations stipulated exploring the use of Dog Control Orders in the City.

2.2 Dog Control Orders are available under Section 55(1) of the Clean Neighbourhoods & Environment Act 2005, which states:-

“A primary or secondary authority may in accordance with this Chapter make an order providing for an offence or offences relating to the control of dogs in respect of any land in its area to which this Chapter applies.”

- 2.3 On 3 November 2010, Executive Board considered proposals for Dog Control Orders under the Clean Neighbourhoods and Environment Act 2005. The Board approved three Orders which will:-
- limit the number of dogs that one person may walk
 - exclude dogs from a list of prescribed areas
 - require dogs to be placed on a lead whenever the owner is requested to do so by an authorised officer
- 2.4 Failure to comply with these Order is an offence and a person can be prosecuted or be given the opportunity to pay a fixed penalty as an alternative to prosecution. The orders came into force on 1st February 2011.
- 2.5 Executive Board also approved that phase two of the project is begun, which will look at further options for Dog Control Orders in the City. The Project Board steering the Dog Control Orders will, under Phase 2, be consulting upon two additional controls which are:-
- Areas where dogs may be required to be kept on a lead all times. These areas could include roadside pavements (which is envisaged to apply city wide) and cemeteries. Other areas could be considered for such an order, however a Dog Control Order is already in existence which allows officers to direct an individual to place a dog upon a lead if it is causing a nuisance.
 - Further areas of land where dogs may be excluded from. Under Phase 1 of the project, such areas included children’s play areas. Under Phase 2, these areas could be extended to include Sports Pitches and School Grounds & Playing Fields
- 2.6 The Council will look at applying any such controls to land within its control which will include consultation with Education Leeds and the ALMO’s. Dog Control Orders can be applied to any land to which the public have access, with or without payment. Other private land will not be considered unless requested by the landowner and the landowner funds any signage required.
- 2.7 The process for phase two Dog Control Orders will commence with consultation with Area Committees, after which interested parties such as Dog Walking Businesses, The Kennel Club and The Dogs Trust will be contacted. Officers will also be consulting with key landowners who may have an interest in Dog Control Orders. These include Education Leeds, ALMO’s, all the land owning LCC departments including Parks and Countryside, Town and Parish Councils, Universities, British Waterways and Community Groups.
- 2.8 The outcome of this consultation will shape proposals which will be put into a full public consultation exercise to be undertaken through summer 2011. Scrutiny Board (Environment & Neighbourhoods) have taken a close interest in the project. The outcome of the consultation will be shared with Scrutiny Board, who will also help steer the final proposals. The final proposals would be determined by Executive Board. It is proposed to introduce any orders agreed early 2012.

3.0 Main Issues

- 3.1 The outcome of the consultation process will shape the proposals and determine a way forward with the second phase of the Orders. The proposals are likely to stimulate contrasting views, from both dog owners and none dog owners. The Council will assess and consider the responses through the Project Board, balancing any views with the overall project objective of promoting responsible dog ownership.

4.0 Implications for Council Policy and Governance

- 4.1 The decision to implement any Orders would through Delegated Executive Function.

5.0 Legal and Resource Implications

- 5.1 Adopting new legislation has legal implications and the Section Head of Regulatory and Enforcement in the Council's Legal Services section is steering this aspect of the project.
- 5.2 There are resource and financial implications identified around signage for the Orders. Also, any orders agreed upon will be enforced by existing members of staff – no additional resources have been identified to enforce the orders.

6.0 Conclusions

- 6.1 The proposals for the Orders are part of a Responsible Dog Ownership scheme being promoted by the Council. The problems created by irresponsible dog ownership, such as dog fouling and stray dogs, can be tackled using Dog Control Orders.

7.0 Recommendations

- 7.1 Members are asked to note and consider the proposals for further Dog Control Orders.
- 7.2 Members are invited to offer any comments with regards to:-
- Potential consultees who are not listed above
 - Landowners or managers who may be interested in Dog Control Orders on their land, particularly in the local area covered by this committee.
 - Advise on any areas of land which they feel would benefit from Exclusion Orders
 - Offers any observations which need to be incorporated into the public consultation
 - Nominate their Area Champion to receive the formal consultation outcome on behalf of their Committee.

Background papers

None

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Originator: Guy Close

Tel: (0113) 24 74356

Report of the Chief Democratic Services Officer

East (Outer) Area Committee

Date: 22nd March 2011

Subject: Dates, Times and Venues of Area Committee Meetings 2011/12

Electoral Wards Affected:

Cross Gates and Whinmoor
Garforth and Swillington
Kippax and Methley
Temple Newsam

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 the report is to request Members to give consideration to agreeing the dates and times of their meetings for the 2011/12 municipal year which commences in May 2011.

1.0 Background Information

- 1.1 The Area Committee Procedure Rules stipulate that there shall be at least six ordinary meetings of each Area Committee in each municipal year (May to April).
- 1.2 The Procedure Rules also state that each Committee will agree its schedule of meetings for the year either at the last meeting in the current municipal year (i.e. tonight) or at its first meeting in the new municipal year. In order to appear in the Council's official Diary and Yearbook for 2011/12, the dates and times of your meetings need to be approved today.

2.0 Options

2.1 The options are:-

- To approve the list of dates and times provisionally agreed with the South East Area Leader based on the existing pattern;

- To consider other alternative dates;
- To continue to meet at 2.00 pm, or to consider alternative times;
- To continue to hold all meetings at the Civic Hall, or to consider alternating between suitable venues within the four East Outer Wards, or to have a combination of some Ward-based meetings together with some at the Civic Hall.

3.0 Meeting Dates

- 3.1 The following provisional dates have been agreed in consultation with the South East Area Leader. They follow roughly the same pattern as last year, i.e. Tuesdays in July, September, October, December, February and March:-

Tuesday 5th July 2011, Tuesday 13th September 2011, Tuesday 18th October 2011, Tuesday 13th December 2011, Tuesday 14th February 2012 and Tuesday 20th March 2012.

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

4.0 Meeting Days and Times

- 4.1 Currently the Committee meets on Tuesday's at 2.00 pm and the above suggested dates reflect this pattern.
- 4.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.
- 4.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements – it really is a matter for Members to decide.

5.0 Meeting Venues

- 5.1 Uniquely, this Area Committee holds all of its meetings at the Civic Hall, Leeds.
- 5.2 The Civic Hall meeting facilities might arguably be better than some local Ward-based venues might be able to provide. The current venue is also possibly more convenient for Members and possibly also the public, as Leeds is the hub of the public transport system.

5.3 However, Members are reminded below of the stated role of Area Committees, as set out in Paragraph 2.1 of the Area Committee Procedure Rules:-

Area Committees will

- improve co-ordinate and influence services at a local level;
- act as a focal point for community involvement;
- take locally based decisions that deal with local issues;
- provide for accountability at a local level;
- help Elected Members to listen to and represent their communities;
- help Elected Members to understand the specific needs of the community in their area;
- promote community engagement in the democratic process;
- promote working relationships with Parish and Town Councils; and
- promote the well being of their area.

5.4 These aims and roles are unlikely to be enhanced by holding all meetings in the city centre, and Members might like to consider holding the meetings at Ward-based venues, or alternating meetings between the city centre and local venues, as some other Area Committees do. Members might also wish to look again at other ways of publicising meetings and encouraging greater community engagement.

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

6.0 Recommendation

6.1 Members are requested to consider the options and to agree their meeting dates and times for 2011/12 in order that they may be included in the Council's official diary for 2011/12. Meeting venues can if necessary be agreed at a later date, or left for the officers to sort out, taking into account Members' views, although a clear indication of Members' wishes in this regard would be helpful.

Background Papers

Area Committee Procedure Rules

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