

**NORTH WEST (INNER) AREA COMMITTEE**

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**Meeting to be held on  
Thursday, 22nd September, 2011 at 7.00 pm  
at the HEART Centre, Bennett Road, Headingley, Leeds, LS6 3HN**

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**MEMBERSHIP**

Councillors

M Hamilton	-	Headingley;
J Matthews	-	Headingley;
N Walshaw	-	Headingley;
P Ewens	-	Hyde Park and Woodhouse;
G Harper	-	Hyde Park and Woodhouse;
J Akhtar (Chair)	-	Hyde Park and Woodhouse;
B Atha	-	Kirkstall;
J Illingworth	-	Kirkstall;
L Yeadon	-	Kirkstall;
S Bentley	-	Weetwood;
J Chapman	-	Weetwood;
B Chastney	-	Weetwood;

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**Agenda compiled by:  
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Civic Hall  
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**West North West Area Leader: Jane  
Maxwell  
Tel: 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 style="text-align: center;"><b><u>PROCEDURAL BUSINESS</u></b></p> <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: No exempt items or information have been identified on the on the agenda</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>DECLARATIONS OF INTEREST</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. <b>No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</b></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 14<sup>th</sup> July 2011</p> <p>(Copy attached)</p>	1 - 12
8			<p><b>MATTERS ARISING FROM THE MINUTES</b></p> <p>To consider any matters arising from the minutes</p>	13 - 18

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9			<p><b>AREA CHAIRS - FORUM MINUTES</b></p> <p>To consider a report by the Assistant Chief Executive (Planning, Policy and Improvement) which provides notification to Members of the decision made by full Council that Area Chair's Forum minutes should be considered by the Area Committee as a regular agenda item.</p> <p>(Report and Minutes of the Area Chair's Forum held on 17<sup>th</sup> June 2011 attached)</p> <p>(Council Function 5 Minutes)</p>	19 - 26
10			<p><b>DELEGATION OF ENVIRONMENTAL SERVICES - SERVICE LEVEL AGREEMENT</b></p> <p>To consider a report by the Director of Environment and Neighbourhoods which provides details of a Service Level Agreement drawn up for the delivery of environmental services in the Inner West Area. Members are recommended to approve the attached Service Level Agreement for delivery of delegated environmental services.</p> <p>(Report attached)</p> <p>(Executive Function 10 Minutes)</p>	27 - 82
11			<p><b>WEST NORTH WEST HOMES LEEDS - INVOLVEMENT IN AREA COMMITTEES</b></p> <p>To consider a report of West North West Homes Leeds which outline the purpose of WNWhL involvement with the Area Committee, and explores ways of making there involvement as productive and meaningful as possible. The report also provides information on progress of current partnership work relevant to Area Committee work.</p> <p>(Report attached)</p> <p>(Council Function 10 Minutes)</p>	83 - 90

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12			<p><b>LEEDS ANTI SOCIAL BEHAVIOUR TEAM</b></p> <p>To consider a report by the Director of Environment and Neighbourhoods which provides details of the changes to the Anti Social Behaviour Service, the new process for dealing with anti social behaviour in Leeds and details about the three new area based multi agency teams.</p> <p>(Report attached)</p> <p>(Council Function 10 Minutes)</p>	91 - 100
13			<p><b>HOUSES IN MULTIPLE OCCUPATION - PLANNING WORKSHOP</b></p> <p>To consider a report by the Director of City Development setting out details of three Planning Workshops which will assist in the establishment of a Policy to control changes of ordinary dwellings to houses in multiple occupation (HMOs)</p> <p>(Report attached)</p> <p>(Council Function 10 Minutes)</p>	101 - 106
14			<p><b>THE MAJOR BENEFITS AND ADDED VALUE OF CAPITAL WELL BEING FUNDING IN WEST NORTH WEST LEEDS</b></p> <p>To consider a report of the West North West Area Leader responding to a request at a recent Area Leader's meeting to explore the added value of well-being funding for capital projects. The report described how the capital well-being budget in the West North West (WNW) has been spent, for what purpose and the benefits gained from it's expenditure.</p> <p>(Report attached)</p> <p>(Executive Function 10 Minutes)</p>	107 - 122

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15			<p><b>AREA COMMITTEE WELLBEING FUNDING</b></p> <p>To consider a report by the Deputy Chief Executive which provides an update of the current budget position of the Wellbeing fund, sets out details of recent monitoring claims for Area funded projects, advices of a new request for Area Committee Wellbeing capital funding, proposals to change the small grant budget allocation process and to consider a range of new small grant funding requests.</p> <p>(Report attached)</p> <p>(Executive Function 10 Minutes)</p>	123 - 154
16			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note that the next meeting will take place on Thursday 27<sup>th</sup> October 2011 at 7.00pm at Kirkstall St Stephen's Church Hall, Leeds</p> <p>Map of today's meeting, The HEART Centre, Bennett Road, Headingley, Leeds, LS6 3HN</p>	