

**NORTH WEST (OUTER) AREA COMMITTEE**

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**Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Monday, 12th December, 2011 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 (Chair)	-	Guiseley and Rawdon;
P Latty	-	Guiseley and Rawdon;
P Wadsworth	-	Guiseley and Rawdon;
B Cleasby	-	Horsforth;
C Townsley	-	Horsforth;
D Collins	-	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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**Gerard Watson**

**W N W Area Leader: Jane Maxwell  
Tel: 0113 336 7858**

## **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><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>	

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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</b></p> <p>To receive any apologies for absence.</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 7<sup>th</sup> November 2011.</p>	1 - 8

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8	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon;		<p><b>ENVIRONMENTAL SERVICES - UPDATE ON THE SERVICE LEVEL AGREEMENT</b></p> <p>To consider the report of the Locality Manager for West North West Leeds providing an update on the performance achieved against the Service Level Agreement between Outer North West Area Committee and the West North West Environmental Locality Team. In addition, the report also provides feedback on discussions that have taken place at the Area Committee's Environment Sub Group meetings.</p> <p><b>(Executive Function)</b></p>	9 - 28
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon;		<p><b>LEEDS CITIZENS' PANEL IN SUPPORT OF LOCALITY WORKING</b></p> <p>To consider the report of the Assistant Chief Executive (Community Access and Performance) outlining the progress being made to create and manage a new and enlarged Leeds Citizens' Panel that will form an important tool for the Council and partners' consultation activity.</p> <p><b>(Council Function)</b></p>	29 - 40
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon;		<p><b>DEVELOPING A LOCALITY APPROACH BETWEEN LEEDS CITY COUNCIL SERVICES AND NEIGHBOURHOOD POLICE TEAMS/POLICE COMMUNITY SAFETY OFFICERS (PCSOS)</b></p> <p>To consider the report of the Director of Environment and Neighbourhoods providing an overview of the progress made to develop more joined up working arrangements between locality based City Council services and Neighbourhood Police Teams/PCSOs.</p> <p><b>(Council Function)</b></p>	41 - 46

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11	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon;		<p><b>LOCALISM ACT 2011</b></p> <p>To consider the report of the Assistant Chief Executive (Customer Access and Performance) outlining the main elements of the Localism Act which will be of direct relevance to Area Committees and to provide an opportunity to debate and influence the way in which the Council implements the legislation.</p> <p><b>(Council Function)</b></p>	47 - 56
12			<p><b>CAPITAL RECEIPTS INCENTIVE SCHEME REPORT TO EXECUTIVE BOARD</b></p> <p>To consider the report of the Assistant Chief Executive (Customer Access and Performance) presenting for comment the report on the Capital Receipt Incentive Scheme that received approval at the Executive Board meeting on 12<sup>th</sup> October 2011.</p> <p><b>(Executive Function)</b></p>	57 - 72
13	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon;		<p><b>WELLBEING REPORT</b></p> <p>To consider the report of the Assistant Chief Executive (Customer Access and Performance) providing an update on the current amount of revenue and capital funding committed and available via the Area Committee Wellbeing budgets for Wards in the Outer North West. In addition, the report also seeks approval for new projects and provides details of small grant applications received since the last Area Committee.</p> <p><b>(Executive Function)</b></p>	73 - 80
14			<p><b>AREA CHAIRS' FORUM MINUTES</b></p> <p>To consider the report of the Assistant Chief Executive (Customer Access and Performance) presenting for comment the minutes of the Area Chairs' Forum meeting held on 5<sup>th</sup> September 2011.</p> <p><b>(Council Function)</b></p>	81 - 90

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15	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon;		<p><b>AREA UPDATE REPORT</b></p> <p>To consider the report of the Assistant Chief Executive (Customer Access and Performance) which brings together a range of information relating to Area Committee business into a single report to help limit the number of items being presented to each Area Committee meeting.</p> <p><b>(Executive Function)</b></p>	91 - 138
16			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>2.00 p.m. on Monday, 6<sup>th</sup> February 2012 (Venue to be confirmed)</p>	