

**NORTH WEST (OUTER) AREA COMMITTEE**

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**Meeting to be held in the new Parish Centre at St Margaret's Church,  
Church Lane/Hall Park Avenue, Horsforth, Leeds LS18 5LA on  
Monday, 8th November, 2010 at 2.00 pm**

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**MEMBERSHIP**

Councillors

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

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**Agenda compiled by:  
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**Stuart Robinson**

**Acting W N W Area Manager:  
Jason Singh  
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## **A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS**

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

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

# A G E N D A

Item No	Ward	Item Not Open		Page No
			<b><u>PROCEDURAL BUSINESS</u></b>	
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED –</b> 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><b>No exempt items or information have been identified on the agenda</b></p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></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><b>DECLARATION OF INTERESTS</b></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><b>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</b></p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the meeting held on 27<sup>th</sup> September 2010.</p>	1 - 8

Item No	Ward	Item Not Open		Page No
			<b><u>EXECUTIVE BUSINESS</u></b>	
8			<p><b>WELL-BEING BUDGET REPORT</b></p> <p>The Director of Environment and Neighbourhoods submitted a report providing the Area Committee with a current position statement on the well-being budget, details of proposed projects and small grant applications.</p>	9 - 14
9			<p><b>AREA MANAGER'S REPORT</b></p> <p>The Director of Environment and Neighbourhoods submitted a report informing Members of progress on a number of projects in Outer North West Leeds as determined by the Area Delivery Plan 2010.</p>	15 - 20
10			<p><b>KEY MESSAGES FROM AREA COMMITTEE SUB GROUPS AND FORUMS</b></p> <p>To consider a report of the Director of Environment and Neighbourhoods providing a summary of ward forums and sub groups that have taken place since the last Area Committee.</p>	21 - 24
			<b><u>COUNCIL BUSINESS</u></b>	
11			<p><b>ANNUAL COMMUNITY SAFETY REPORT</b></p> <p>To consider a report of the Director of Environment and Neighbourhoods providing details of community safety activity during the last 12 months and to highlight crime statistics during the period April 2005 and March 2010.</p>	25 - 44

Item No	Ward	Item Not Open		Page No
12			<p><b>BRIEFING NOTE ON PROPOSED DELEGATION OF ELEMENTS OF THE STREETSCENE SERVICE</b></p> <p>To consider a report of the Director of Environment and Neighbourhoods on the potential to increase the delegation for a range of Streetscene services to Area Committees, which would in turn make them more accountable and responsive to the needs of localities and the aspirations of local people and local Elected Members.</p>	45 - 50
13			<p><b>GROUNDS MAINTENANCE UPDATE REPORT</b></p> <p>To consider a report of the Chief Environment Officer advising the Members of the progress to date with the procurement of a new grounds maintenance contract.</p>	51 - 58
14			<p><b>REPORTING HEALTH AND ENVIRONMENTAL ACTION SERVICE ACTIVITIES TO THE AREA COMMITTEE</b></p> <p>To consider a report of the Director of Environment and Neighbourhoods providing information for Members on the demand for services provided by the Health and Environmental Action Service (HEAS) with particular focus on the enforcement activities undertaken by the Environmental Action Team (EAT) and the Highways and Environmental Enforcement (HEE) team.</p>	59 - 74
15			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Monday 13<sup>th</sup> December 2010 at 2.00pm in the Civic Hall, Leeds.</p> <p><b>MAP OF TODAY'S MEETING</b> St Margaret's Parish Centre, Church Lane/Hall Park Avenue, Horsforth, Leeds LS18 5LA.</p>	75 - 76