



EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Civic Hall, Leeds on
Tuesday, 3rd July, 2012 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;
M Harland	- Kippax and Methley;
J Lewis	- Kippax and Methley;
K Wakefield	- Kippax and Methley;
J Cummins	- Temple Newsam;
M Lyons	- Temple Newsam;
K Mitchell	- Temple Newsam;

**Agenda compiled by:
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**South East Area Leader:
Shaid Mahmood
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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
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p>	

Item No	Ward/	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATIONS OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES</p> <p>To approve the minutes of the East Outer Area Committee meeting held on 15th May 2012</p> <p>(minutes attached)</p>	1 - 4
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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8	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>NORTH EAST DIVISIONAL COMMUNITY SAFETY PARTNERSHIP ANNUAL REPORT</p> <p>To consider a report of the North East Divisional Community Safety Partnership</p> <p>(report attached)</p>	5 - 28
9	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>SUMMARY OF KEY WORK</p> <p>To consider a report of the South East Area Leader providing information on priority work</p> <p>(report attached)</p>	29 - 68
10	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>DELEGATION OF ENVIRONMENTAL SERVICES - SERVICE LEVEL AGREEMENT</p> <p>To consider a report of the Director of Environment and Neighbourhoods on the Service Level Agreement for Outer East area for 2012/13</p> <p>(report attached)</p>	69 - 92
11	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES</p> <p>To consider a report of the Chief Officer (Democratic and Central Services) for the appointment to outside bodies in respect of the Outer East</p> <p>(report attached)</p>	93 - 110

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12	Cross Gates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam;		<p>WELLBEING BUDGET (REVENUE)2012/13</p> <p>To consider a report of the South East Area Leader on funding for specific work streams and new projects</p> <p>(report attached)</p>	111 - 120
13	Cross Gates and Whinmoor; Temple Newsam;		<p>DEVELOPMENT OF A DESIGN MASTERPLAN FOR 'GREEN PARK' FOR PUBLIC CONSULTATION AND THE INCLUSION OF RESTRICTIVE PARKING MEASURES</p> <p>To consider a report of the Head of Parks and Countryside on proposals for the development of a new park within the Outer East area</p> <p>(report attached)</p>	121 - 126
14			<p>DATES AND TIMES OF FUTURE MEETINGS</p> <p>At 3.00pm on Tuesdays in the Civic Hall Leeds on the following dates:</p> <p>11th September 2012 16th October 2012 11th December 2012 12 February 2013 19th March 2013</p> <p>And Monday 13th May 2013</p>	

Agenda Item 6

EAST (OUTER) AREA COMMITTEE

TUESDAY, 15TH MAY, 2012

PRESENT: Councillors S Armitage, J Cummins,
M Dobson, P Grahame, P Gruen,
M Harland, J Lewis, M Lyons, A McKenna,
K Mitchell, T Murray and K Wakefield

89 Election of Chair

As the Chair of East Outer Area Committee for 2011/2012 had stepped down at the last local elections, nominations to chair the meeting were sought
Councillor Murray was proposed, seconded and appointed to chair the meeting

Councillor Murray in the Chair

90 Introductions and welcome

Councillor Murray welcomed two new Councillors to the meeting; Councillor Cummins and Councillor Harland and asked Officers to introduce themselves

91 Declarations of Interest

There were no declarations of interest

92 Apologies for Absence

It was reported that Councillor Armitage would join the meeting in due course

93 Minutes

RESOLVED - To approve the minutes of the East Outer Area Committee of 20th March 2012; the Extraordinary meeting of East Outer Area Committee of 30th March 2012 and to ratify the decisions taken at that meeting

94 Open Forum

Draft minutes to be approved at the Meeting to be held on 3rd July 2012

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

95 Election of Area Committee Chair for the 2012/2013 Municipal Year

The Chief Officer (Democratic and Central Services) presented a report setting out the process for electing the East Outer Area Committee Chair for the 2012/2013 Municipal Year. It was reported that Councillor Andrea McKenna had been nominated as the Chair

RESOLVED - That Councillor Andrea McKenna be appointed as the Chair of East Outer Area Committee for the 2012/2013 Municipal Year

Councillor Andrea McKenna thanked the Committee for their support and with Members' agreement, assumed the chair for the remainder of the meeting

96 Outer East Area Committee Well Being Budget 2012/2013

Councillor McKenna in the Chair

East Outer Area Committee considered a report providing details of the Wellbeing budget allocated for 2012/13 together with the carry over of funds from 2011/12 and setting out details of commitments and proposals for targeting spend in 2012/13

The East Area Improvement Manager presented the report and outlined the proposed funding for one ongoing commitment – CCTV cameras – and proposed sums to be allocated to priority work, as detailed in the submitted report. Reference was also made to unspent funding of £35,873 from the 2011/12 allocation which would be carried over to 2012/13, with much of this arising from careful financial management ; underspends on a couple of projects and the need to retain funding for projects which arose late in the year

Members were informed of a recent funding request from West Yorkshire Police to continue with the provision of off-road motor cycles, with Ward Members to be consulted on this request

Members discussed the following matters:

- the importance of dealing with off-road bikers but the need to discuss with West Yorkshire Police their commitment to community policing in view of some concerns that what had been promised in some areas had not been delivered
- that information on the Community Payback Scheme be made available to all Members
- the need for a report detailing the ambitions and visions for the East Outer Area for 2012/2013 to be presented at an early stage

- concerns that funding had been needed to ensure the Youth Service could continue to use the East Leeds Leisure Centre, yet a significant amount of funding had not been spent when it could have been directed to provide help in a deprived area
- the importance of community engagement and the important role Area Committees should play in that; that more functions would be devolved to Area Committees and that issues like Jobs and Skills and Planning should form part of Area Committee discussions
- the need for agendas to be aligned differently, with regular reports being presented by Aire Valley Homes ALMO and West Yorkshire Police to update Members on projects and initiatives in the East Outer area but also to enable concerns to be raised by the Committee
- that consideration should be given to drawing up a Communications Strategy in the Vision for the East Outer Area
- that a recent offer from the GMB Union to provide 10 computers and printers at the former East Leeds Training Centre was welcomed, particularly in helping with jobs and skills and whilst accepting there was some costs for the running of the building, concerns that a charge was being levied for the use of these facilities
- the need for performance updates on the gardening scheme, with the Chair suggesting that Ken Hill who ran the scheme be invited to present a report to a future meeting
- the budget underspend and the need for this to be shared out equitably between the four Wards comprising East Outer Area Committee
- the need for the Outside Body appointments aligned to East Outer Area Committee to be made as soon as possible

The East Area Improvement Manager provided the following responses:

- that more of the budget be aimed to be used in the coming year, to avoid as large an underspend
- that £10,000 had been provided to East Leeds Leisure Centre and One Stop Centre to continue its use and that no request for further funding had been received. Members were also informed that although there had been an overall underspend of Well Being budget the amount allocated to Temple Newsam ward had been spent
- that a report setting out the vision and ambitions for the East Outer Area would be presented at the first meeting of the 2012/2013 Municipal Year which would take place on 3rd July 2012 as would the report on the Outside Body appointments

RESOLVED –

- i) To note the report and the comments now made
- ii) To note the allocation for 2012/13
- iii) To note the commitments for 2012/13

- iv) To agree to the allocation of the budget against priority work across the Outer East as follows:
 - a. CCTV costs (Leedswatch) - £33,000
 - b. Small Grants Budget - £10,000
 - c. Probation scheme 2013/14(provisionally set aside) - £15,000
 - d. Gardening scheme 2013 (provisionally set aside) - £20,000
 - e. Older persons events week - £3,500
 - f. Cricket coaching - £5,000
 - g. Tasking Teams - £40,000
 - h. Community engagement - £36,000
 - i. Activities for young people - £36,000
 - j. Skips - £5,000
 - k. Sum set aside for ad-hoc projects - £20,000

During consideration of this matter, Councillor Armitage joined the meeting

97 Date and Time of next meeting

Tuesday 3rd July 2012 at 3.00pm in the Civic Hall, Leeds

Report of North East Divisional Community Safety Partnership

Report to Outer East Area Committee

Date: 3rd July 2012

Subject: North East Divisional Community Safety Partnership Annual Report

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Temple Newsam Crossgates & Whinmoor Garforth & Swillington Kippax & Methley		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. To update ward members of the overall performance of the North East Divisional Community Safety Partnership and Neighbourhood Policing Teams for 2011/12
2. To provide an overview of the work undertaken by the partnership within the locality to reduce crime and disorder

Recommendations

3. The Area Committee is asked to note the contents of this report of the North East Divisional Community Safety Partnership.
4. Members are asked to continue supporting the Divisional Community Safety Partnership in relation to prioritising and tackling Burglary Dwelling during 2012/13 through partnership work at neighbourhood level.

1 Purpose of this report

1.1 The report will focus on the following key issues:

- Update Members on progress and outputs of the Neighbourhood Management Tasking Arrangements
- Report on Thematic Sub Groups and activities
- Report on the Performance of the NE Police Division and partnership
- Summary of ward crime statistics, public confidence and user satisfaction
- Report on multi agency 'Operation Champions'
- Report on agreed community initiatives funded via Proceeds of Crime confiscations (POCA).

2 Background information

2.1 This report provides Members of the Area Committee with an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams. It will also include details of the key initiatives that have been delivered in local communities to reduce crime and disorder. The report focuses upon the period 1st April 2011 to 31st March 2012.

3 Main issues

3.1 Performance Framework

3.2 The Divisional Community Safety Partnership (DCSP) will continue to develop activity and management performance against strategic outcomes of the city, defined by The Safer and Stronger Communities Board Partnership plan 2011-2015 which will focus on delivering the following strategic priorities:

- Reducing crime levels and its impact across Leeds
- Effectively Tackle and Reduce Anti-social behaviour in our Communities

3.2 We are currently awaiting ratification of the Safer Leeds performance targets and performance framework for 2012/13 (North East Police Divisional Targets are outlined in Appendix A)

3.3 Attached is an updated structure chart for the North East Divisional Community Safety Partnership (see Appendix B) with details of the relevant lead officers. The structure is continuously reviewed to ensure delivery against new priorities

3.4 Operation Champion

3.5 Several 'Multi agency operation days of action' have been carried out across the ward during 2011/12 and have been based around themes and deployed into areas of concern. Due to the successful embedding of partnership work and daily problem solving into core business and improved communication between partner agencies, the need for intensive six weekly planned operations has eased . We

will continue to deliver operations during 2012/13 with a minimum requirement of four operations per year per Neighbourhood policing team

3.6 **POCA**

3.7 Following the success of the project over the last four years, the North East Division allocated a total of £38,145 funding confiscated from criminals under the Proceeds of Crime Act to the Divisional Community Safety Partnership during 2011/12 to continue to support local groups with community projects/activities. In total, across the whole division, we approved and funded 99 applications and spent £28,519. The remaining balance was carried forward to the new financial year and has been spent during April/May. We have received numerous emails showing appreciation and thanks for support. Information regarding the awards continue to be advertised in the neighbourhood management / Neighbourhood Policing Team newsletters and on the police Neighbourhood Policing Team websites. We will be continuing the scheme into 2012/13 (Appendix C provides a summary of projects funded in the Inner North East area)

3.8 **Public Confidence and Satisfaction**

3.9 North East Leeds continues to have the highest Public Confidence in Local Policing during 2011/12 at 62.0 % (March 2011) compared with the West Yorkshire force average of 54.6 %.

3.10 Operation Confidence commenced in February 2009 and is a contributing factor to the high rates of public confidence. The North East Division produces 11 neighbourhood management newsletters detailing partnership activity around crime and grime within the Neighbourhood Policing Team and delivers to 128,000 households three times a year. Feedback from residents continues to be positive and illustrates they are pleased to be kept informed around crime and grime issues. Funding has been secured for 2012/13 and contributions have been agreed by North East Police Division, East North East Homes, Safer Leeds Partnership and Aire Valley Homes.

3.11 **Joint Police Community Safety Officer Protocol between Leeds City Council and West Yorkshire Police**

3.12 In April 2011, the Council agreed to extend the existing arrangement with West Yorkshire Police Authority to retain the level of Police community safety officers (PCSO'S) in Leeds. The investment by the Council was awarded on the basis of strengthening arrangements between PCSOs, Neighbourhood Policing Teams and Leeds City Council Services. One particular aim is to support the improved delivery of locally identified environmental priorities and this was supported at the Council's Executive Board in September 2011.

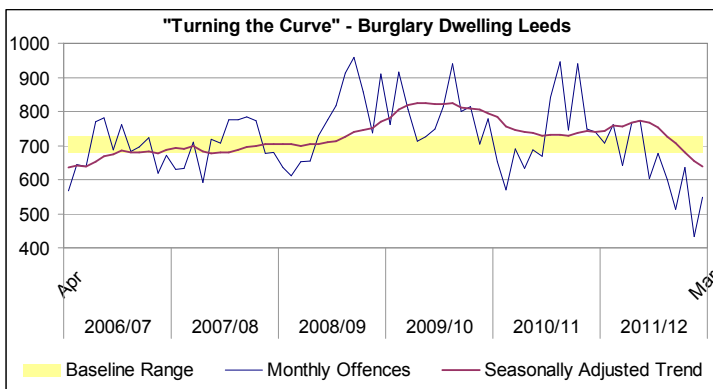
3.13 There are strong links between crime and disorder and environmental issues and this protocol is aimed at ensuring the quality of the local environment is incorporated into the work of crime reduction partnerships. It is important that the fear of crime, heightened by issues such as graffiti, litter and abandoned vehicles, is addressed. This protocol provides a coordination and tasking mechanism for Neighbourhood Policing Teams, Police community safety officers and Council

Officers to jointly deliver better outcomes in respect of environmental issues and enforcement in localities. In North East the PCSOs and neighbourhood policing teams are playing a pro-active and re-active role in addressing environmental issues. In Feb /March 2012 the East North East environmental action team have delivered a six week training input on Divisional training days to all PCSO's to ensure that they have a greater knowledge and understanding of environmental issues to enable them to contribute effectively.

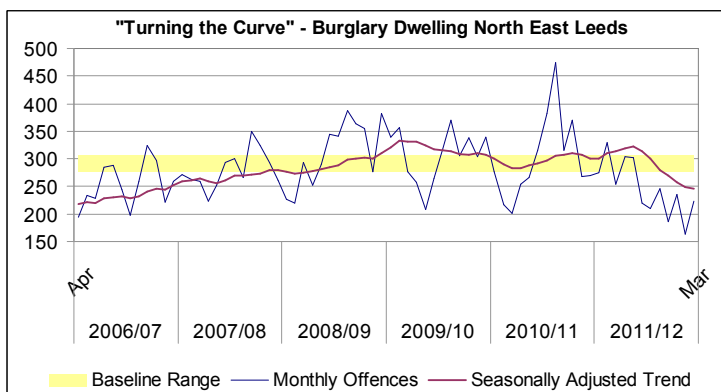
3.14 Burglary Dwelling

3.15 Burglary Dwelling remains a key pressure in relation to allocation of resources both staffing and financial. Tackling burglary dwelling remains the key priority within the Division and across the whole of Leeds, we are working closely with Safer Leeds Strategic burglary group and partner agencies to maximise opportunities for closer working and sharing good practise and continue to deliver initiatives at a local neighbourhood level.

3.16 Overall a very successful Year, burglary dwellings are down 13.6% across the whole city on the same period last year (1207 less offences)



3.17 Overall Year to date offences for North East Leeds are down 18.4% on the same period last year. (669 less offences)



3.18 Ward Risk Matrix

3.19 The below table illustrates In Leeds there are currently nine strategic localities of concern. Within the Outer East Committee area there are no areas within the localities of strategic Concern .

Ward	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	12 Month Total	12 Month % Change	Colour Key
Hyde Park & Woodhouse	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	597	36.0%	Very High Concern High Concern Some Concern Low Concern Strategic Area
Bramley & Stanningley	Very High	High	Some	Very High	High	High	High	High	High	High	Some	Some	420	8.5%	
Burmantofts & Richmond Hill	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	407	-29.5%	
Headingley	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	407	3.3%	
Armley	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	390	-34.6%	
Gipton & Harehills	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	383	0.3%	
Killingbeck & Seacroft	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	361	-16.2%	
Kirkstall	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	358	-32.7%	
Chapel Allerton	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	309	-29.1%	
Cross Gates & Whinmoor	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	298	5.7%	
Farnley & Wortley	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	290	-16.9%	
Temple Newsam	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	248	-28.5%	
Calverley & Farsley	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	246	0.8%	
Pudsey	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	245	7.9%	
Weetwood	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	245	-17.2%	
Moortown	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	238	-10.2%	
Roundhay	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	225	-19.6%	
Beeston & Holbeck	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	212	-4.9%	
City & Hunslet	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	206	8.4%	
Middleton Park	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	193	4.3%	
Alwoodley	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	163	-12.8%	
Adel & Wharfedale	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	161	0.0%	
Horsforth	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	156	-37.6%	
Morley North	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	141	-10.2%	
Morley South	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	109	-12.1%	
Rothwell	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	99	-26.1%	
Garforth & Swillington	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	90	-31.3%	
Guiseley & Rawdon	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	87	-30.4%	
Harewood	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	87	-26.9%	
Otley & Yeadon	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	87	-42.0%	
Kippax & Methley	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	77	-24.5%	
Ardsley & Robin Hood	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	74	-18.7%	
Wetherby	Very High	High	Some	Very High	High	High	High	High	High	High	High	High	73	-6.4%	

3.20 Most Active/Amber Nominals/Burglary Group

3.21 Following a short pilot during the summer of 2011 we have now implemented a new sub group of the North East Divisional Community Safety partnership that manages most active and amber burglary offenders focussing initially in the strategic areas of concern that fall outside of the existing Integrated offender management system . A process has been drawn up using the principles of the Integrated offender management structure and support has been agreed with key partners including Youth Offending service , Signpost , Drugs offender Management Unit , Probation ,Leeds Anti Social Behaviour unit , East North East Homes , Aire Valley Homes and North East Police Division . The work is now linking into the 100 Methodology at cluster level . The group meets on a monthly basis and looks at how best to manage individuals offending behaviour through offering support or taking enforcement action.

3.22 **Neighbourhood Management Tasking Key Achievements 2011/12**

3.23 The eleven neighbourhood management tasking teams continue to meet six weekly and are still firmly embedded into agencies day to day business and members continue to attend and support meetings.

3.24 This is not an exhaustive list of activities but includes key achievements from each of the neighbourhood management tasking teams within the inner north east area

3.25 **Temple Newsam**

- Operation Champion 6th May – Halton /Colton focussing on burglary
- Community clean up in Halton Moor on 24th July
- Completion of sash jammer/door chain project in burglary hot spot areas
- Joint work with Leeds Federated housing regarding anti social behaviour and noise nuisance on Conistone gardens resulting in the eviction of the tenant
- Intelligence from partner agencies regarding drugs led to a successful warrant on Esthwaite gardens Halton Moor
- East Leeds Unity day 6th August , supported by tasking partners
- 13 July 2011 Enviromental audit completed. Waste in Gardens notices served on private houses and sites cleared. A property on Neville Parade received a £1,000 fine for non-compliance following enforcement action from Leeds City Council and East North East Homes
- Continued partnership work with Leedswatch to maximise CCTV footage opportunities – Flytipper caught dumping in Temple Newsam woods and successful prosecution
- Site visit co-ordinated with private owner regarding nuisance motorbikes on grassland in Halton Moor – rigorous enforcement using off road bikers and footage from Leedswatch
- Community payback team now working from 119 Kendal drive and working on various environmental issues on Halton Moor
- Osmondthorpe One stop shop , problems with security resolved and closer working with PCSO'S
- Support of partners re community clean up with Leeds Youth cells/Meadowfield primary school and 80 church young people on Saturday 15th October
- OTRA Clean up carried out 11-10-2011 6 skips provided by ENEHL. Ginnels Cleared by community pay back team

3.26 Crossgates & Whinmoor

- Off road bikes awarded £2.5k from tasking budgets.
- PCSO drop-in centre set up at Cross Gates shopping centre.
- Targeted work by Police/LASBT working with Sanctuary Housing regarding a specific tenant causing nuisance - tenant subsequently gave up tenancy before eviction.
- The tasking group identified two buildings that have been subject to anti social behaviour, crime and vandalism. As well as Police prioritising these buildings to address these issues they are now both on the South East Top 10 derelict sites
- Installation of a security gate at White Laithe's Shops to reduce crime and anti-social behaviour.

3.27 Garforth& Swillington and Kippax & Methley

- Targeted multi agency work in Garden Village, Micklefield regarding nuisance and harassment to neighbours. Notice served and resident gave up tenancy before hearing.
- Successful problem solving involving Aire Valley Homes, Leeds Anti social behaviour team and Neighbourhood policing team tackling Anti social behaviour and nuisance that was affecting St Benedicts Primary School.
- Glencoe Gardens, Kippax – alleged drug dealing. Tenant visited by police and as a result the introductory tenancy was extended rather than secure tenancy awarded.
- An extension to the no cold calling zone in Ringways Garforth agreed and implemented . The area now incorporates all the bungalows and houses predominantly housing elderly people that had been targeted by cold callers and bogus workmen.
- The Police have continued to use covert cameras with some success, to bring charges against individuals involved in bogus calling

3.28 Thematic Sub Groups and Activities

3.29 Off Road Bikes /West Yorkshire Police

3.30 The Outer East area committee (June 2011) contributed towards the lease costs to retain 2 motorcycles within the division for a 12 months period, The North East Police Division continued to fund the running costs such as fuel , specialist uniform and staff resources . The information below outlines the performance and some examples of successes in the area committee area

August 2011 October 2011

Stop searches: 3

Calls attended: 30

Section 59 warnings: 21

Vehicle seizures: 9

Arrests/Summons:7

Cannabis Warnings: 1

November 2011 January 2012

Stop searches: 10

Calls attended: 11

Section 59 warnings: 10

Vehicle seizures: 4

Arrests/Summons:4

February 2012 April 2012

Stop searches: 7

Calls attended: 22

Section 59 warnings: 15

Vehicle seizures: 6

Arrests/Summons: 3

Cannabis Warnings: 2

The police unit work alongside Leeds City Council Parks and Countryside Riders at events such as operation champions and days of action, working with agencies such as warrants officers, Vehicle operative service agency (VOSA), Drivers and Vehicle License Agency (DVLA) and housing. The unit is prevalent at major events such as Party in the Park, Opera in the Park, festivals and events at Temple Newsam. The unit also attend scout groups and schools to give inputs promoting the unit and preventative work. The unit are utilised to search for and locate high risk missing persons in open ground and woodland.

- 3.31 Below is one quote from the Neighbourhood policing website which advertises the good work undertaken and shows the vast reduction in complaints since the off road unit was reformed.

“The North East Leeds Off Road Unit, funded in partnership with your local councillors and working alongside Leeds Council Parks and Countryside Officers

have reduced calls by a massive 45% compared to the same period in 2010. In 2010 we received 282 calls, this year we have received 157.”

Examples

- Following several complaints of a nuisance blue and white Yamaha off road motorcycle in the New Stourton Lane area of Garforth the motorcycle was spotted by members of the neighbourhood policing team on the main road pulling a 'wheelie.' With the assistance of the off road unit and good local knowledge this motorcycle was found hidden in a garage nearby. The £2000 motorcycle was seized and destroyed and the rider received a fine of £385 and 9 points on his driving licence for careless driving, driving without insurance or a licence.
- On routine patrol a stolen motorcycle was spotted and recovered at Garforth Train Station. The rider was located and arrested. He pleaded not guilty and the case went to trial. Based on the officers and Leeds city council riders evidence the man was found guilty and received a very large fine and points.
- In June a man from the Garden Village area of Micklefield was arrested for driving without due care and attention. He attended court and received 9 penalty points and a hefty fine. His motorcycle has been destroyed.
- Following concerns of excessive speeding several checks have been conducted in Swillington, Kippax, Great Preston, Methley, Whinmoor, Stanks, Crossgates and Garforth using the new Unipar Speed Gun. Concerns have been raised about motorcycles travelling along Selby Road particularly on Wednesdays and weekends. We will continue to monitor these hotspots. We are a regular fixture outside the schools in the area during rush hours when children are at their most vulnerable on their way to and from school.
- Following a report that two men were breaking into a garage in Kippax the off road unit were first to arrive on the scene. The two men were caught inside the garage, red handed and arrested. All of the property was recovered and returned to the owner. Both men were found guilty of burglary at Leeds Magistrates Court and fined.
- Patrols have been increased around the Kippax Leisure Centre, resulting in a reduction in complaints. A 14 year old was searched and found to be in possession of cannabis, he is due to attend Leeds Youth Court.
- A man was arrested from Primrose Valley after stealing cabling from the railway lines. He received a caution.
- A stolen Yamaha XT125R worth £2200 was recovered from Halton Moor Woods and returned to its owner.
- A stolen Peugeot Scooter was found abandoned in Primrose Valley and returned to its owner.
- A PCSO spotted a man riding a Quad on Embleton Road in Methley. He called in the off road unit and it was revealed that the Quad was unlicensed and uninsured. It was seized and destroyed and the rider issued with a section 59 warning.
- Following a sharp spot by the Leeds Watch CCTV in Halton Moor a young man was stopped on Halton Moor Avenue riding a 110cc pitbike, the motorcycle was seized and he was issued with a section 59 warning.
- Dennil Road in Crossgates had been a hot spot for complaints, as such patrols have been stepped up. Whilst watching over the street a man pulled around the corner on a Peugeot Speedfight Scooter, wearing no helmet. As he had no licence,

no insurance and no helmet the scooter was seized. The man received 9 penalty points and a large fine at court. The scooter has been destroyed.

- Over one hot summer weekend there were several calls about an off road motorcycle with distinctive gold wheel rims. Thanks to the information passed by members of the public the motorcycle was stopped on Ash Tree Grove, Swarcliffe and seized. The following day a local man decided to take his Yamaha YZF out on Stanks Avenue. These types of motorcycle are purely for off road use. The motorcycle was seized and destroyed and the man attended court where he was disqualified from driving and heavily fined.
- Following a complaint from the Leeds City Council depot on the Redhalls officers attended and seized an uninsured Quad from near a travellers site. Two men decided to try and tow away the Quad and were arrested. They both received cautions for obstructing police in the execution of their duty.
- The Unit responded to a call on Smeaton Approach about a black and yellow off road motorcycle which had been riding on the fields near to John Smeaton School. The motorcycle was spotted and the driver attempted to evade officers but in his panic drove down a cul-de-sac. With nowhere to go he gave himself up to officers. The young driver received a reprimand and the motorcycle was seized.
- Officers came across a Honda NSR motorcycle on Osmondthorpe Lane, the owner was in the process of bump starting it on the road in order to sell it. Checks revealed that neither the owner nor the buyer was insured to use the motorcycle on a road. As a result the motorcycle was seized and both men were reported for summons.
- Following a report of a male falling from the bridge on the old railway line at Stanks, officers were first on the scene to administer first aid and guide in the air ambulance as the area was impassable to all other vehicles.

3.32 **Hate Crime MARAC**

3.33 Co-ordinated multi agency working is recognised as the most effective response to all issues of crime and disorder, including agency responses to the victims and perpetrators of hate crime. The hate Crime Multi-Agency Risk Assessment Conference (HC MARAC) continues to meet monthly. The overall objectives of the group is to:

- Support and assist victims of hate crime in order to protect them and ensure that they are not re-victimised.
- Ensure that effective co-ordinated multi agency enforcement action is taken against perpetrators of hate crime to prevent their re-offending and to ensure successful prosecution outcomes at Court.
- Contribute to the "Hate crime reduction agenda in Leeds".

3.34 Overall the Outer East area has shown a decrease of 19.23% of hate crimes reported, and this equates to a reduction of 10 crimes - a total of 42 crimes reported compared to 52 during 09/10.

3.35 **Domestic Violence MARAC**

3.36 The North East Divisional MARAC continues to meet monthly to develop multi-agency interventions to support victims of domestic violence. Overall a very

successful year in relation to reduction of repeat victimisation of cases managed through the MARAC.

3.37 **CCTV - Leedswatch**

- 3.38 Leedswatch provides a monitoring service for public space surveillance cameras covering open spaces across Leeds. The CCTV control room is staffed, and cameras are recorded 24 hours per day, 365 days a year. The service also provides two mobile CCTV vehicles for deployment within communities across Leeds.
- 3.39 The main objective of the service is to reduce crime and the fear of crime through the use of CCTV technology, leading to improved crime prevention, and an increase in the detection and prosecution of offenders.
- 3.40 CCTV is one of a number of Service functions delegated to Area Committees. The Area Committee's role in relation to this function is to 'maintain an overview of the service in the Committee area and receive regular information about it.
- 3.41 The Leedswatch service works in partnership with a large number of internal and external partners such as; Urban Traffic Control (UTC), Emergency Planning, Leeds Anti-Social Behaviour Team (LASBT), West Yorkshire Police, WY METRO and other Local Authorities across the West Yorkshire sub-region
- 3.42 There are currently a total of 35 public space surveillance CCTV camera's monitoring the North East Inner Committee Area, via the Central CCTV Control Room at Middleton, they are located in the following street area as follows:
Wykebeck Mount (4 cameras) - Selby Avenue - Wykebeck Avenue (2 cameras) - Wykebeck Street - Wykebeck Road - Halton Moor Avenue - Halton Moor Road (2 cameras) - Ingleton Drive - Firbank Grove - Kendall Drive - One Stop Shop Halton Moor - Neville Road - Carden Avenue - Rathmell Road - Kendal Drive - Coronation Parade - Cartmell Drive - Lakeland Court - Westminster Crescent - Crossgates (Station Road and Austhorpe Road) – Fiddlers Lane (Garforth) – Chapel Lane (Garforth) - High Street (Kippax) - Crosshill (Kippax) - Halton Village (Main Street 3 cameras) - Swillington Village (2 cameras)
- 3.43 Within the last 12 months the mobile vans have been deployed for a total of 4 months within the Killingbeck Policing Area and patrols have been deployed in specific areas highlighted by the police specifically in relation to identified crime 'hot spots'. The vehicles are evenly deployed throughout the year between the three policing divisional areas. The deployment of the mobile vans is co-ordinated by the police.
- 3.44 There are charges levied to the Outer East Area Committee regarding public space surveillance camera(s) for 2011/12 which amounts to £18,116 as illustrated in the below table.

Camera Location	Ward	Maintenance	Monitoring	Line Rental	Total revenue cost per camera
Swillington (2 Cameras)	Garforth & Swillington	£1,000	£1,000	N / A	£2,000
Garforth (2 cameras)	Garforth & Swillington	£1,000	£1,000	N / A	£2,000
Kippax (2 cameras)	Kippax & Methley	£1,000	£1,000	N / A	£2,000
Halton Village (3 cameras)	Temple Newsam	£1,500	£1,500	N / A	£3,000
Cross Gates (2 cameras)	Cross Gates & Whinmoor	£1,000	£1,000	£7,116	£9,116

- 3.45 The LeedsWatch service this year has undertaken a critical role in the delivery of the Leeds Burglary Reduction programme, assisting with the identification and detection of offenders using the City wide LeedsWatch network, mobile CCTV vans and the West Yorkshire Police Automatic Number Plate Recognition (APNR) system to detect cross boundary offenders and supporting city wide and locality based operations.
- 3.46 In total within the last 12 months there have been a total of 216 arrests recorded between 1st April 2011 and March 31st 2012 within the police North East Policing Area, covering a wide range of offences such as drugs, burglary, criminal damage, arson, assaults, robbery, theft including theft from motor vehicles, offensive weapon, public disorder and drink driving offences.
- 3.47 Within the Outer East Committee Area there have been a total of 38 arrests including two on suspicion of murder and six for burglary recorded between April 2011 and March 31st 2012 .
- 3.48 CCTV footage has been requested in relation to 1757 incidents within the North East Leeds Policing area for a various number of offences which provides evidence in relation to the criminal investigations relevant to identification of suspect(s) and a total of 467 incidents relate to the Outer East Committee Area.
- 3.49 **Improving the Out of Hours Noise Nuisance Service**

Noise nuisance is a major cause for concern across the city. This service was transferred from Environmental Services April last year. Work is still taking place to look at how closer working can be developed with the new anti social behaviour casework teams to deal with persistent offenders and to work in liaison with Customer Access and Performance in providing additional staff to assist in the logging of such Out of Hours Noise Nuisance Calls.

3.50 Supporting the city's most vulnerable residents is also a priority. The LeedsWatch service is now responsible for providing a first response to Care Ring alarms. On call 24 hours a day, 7 days per week, this service responds to alarms from mainly elderly clients who may have fallen or find themselves in need of support. Officers attend to the alarm call and contact emergency services, family members or other appropriate individuals, staying with the client to provide support and re-assurance until further help arrives. Improving the information and intelligence we provide to LeedsWatch customers is a key priority for the service. We are reviewing how this data is recorded, in the way in which we can provide accurate information to service users, to provide more detail and improve the services analytical and intelligence capacity.

3.51 LeedsWatch service is now responsible for the delivery of a number additional service responsibilities. In order to ensure that the service is making the best use of its resources, a full service restructure has now commenced with a view to offering best value for the department. In particular discussions are still taking place with the Anti-Social Behaviour Teams, Environmental services, West Yorkshire Police and the ALMOs to look at how the various services can better linked together to improve service delivery, collate accurate information for service users and to provide a more pro-active response to issues of public concern, through improved collating of data / information and intelligence sharing between agencies.

3.52 Leeds Anti Social Behaviour Team

3.53 Prior to implementation of the multi-agency Leeds Anti-social behaviour Team (LASBT) Anti Social Behaviour was responded to across a range of agencies each working to differing thresholds and service standards making direct comparison of city wide performance data difficult.

3.54 Customer satisfaction with the case outcome is influenced by many factors including the victims own expectations, and the complexity of the case. LASBT procedures are customer focused. For example, in supportively managing victim expectations, exploring potential solutions, and identifying and responding to individual needs. LASBT works to resolve cases at the earliest opportunity. Customer feedback suggests that the process is working. Comments include *'efficient and professional, response received'* from an *'invaluable service'*.

3.55 Customer satisfaction data is collated at case closure through customer (victim) surveys, which seek customer satisfaction levels in relation to various aspects of the service (please refer to chart below).

City Wide - Annual Figures	2008/9	2009/10	2010/11	2011/12
% Satisfaction with the case outcome.	61.6%	66.1%	60.3%	75.0%
% Satisfaction rating with overall service	72.2%	73.7%	70.4%	81.3%

3.56 LASBT data for 2011/12 has been drawn from on a total of 540 surveys from 1562 named victims (an overall response rate of 34.6%) giving a 95% confidence level with a 3.41% confidence interval. When compared with former ASBU survey responses, there have been significant improvements as a result of this joined up approach to ASB service delivery. LASBT data collated during 2011/12 will form the baseline from which future performance targets can be set. It is anticipated that performance data with regards to satisfaction in relation to outcomes and overall service will be available at ward level shortly.

3.57 The charts below outline the number of enquiries received, new cases opened and a summary of the legal outcomes.

LASBT Enquiries Received	
Ward	Grand Total
Temple Newsam	97
Cross Gates & Whinmoor	66
Garforth & Swillington	24
Kippax & Methley	38
LASBT New Cases Opened	
Ward	Grand Total
Temple Newsam	57
Cross Gates & Whinmoor	37
Garforth & Swillington	17
Kippax & Methley	19

LASBT Legal Outcomes						
Ward	Committal	Injunction	Injunction A with power of arrest	Possession	Possession secure	Grand Total
Temple Newsam	1	2			1	4
Cross Gates & Whinmoor		1		2		3
Garforth & Swillington		1		2		3
Kippax & Methley			1			1

Ward Performance

Ward	7) Overall, how satisfied were you with the service?					Grand Total	% 'Satisfied' or 'Very Satisfied'
	Very Satisfied	Satisfied	Neither Satisfied nor Dissatisfied	Dissatisfied	Very Dissatisfied		
Cross Gates and Whinmoor	15	1	1		1	18	88.9%
Garforth and Swillington	1	1				2	100.0%
Kippax and Methley	3				1	4	75.0%
Temple Newsam	10	3	3	1		17	76.5%
Grand Total	29	5	4	1	2	41	82.9%

3.58 Overall Performance of North East Divisional Community Safety Partnership and Ward crime statistics - MARCH 2012

Reduce Crime and its Impact					
Reduce the level of Total Recorded Crime	D/I	22,590	▼	24,693	Down 8.5% (2103 fewer crimes) compared with the same period last year
Reduce the level of Serious Acquisitive Crimes	7,169	5,745	▼	7,169	Down 20% (1424 fewer crimes) compared with the same period last year
Reduce the level of Domestic Burglary	3,434	2,946	▼	3,615	Down 19% (669 fewer crimes) compared with the same period last year
Reduce the level of Violent Crime	D/I	3,845	▼	4,305	Down 11% (460 fewer crimes) compared with the same period last year
Reduce the level of Assault with Injury	D/I	1,526	▼	1,741	Down 12% (215 fewer crimes) compared with the same period last year
Effectively Tackle ASB					
Reduce the proportion of residents who believe that ASB has increased in their local area	13.1%	12.0%	▼	12.4%	Variation from target Trajectory -1.14%
Reduce the proportion of repeat locations for ASB	D/I	11.0%	▼	11.0%	To Feb-2012, 20 fewer repeat locations when compared with the same period last year
Improve the percentage of customers/victims happy with the time taken to respond to their enquiry (LASBT 4 week survey)	B/Y		▲		Divisional breakdown from LASBT under development
Improve the percentage of customers/victims satisfied with the case officers investigation to date (LASBT Closed Case Survey)	B/Y		▲		
Improve the percentage of customers/victims that were satisfied with the case outcome (LASBT Closed Case Survey)	B/Y		▲		
Improve the percentage of customers/victims that were satisfied with the overall service (LASBT closed survey)	B/Y		▲		
Improve Safeguarding & Reduce Vulnerability					
Reduce the repeat victimisation rate for MARAC domestic violence cases	19%	11.0%	▼	11.0%	Rolling 12 months to Feb, 193 cases, 22 repeats

YTD = year to date

PYE = predicated year end

D/I = diagnostic indicator, no target set as contributes to a set indicator (proxy measure)

B/Y = baseline year

PY= Rolling 12 month previous year

Safer Leeds
tackling drugs and crime

3.59 Crime & ASB: 2011/12

3.60 Overall a really successful year in relation to recorded crime and Anti social behaviour. Across the Outer East area committee there has been an overall reduction of 864 recorded crimes and 1483 less anti social behaviour calls .

3.61 The below statistics show crime and anti-social behaviour from 1st April 2011 until March 31st 2012 by ward areas compared to the same dates for previous year.

CRIME	GARFORTH & SWILLINGTON			
	2010/11	2011/12	Difference	% Inc / Dec
AGGRAVATED TWOC	3	1	-2	-66.67
ARSON	7	4	-3	-42.86
BURGLARY DWELLING	128	91	-37	-28.91
BURGLARY OTHER	111	72	-39	-35.14
CRIMINAL DAMAGE - BUILDING NON DWELLING	13	10	-3	-23.08
CRIMINAL DAMAGE - DWELLING	39	17	-22	-56.41
CRIMINAL DAMAGE - MOTOR VEHICLE	92	52	-40	-43.48
CRIMINAL DAMAGE - NON SPECIFIC	32	19	-13	-40.63
INTERFERENCE WITH VEHICLE	1	7	6	600.00
ROBBERY	6	3	-3	-50.00
THEFT FROM PERSON	10	9	-1	-10.00
THEFT FROM VEHICLE	64	49	-15	-23.44
THEFT OF VEHICLE	16	11	-5	-31.25
TWOC	8	3	-5	-62.50
VIOLENT CRIME	106	105	-1	-0.94
Grand Total	636	453	-183	-28.77

ANTISOCIAL BEHAVIOUR CALLS	825	504	-321	-38.91
HATE CRIME	9	2	-7	-77.78

CRIME	KIPPAX & METHLEY			
	2010/11	2011/12	Difference	% Inc / Dec
AGGRAVATED TWOC	2	4	2	100.00
ARSON	20	8	-12	-60.00
BURGLARY DWELLING	101	78	-23	-22.77
BURGLARY OTHER	105	117	12	11.43
CRIMINAL DAMAGE - BUILDING NON DWELLING	13	15	2	15.38
CRIMINAL DAMAGE - DWELLING	34	34	0	0.00
CRIMINAL DAMAGE - MOTOR VEHICLE	57	63	6	10.53
CRIMINAL DAMAGE - NON SPECIFIC	30	18	-12	-40.00
INTERFERENCE WITH VEHICLE	5	19	14	280.00
ROBBERY	4	1	-3	-75.00
THEFT FROM PERSON	6	3	-3	-50.00
THEFT FROM VEHICLE	49	89	40	81.63
THEFT OF VEHICLE	12	13	1	8.33
TWOC	7	8	1	14.29
VIOLENT CRIME	121	103	-18	-14.88
Grand Total	566	573	7	1.24

ANTISOCIAL BEHAVIOUR CALLS	998	604	-394	-39.48
HATE CRIME	1	9	8	800.00

Public Confidence and User Satisfaction in the police (Garforth & Swillington and Kippax & Methley

Public Confidence	March 2011	March 2012	
Confidence in local policing	59.8%	63.1%	+ 3.3%
Overall Satisfaction	83.1%	85.6%	+2.5%
Perceptions of ASB Increasing	12.2%	10.7%	-2.5%

CROSSGATES & WHINMOOR				
CRIME	2010/11	2011/12	Difference	% Inc / Dec
AGGRAVATED TWOC	4	1	-3	-75.00
ARSON	13	17	4	30.77
BURGLARY DWELLING	285	299	14	4.91
BURGLARY OTHER	180	133	-47	-26.11
CRIMINAL DAMAGE - BUILDING NON DWELLING	29	27	-2	-6.90
CRIMINAL DAMAGE - DWELLING	117	110	-7	-5.98
CRIMINAL DAMAGE - MOTOR VEHICLE	138	118	-20	-14.49
CRIMINAL DAMAGE - NON SPECIFIC	53	34	-19	-35.85
INTERFERENCE WITH VEHICLE	8	11	3	37.50
ROBBERY	14	14	0	0.00
THEFT FROM PERSON	41	26	-15	-36.59
THEFT FROM VEHICLE	93	65	-28	-30.11
THEFT OF VEHICLE	21	13	-8	-38.10
TWOC	22	10	-12	-54.55
VIOLENT CRIME	243	202	-41	-16.87
Grand Total	1261	1080	-181	-14.35

ANTISOCIAL BEHAVIOUR CALLS	1413	933	-480	-33.97
HATE CRIME	13	9	-4	-30.77

TEMPLE NEWSAM				
CRIME	2010/11	2011/12	Difference	% Inc / Dec
AGGRAVATED TWOC	0	4	4	
ARSON	16	13	-3	-18.75
BURGLARY DWELLING	348	248	-100	-28.74
BURGLARY OTHER	161	129	-32	-19.88
CRIMINAL DAMAGE - BUILDING NON DWELLING	11	15	4	36.36
CRIMINAL DAMAGE - DWELLING	114	99	-15	-13.16
CRIMINAL DAMAGE - MOTOR VEHICLE	125	85	-40	-32.00
CRIMINAL DAMAGE - NON SPECIFIC	39	42	3	7.69
INTERFERENCE WITH VEHICLE	17	16	-1	-5.88
ROBBERY	14	13	-1	-7.14

THEFT FROM PERSON	22	18	-4	-18.18
THEFT FROM VEHICLE	187	122	-65	-34.76
THEFT OF VEHICLE	25	23	-2	-8.00
TWOC	10	7	-3	-30.00
VIOLENT CRIME	253	201	-52	-20.55
Grand Total	1342	1035	-307	-22.88

ANTISOCIAL BEHAVIOUR CALLS	1019	731	-288	-28.26
HATE CRIME	29	22	-7	-24.14

Public Confidence and User Satisfaction in the Police (Crossgates& Whinmoor and Temple Newsam)

Public Confidence	March 2011	March 2012	
Confidence in local policing	54.7%	57.2%	+2.5%
Overall Satisfaction	76.1%	83.9%	+7.8%
Perceptions of ASB Increasing	10.8%	8.6%	-2.2%

4 Corporate Consideration

5 Consultation and Engagement

5.1 The North East Divisional Safety partnership works in partnership with the voluntary and community sector and when necessary carries out statutory consultation as appropriate

6 Equality and Diversity / Cohesion and Integration

6.1 Consideration is given to the equality impact of delivering the Safer Leeds strategy across North East Police Division . Where a negative equality impact is identified action will be taken to mitigate the impact or risk.

7 Council policies and City Priorities

7.1 The North East Divisional community safety partnership delivers directly against The Safer and Stronger Communities Board Partnership plan 2011-2015

8 Resources and value for money

8.1 The work undertaken by the DCSP is underpinned by maximisation of resources through effective partnership work

9 Legal Implications, Access to Information and Call In

9.1 There are no exempt or confidential information contained in this report

9.2 There are no legal implications associated with this report

9.3 There are no key decisions associated with this report , so it is not subject to call in

10 Risk Management

10.1 There are no major risks associated with the content of this report

11 Conclusions

11.1 Overall a very successful year for North East in relation to overall crime reduction , public confidence and increased performance and perceptions in dealing with anti social behaviour . The DCSP will continue to prioritise burglary dwelling during 2012/13 to ensure reductions are sustained and further improvements are made.

12 Recommendations

12.1 Members are asked to continue supporting the Divisional Community Safety Partnership in relation to prioritising and tackling Burglary Dwelling during 2011/12 through partnership work at neighbourhood level.

13 Background documents ¹

13.1 Safer Leeds OBA Burglary Year End Report

13.2 Divisional community safety quarterly highlight reports

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

North East Leeds

April 2012

Confidence & Satisfaction

Performance Indicator	Target
Improve Confidence in Local Policing	62.4%
Improve the overall satisfaction rate of service users	87.6%
Improve the overall satisfaction rate for BME Service Users	84.1%
Improve the overall satisfaction rate for White Service Users	89.8%
<i>Emergency Response incidents (15 minute standard)</i>	
<i>User Satisfaction with being kept informed</i>	
<i>Public Confidence for BME residents</i>	
<i>Public Confidence for White residents</i>	
<i>Average number of days taken to locally resolve complaints.</i>	

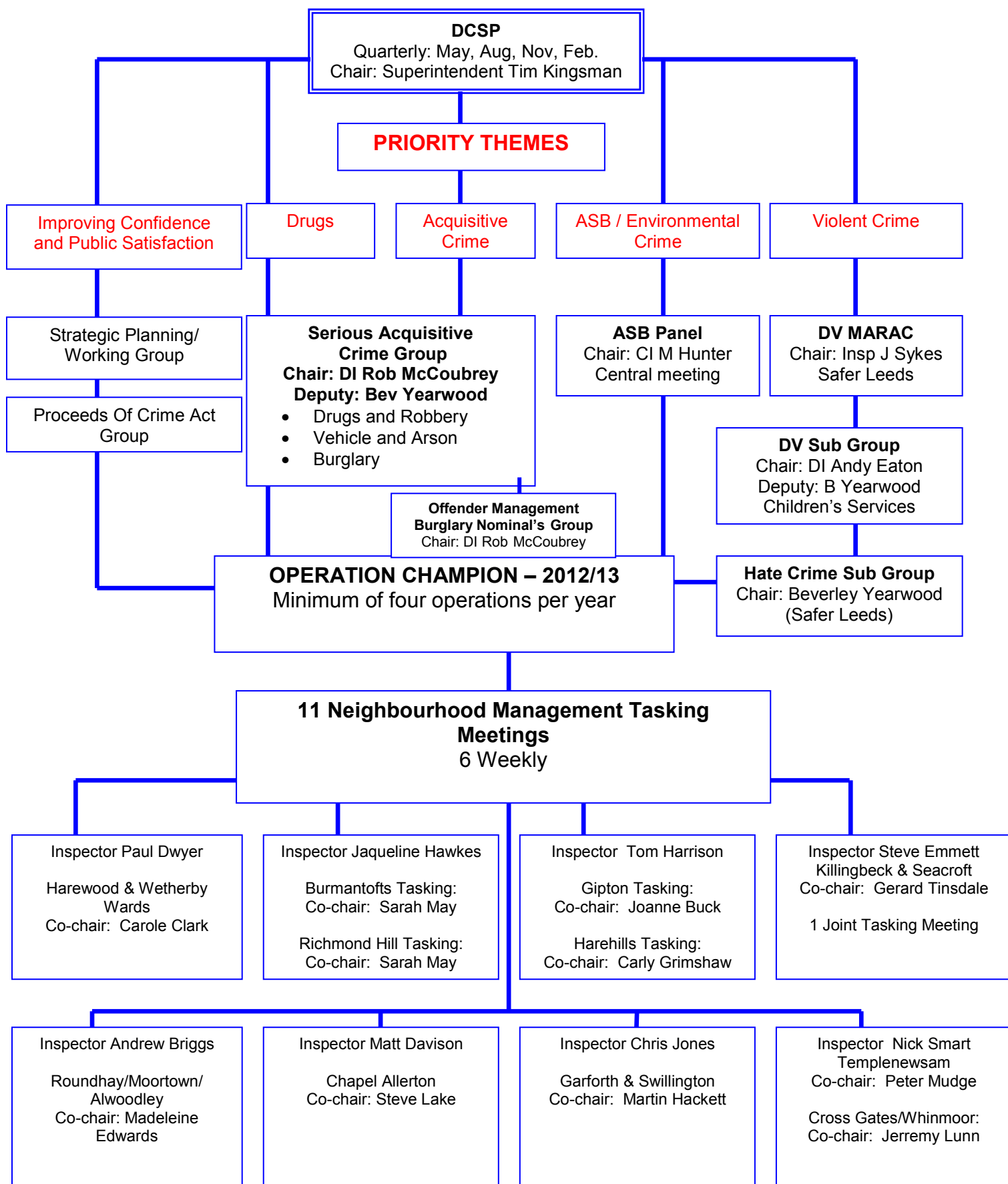
Local Policing

Performance Indicator	Target
Continue to tackle the level of acquisitive crime	5512
Reduce perceptions of ASB in local area	11.9%
Burglary Dwelling recorded	2713
<i>Assault with injury recorded</i>	
<i>Total Crime recorded</i>	
<i>ASB recorded</i>	
<i>Metal theft recorded</i>	

Protection of the Public from Serious Harm

Performance Indicator	Target
Continue to tackle the level of serious violent crime	83
Improve the repeat victimisation rate for domestic violence	39.9%
Stabilise the sanction detection rate for serious sexual offences	29.5%
<i>Domestic Violence Attrition</i>	
<i>Repeat offending rate for domestic violence</i>	

North East Division
Divisional Community Safety Partnership



Appendix C

Garforth and Villages				
POCA Ref	Date	Brief Description	Organisation	Amount Paid
336	26/05/2011	Swillinton Educational Charity - We are in desperate need of a new fridge. The building is used by a number of members of the community who all use the kitchen. In particular, the Pre-School Playgroup use it for snacks for the toddlers everyday as well as Scouts, Cubs, Youth Club and other members once a week. It is also needed for cooking projects and there is currently not enough room for storage which prevents us from carrying any out.	Swillinton Educational Charity	£250
338	08/06/2011	Garforth Mobile Bus - On the mobile youth bus the young people have a lack of activities and resources to help them engage in positive activities. Therefore the young people have suggested that they would like an X-box kinect to help them play interactive team games. We will pay the cost towards the games.	Leeds City Council Youth Service	£250
345	02/06/2011	Garforth and District Crime Prevention Initiative - part of a local crime prevention initiative whilst attending local public events as well as give crime prevention advice hand outs, a crime prevention device (purse lanyard) to members of the public. Target recipient being the elderly. Garforth Gala 03/07/11, Ledsham Gala 03/09/11, Elders event Great Preston 26/09/11, Elders Event Kippax 28/09/11, Elders Event Garforth 30/09/11.	Garforth and District Crime Prevention Panel	£250
359	31/10/2011	Kippax in Bloom - to extend and maintain previous works to further improve the environment of Kippax. We are honoured by the invitation to represent Yorkshire in the Queens Jubilee Year 2012 in Briton in Bloom.	Kippax in Bloom	£250
367	01/11/2011	NET Newsletter - promoting positive image of age and older people, reduce discrimination, empowering. Improve wellbeing and health improvement. Quarterly newsletter with info on health, benefits, winter warmth, crime scams. Would like POCA to assist with publication costs.	Neighbourhood Elders Team	£250
388	12/12/2011	New Lamps and Larders - Purchase 3 battery lamps and 4 new camp larders (food and storage) for use by 150 beavers clubs and scouts on camps and outdoor activities. These will help to provide safe lighting for inside the tents and safely store food off ground.	1st Garforth Scout Group	£482
394	23/12/2011	Instrument Purchase - purchase of a new cornet which will cost £2013.	Kippax Brass Band	£500
420	09/02/2012	Methley Mites - £428 to replace toys and £72 for a childrens entertainer	Methley Mites	£250
429	05/03/2012	Mums and tots Playgroup - set up a playgroup to bring people in the community together - to buy chairs and soft cushions.	Mini Me Mum and tots playgroup	£100

Temple Newsam				
POCA Ref	Date	Brief Description	Organisation	Amount Paid
298	22/03/2011	Colton Juniors Under 11s Tuck Shop and Training Equipment - We would like equipment to run a tuck shop at our home matches to support and sustain the team. We would like to buy some training equipment to use during training sessions. We would also use the equipment bought with this grant at fundraising events for the club.	Colton Juniors Football Club	£250
301	22/03/2011	Crossgates over 60s Community Group - Active day trips to Whitby or Skegness as many do not get out due to health problems	Cross Gates over 60s Community Group	£250
304	22/03/2011	Summer Garden Equipment - To create a summer garden which will enable the people whom attend our weekly luncheon clubs and any other events to sit outside in the garden and enjoy the clement weather. Annually from May until September.	Swarcliffe Good Neighbours Scheme	£250
315	12/04/2011	Halton Moor Road Street Clean - Saturday 31st April 2011 street clean of Halton Moor Road & land at side where people from church & local community tidy up the area together. Funding to be spent on 2 skips, black bags.	Dayspring Church & Local Residents	£250
339	08/06/2011	3rd Cross gates Rainbows - Rainbows have fun! They take part in indoor and outdoor activities as part of their programme called the Rainbow Jigsaw - Look Learn Laugh and Love. Their meetings are full of games and activities which provide challenging opportunities for Rainbows to think for themselves and take an active part in unit decision-making. Everything a Rainbow does helps her to develop – it's an opportunity to look, learn, laugh and love. We will be using any funding to allow the girls to join 1st Cross Gates Guides on their annual holiday where the girls will take part in activities they can't do in the usual setting including walks, go-theatre trip, visiting Downing Street and loads more. The holiday will be happening 25-27 October 2011. Girls aged 5 – 7 years in the Cross Gates and Seacroft area (predominantly South Seacroft and the Poole estate).	3rd Cross Gates Rainbows	£250
360	10/11/2011	Annual Holiday to London - following on from the girls recent holiday to London, they have organised a sleepover as part of their Baden Powell Award for one night in December. They have also organised a follow up event for girls that cannot attend during Feb.	1st Manston Guides	£250

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Report of the South East Area Leader

Report to Outer East Area Committee

Date: 3rd of July 2012

Subject: Summary of Key Work

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Cross Gates & Whinmoor Garforth & Swillington Kippax & Methley Temple Newsam	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The report will detail priority work carried out in the area over recent weeks.
2. The report will provide minutes relating to recent community forums and engagement activities, partnership and sub-group minutes and minutes of Area Chairs.
3. The report will provide details of community forums for 2012/13 and forums chairs.
4. The report will request funding from Swarcliffe PFI credits for continuation funding of the Community Environment Support Officer (CESO).

Recommendations

5. Area Committee will be requested to:
 - note the report and raise any queries.
 - agree forum dates and chairs
 - approve £77,002 of Swarcliffe PFI credits for funding of the CESO post.

1 Purpose of this report

- 1.1 The report will provide Area Committee with details of key issues and activities in recent months including project work and community engagement.
- 1.2 The report will provide Members with minutes relating to recent community forums and engagement activities, sub group and partnership meetings and minutes of Area Chairs meetings.
- 1.3 The report will confirm community forum dates, forum chairs and Member champions
- 1.4 The report will update on PFI credits and request continuation funding for the post of CESO.

2 Background information

- 2.1 In 2011/12 Area Committee approved a Business Plan with a focus on community engagement, partnership work, functions delegated to Area Committee, integrated working and locality working. This report will update Area Committee on priority work, including project work and community engagement as well as key issues for discussion.
- 2.2 The report will include relevant attachments such as community forum minutes, partnership minutes etc.

3 Main issues

3.1 Olympic Torch Relay

- 3.1.1 Area Committee approved funding to support Outer East school cluster's involvement with the Olympic torch arriving in Leeds.
- 3.1.2 The area's four school clusters each agreed commemorations for the event and to acknowledge local Councillors providing funding in any promotion/publicity:
 - Brigshaw Cluster – Medals for “Olympic” sports day featuring 3,000 pupils from Trust schools and 220 visiting from Asia, Europe and Africa. 1,000 T-shirts in Olympic colours for participants in Olympic build-up.
 - Temple Newsam Cluster – Designing Olympic themed T-shirts, banners, flags, and items that young people can keep as a memento of when the Olympics came to Britain.
 - Garforth Cluster – Olympics themed medals and trophies
 - Manston Cluster – Sports days and events with an Olympic theme – no funding required as this had already been planned by the cluster.
- 3.1.3 Area Support attended meetings to discuss details of the Torch Route and the celebration in Temple Newsam Park on 24th June.

3.2 Neighbourhood Planning Pilot in Kippax

- 3.2.1 £80,000 was awarded to Leeds for Neighbourhood Planning Pilots. On 16 May the Executive Board agreed that Kippax, Holbeck, Otley and Boston Spa should each receive £20,000.
- 3.2.2 Operating as a sub-committee of the parish council, a representative group of key individuals will design a neighbourhood plan for the parish council area. The plan will show what development the local community would like over the coming years. The proposals must be in accordance with the overarching Leeds Development Plan (UDP core strategy site allocations plan) and be in accordance with statutory EU legislation, and documents regarding human rights and equality etc. and approved in a referendum.
- 3.2.3 The pilot is at an early stage with the sub-committee being formed, partnerships discussed and existing documents studied.
- 3.2.4 The Council is establishing a neighbourhood plan steering group to provide corporate support for neighbourhood plan processes.

3.3 Community Payback

- 3.3.1 Area Committee has agreed funding support for Community Payback projects in the Outer East area for 2012/13.
- 3.3.2 The number of Community Payback referrals has increased since the beginning of 2012 with as many jobs completed in the final quarter as the two previous quarters combined.
- 3.3.3 There have been 61 projects for the year. The vast majority of work involves clearing vegetation, litter clearing and general improvements to the appearance of neighbourhoods. The work is fairly evenly spread across all 4 wards.

3.4 Older Person's event week 2012

- 3.4.1 Planning has commenced for this years OPEW. It will run 1-5 October 2012 to coincide with the International Day of Older People on 1 October. Some good ideas were submitted via the 2011 comments cards and these will be incorporated into the 2012 event.
- 3.4.2 Venues / days agreed (subject to venue availability) as:
- Monday – Great Preston Village Hall
 - Tuesday – St Gregory's Youth & Adult Centre, Swarcliffe
 - Wednesday – Kippax Band Club
 - Thursday – Christ Church, Halton
 - Friday – Garforth Liberal Club
- 3.4.3 Entertainment:
- Hoped to have live background organ music during the stalls / information
 - Afternoon entertainment ideas include Darren Rivers, an Elvis tribute

- Potential to have local high schools choirs / bands for additional entertainment and make the event intergenerational

3.5 Grafton Villas Long Footpath

- 3.5.1 This particular long footpath/ginnel in Cross Gates has suffered from regular crime and ASB over a number of years with many residents that live along the footpath demanding its closure.
- 3.5.2 Initially closure was sought under the CROW Act (Countryside & Rights of Way). This proved difficult to secure and therefore the alternative option of gating the footpath and providing keys to residents was put forward as a viable solution.
- 3.5.3 The gates were erected and access restricted to residents backing on to Grafton Villas in May 2012.

3.6 White Laithe Shops (Whinmoor)

- 3.6.1 Security at the White Laithe shops has been a problem for several years. Safer Leeds have recently carried out consultation in the area which agreed problems would be lessened through installation of security gates to the alley way beside the NISA store.
- 3.6.2 The gate was funded by Area Committee on condition it is locked and unlocked daily and the store owner is responsible for its maintenance.
- 3.6.3 The gate was erected in May 2012.

3.7 Mary Portas Funding - Shop Posters

- 3.7.1 Central Government has provided £100,000 to Leeds to improve regeneration of high streets. Outer East has been granted £10,000 to get transfers for windows designed and produced which, with permission from the owner, can be placed in empty shop windows around the district. These transfers can be moved to new locations once existing shops have been let or the transfer is needed elsewhere. The transfers will have corner branding noting Outer East Area Committee ownership.
- 3.7.2 Discussions are now underway to determine how this project will be delivered.

3.8 Strategy for funding Christmas Lights in Town & District Centres

- 3.8.1 In 2011 City Council funding for Christmas Lights was reduced to the city centre. All 4 of the village / town switch ons in Outer East went ahead in 2011 but Well Being support and a one-off grant supplemented the subsidy formerly provided from LCC's Events budget for Garforth, Kippax and Methley.
- 3.8.2 This year's event will potentially provide an even greater drain on OE Well Being as the one-off grant (provided by an outside body) will not be available and current estimates suggest approximately £15,000 could be needed to cover

Garforth, Kippax and Methley. This assumes the Parish Council will again be willing to largely fund the event in Kippax.

3.8.3 OE Area Support is looking at mechanisms used elsewhere to identify how funding support could be encouraged from the private sector.

3.8.4 The study does not include Cross Gates which has its own mechanism for raising funds.

3.9 Community Forums

3.9.1 The following community forums have met since the last AC:

- **Whinmoor Forum, 27th March** - The minutes attached as **Appendix 1**
- **Halton Moor Forum, 3rd April** - The minutes attached as **Appendix 2**
- **Cross Gates Forum, 4th April** - The minutes attached as **Appendix 3**
- **Halton Forum, 12th April** - The minutes attached as **Appendix 4**
- **Garforth & Swillington Forum 23rd April** – The minutes attached as **Appendix 5**

3.9.2 Community Forum dates 2012/13

Forum	1 st Meeting	2 nd Meeting	3 rd Meeting	4 th Meeting
Cross Gates	18 July 2012	10 Oct 2012	09 Jan 2013	03 April 2013
Garforth & Swillington	23 July 2012	15 Oct 2012	21 Jan 2013	15 April 2013
Halton	12 July 2012	11 Oct 2012	17 Jan 2013	4 April 2013
Halton Moor	10 July 2012	09 Oct 2012	15 Jan 2013	09 April 2013
Kippax & Methley	-	17 Oct 2012	-	17 April 2013
North Whinmoor	24 July 2012	16 Oct 2012	22 Jan 2013	16 April 2013
Swarcliffe	27 June 2012	03 Oct 2012	30 Jan 2013	10 April 2013

3.9.3 Community Forum Chairs 2012/13

3.9.4 The forum Chairs for 2012/13 will be:

- Whinmoor – Cllr Peter Gruen
- Cross Gates – Cllr Pauleen Grahame
- Swarcliffe – Cllr Suzi Armitage
- Halton – Cllr Mick Lyons
- Halton Moor/Osmondthorpe – Cllr Kathryn Mitchell
- Garforth & Swillington – Cllr Andrea McKenna
- Kippax & Methley – to be confirmed at the meeting

3.10 Civic Conversation

3.10.1 Open Spaces - The Red Ladder Company is working with Garforth Academy to deliver an 'Open Space Conversation' for young people who attend the Academy, elderly people from the villages, business leaders, community leaders, elected representatives and anyone who wants to share their views. The project is about

having an open conversation and instilling civic pride through an inter-generational conversation that cuts across all issues and individuals.

- 3.10.2 The Open Space forum is a new concept for the area and allows 100 individuals to emphasise what is of interest to them. It may be the state of the roads, what their elected representatives say, how children react with older people etc. It is up to those present to raise the items and develop the discussions.
- 3.10.3 Ward Members for Garforth & Swillington have expressed support for this application.

3.11 Partnerships and Area Committee Sub Groups

- 3.11.1 **Environmental sub-group.** The Environmental sub-group meets one hour prior to each Area Committee meeting and has been chaired by Cllr Mitchell and Cllr Murray respectively during 2011/12. The environmental delegation service level agreement is being reported to this Area Committee meeting. The minutes of the sub group held on the 20th March 2012 are attached as **Appendix 6**.
- 3.11.2 **Divisional Community Safety Partnership (DCSP).** The most recent meetings of of the DCSP was held on the 23rd of February and the 24th May 2012.. The Minutes for the meeting held on 23rd February are attached as **Appendix 7**. Minutes of the May meeting are not yet available for distribution.
- 3.11.3 **Health & Well Being Partnership.** The South East Health and Well Being Partnership meeting was held on the 6th of June 2012. The minutes of that meeting are attached as **Appendix 8**.

3.12 Swarcliffe Good Neighbours Gardening Project.

- 3.12.1 Following a request made at the last OE Area Committee Ken Hill from SGNP is attending today's meeting to give a presentation.
- 3.12.2 In the last month 22 gardens were completed for first time users of the service.
- 3.12.3 All first time users completed response forms which show 100% satisfaction with the scheme.

3.13 Swarcliffe PFI Credits

- 3.13.1 Swarcliffe PFI credits has been used to provide a number of improvements and additional services in Swarcliffe, including:
- Improved parking to Stanks Drive, Swardale Green, Swardale Road and Langbar Close
 - Renewal of the kitchen at St Gregory's Youth & Adult Centre
 - Provision of new benches and information boards
 - Providing a Community Environment Support Officer (CESO).

3.13.2 The funding for the post of the CESO was for 3 years and this ends in April 2014. The request to Area Committee is that PFI credits are used to ensure a CESO position remains in Swarcliffe until at least April 2017.

3.13.3 The cost is broken down as follows:

- 2014/15 - £25,036
- 2015/16 - £25,662
- 2016/17 - £26,304

3.13.4 If approved this will leave a remaining balance of £12,671.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The community forums outlined in section 3.8 and the public meeting in 3.5 form the main part of the Area Committee's face-to-face community engagement strategy that is incorporated into its Business Plan.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Under equality legislation the Council has a legal duty to pay due regard to the need to eliminate and promote equality in relation to race, disability, gender, age, sexual orientation, pregnancy and maternity, and religion or belief.

4.2.2 The main section of this report provides details of activities around community engagement and the delegation of environmental services to Area Committees that support this legal duty.

4.3 Council Policies and City Priorities

4.3.1 The proposals contained within this report contribute to the existing targets and priorities set out in the Council's Policy Framework in the following plans:

- Vision for Leeds
- Safer & Stronger Communities Plan
- Children & Young Peoples Plan
- Health & Well Being City Priority Plan

4.4 Resources and value for money

4.4.1 The only resource implications relates to PFI credits, other than funding that has previously been agreed by Area Committee from its revenue budget.

4.5 Legal Implications, Access to Information and Call In

4.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are no longer eligible for Call In.

4.5.2 There are no key or major decisions being made that would be eligible for Call In.

4.5.3 There are no legal implications as a result of this report.

4.6 Risk Management

4.6.1 This report provides an update on project work and key issues in Outer East. Any projects funded from the Well Being Budget or undertaken by the Area Support Team are risk assessed.

5 Conclusions

5.1 The report provides up to date information on key work and key issues for Area committee to consider. Members are requested to note the content of the report and raise queries relating to issues raised within the report.

5.2 The report also requests funding from Swarcliffe PFI credits for continuation funding of the CESO post.

6 Recommendations

6.1 Area Committee is requested to:
note the report and raise any queries.
agree forum dates and chairs
Approve £77,002 of Swarcliffe PFI credits for funding of the CESO post.

7 Background documents

7.1 Outer East Area Committee report – Local Authority appointments to outside bodies July 2011

7.2 Outer East Area Committee Business Plan report July 2011.

7.3 Well Being report February 2012.



**Minutes from North Whinmoor Forum & PACT meeting
27 March 2012
held at Fieldhead Community Centre**

Present: Cllr Peter Gruen (Chair), Cllr Pauleen Grahame, Cllr Suzi Armitage, James Nundy (LCC - South East Area Support Team, minutes), Brenda Speight (Red Hall Neighbourhood Watch / Killingbeck Crime Prevention Panel), Paul Spandler (LCC – South & South East Locality Team), Jeremy Lunn (Aire Valley Homes), Deeta Tren-Humphries (LCC – Youth Services), Insp Nick Smart (West Yorkshire Police), PS3561 Mark Birkett (WYP), Randy Blackburn (Wellington Hill Residents Association), Janice Linley (Whinmoor Wanderers), Heather Jackson (Skelton Woods Environmental Group), Ian Guy (Whinmoor Juniors FC), Deborah Hillerby (Fieldhead Carr Primary School), David Burland (Wellington Hill Residents Association)

Apologies: Virgil Meikle (LCC – Youth Service), Wendy Rogers (LCC – Environmental Locality Team), Janet White (Care & Repair)

1.0	PACT meeting – Inspector Nick Smart	Action
1.1	Data from the last seven week period were discussed.	
1.2	Total number of burglaries in the ward was 38 with nine of them occurring in Whinmoor, two of which happened in the last six weeks. There have been a significant number of arrests. The same period last year had 20 reported burglaries in the Whinmoor area.	
1.3	There have been no robberies in this period but there were four serious assaults / domestic violence incidents.	
1.4	The tally for theft from motor vehicles was one, with no reports of theft of motor vehicles.	
1.5	The figure for criminal damage reached 54 for the ward, six of which were in Whinmoor.	
1.6	Overall, crime levels are down and Whinmoor is not a hot spot in the ward.	
1.7	Working with Environmental enforcement to check vehicles carrying scrap following theft of lead in the Naburns area.	
1.8	There were 59 calls in connection with anti social behaviour, seven of which were in Whinmoor.	
1.9	<p>PACT priorities</p> <ol style="list-style-type: none"> 1) White Laithe shops are still being monitored 2) Investigating flat back trucks / thefts from gardens 	
1.10	<p>Other reports:</p> <p>Speeding vehicles on Naburn Close - Naburn Close is a cul-de-sac. It has issues with parents dropping their children off for school and associated bad parking</p> <ul style="list-style-type: none"> • Request for 'Slow – children' sign or similar. James to investigate options with Highways • Police suggested getting pupils involved with educational work and enforcement 	JN

1.11	Litter - There have been two reports of large collections of discarded beer cans in the school car park on Fieldhead fields. <ul style="list-style-type: none"> Police to monitor the site over the weekend 	
1.12	Joined up working between the police and Environmental action Team in connection with names / fixed penalty notices.	
1.13	The police are working with Aire Valley Homes on a burglary reduction / target hardening scheme to target hot spot areas.	
1.14	The councillors commended the police for their work and achieving good statistics for the area.	
2.0	North Whinmoor Forum - welcome, introductions and apologies	
2.1	Cllr Gruen welcomed everyone to the Forum meeting, introductions were made and the above apologies were noted.	
3.0	Minutes of the meeting held on 17 January 2012	
3.1	Agreed as an accurate record.	
4.0	Matters arising from those minutes	
4.1	(7.5) Fieldhead Community Centre issues: <ul style="list-style-type: none"> There are several lights not working in the kitchen, main hall and all the toilets – James to chase up with Facilities Management Front door is rotten at the bottom – James to chase up with Facilities Management The building is not clean – lots of mud from the sports teams. Cllr Gruen to arrange a meeting with the rugby team Low level kitchen cupboards are now rotten – Janice to sketch a plan of a useable kitchen The temporary caretaker was commended for doing a good job whilst he was here 	JN JN Cllr PG JL
5.0	10 minute open floor	
5.1	Janice and Deeta suggested holding a table top sale with all proceeds going to the Centre. Early thoughts included: <ul style="list-style-type: none"> £5 per table; 50 tables; Refreshments / BBQ; Bouncy castle / climbing wall; Tombola James to let Janice have a small grant application pack Janice and Deeta to work up a project and report back at the next Forum 	JN JL/DT
6.0	North east quadrant planning issues – update from Cllrs Gruen & Grahame	
6.1	'Bramley Fields' development / Red Hall playing fields Cllr Gruen gave details about the proposed development of 2000 houses by Persimmon Homes. The consultation period has started.	
6.2	Recommended that residents work with the developers to shape the ideas. Ward councillors have set up a consultative group, chaired by Cllr P Grahame, which crosses political boundaries and involves many local groups, including ones from Thorner, Shadwell and representatives from local schools.	

6.3	Cllr P Grahame was praised for the way she handled the discussion in a recent meeting.	
6.4	Councillors reiterated that they will always oppose any attempt to remove the playing fields at Red Hall.	
6.5	[Cllr Armitage left the meeting at 6:50pm to attend her ward surgery]	
7.0	Update on projects	
7.1	<p>Whinmoor welcome stones James gave an update on the scheme and tabled papers from Groundwork Leeds A discussion took place and the following points were agreed:</p> <ul style="list-style-type: none"> • Green metal plaques with gold lettering • Words to be in capital letters • The three location plans were agreed (subject to small movements following any recommendations from LEDA panel / utility services / protected tree issues) <p>Anticipated installation date is week commencing 18 June 2012</p>	
7.2	<p>Red hall garages The scheme is ongoing and the grass seeding will be done in the near future.</p>	
8.0	Youth work in Whinmoor – Deeta Tren-Humphries	
8.1	Becci is to start a new consultation on 2 April. An update was requested for next Forum meeting.	DT-H
8.2	<p>With the schemes funded by the Outer East Area Committee well being budget, since 1 April 2011 – 27 March 2012 there have been 725 different young people attending sessions (equivalent to 6,500 attendances).</p> <ul style="list-style-type: none"> • Cllrs requested street name / postcode analysis of attendees • Well-being statistics to come via final report 	DT-H
8.3	The young people involved are aged 11-19.	
8.4	The sessions have received positive feedback from parents.	
8.5	The Neighbourhood Policing Team have referred three young people to the Youth Service.	
8.6	Detached sessions take place on Wednesdays	
8.7	Amber Train takes place at Middleton railway targeting NEETs and offers apprenticeships.	
9.0	Environmental enforcement - Update from Paul Spandler	
9.1	<p>Litter picking and pavement sweeping was noted as being excellent in the area however:</p> <ul style="list-style-type: none"> • the footpath at the rear of Fieldhead Primary School needs cleaning • Ring Road (area by junction with Coal Road) is badly littered 	PS PS
9.2	An 'arterial route' cleansing team idea is being looked at again	

9.3	Paul took details for the Whinmoor Football Club to deliver bags for litter picking.	PS
9.4	Fines / fixed penalty notices totalling £800 have been issued since the last Forum.	
9.5	Paul to find out the schedules for gritting routes / frequency and report back.	PS
10.0	Report from Aire Valley Homes – Jeremy Lunn	
10.1	JL tabled a handout of statistics and went through them.	
10.2	The level of rent arrears is at an unacceptable level at the moment in Whinmoor and Swarcliffe. It is being worked on, but the figure is historical data and includes 15 year old debts.	
10.3	The dates for the quarterly Whinmoor environmental walkabouts were tabled – everyone is welcome to attend. If you would like to get involved, please phone 0800 915 6660.	All
10.4	Baildon garages Project now complete. Jeremy to do a survey for additional parking areas.	JL
11.0	Any Other Business and date of next meeting	
11.1	Skelton woods environmental Group – Heather Jackson The Bramley Fields development people have been in touch asking for areas to incorporate into their scheme.	
11.2	The wellbeing Leeds website: www.wellbeingleeds.com – James Nundy The <i>Healthy Leeds Wellbeing Portal</i> is a directory that has been developed by the Leeds Initiative and its partners to improve access to services and organisations in Leeds that exist to improve the health and wellbeing of residents in the city. <ul style="list-style-type: none"> • Designed to be of use to the public • Promotion has recently started 	All
11.3	Outer East Gardening Scheme – James Nundy The Outer East Gardening Scheme has been funded by the Outer East Area Committee for another year and runs 1 April – 30 Sept 2012. Handouts were tabled and a poster added to the Whinmoor Wanderers noticeboard. The project is run by the Swarcliffe Good Neighbours Scheme and is available if you meet the following criteria: <ol style="list-style-type: none"> 1. You are an OAP or disabled person without the support of an able bodied family member living with you who can maintain the garden on your behalf 2. You live in one of the outer east Leeds wards of Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley or Temple Newsam. The first cut will be free and then repeat visits will be charged at £13.50 per hour. For further information or to apply, please contact SGNS on 260 0489 or email mail@sgns.wanadoo.co.uk	All
11.4	Date of next meeting is scheduled for Tuesday 24 July 2012.	All



**Outer East Area Committee
Minutes from Halton Moor Forum
3rd April 2012**

Present:

Cllr Mick Lyons (Chair), Cllr Bill Hyde, S Marsh (resident), M Wilson (resident), V Broadly (resident), D Gill (resident), Steve Sheriffe (ENEH Leeds), Liam Thompson (PCSO 552 – NPT), Tracy Murphy (PCSO 817 NPT), Johnathan Day (WYP – NPT), Derek Pearson (Leeds Watch), John Pearson (LCC - Environmental Action Team), Coullin Meikle (LCC – Youth Service), Pete Mudge (LCC - Area Support Team, minutes)

Apologies:

Cllr Katherine Mitchell.

Item	Welcome, introductions and apologies	Action
1.1	As Cllr Mitchell is on maternity leave, Cllr Lyons chaired the meeting. He welcomed everyone, checked people had signed in and the above apology was noted.	
2.0	PACT meeting (Police And Communities Together)	
2.1	Wybeck side of Neville Road: This is a local priority area and there have been noise nuisance incidents recently. The police have visited those responsible and they have agreed to keep the noise down. The Police will continue monitoring the situation.	Police
2.2	The old school site has a lot of anti social behaviour. Cllr Lyons said he will ask site overseer Peter Anderson-Beck to clean the area up.	Cllr Lyons
2.3	Police will maintain LPP monitoring on the whole area and especially on Kendall Road.	Police
2.4	The site of the floral roundabout – removed due to neglect and asb is now causing a nuisance as it has left a wide vehicle free space. Consideration will be given as to what can be placed there to stop it being used for impromptu soccer matches and as a skateboard and cycling area.	All
2.5	Concern was expressed for the welfare of Police as a result of the region's single crew policy which meant police operated alone in potentially dangerous situations.	
2.6	It was agreed all areas on the existing LPP should remain and the roundabout site at the bottom of Halton Moor Rd should be added.	Police
3.0	Minutes of the meeting held on 17 January 2012	
3.1	Agreed as accurate	PM
4.0	Matters arising from those minutes	
4.1	Cllr Lyons has met with the area's MP George Moody with regard to proposals for waste management. Cllr Lyons said the MP voiced concern about whether pfi money should be used to provide a facility when there was obvious opposition from many local people. Cllr Lyons had been made aware that the concerns had been discussed with Ministers.	Cllr Lyons

	Cllr Lyons said he has heard BIFFA has sold land and buildings to Veolia and has a planning application submitted.	
4.2	Traffic calming on the Osmondthorpe Lane is desired in the Nevilles where vehicles push for priority to get under the railway bridge. Cllr Lyons said the bridge is at the end of his ward however he will discuss joint funding possibilities with colleagues.	Cllr Lyons
5.0	10 minute open floor	
5.1	Highways have agreed to bank the corner between Neville Parade and Osmondthorpe Lane and to look at removing trees near the bridge in order to increase parking.	H'ways
5.2	Peter Anderson-Beck, the officer in charge of Leeds Enterprise Zones has met with Cllr Lyons and confirmed that rumours of vehicles accessing the new zone through Halton Moor are incorrect. The only transportation able to access from Halton Moor are buses and raising bollards will be installed to ensure nothing else gets through. It has also been confirmed that big buildings will not be sited near Halton Moor residential areas.	
6.0	Environmental Issues – John Pearson	
6.1	Tenants with unkempt gardens are being given 28 day notice to keep them tidy and most are then taking action.	
6.2	As the bird nesting season limits the range of projects which can be undertaken, projects are currently limited to litter picking and fly tip removal. Such projects have been undertaken on Neville Grove and Close, Kendall's Drive, the back of the Levens and more are underway.	
6.3	John asked those attending to be aware of the recently extended dog ownership bylaws which meant people cannot walk a dog next to street unless it is on a lead. It also introduces dog exclusion zones in children's playing areas, schools etc. Whilst co-operation is the preferred method, fines are available if needed.	All
6.4	One resident was concerned that owners of a dog of an aggressive breed are moving in next door to her and she feared for the safety of her cat. Steve Sheriffe and John Preston said they would speak with her afterwards about what can be done.	JP/SS
6.5	Halton Moor pub – Plans for it to be sold have fallen through however there is another interest. John said the area is kept clean by the owner however there are many access points – Cllr Lyons said children get in through the roof.	JP
6.6	Virgil asked if the forecourt of the Leisure Centre could be cleaned for a community event being staged there on 19 th April.	JP
7.0	Youth Service Update – Virgil Meikle	
7.1	The leisure centre events staged three times a week continue to be popular (the Police stressed the Friday night one is a tremendous success) and outreach work is underway on Kendal Drive and certain other areas.	

7.2	On Thursday 19 th April Youth Service and partners are giving craft and skills taster sessions at the Leisure Centre car park.	VM
7.3	Cllr Lyons said he is meeting with local MP George Moody over the future of the East Leeds Leisure Centre. He invited Virgil to also attend that meeting and, following a request from Peter Mudge, agreed that a representative from the Council's Asset Management team should also be invited to that meeting.	Cllr Lyons, VM, Asset M'ment
8.0	ENE Homes Update – Steve Sheriffe	
8.1	There are currently 26 void properties – in years gone by there were over 100. Some of these void properties have been broken into by thieves to steal the boilers and radiators.	
8.2	Steve said Rent Collection in the area was proving tremendously successful and statistics showed there has been 99.06% collection which is the best in the City. Similarly annual audits on tenancy showed Halton Moor to be the best performing in Leeds.	
8.3	Steve said that as Vicky Hooper has now returned his post will be job sharing.	
8.4	Cllr Lyons said they were doing great work and it is his intention to get them moved back into the Leisure Centre. Steve said that would be good as the team enjoyed working at the centre.	Cllr Lyons
9.0	Any other business and date of next meeting	
9.1	Boilers in homes at the bottom of Kendall Drive seem to always cause problems to plumbers. Could a recognised officer be named so there is someone always able to solve problems. Steve said he will make enquiries.	SS
9.2	John thanked Derek Pearson and his team for providing invaluable assistance leading to the prosecution of a fly tipper. The matter has been widely publicised.	
9.3	When the election comes the polling station is placed on Cartmell Drive in a dangerous location. This has been a longstanding problem and one the Councillors are sick and tired of raising with no improvements.	
9.4	The next forum meeting will be agreed by the Area Committee and is likely to be in July.	PM

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Outer East Area Committee

Minutes from the Cross Gates Forum 4 April 2012

held at Crossgates & District Good Neighbours Scheme building

Present:

Councillor Pauleen Grahame (Chair), Cllr Peter Gruen, Cllr Suzi Armitage, James Nundy (LCC - Area Support Team, minutes), Jean Barnbrook (1st Manston Guides), Carol Macklam (resident), Eileen Sutcliffe (resident), Paul Spandler (LCC – Environmental Action Team), Deeta Tren-Humphries (LCC – Youth Service), Maxine Bavell (LCC – YS), Roy Dobson (resident), Sgt Simon Harrison (West Yorkshire Police), Tracy Murphy (WYP), Liam Thompson (WYP), Phillip Marsden (Devonshire Neighbourhood Watch), Shirley Evison (DNW), Bob Lawrence (East Leeds Historical & Archaeological Society), Jacki Lawrence (Crossgates & District Good Neighbours Scheme / ELHAS), Dave Coulthard (Crossgates Shopping Centre)

Apologies:

Coullin Meikle (LCC – Youth Service), Graham Ambler (West Yorkshire Fire & Rescue), PC Ian Phillips (WYP), Jean Thacker (resident), Simon Norman (LCC – EAT), Ann Marie Vella (1MG), Gwenda Towers (resident)

1.0	Welcome, introductions and apologies	Action
1.1	Cllr Grahame welcomed everyone to the meeting and introductions around the table were made.	
1.2	The apologies above were noted.	
2.0	Minutes of the meeting held on 11 January 2012	
2.1	Agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	(3.2) Barnbow housing development lorries <ul style="list-style-type: none"> • The developer has been reminded of the agreed routes that the lorries should be using • It was noted that fewer lorries have been using incorrect routes lately 	
3.2	(11.7) History behind new zebra crossing on Austhorpe Road <ul style="list-style-type: none"> • The initial request for an additional zebra crossing came from the public following several accidents close to the junction of Austhorpe Road / back Marshall Street • To allow sufficient room for the crossing, the bus stop needed to be moved, but METRO only agreed to one new location and this is where the bus stop moved to • The new bus stop location took away some on-street parking space, so additional space was opened up and included limited waiting • A stage 3 safety audit will take place in the next 6-8 weeks (so should be complete by approx 18 May) • The bollard at the junction has been repeatedly knocked over since its installation. It is scheduled to be replaced by dropped kerbs in the near future 	

4.0	10 minute open floor	
4.1	1st Manston Guides – item deferred as Ann-Marie wasn't able to attend this meeting.	
5.0	Barnbow Memorial refurbishment – Bob Lawrence (ELHAS)	
5.1	BL passed the three comments received so far in response to the recent memorial article in the Yorkshire Evening Post to Cllr Grahame. Still awaiting feedback from the last piece in the paper re moving the memorial.	
5.2	Cllr Grahame detailed the potential new location in Manston Park at the Park Avenue entrance.	
5.3	All previous consultees will be consulted again – Groundwork Leeds have been asked to find their original files from their archive.	
5.4	There are plans to mention William Parkin who was an unsung hero of the tragedy.	
5.5	If the memorial was to be moved into Manston Park, LCC Parks & Countryside would maintain it.	
5.6	A full consultation will follow - Cllr Grahame to arrange.	Cllr Grahame
6.0	Community Safety – Neighbourhood Policing Team	
6.1	Update from Sgt Simon Harrison, PCSO Liam Thompson and PCSO Tracy Murphy. Statistics from the previous five weeks were discussed.	
6.2	Delighted to report that satisfaction levels are at an all time high.	
6.3	Burglaries are down by 18% across the division, which equates to approximately 300 incidents.	
6.4	Attrition visits often occur, letting people with criminals records know they are still under surveillance.	
6.5	Residents were urged not to be complacent and remember to lock your doors and windows.	
6.6	A forum member was surprised that burglary levels were down, given the financial climate. <ul style="list-style-type: none"> The police highlighted it could be explained by good policing, good partnership working and having the locality as a priority area 	
6.7	It is known that a few burglars commit the majority of crimes, then get arrested and sent to prison.	
6.8	It was reported that 1 st Manston Guides were still having trouble but the PCSOs were still attending.	

7.0	Environmental Action Team – update from Paul Spandler	
7.1	Your local Community Environmental Support Officer (CESO) is Simon Norman, tel: 07891 278 378 or email simon.norman@leeds.gov.uk	
7.2	Litter pickers and path and road sweepers routes are now being routinely checked by supervisors. Majority of the routes are completed and done to a good standard.	
7.3	Next stage is to get the teams to use initiative to leave clean streets and go off their maps to do littered areas nearby.	
7.4	Cut backs and clean ups by the Community Payback Team, organised by Councillor Grahame, have been completed at Manston Terrace and Sandbed Lane. Over 20 bags of litter were collected.	
7.5	Waste in gardens and rats were seen at Manston Approach, Manston Avenue and Austhorpe Road. All were reported and are now cleared.	
7.6	Addressing dog fouling is a priority. The Marshall's, Church Lane and Manston Park are often reported. Increased patrols resulted with two owners being fined for not picking up. One stray was dog caught and returned to owner.	
7.7	An abandoned vehicle was removed from Hermon Road.	
7.8	An overgrown hedge on Church Lane has been cut back.	
7.9	A van parking on a grass verge in Manston Lane was causing severe damage. The owner was contacted and he has moved the vehicle and re-laid the verge.	
7.10	Paul to look into getting new litter bins along the Ring Road (from Marks & Spencer to the Colton roundabout).	PS / SN
7.11	It was noted that green bin collections on Manston Lane were often missed on collection days. <ul style="list-style-type: none"> • Missed bins can be due to a variety of reasons such as: <ul style="list-style-type: none"> ○ Parked cars blocking access routes ○ Collection vehicle failure ○ No drivers – crew sickness and the knock on effect with rotas 	PS
7.12	Guidance was given as to ways available to combat dog fouling when witnessed: <ul style="list-style-type: none"> • Intelligence can be taken by the team in the form of a witness statement after the event, or details can be given to the LCC Contact Centre 	All
7.13	It was reported that Austhorpe Hall is advertising on the railings outside Marks & Spencer's and it was queried whether this is ok: <ul style="list-style-type: none"> • Paul / Simon to investigate. It was hoped banners are not going to spread across the area.	PS / SN
8.0	Activities for young people – Deeta Tren-Humphries	
8.1	Early analysis of the 2011/12 summer holiday programme data show that	

	<p>725 young people were engaged in 6,500 sessions. Further analysis is being done for ages and postcodes. Results will be brought to a future forum meeting.</p> <p>8.2 Manston Park is the place to be at 8pm on Wednesdays (in the pagoda area) for sessions signposting young people onto training and into new activities.</p> <p>8.3 A risk assessment has been completed on the former Optaire building as there have been reports of young people playing at the site, having gained access via a broken fence. Diversionary work is taking place and there is the potential for prosecutions from trespassing on the site.</p> <p>Good news story</p> <p>8.4 Through getting involved in sessional work, two young people are now volunteering in local charity shops.</p>	
9.0	Any Other Business and date of next meeting	
	<p>9.1 Grafton Villas – Cllr Grahame The planning application was revised and reposted. The decision date is expected to be 20 April 2012.</p> <p>9.2 Kingswear Parade parking – Cllr Grahame The traffic regulation order is nearly complete. Planning notices have been erected.</p> <p>9.3 Ather’s Fair 2012</p> <ul style="list-style-type: none"> • A request has been submitted for Ather’s Fair to attend Manston Park for a funfair Thursday 26 - Sunday 29 July 2012, running 2-7pm each day. • They would be on site from Monday 23 – Monday 30 July for setting up / packing away • The size and scale would be the same as the very successful event held there two years ago <p>9.4 Barnbow housing development You can see the proposals via the LCC Public Access website http://planningapplications.leeds.gov.uk/ and use reference number: 11/02315/RM</p> <p>9.5 Crossgates Shopping Centre update – Dave Coulthard</p> <ul style="list-style-type: none"> • DC was confirmed as the new manager of the shopping centre on 1 April 2012. The forum congratulated him on his new appointment • The new website has been launched and includes a community ‘what’s on’ section which is also echoed on the notice board in the Centre • Game Station has closed and the unit is currently empty • Plans to improve the frontage on Austhorpe Road • It is hoped to get a car park sign erected on the wall of Lloyds TSB on Station Road to help advertise there is additional parking available • Craft days are planned for within the shopping centre • Been working with Crossgates & District Good Neighbours and the local Guides • Positive comments have been received regarding the internal displays • The shopping centre will be having its 45th birthday during September 2012 – watch this space for further information 	

9.6	<p>1st Manston Guides update – Jean Barnbrook</p> <p>The girls have been involved in a variety of activities including:</p> <ul style="list-style-type: none"> • World Thinking Day • Went iceskating and attended a pop concert • Helping with Sport Relief Mile event in the city centre • Due to help at the Olympic Torch Relay event and Leeds 10K event • Helped to open a restaurant • Doing a 65 mile walk on Easter Monday • Were involved with 'Best of British' in the Crossgates Shopping Centre on 26 May 	
9.7	<p>Crossgates and District Good Neighbours Scheme – Jacki Lawrence</p> <ul style="list-style-type: none"> • Fish and chips were enjoyed on Good Friday by 58 service users • A Queen's Diamond Jubilee celebration event is being arranged and will take place on 1 June, with funding from the Outer East Area Committee and a small grant from the Inner East Area Committee • Received successful small grant awards for volunteer training sessions in March 2012 from the Outer East Area Committee (emergency aid) and one from the Inner East Area Committee (wheelchair handling) 	
9.8	<p>Outer East Gardening Scheme – James Nundy</p> <p>The Outer East Gardening Scheme has been funded by the Outer East Area Committee for another year and runs 1 April – 30 Sept 2012. Handouts were tabled and a poster left for the Crossgates Good Neighbours notice board. The project is run by the Swarcliffe Good Neighbours Scheme and is available if you meet the following criteria:</p> <ol style="list-style-type: none"> 1. You are an OAP or disabled person without the support of an able bodied family member living with you who can maintain the garden on your behalf 2. You live in one of the outer east Leeds wards of Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley or Temple Newsam. <p>The first cut will be free and then repeat visits will be charged at £13.50 per hour. For further information or to apply, please contact SGNS on 0113 260 0489 or email mail@sgns.wanadoo.co.uk</p>	All
9.9	<p>Volunteering days at Manston Park</p> <p>Join the Manston Park gardeners every first Wednesday of the month to get some fresh air, exercise and improve this wonderful green space for everyone who uses it</p> <ul style="list-style-type: none"> • The volunteer group meets every first Wednesday of the month at 10am to do a range of jobs to keep the park in tip top shape • New faces are always welcome, you can stay as long as you like (official finishing time is 3pm) and all training, tools and equipment are provided • Hot drinks will be provided but you'll need sturdy footwear and your lunch • Next session will be flower bed maintenance on 4 July, 10am-3pm • For more information call 0113 395 7457 or email parks@leeds.gov.uk 	All
9.10	<p>The wellbeing Leeds website: www.wellbeingleeds.com – James Nundy</p> <p>The <i>Healthy Leeds Wellbeing Portal</i> is a directory that has been developed by the Leeds Initiative and its partners to improve access to services and organisations in Leeds that exist to improve the health and wellbeing of residents in the city.</p> <ul style="list-style-type: none"> • Designed to be of use to the public • Promotion has recently started 	All

9.11	Carers Leeds – Dave Coulthard A service available for families of service personnel who have been casualties of combat. DC is trying to establish a group and launch in July.	DC
9.12	Next meeting The next Forum meeting is scheduled for 6pm on Wednesday 10 October 2012.	All



Outer East Area Committee

Halton Forum
Minutes from 12 April 2012
Christ Church, Halton

Present:

Cllr Mick Lyons (Chair), Cllr Bill Hyde, Margaret Oates (resident), Terry Dennis (Resident), Edward Fryer (resident), Mora Illingworth (resident), Margaret Blenkhorn (resident), Thelma Dixon (resident), Gwen Green (Resident), Peter Conlon (resident), Susan Petron (resident), Patricia Wrags (resident), Colin and Denise Wilsher (residents), Margaret Ward (resident), Y Gumersal (resident), H J Sanderson (resident), Margaret Burton (resident), D MacQueen (resident), Audrey Linley (resident), Joyce Schofield (resident), Barbara Ambler (resident), Coullin Virgil Meikle (LCC - Youth Service), John Pearson (LCC Environmental Action Team), Pete Mudge (LCC - Area Support Team, minutes)

Apologies:

Cllr Katherine Mitchell, Andrew Lingham (LCC Waste Management), Peter & Barbara Hewison, Mr Fisher, Alan Wakefield (Templegate Neighbourhood Watch).

1.0	Welcome, introductions and apologies	
1.1	Cllr Lyons (Chair) welcomed everyone to the meeting.	
2.0	PACT meeting for the Halton Area	
2.1	This item was delayed till later in the meeting and subsequently postponed as Police did not attend. PM said police had emailed confirmation of their attendance and so he assumed an emergency meant they could not attend.	
3.0	Minutes from 19 January 2012	
3.1	Agreed as an accurate record.	
4.0	Matters arising from those minutes	
4.1	PACT Meeting: Parks & Countryside has said their improvements to the Grove Road playing field will not include a fence around the perimeter.	
4.2	Item 6 – Veolia Waste Treatment Facility Update: The Chair said the agreed meeting was attended by Veolia, LCC Waste Management and residents and forum attendees. Since then the MP has been in touch with Cllr Lyons with regard to a future meeting. Cllr Hyde said the question of whether the BIFFA site could also accommodate household waste has been asked for more than two years.	
5.0	10 minute open floor	
5.1	Q: What is the latest situation regarding Whitkirk Primary School and the number of cars impeding adjoining roads? A: PM provided a resume of the current situation and details from the school that: it has secured a yellow bus from which pupils will be	PM

	<p>escorted to the school by a staff member, governors would not trial a turning circle in the school on grounds of safety, governors want to continue to engage with the council on resolving the situation and thought parking restrictions on Templegate Walk and Crescent could ease the situation.</p> <p>A resident asked if parking could be banned on Templegate Walk and Crescent during the school rush hour. A resident of Templegate Crescent said parents parked on the street throughout the day.</p> <p>The Chair said the two form entry system has played a significant part in the unsatisfactory arrangements now in force. He said a meeting should be held to discuss a green transport plan.</p> <p>Cllr Hyde said excessive numbers of pupils was a common situation throughout Temple Newsam and many children travel long distances to school. In Colton there were 57 requests for 30 places. The matter is unsatisfactory and needs sorting.</p>	Cllr L
5.2	<p>Q: Why has Templegate Crescent been selected as an area for the new Leeds cycleway?</p> <p>A: Cllr Hyde said the original proposal was to go along a previously used cycle route via Temple Newsam but promoters of the scheme insisted there are insufficient funds to do this. The footpath in Colton is already being upgraded.</p>	
	<p>Residents said a cycling officer had been to the site but they said the matter had not been resolved to the satisfaction of residents.</p> <p>The Chair said he is getting back to the Chief Highways Officer about the need for public consultation and he hoped people opposed to the new route will attend the meeting.</p>	Cllr L
5.3	<p>Q: Are there plans for a gypsy encampment at the back of Seacroft Hospital adjoining Halton?</p> <p>A: The proposal for that site is 500 homes and concern is whether flood alleviation has been properly assessed.</p> <p>Cllr Hyde said there will be a big impact on Primrose Valley Park and Section 106 money should be used to improve the park.</p>	
6.0	Environmental issues – John Pearson	
6.1	JP said 10 fixed penalty notices have been issued in the last quarter.	
6.2	Emptying of the litter bins in the village centre had become a problem however this has now been resolved.	
6.3	A litter pick undertaken between the library and Primrose Lane resulted in 60 bags of rubbish being collected. Shop keepers have been assured the Council will fine or prosecute people found to be littering.	JP
6.4	New dog ownership rules in the city mean that people can no longer walk at the side of a road with a dog not on a lead however in areas where there is grass on either side the dogs can be unleashed. A greater number of Council employees have been trained to take action against people not obeying dog ownership rules.	JP
6.5	Q: Were rats found in the rubbish at Woodland Hill site?	

	A: No but we are investigating responsibility and I have written to the shops and residents there.	JP
6.6	Q. Do you have responsibility for unemptied bins as at Sycamore Avenue we had to wait two months for the green bins to be emptied. A. JP said he does not oversee it but would welcome being told of any problems and he will then notify the appropriate supervisor.	JP
6.7	Residents said street cleaning is doing a great job.	
7.0	Youth work – Virgil Meikle (Youth Work Manager)	
7.1	Following noisy behaviour by youth around Matalan and Templegate / Temple Walk which was discussed at the January meeting, Youth Service has done a lot of work in that area and have not received any complaints. Youth Service are also keeping tighter control on the numbers of people using the van and, in partnership with the Police, have dealt with identified trouble causers.	VM / Police
7.2	VM said that following residential work with 12 severely challenged youths, every one of them are now in work or on courses.	
7.3	On Thursday 19 April Youth Service has an exciting event being staged with colleagues in the forecourt of Halton Moor Leisure Centre to provide activities under the Y-Not scheme.	
7.4	Q. Traditionally there have been problems with the football pitches behind Templegates however now the situation seems much better. Do Youth Service do work down Primrose Drive? A. VM said they do undertake regular impact assessments on the Templegates site and also on Primrose Drive however there are restrictions on what his team can do there.	
7.5	Q. Cllr Hyde asked if Youth Service have been approached by teenagers on Knightsway to get a skateboard park. He understood a petition was going around and when he saw it there were over 100 signatures. He felt it may be better to site any park out of the way in Temple Newsam. Cllr Lyons said he has asked Parks and Countryside to come up with a scheme. A. VM said the skateparks at Hyde Park and Hunslett are popular and Youth Service has mobile equipment to offer temporary skateparks on tennis courts and other suitable locations. The Colton area provision in Sainsbury's Car Park seems to be very positive.	
8.0	Any other business	
8.1	The Chair asked if there were any crime issues to report. It was noted that the hotspot for crime – particularly burglaries – were Grove Road Park, Templegate and Cricklegate.	All
8.2	Those attending were invited to raise any problems of which they were	

	<p>aware: A resident said there had been problems caused by a resident at the garages on Field End. There have also been a spate of fires in the area.</p> <p>Tyres have been slashed on vehicles at Birch Avenue.</p> <p>Across the area there is concern about the traditional seasonal problem of thefts from garages and sheds.</p> <p>8.2 There are a lot of vehicles travelling down streets looking for metal to take from gardens. JP said residents should take the registration number and report it to the Police so the number can be investigated.</p> <p>8.3 It was asked why PACT meetings were now solely held at the forum and why the Councillors had not been consulted over this.</p> <p>PM said the matter had been discussed and agreed for the NE and East region of Leeds at the Regional meeting of Police and Tasking Chairs.</p> <p>Cllr Lyons and Cllr Hyde agreed the forum could be used for PACT meetings but said the PACTs should also be held in their usual locations between forums.</p> <p>8.4 The date of the next Forum will be agreed by Area Committee.</p>	
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Present: Cllr Andrea McKenna (Chair), Kevin Pease (Pease of Garforth), Susan Ashworth (Garforth in Bloom), Shirley Raisey (Garforth Residents Association), Sgt Goodwill (West Yorkshire Police), PC Smith, PCSO Reeves, (West Yorkshire Police), Chris Booth (West Yorkshire Fire & Rescue Service), Jane Anne Parsons (Garforth Traders Association), Ian Forster (Garforth Residents Assoc), Eric Pepper (Garforth Probus), Jayne Hookham (Resident), Dave Richardson (Garforth & District Lions), Susan Ashworth (Garforth in Bloom), Carol Woodhead (Garforth in Bloom), Tom Smith (LCC - Env. Services), Sharon Elliott (Garforth Academy/Cluster), Pete Mudge (LCC - Area Support Team)

Apologies: Cllr Mark Dobson, Cllr Tom Murray, Alison Lane (Garforth Traders' Association), Adrian Lee (Youth Service), Ken Woodhead (Garforth & District Lions)

1.0	Introductions and Apologies	Action
1.1	Councillor McKenna welcomed everyone.	
2.0	Minutes of the last meeting from 24 January 2012 and matters arising	
2.1	The minutes were agreed as an accurate record. No matters arising.	
3.0	Community Safety	
3.1	PACT: Report from Police – Sgt Goodwill introduced his PCSO colleagues Emily Smith and Graham Reeves and said crime figures for Garforth & Swillington (G&S) showed a drop of 158 compared to the previous year. Of this burglary of dwellings had reduced by over 60. The Offender Management Programme involving police contact with ex offenders has helped this reduction. The downward trend continues and the last 6 weeks has seen a further reduction of approximately 30.	
3.2	Report from Fire Service – Graham Ambler has moved to a new area and , Garforth is now covered by Station Master Chris Booth who was welcomed to the meeting. He said that, like the Police, the number of incidents has decreased. From 1 st April 55 incidents have been reported however most were false alarms. Seven were fires with three in property and no-one being injured. The service attended 5 road traffic incidents compared with 9 for the same period last year. The Fire Station is holding an open day on Saturday 24 June. And those attending the meeting said it was well worth a visit. CB said he will contact the Olympic event organisers as it occurs on the weekend the torch is in Leeds.	PM/CB
4.0	Environmental Services – Tom Smith	
4.1	Tom said the Environmental Support Officer for the area is Simon Norman and he will be attending more Forums in future. There have been 103 requests for environmental enforcement in Garforth &	

4.2	<p>Swillington since the last Forum on 27 January. A key issue in the area remains fly tipping and searches are always done to discover who has done the tipping. TS is investigating renting portable cctv cameras to assist. PM suggested TS considers the possibility of sharing hire with the Police so they can identify youths illegally buying alcohol and encouraging others to do so</p> <p>TS said his team recently undertook 4 weeks of intensive work within the Ward to combat dog fouling g. The main benefit was raising awareness that action would be taken on people failing to clean up and also that the Council has new Responsible Dog Ownership rules including no dogs can be beside a road without a lead and they are banned from schools and children's playing areas.</p> <p>On the Main Street the area to the rear of Greggs Bakers had been cleared having been found to be in a terrible state and rat infested.</p>	
4.3	<p>EE continue to deal with a wide range of issues including bins left on streets, illegal advertising and overflowing drains.</p>	
4.4	<p>Q. Cllr MacKenna said she welcomed Simon attending future meetings and also suggested EE look at using concealed cctv cameras.</p> <p>A. Tom said they were investigating the legal and practical issues of using concealed cctv cameras.</p>	
4.5	<p>Q. A man living in our street has started keeping chickens and a cockrel which is disturbing neighbours. Can this be stopped?</p> <p>A. If you email me I will investigate this.</p> <p>Q. Dog fouling at Brierlands is still a problem as the Cedar Ridge side is untended yet the Brierlands side is. Can you please look into doing both sides?</p> <p>A. I will investigate ownership and responsibility.</p> <p>Q. The lane to the allotments at Church Lane on occasions is disgusting with dog fouling.</p> <p>A. We monitor this area and will investigate the current problem.</p> <p>Q. There's problems of littering on King's Lane and this will at least in part be down to schoolchildren.</p> <p>A. Will speak with the school. We hope next year to have dedicated support to tackle litter. This will mean councillors and forums can approve the order in which areas are tackled.</p> <p>Q. May it be possible to offer a prize to schools to encourage their pupils not to litter?</p> <p>Q. Despite occasional litter blitzes by takeaway owners there has recently been a lot of litter at the top of Main Street.</p> <p>A. Will refer for action. PM added that warning takeaway owners that unless they kept their areas tidy they would be held responsible worked well in many</p>	

	<p>areas.</p> <p>Q. Can anything be done about plastics being thrown into hedgerows?</p> <p>A. The problem is that it is usually left along major roads where there is a speeding car safety issue for litter pickers. They are currently being trained in how to deal with litter on major roads.</p>	
5.0	Services for Young People	
5.1	<p>Youth Work Adrian Lee had given his apologies in advance of the meeting because he had been called away to deal with a last minute problem.</p> <p>Garforth Academy / Cluster – Sharon Elliott Sharon handed out booklets showing the Garforth Easter Holiday Programme. She said 169 children had attended ranging from Year 6 to 11. Other activities include the Youth Club on Wednesday evenings which is going well and proving especially popular for children with special needs, Thursday's Momentum Dance which attracted 103 dancers to a recent exhibition. The Cluster has developed and now gets referrals for children's welfare and undertakes agency work with family support services.</p>	
5.2		
6.0	10 Minute Open Floor	
6.1	<p>Garforth Car Parking – A resident drew attention to the inconvenience caused by drivers double parking on Main Street and ask if a disc zone system was to be introduced. PM said a disc zone had been considered and rejected and the parking strategy remarking of Main Street should deal with the double parking problem.</p>	
6.2	<p>The Chair asked PM to investigate if the recently cleared land behind Greggs could be used for parking. PM said legal are trying to discover who owns the former petrol station site. Why aren't traffic lights introduced on Charlie Sweeps Corner? The Chair agreed they were needed and said it is being encouraged.</p>	
6.3	<p>Effective speed restrictions are needed on Oak Crescent to stop drivers using it as a quick route to and from the train station. The Chair said highways will be asked to investigate the situation. Why is the barrier at Barley Hill not down at nights and could a street light be added there so people can use car park outside daylight hours. The Chair said she would find out.</p>	
6.4	<p>SHLAA – Ian Forster said the recently completed Strategic Housing Land Availability Assessment could lead to Garforth and Aberford being effectively joined by houses. Those attending agreed with the Chair that it is vital Garforth, Great Preston and Swillington remain independent areas. Murray said this is currently being assessed and one of the discussions concerns future use of the Thorpe Park site. He said there is a lot of talk about possible introduction of a retail offer.</p> <p>Cllr Dobson said the UDP set out development opportunities so everyone knew what was happening. However developers increasingly convinced planning it</p>	

	<p>was not viable for them to build on brownfield sites. Potentially the SHLAA could therefore lead to saturation of villages and sought after locations which could lead to them merging into each other and replacement by new towns.</p> <p>Garforth Clinic - Cllr Dobson said he has been told the Primary Care Trust will keep the clinic open until they can find an alternative position in Garforth. Cllr Dobson said there should be a health and welfare blueprint for Garforth.</p>	
7.0	Date of Next Meeting	
7.1	The next meeting date will be agreed following the election and is likely to be in July 2012.	All

Outer East Environmental sub-group minutes 20 March 2012

1. Attendance & Apologies

Cllr Parker (chair), Cllr Dobson, Cllr P Grahame, Martin Hackett (SEAST), Tom Smith (Env Services), Mike Holdsworth (AVH), Phil Staniforth (P&C),

Apologies – Cllrs, Wakefield and Mitchell, Steve Sheriffe (ENE Homes)

2. Minutes and matters arising of last meeting

2.1 Agreed.

2.2 KN to meet TS regarding ginnel project.

2.3 Agreed to pass on concerns about dog fouling in East End Park to NE Team.

Action : Martin H.

2.4 To raise issue of CCTV monitoring dog fouling on Main Street (Garforth).

Action: Martin H.

3. Service Level Agreement (2)

3.1 The following will be included:

- More flexible workforce – multi tasking
- There will be more reactive capacity on litter picking
- There will be more targeted enforcement work and more proactive work

3.2 SLA (2) will include:

- Gully cleaning
- Graffiti removal
- Needle removal
- Ginnel clearance
- Dog Wardens (now to be managed in the Locality Teams)

3.3 Litter Bin replacement. There will be more clarity in SLA (2) concerning replacement of bins. There will be £20k available to replace bins in SE Leeds in 2012/13 but this will have to cover the cost of damaged bins.

Agreed – CESO's to fit stickers to bins advising that they can be used to deposit dog faeces.

Agreed – the Sub Group would deal with the allocation of bins.

4.0 Derelict sites

- 4.1 The report that went to Area Chairs was discussed. Members were happy that this project was progressing but queried some of the information provided against individual sites. MH agreed to check the detail.

5.0 Other issues

- 5.1 Details of 'in bloom' routes was distributed.
- 5.2 Workshops with Ward Members would be arranged during May/June.

Date of next meeting: 3 July 2012 at 2pm, Civic Hall, Leaders Boardroom.

**East North East Divisional Community Safety Partnership Meeting
16th March 2012, 10:00am The Reginald Centre**

Present:	Tim Kingsman	West Yorkshire Police (Chair)
	Bev Yearwood	East North East Area Support Team, LCC
	John Woolmer	East North East Environmental Services, LCC
	Vicky Fuggles	Youth Service
	Mike Cooper	West Yorkshire Probation Service
	Martin Hackett	South East Area Support Team, LCC
	Jeremy Lunn	Aire Valley Homes
	Hayley Thackwray	East North East Environmental Services, LCC
	Martyn Stenton	Safer Leeds
	Neil Bowden	Anti Social Behaviour Team
	Sarah Ross	Youth Offending Service
	Gillian Mayfield	Targeted Services, Children Services
	Leanne Manning	East North East Area Support Team, LCC (Minutes)

Apologies: Steve Vowles, Jon Lund, Cllr Brian Selby, Steve Lavelle, Cllr Mitchell

		Action
1.0	Minutes of Previous Meeting	
1.1	Agreed as an accurate record.	
2.0	Matters Arising	
2.1	<ul style="list-style-type: none"> (Review of PACT meetings across NPT's) Update has been sent to BY so this will be circulated. All NPT areas with forums have been linked together with the exception of Crossgates 	BY
2.2	<ul style="list-style-type: none"> Carried forward from Previous Meeting (ENEHL newsletter /POCA 	SV
2.3	<ul style="list-style-type: none"> (Boxing Coach in Gipton and Harehills) BY to find out the name of the boxing coach for VF as some concerns have been raised. 	BY
2.4	<ul style="list-style-type: none"> (Chapelton CCTV) The CCTV has been agreed as ENEH have more funding and the police have also contributed. BY to check the timescales. 	BY
2.5	<ul style="list-style-type: none"> (Operation Champions) it was agreed that each NPT will deliver a minimum of 4 per year. 	
2.6	<ul style="list-style-type: none"> (Training for PCSO's for environmental / crime issues) The training has started and will be for 5 weeks. HC has attended and has had a input on the environmental enforcement side. 	
2.7	<ul style="list-style-type: none"> Cfwd from previous meeting (Welfare Reforms paper that went to Area Committee) SH to circulate. 	SH
3.0	Gillian Mayfield – Children's Services	
3.1	Gillian Mayfield is the newly appointed targeted services Area Lead for East North East. Jim Hopkinson who is the head of targeted services has 3 area	

	leads in his team. GM explained that she will be working closely with clusters.	
3.2	GM explained that she will be working closely with clusters and will work with the appropriate people to try and reduce NEET's and make sure the right interventions are in place regarding the top 100 methodology	
3.3	GM explained that the troubled families unit are working with 2000 families in Leeds that are classed as troubled. How many of these 2000 families are in the East North East Area? Detailed work is taking place will pull this data together and this should be rolled out over the next couple of months. GM is happy to become representative of DCSP and will update on progress next meeting	
4.0	Burglary Update – Tim Kingsman	
4.1	TK said a massive thank you to everyone as there is currently 630 offences less than this time last year in the area. Every area apart from Gipton and Harehills has gone down whereas Gipton and Harehills are static. Further reductions need to be made for next year and work on preventing the next generation of offenders.	
5.0	Spring Initiative – Tim Kingsman	
5.1	TK explained that the pressure will be on in April/May/June because of the Olympics as there is the potential of officers going down to London so there will be less resources here. If anyone can assist over this time it will help out a lot.	
5.2	It was discussed that the Olympic torch will be coming through the area too but it is still to be confirmed where. There will need to be a PCSO/PC every 500 yards of the Olympic Torch.	
6.0	NE Division Targets 2012/13 – Tim Kingsman	
6.1	TK explained that there has been no real change on targets except from a small change on Domestic Violence from detection rate to repeat rate. TK to circulate targets.	TK
6.2	ASB and SAC are both at a low and performing well.	
7.0	Financial Constraints / Pressures 2012 -1013	
7.1	TK asked for everyone to explain the current situation in their service and any financial constraints / pressures that they are facing.	
7.2	TK – West Yorkshire Police – there will be a 15% cut in the overtime budget and also a 5-10% staffing cut.	
7.3	VF – Youth Service – there are no figures or percentages confirmed for this year as yet but not anticipating a massive cut like last year. There will be a struggle for the Youth Service to engage young people in summer activities.	
7.4	MC – Probation – the budget hasn't been set as yet however it is a worrying time due to the reduction in probation orders.	
7.5	MH – Area Support Team – there has been a 40% staff reduction so not expecting anymore changes. The well-being budget will remain the same.	
7.6	JL – Aire Valley Homes – the management structure remains lean and no cuts in jobs are anticipated therefore the same level of service will be delivered as always. The main focus for 12/13 will be tackling ASB, partnership work and debt collection.	
7.7	JW – Environmental Action – frontline staff have been protected from any cuts however they are a under resourced service with the amount spent on environmental services in Leeds.	
7.8	MS – Community Safety – most of the resource is protected and the budget has been retained. There will be potential extra funding for troubled families	

	pilot.	
7.9	NB – ASB Team – Resources have been protected and commitment from partners is ongoing. There are concerns supporting the evening OBA crime support sessions so the more evidence we can provide regarding success the better . BY spoke to ENEHL and the funding from target hardening will be transferred over to the new year. OBA areas have had a 20% reduction.	
7.10	SR – Youth Offending Service – 8-9% cut across the city and the priority will be getting early intervention from court.	
7.11	GM – Targeted Services – targeted services are expanding from one team into three.	
8.0	Environmental Improvement Zones – John Woolmer	
8.1	JW explained that the Area Committee asked the Environmental Sub Group to work up proposals for new Environmental Improvement Zones which are small groups of streets or public locations where environmental conditions have not improved despite a large amount of resources put into them. The proposal is for 12 or 13 staff to divide into teams to work within the zones looking at a similar problem solving approach for crime reduction (location, victim and offender) targeting the people who are causing problems, getting intelligence and speaking to landlords etc. The proposal will go to the next Inner East Area Committee. All those present at the meeting supported the proposals and agreed to input where necessary - LM to circulate maps.	LM
8.2	The primary approved zones agreed by the sub group are: Richmond Hill – Bellbrookes, Cross Green, Ivy Street Shops, Kitsons/Dents/Clarks/Oxleys, Lincoln Green Square, Nowells. Gipton and Harehills – Back Hilltop Mount, Bayswaters, Coldcotes shops, Hovinghams and Dorsets, Karnacs, Rossalls and Nice, Lambtons, Sandhurts. Killingbeck and Seacroft – Boggart Hill Drive Shops, Ramshead Hill Shops, South Parkway Shops.	
8.3	JW explained that once there is a better understanding of the zones and the work involved then he will speak to the inspectors and link it into the tasking teams as it will be intelligence led.	
8.4	JW will update the DCSP group at the next meeting on where this is up to and the progress that has taken place.	JW
9.0	POCA Update	
9.1	BY explained that there is still £7880 in the POCA pot that needs to be spent. There are a lot of applications still coming in and are hopeful that nearly/all the money will be spent by the end of the financial year. The maximum funding has been reduced from £500 to £250 due to the high amount of applications that were coming in. (POCA spreadsheet circulated with up to date financial information and for partners to utilise in any media opportunities)	
10.0	Performance Report	
10.1	The performance report was circulated to the members around the table and TK said a big thank you to everyone for their help in being the best performing division. TK also said that the BME satisfaction rate is also at a highest.	
10.2	TK informed everyone that the person responsible for Gavin Clarks death got 33 years in prison and asked that any forthcoming intelligence regarding tensions to be sent to NE Police Divison.	

10.3	TK to put together a key message for the end of the year saying a big thank you to everyone that can be circulated to all front line staff involved in the tasking process.	TK
11.0	Any Other Business	
11.1	BY explained there is a proposal for designated public place order for Harehills area. Ward councillors have agreed to fund via inner east area committee and given general support, legal process to be followed but hopeful will be in place for July. BY checked if there were any objections from the DCSP and there were not. BY to send map of location out. If the DPPO is successful this will mean that the whole of inner east will then be a designated public place for no drinking in public places.	BY
11.2	It was discussed that there are plans for the South Team to have Environmental Improvement Zones but the key hot spots are in the Inner South Area and not within our two NE division NPT's. MH will inform as appropriate if further zones are agreed.	
12.0	Next DCSP Meeting	
12.1	24 th May 2012 – 2pm – 4pm at The Reginald Centre.	

Minutes of South East Leeds Health and Wellbeing Partnership 31st May 2012

Attendees:

Dave Mitchell (Chair) – Leeds South and East CCG
Bash Uppal – LCC Adult Social Care/NHS Leeds
Shaid Mahmood – SE Area Leader
Pat McGeever – Health for All
Louise Hackett (Bridget Emery's rep) – Environment & Neighbourhoods
Pat McGeever – Health for All
Cllr Varley – Health Champion
Emma Stewart plus PA – LINK
Aneesa Anwar (minutes) – LCC, Support to Health & Wellbeing Partnerships

In attendance: Diane Gill, Beth Logan.

1. Welcome, introductions and apologies

Round table introductions were made and all welcomed to the meeting.

Apologies were received from Julie Bootle, Jane Moran, Cllr Groves, Tom Smith, Janette Munton, Brenda Fullard, Bridget Emery and Barbara Temple.

2. Minutes of meeting held on 26th January 2012

Agreed as an accurate record.

3. Matters arising

Area profiles item is on agenda.

Following on from a suggestion Shaid made Jo Loft has met with Matt Lund to update on community engagement and capacity building in South Leeds.

NAEDI - health educators are supporting to promote the lung cancer project. Brenda has asked Louise Creswell to get more information – Ruth to follow up.

Action: Ruth requested a paper copy of Hunslet master plan.

4. The implication of Welfare Reforms – Diane Gill

Diane presented about welfare reforms. An overview was given about how private rented sector will be affected by the reforms.

Action: Diane to send information on hotspots in Wards for welfare housing cuts to share with partners.

Also attached is a copy of the full presentation.

From April 2013 social sector will also be affected. Local housing allowance is being affected.

Oct 2013 will see universal credit moving people into work.

Housing benefit will be paid as pension credits.

Working class will be affected and pensioners will be protected.

Looking at protecting and supporting vulnerable people.

Benefit cap - 350-400 families affected, mainly families with 4 or more children will see an impact.

Personal independent payment - PIP will be much more strict than disability living allowance.

Diane to do a presentation to a third sector meeting to ensure that local people are getting the messages on the impact and affects of welfare reforms.

Welfare reforms is all agendas and Diane and her colleagues are presenting to various groups.

5. Localism Act 2011 – Beth Logan

Beth gave a presentation on the Localism Act.

Neighbourhood planning was implemented in November 2011 which must be prepared by a Parish / Town Council.

Once plans are drawn up they are subject to independent inspection. The inspector will look at general rules, then plans have to go to a local referendum. 50% or more will have to agree in favour before it is submitted.
It will take most communities 2-3 years to plan.

It is also noted that neighbourhood plan may not suit all communities.

Dependent on what the plan / report is will have a substantial amount of cost affecting it.

Neighbourhood Development order allows designated sites to be built in a certain way.

Community rights to build enhances powers and has potential for people to benefit.

Community rights to challenge is due to take effect in June 2012. It will enable communities to challenge to take over services they think can be run differently or better.

6. Area Profile tables

Bash circulated update MSOA table, not all partners had provided feedback, so there are gaps.

Bash asked members how to take the work forward, should we continue adding to the table or look at each topic as a priority at future meetings. Agreed to continue updating the table and to try out topic approach undertaking a mini scrutiny and pulling together recommendations.

Discussion on topics included looking at alcohol & smoking and getting lead officers to attend.

Action: Agreed for next meeting to focus on obesity and invite Emma Croft & Heather Thomson and others supporting this agenda.

7. Locality programmes update – Bash Uppal

Wellbeing portal

One stop centres engaged to promote the portal at their 16 sites.

All encouraged to let Bash know if their organisation would like a demonstration of the portal as part of a soft launch.

Free school meals

Child poverty group are looking at uptake of free school meals. Bash & Barbara have been looking at possibility of provision during summer holidays. The Middleton cluster have agreed to fund and undertake trial this year in the holidays. The proposal is to work in 4 schools with 50 places on offer for children eligible both currently taking up free school meals or entitled to the service. There will be activities focussed around parents so it allows them to participate in activities with their children.

A trial will be done in summer holidays so an update will be given after the trial on the evaluation.

Niche tobacco

West Yorkshire Trading Standards have approached Bash re tobacco use and shisha cafes, to run a programme similar to one they have delivered in Kirklees and Bradford. The proposal for Leeds is to run a project in Beeston and Harehills aimed at the south Asian BME community. A bid to Pfizer for funding the project has been submitted and outcome will be known in early July. To strengthen the bid an 'in principle' decision for the shortfall has been approved by LCC Adult Social care and Public Health.

8. Any other business

South Leeds Radio are looking to run a health promotion programme. The community has been approached and letters of support provided by NHS Leeds to support the bid for funding.

Citizen's panel survey questionnaire was tabled. This has replaced the residents household survey run in previous years.

Action: all to send comments by next week on any changes to the health and wellbeing survey.

Prostitution in Holbeck area – Shaid provided update on enforcement action that is being taken aimed at 19 – 45 year olds who are trafficking in the area. They will tackle child sexual exploitation. Shaid said Health needs to be involved in this piece of work. Caroline Foster was identified as a lead person from health for Shaid to approach.

The South Area Leadership Team has agreed not to establish a separate health group. They have asked to be sent health & wellbeing updates on the work by partners so that they can offer their support. A recent example includes 'health is everyone's business' events to be run on 26th and 28th June in Belle Isle and Middleton aimed at providing all frontline staff with key health messages around smoking, so they in turn can support local residents to access relevant support.

Action: Bash to circulate the information, all to encourage their frontline staff to attend.

Community First Scheme grants recommending giving funds out to specific groups to deliver activities. Need to explore and encourage people to take up the opportunity of getting money to deliver health & wellbeing activities in the area.

Health champions will be elected after July by the area committees.

9. Next meeting

Agenda items for future meetings:

July

- Update on Integrated Health and Social Care teams – **John Lennon**
- Exploring challenges and work taking place on Obesity – **Emma Croft & Heather Thomson**

Report of the Director of Environment & Neighbourhoods

Report to East Leeds (Outer) Area Committee

Date: 3rd July 2012

Subject: Delegation of Environmental Services – Service Level Agreement

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Crossgates and Whinmoor, Garforth and Swillington, Kippax and Methley, Temple Newsam		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. A Service Level Agreement has been drawn up for the delivery of environmental services in Outer East over the 2012/13 municipal year.
2. This report provides final details of the agreement and seeks approval of the document which will steer the work of the South and Outer East Environmental Locality Team over the next year.

Recommendations

The Area Committee is asked to approve the attached Service Level Agreement for the delivery of delegated environmental services.

1 Purpose of this report

- 1.1 The purpose of this report is to present to the Area Committee, for approval, a final version of the Service Level Agreement (SLA) through which the work of the Environmental Locality team will be steered over the year.

2 Background information

- 2.1 At its meeting of 30th March 2011, the Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services.
- 2.2 The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a Service Level Agreement (SLA) with the service that achieves as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
- the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
 - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 2.3 Services included in the delegation are:
- Street cleansing (mechanical and manual);
 - Leaf clearing;
 - Litter bin emptying;
 - Gully cleaning
 - Graffiti removal
 - Needle removal
 - Ginnel clearance
 - Dog warden services;
 - Littering & flytipping regulation;
 - Domestic & commercial waste (storage & transportation issues);
 - Highways enforcement (abandoned & nuisance vehicles, A-boards on pavements, mud on roads and placards on street furniture);
 - Graffiti enforcement; and
 - Overgrown vegetation controls.
- 2.4 The delegation of the specified environmental services to Area Committee mean that service resources, mainly staffing, are devolved. These resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to Locality Teams. The Service Level Agreement sets out the detail of the resources which will be allocated to the Area Committees.

3 Main issues

- 3.1 A report to March Area Committees outlined progress over the period of the first SLA. The report also outlined successes and lessons learnt which were used as the basis for revised principles. These revised initial principles were outlined in the report.
- 3.1 The Locality Team has developed its capacity and learnt lessons from its first half year of delivering services through a SLA with the Area Committee. The SLA for 2012/13 also includes more specific commitments around such issues as:
- Priority ginnels for programmed cleansing/maintenance
 - Cleaning of arterial routes
 - De-leafing
 - Litter bin replacements/new sites
 - Targeting of zero tolerance enforcement (geographical and issue based)
 - Dedicated enforcement/education patrols resources to be prioritised and directed at a ward level.
 - Cleaning around recycling (e.g. bottle banks) facilities
- 3.2 Members have also raised the issue of performance management and reporting in the service. Section 11 outlines the commitment to performance reporting and management which will be significantly strengthened over this SLA cycle.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Ward level workshops were held with Crossgates and Whinmoor, Garforth and Swillington, Kippax and Methley, Temple Newsam Elected Members in May and June to involve Members in the development of the Service Level Agreement (SLA). The workshops also provided an opportunity for Members to consider current service schedules and activity, in terms of meeting the need of local areas. The workshops lead directly to changes within the SLA and ward based priority plans.
- 4.1.2 In addition to Ward Member workshops consultation has also been undertaken with Area Committees and Environmental Sub-groups of the Area Committees, including the sub group representing Outer East Area Committee on all aspects of the SLA delivery over the last six months.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 A key principle of locality working and the Service Level Agreement is a focus on delivering the best outcome for residents across the area, so that the streets and neighbourhoods in which they live are of an acceptably clean standard. This principle underpins equality and community cohesion, seeking to bring neighbourhoods with poor environmental quality up to an acceptable standard, whilst improving all areas of Leeds.

4.3 Council Policies and City Priorities

- 4.3.1 The delegation of environmental services to Area Committees, via an approved Service Level Agreement, contributes significantly towards the Stronger Leeds section of the new Safer & Stronger Communities Plan 2011-15. By delivering services at an Area Committee level, the priority to *'ensure that local neighbourhoods are clean'* will be much more achievable.

4.4 Resources and Value for Money

- 4.4.1 The SLA is transparent about the level of resources available to deliver services within the SSE Locality area over the period. The level of resources within SSE Locality remain as per the levels during 2011/12 municipal year. Further discussions will take place across the year about resource allocation and deployment at Area Committee, Locality Team and citywide levels.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 Following revision to the Council's Constitution the Area Committee has the legal powers to approve the attached Service Level Agreement and therefore formally undertake the delegation of services set out within it.
- 4.5.2 There are no further legal implications.
- 4.5.3 The report contains no information that is deemed exempt or confidential.
- 4.5.4 The Area Committee's decision to approve, or not, the attached Service Level Agreement is eligible for call-in, within the standard five working day period from the date the decision is published.

4.6 Risk Management

- 4.6.1 The Area Committee is being asked to approve the attached Service Level Agreement, which will formalise the partnership arrangements between the South South East Environmental Locality Team and the Committee. Should the Service Level Agreement not be approved then the Locality Team will still be required to deliver environmental services within the area, however this will be without the significant input of the Area Committee.

5 Conclusions

- 5.1 A significant amount of progress has been made over the period of the first SLA. The new SLA for the year ahead has incorporated this learning and the feedback from Elected Members to give us the basis for further improvements over the year ahead.
- 5.2 The SLA will be reviewed annually to inform the production and approval of subsequent agreements for future years, in line with corporate budget cycle and review process.

6 Recommendations

- 6.1 The Area Committee is asked to:

- a) Note the contents of the report;
- b) Approve the attached Service Level Agreement (appendix 1).

7 Background documents

- 7.1 Leeds City Council Constitution.
- 7.2 Report: Delegation of Environmental Services. To Area Committees, Jan/Feb cycle 2011.
- 7.3 Report: Delegation Of Executive Functions In Relation To Street Scene Management To Area Committees. To Executive Board. 30th March 2011.
- 7.4 Report: Delegation of Environmental Services. To Area Committees, March cycle 2011.
- 7.5 Report: Environmental Services Delegation – Update and Progress, to Area Committee 20th June 2011.
- 7.6 Report: Delegation of Environmental Services – Service Level Agreement, to Area Committee 13th September 2011.
- 7.7 Report: South and Outer East Locality Team Service Level Agreement Performance Update, to Area Committee 13th December 2011.
- 7.8 Report: Towards More Integrated Locality Working 2: An early review of the Environmental Services delegation. To Executive Board, 10th February 2012.
- 7.9 Report: Environmental Services – Consultation on the 2012/13 Service Level Agreement. To Area Committee 20th March 2012.

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Services Level Agreement Delegation of Environmental Services

1 Parties

- 1.1 This Service Level Agreement is made between the **Outer East Area Committee** and the **South South-East Environmental Locality Team**.

2 Period of the agreement

- 2.1 This Service Level Agreement will take effect from June 2012, until five working days after the first Area Committee meeting in the municipal year 2013, or an earlier date as agreed by both parties.

3 Purpose of the agreement

- 3.1 To set out the outcomes expected of the environmental Locality Team within the Area Committee's area and how success will be measured.
- 3.2 To set out the standards of delivery expected for those services that fall within the scope of the environmental delegation to Area Committees.
- 3.3 To promote greater accountability in the provision of environmental services. To enable elected Members to be more involved in decisions concerning the prioritisation and level of service delivered within the scope of the delegation.
- 3.4 To provide more flexibility in how the services are delivered so as to include specific service requirements to tackle local issues and plan/respond to local events and seasonal issues.

4 Scope of services covered by the agreement

- 4.1 In delegating a range of environmental services to the Area Committee, Leeds City Council's Executive Board has taken account of the ability of services to be effectively delivered, and directed at a local level. The following are those services that are covered by 'the delegation':

- **Street cleansing -**
 - Manual litter picking
 - Litter bin emptying
 - Mechanical path & road sweeping

- Flytipping removal
- Gully cleaning
- Graffiti removal
- Needle removal
- Ginnel clearance
- Cleaning of arterial routes
- Cleaning around recycling (e.g. bottle banks) facilities
- Leaf clearing

- **Regulatory environmental services -**

- Flytipping enforcement
- Graffiti enforcement
- Dog control (e.g. strays, fouling)
- Highways enforcement (e.g. illegal advertising/trading from the highway)
- Domestic & commercial waste storage & transportation control
- Overhanging vegetation control
- Litter control (FPNs, flier controls etc)

4.3 The core services will continue to be delivered on an agreed citywide operational basis of:

(a) Street Cleansing - deliver a 7 days a week service across the city. Staff work 10 hours shifts per day based on a 4 by 3 shift pattern over a fortnight. Operations commence between 6am and 8am.

(b) Regulatory Environmental Services - operate on a Monday to Friday, 7am to 7pm. Some weekend and late evening/early morning work is possible by prior arrangement, but usually at additional expense.

(c) Meeting legal/statutory obligations and corporate policies; for example health and safety policies

4.4 The staffing structure of the South South-East Locality Team is provided in appendix A. The budget currently available to the Locality Manager to deliver service commitments made in the SLAs for the three Area Committees in SSE area is provided in appendix B.

4.5 Local variations to the above basis for the delivery of the service can be negotiated as part of the SLA as an agreed additional, bespoke service, paid for from Wellbeing budget for example.

5 Roles & responsibilities

5.1 The specific responsibilities of parties involved in the delivery, management and oversight of the SLA are set out in the following paragraphs.

Elected Members

(a) Area Committee: responsibility delegated from Executive Board to develop and agree the SLA each year and to monitor the delivery of the

service against the agreed specifications and outcomes. To negotiate changes to the SLA to address unforeseen issues/events and address service failure/inefficiencies.

(b) Area Committee Chair (Councillor McKenna): To liaise with the Locality Manager to ensure that decisions on service delivery are being made in accordance with the SLA and that timely and accurate reports/information are provided for Area Committee and relevant sub/ward meetings in order for the Area Committee to meet its responsibilities. To work in partnership with other Chairs across the relevant 'wedge' and the city as a whole as required (for example at the Area Chairs' meeting).

(c) Environment Champion (To be confirmed): To work collectively with the other Environmental Champions and the Executive Board Member to help change attitudes and behaviours across the city that will improve the environment at a local level. To increase the understanding of the barriers and issues faced at locality level to improving local environmental quality and promote the delivery of solutions through partnership working.

(d) Outer East Environmental Sub-group: To receive regular (minimum quarterly) reports on the delegated services and closely monitor the performance and outcomes of the SLA. To consider in-year variations to the SLA, where necessary making recommendations to the Area Committee for the Locality Manager to implement. To undertake an annual review of the SLA and the development of a new SLA for 2013/14. To monitor and make recommendations on equality, diversity, community cohesion and community safety matters in relation to the delegation of environmental services.

Environmental Locality Manager (Tom Smith)

- To deliver services under the delegation in line with the preferences and guidance set out by Members within this SLA;
- To maintain records of service activity as necessary to monitor performance against the SLA outcomes;
- To report on progress embedding the service principles set out in the Agreement in how the service is being delivered;
- To report on service activity against the requirements of this SLA, in line with the review and performance monitoring framework;
- To establish and maintain productive relationship with Members to achieve the best outcomes from the available resources;
- To lead the SLA's annual review process, including the development of a new agreement for the following municipal year;
- To work in partnership with other organisations/agencies delivering environmental services, e.g. ALMOs, Parks & Countryside, to ensure a holistic approach to environmental cleansing and regulation regardless of land ownership; and
- To work with the Area Leader to ensure the SLA is contributing towards wider priorities set out in the Area Committee's Delivery/Business Plan and adding value to other activities/priorities where possible.

6 Service principles and priorities

- 6.1 Under the terms of the agreement the Locality Manager will ensure that the following principles will be applied and priorities addressed in how the Locality Team plans and delivers its services across the South South-East area:

(a) Outcome focused:

The SSE Locality Team will focus on delivering the best outcome for residents across the Outer East area - so that the streets and neighbourhoods in which they live are of an acceptably clean standard. It is this equality of standard that every resident will be entitled to, not necessarily the same quantity of service. For example, not everyone will get their street swept the same number of times per year, but everyone will be entitled to get their street swept as and when needed if it is the best solution to make sure it is maintained to an acceptable standard of cleanliness.

The Locality Team will trial different approaches to scheduled cleaning, including better coordination of mechanical and manual cleaning resources and the use of different equipment, to improve the quality of cleaning.

(b) Responsive to local needs:

The service will continue to improve its responsiveness to local need. There will be further capacity built to react to identified 'grot-spots', to plan for known local events that may affect the cleanliness of neighbourhoods and to move resources to areas where problems occur.

We will respond to all requests for new litter bins or relocating existing ones to more effective locations. If the requests can not be met we will explain why.

(c) Common sense approach:

The service will have a common sense approach which supports getting the job done. No cleaning of clean streets, more flexible routes/coverage, no driving/walking past problems.

(d) Working as a team in our priority neighbourhoods:

The service will work as part of a multi-agency approach and contribute towards tackling problems identified in agreed priority neighbourhoods. We will target our enforcement resources and activities to deal with areas and issues of priority in each ward. Appendix C sets out the initial ward based priority areas for the year ahead.

We take a lead on environmental crime issues and make sure coordinated action is being taken to deal with environmental problems.

(e) Supporting community action:

We will work better with community based organisations (such as In Bloom groups) that add value to what we do, e.g. providing eyes and ears in communities, contributing towards making our streets and neighbourhoods cleaner.

We will support the delivery of Neighbourhood Improvement Plans in identified priority areas.

(f) Education and Enforcement:

We will develop and implement local strategies which effectively combine education and enforcement approaches to tackling long standing problems such as:

- develop better relationships with schools to work together to prevent litter on school routes.
- develop clearer policies around the cleaning of shop frontages that work in partnership with local businesses to make local shopping centres/main streets clean and pleasant places to visit, to include full use of planning and Licensing conditions where applicable, and enforcement to ensure compliance by businesses under their “duty of care”, for example Temple Newsam and Colton and other commercial areas.
- continue to work with partners to broaden the range of people who can report or enforce against environmental problems, for example PCSOs, ALMO staff, Parks and Countryside staff and Registered Social Landlords.
- address issues associated with dog fouling and dog control through ensuring all Environmental Service enforcement staff are trained and able to undertake dog control enforcement work.
- dedicated enforcement/education patrol resources to be identified for each ward to be prioritised and directed at the local level.

(g) Working with Aire Valley Homes Leeds (AVHL), East North-East Homes Leeds (ENEHL), Registered Social Landlords (RSLs), Parks and Countryside and other partners to deliver more effectively:

We will work in partnership with AVHL, ENEHL, RSLs, Parks and Countryside Service and other partners to make more effective and efficient use of our combined resource

We will work to overcome problems caused by lack of clarity of ownership or responsibility for land and take a lead on taking action to resolve these problems.

(h) Planning for seasonal and annual events:

We will ensure that there is sufficient capacity and flexibility in the service to programme in work to deal with leaf fall in autumn and help clean up after significant community events planned during the year. During 2012 this will include preparations and aftermath of the Olympic torch journey through Leeds, other Olympic events that may be held in the community and local events in celebration of the Queen’s Diamond Jubilee (e.g. street parties).

A forward programme of seasonal and other events will be developed and agreed through Outer East Environmental Sub-Board.

7 Service activity

- 7.1 The Environmental Locality Team, via this SLA, undertakes to provide the following service provision to the Outer East wards of Crossgates and

Whinmoor, Garforth and Swillington, Kippax and Methley and Temple Newsam, determined by the Committee and statutory obligations placed upon the Council. Activity type is split between programmed and reactive service provision, with activity detailed separately below for each service.

7.2 Street Cleansing Functions

(a) Mechanical Path & Road Sweeping

Sweeping is largely undertaken by pre-determined routes (blocks) which are scheduled to be completed on a cycle set on a weekly, fortnightly, 3 weekly, 6 weekly or 12 weekly basis.

Each block represents approximately 20km of road/paths (i.e. 10km x 2 sides of the road) and is now split into 2 halves – and sweeping alternates between the two halves each time the block is scheduled to be cleaned. Those streets/roads that have been identified as requiring a sweep/clean at every visit are indicated on the route maps. The service will work with Elected Members to continually review routes/blocks and seek agreement for changes to street cleansing approaches or frequencies where appropriate.

Work cycles are based on an 8-day “week”. This enables an extra day of “spare” capacity to be programmed in, which allows the service to recover days lost for planned and unplanned leave. Any remaining capacity will be used to respond to local problems, support community clean ups, tackle seasonal issues and take part in joint-operations with partners.

(b) Manual Litter Picking

Manual litter picking is undertaken on pre-set routes which are scheduled to be completed over a 7 day period, with each route completed by a team of two streetscene attendants who alternate duty through the 4 by 3 shift pattern. Daily coverage per attendant is expected to be approximately 11km.

The service will work with Elected Members to continually review the routes and seek agreement for changes to street cleansing approaches or frequencies where appropriate. Where possible, variations to the routes will be negotiated at ward member meetings. This will be limited to instances where the total daily distance covered is not increased significantly.

(c) Litter Bins

Litter bins will be emptied and the immediate vicinity checked for cleanliness by one of the two crews on duty in the SSE Locality Team. The SLA is for all bins to be emptied without any overflowing and the frequencies of visits to bins will be adjusted to ensure this commitment is met.

However, where a litter bin is full, for example because of a local event or exceptional busy period, the service will empty the bin within 24 hours of it being reported.

A survey of bins across the area will be undertaken to identify bins that require refurbishment or replacement. The replacement/refurbishment of existing damaged bins will be prioritised within the existing capital budget (see

appendix B). The apportionment of litter bin repairs and replacements across wards will be shared with Elected Members prior to any repairs or replacements taking place.

Any remaining budget will be apportioned to wards on the basis of the existing number of bins in each ward. This could then be used for additional bins, subject to capacity on emptying rounds. Existing bins in reasonable condition that are underused will be relocated free of charge by the service.

The provision, suitability of location and condition of litterbins will be subject to a review during the term of the SLA which will inform a litter bin strategy for investment for future years.

(d) Flytipping

The service will operate one sideloader vehicle seven days per week utilising four operatives on a 4 x 3 shift pattern. This effectively gives us one driver and one crew member each day.

Flytipping removal is largely undertaken as a reactive service, responsive to customer complaints and 'in-house' requests (e.g. from Members, enforcement staff and partners), although the crews do have regular 'hot spots' to check on a pro-active basis.

We aim to remove all reported fly tips within 36 hours of receiving the request, unless it requires specialist equipment or treatment (e.g. asbestos/chemicals). The service will work with the Regulatory team to investigate, deter and prevent future instances of fly tipping, and to resolve long standing fly tipping 'hot spots'.

(e) Ginnel cleaning

Ward Members have identified priority ginnels for maintenance and cleansing. A programme for maintaining a small number of ginnels as resources allow will be developed on the following basis:

Priority 1 ginnels – to be proactively cleaned on a cycle (frequency to be determined locally depending on available resources).

Priority 2 ginnels – to be proactively visited on a cycle to determine whether action is necessary (frequency determined by the issue in the ginnel, e.g. overgrown hedge, and/or the resources available). The action could be cleaning, but this would also be where we would deal with overgrown hedges, targeted enforcement work etc.

Priority 3 ginnels – only cleaned when reported, i.e. reactive service.

7.3 Environmental Regulation

The enforcement services to be delegated all operate on a Monday – Friday basis, 7am to 7pm, although weekends and late evening/early morning working is possible by prior arrangement, but usually at additional expense.

The majority of work undertaken by the Regulatory team involves responding to requests for service made by members of the public, via the Council's contact centre, or ward Members. Responding to these issues takes up approximately 60% of the time available within the team. On this basis the Area Committee is currently able to direct approximately 40% to be used best to fit with local priorities.

Environmental Sub-Groups, along with ward based discussions, will be used to set priorities and direct regulatory resources to areas and issues of greatest need. Each ward will have dedicated patrol resources to be prioritised and directed by ward members at a local level. Each ward will receive one day of patrol resources every 11 weeks.

At a ward level, local Crime and Grime arrangements will be used by the service to lead discussion and ensure the securing of partner resources in problem solving and addressing priority "grime" issues through joint enforcement.

7.4 Responding to urgent issues

Urgent, unforeseen issues within the Area Committee area, wedge or elsewhere in the City may arise which require a service response outside of the capacity of the locality team. In such an event, resources may have to be temporarily diverted from scheduled work. If this occurs the Environmental Locality Manager will inform the Committee Chair and Environment Champion as soon as possible. The scale and impact of the diversion of resources will be fully detailed within subsequent performance reports to the Area Committee.

8 Service outcomes

8.1 Local Authority performance on local environmental cleanliness has in the past been measured at a city-wide level using the National Indicator 195 (NI195). Whilst this indicator is no longer in use nationally, it is proposed to continue its use locally, but to amend the methodology to measure cleanliness at an Area Committee level. The indicator measures the number of sites surveyed to be satisfactory in terms of the presence of:

- (i) litter
- (ii) detritus (e.g. leaf mould, dirt accumulations etc).
- (iii) graffiti
- (iv) flyposting.

This measure will be used to assess progress across the wedge in terms of improvements to cleanliness.

8.2 We acknowledge that the service will be measured not only through surveys of cleanliness but also through the perception of the quality of environments. We will work to develop appropriate mechanisms to capture information from

our customers and Elected Members to effectively gauge the satisfaction and perception of our services.

9 Community Engagement

- 9.1 The SSE Locality Team will engage with the community via existing mechanisms set out in the Area Committee Business Plan and work with the Area Leadership team to avoid duplication and make the best use of any time spent consulting.
- 9.2 The Team will work with Elected Members to identify local opportunities for engagement specifically around local environmental priorities, particularly with residents involved in helping improve the condition of neighbourhoods through In Bloom, Friends of and other such groups.
- 9.3 We will work with the South South-East Area Leadership Team to develop our approaches to engaging with residents in Outer East to engender a sense of responsibility for environmental quality in their areas and mobilise communities into action.

10 Accountability

- 10.1 The Environmental Locality Manager will be accountable to the Area Committee for the delivery of services as laid out in the SLA.
- 10.2 The Area Committee will be accountable to Executive Board for the achievement of service outcomes and the local execution of Executive Board policies on environmental quality.
- 10.3 As concurrent delegated authority exists with the Director of Environment & Neighbourhoods and Chief Environmental Services Officer, these positions will remain accountable to the Executive Board for the effective and efficient delivery of environmental services and related decisions.
- 10.4 Ultimately, however as an Executive Function, the Executive Board of Leeds City Council will remain accountable for delivery of environmental services to the residents of Leeds.

11 Reporting & performance monitoring

- 11.1 Environmental Sub-group
Regular (minimum quarterly) service activity reports will be submitted by the Environmental Locality Manager to the Outer East Environmental Sub-Group, or equivalent, for consideration. Through the sub-group, the report will be used to identify changes in issues and priorities, and therefore help guide service delivery over the following quarter(s).
- 11.2 Area Committee
Twice yearly performance monitoring reports will be submitted by the Environmental Locality Manager to the Area Committee for consideration.

The report will detail the performance against service outcomes and the execution of Executive Board policy locally.

11.3 Executive Board

An annual report will be submitted by the Area Committee to Executive Board, detailing the performance against service outcomes and the execution of Executive Board policy locally.

12 Review process

- 12.1 The Agreement will be reviewed on an annual basis, to inform the production and approval of subsequent Agreements. The review will be undertaken in line with the corporate budget cycle and review process, to ensure that consideration is given to changes in budget allocation and corporate priorities.
- 12.2 The review process will be undertaken jointly with officers of the service and all, or nominated Members from the Area Committee.
- 12.3 The review process will commence in the October to December 2012 quarter and completed in the January to March 2013 quarter. Proposed updates to the service principles and priorities will be presented at the last Area Committee meeting of the municipal year (March/April) so that a full, revised SLA for 2013/14 can then be worked up to also incorporate any service activity changes required. Also provided will be the second service monitoring report outlining performance against the current year's agreement.
- 12.4 The new SLA for the 2013/14 municipal year will be formally approved by the Area Committee at its first meeting of that municipal year (June/July 2013).
- 12.5 Simple "in-year" changes to how an element of the service is organised and delivered in wards can be agreed outside of any formal review process of the Agreement between ward members and the Locality Manager. Providing the change can be met from within existing capacity in that ward. For example, the additional/amendments of litter bins locations, minor revisions to mechanical and manual sweeping routes/frequencies and agreeing localised enforcement priorities.
- 12.6 Where requested ward changes would have an impact on the service capacity across the Area Committee, the Environmental Sub-group would consider the matter and if necessary refer to the Area Committee for a decision.
- 12.7 Where requested changes to service delivery within an Area Committee would have an impact on capacity across the Locality, initial discussions would be held between Area Committee Chairs to agree the best way forward. If agreement can not be reached the current SLA arrangement would stand.
- 12.6 Both parties can request re-negotiation of the contents of the agreement in the event of changes to local need or preferences, service demand or citywide policy in respect of environmental cleanliness/services. Any requests will

need to be formalised through either an Area Committee meeting or the Environmental Sub-group, whichever is deemed most appropriate. Should urgent changes to service delivery be required, then under the Council's scheme of delegated authority, the Environmental Locality Manager will have the power to approve and implement such changes.

13 Resolving Disagreements

- 13.1 The Area Committee Procedure Rules in the Council's constitution set out the ultimate procedure to follow in the event of a fundamental disagreement between the Area Committee, and the service.
- 13.2 In general, it is expected that all parties will try to resolve a dispute locally in the first instance. If necessary this would involve the Area Leader, particularly where it is felt the dispute/potential solution necessitated influence elsewhere in the Council.
- 13.3 Where a mutually acceptable resolution cannot be reached, the matter will be referred to the Director of Environment & Neighbourhoods and/or the Executive Member for Environmental Services. Both have the right to refer the matter to the Executive Board for consideration. In instances where the dispute has an impact on service delivery, the Director of Environment & Neighbourhoods shall have the right to implement a temporary solution, pending Executive Board consideration of the disputed issue.
- 13.4 Where disagreements arise over decisions made by the Area Committee or the Director of Environment & Neighbourhoods, then the Area Committee Procedure Rules of the Constitution will be followed.

14 Confidentiality & Legal Requirements

- 14.1 Where information is supplied by either party that is deemed of a confidential nature, all individuals acting on behalf of the parties will treat the information as confidential and not disclose it to any groups or individuals outside of the Agreement.
- 14.2 The legal requirements placed upon the Council through various pieces of legislation such as the Environmental Protection Act 1990 and the Control of Pollution (Amendment) Act 1989. It is the duty of the Environmental Locality Manager to ensure that the Area Committee fully understands any impact that their priorities or service direction may have on the ability to meet these legal requirements.

Signed:.....

Date:

Signed:.....

Date:

Environmental Services – South and Outer East Locality Team Structure

**Public Contact:
0113 2224406**



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Service Manager
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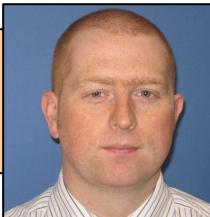


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Team Manager
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Supervisor
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Chris Pierpoint
Supervisor
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Work 4x3 shifts to deliver a 7-day/ week service

Mechanical Cleaning
4 Drivers of Road Sweepers
8 Drivers of Path Sweepers

Litter Picking
16 Streetscene Attendants

Litter Bin emptying
4 Drivers
4 Streetscene Attendants

Bulk / Fly tipping
2 Drivers
2 Streetscene Attendants

Gulley Cleansing
2 Drivers
2 Streetscene Attendants

Dog Wardens
2 Dog Wardens

Enforcement
18 Environmental Health Officers / Technical and Community Enforcement Staff

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SOUTH Locality Team - Draft Budget for 2012/13

Budget Heading	£	
Staff Functions		
Management & Support	220,810	Locality Manager, Service and Team Managers and Admin Support
Supervisors	67,710	2 Supervisors working shifts to cover the 7 day/wk service
Bulk/Fly tipping team	77,440	2 drivers and 2 street attendants working shifts to deliver a 7 day/wk service
Pathsweepers	173,220	8 drivers working shifts to deliver a 7 day/wk service
Roadsweepers	85,400	4 drivers working shifts to deliver a 7 day/wk service
Litter bins emptying	169,310	
Street Litter	299,220	16.0 street attendants working shifts to deliver a 7 day/wk service
Environmental Health & Technical	142,040	4 environmental health and technical staff
Community Enforcement Staff	416,710	15.4 community enforcement staff
Overtime	84,780	}operational cover
Supply (Agency)	21,660	
Insurance, training & travel	5,670	
	1,763,970	
Premises Costs	10,000	Incl. £10k Works in default (recovered by income)
Supplies and Services	58,440	Operational materials/equipment
Fleet & Transport Costs		
Fleet Hire	148,360	Contract hire of 4 x pathsweepers
Leasing costs	10,910	} Running costs for 2x Road Sweepers, 1x Caged tipper, 2x Tipper, 1x operational van
Maintenance/repairs	110,610	
Fuel	78,490	
Vehicle insurance	4,670	
Staff travel	23,340	
	376,380	
Legal Costs	33,400	Cost of prosecutions and advice
Prudential Borrowing costs	5,500	Financing costs of Bin replacement
TOTAL EXPENDITURE	2,247,690	
INCOME	- 61,770	Ad hoc cleansing, Court Costs and recovery of 'Works in Default'
SUB TOTAL	2,185,920	
Targeted efficiency	- 50,000	Closer working with Parks & Countryside
NET BUDGET	2,135,920	

What is NOT included:

There are a number of elements of the overall delegation that will continue to be managed and budgeted for at a city level. These are:

Dog Warden Service
Graffiti team
Weedspraying
Disposal cost of street waste
Past pension costs

Planned to be delegation

Master Key Fuel (further work)
£137k
FPN income (£84k) (change in current system / ICT)

Managers vans £65k
Water (Standpipe charges) £70k

Risks

Fuel - ongoing inflation pressures
Attendance management
TOIL
Agency usage
Fleet - replacement costs

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Crossgates and Whinmoor Ward

1. Priority Areas
 - Coal Road to Moortown Ring Road
 - White Laithe Shops
 - Langbar estate
 - Naburn View, Drive, Approach
2. Priority Land/Open Spaces:
 - 'Orphan' land at White Laithe Shops
 - Grimes Dyke/Cock Beck footpath
3. Priority Ginnels
 - Tranquility to Beulah Terrace
 - Adjacent to Marks and Spencers in Crossgates: Identified as Kennerleigh drive to Station road
 - Grafton Villas long footpath
 - White Laithe Walk
 - Manston Ave to ring road
 - Penders Way
 - Kennerleigh ave
 - Lulworth Avenue
 - Smeaton Approach to Bamburgh Road, John Smeaton College
 - Coal Road, adjacent to St. Paul's, Whinmoor
4. Other Priority Actions
 - Integration of services with Aire Valley Homes on housing estates
 - Develop education offer for schools

Garforth and Swillington Ward

1. Priority Areas
 - Garforth Main Street
 - Oak Estate/Church Lane
2. Priority Land/Open Spaces
 - Swillington Park
 - Ash Lane industrial estate and area
3. Priority Ginnels
 - Brunswick Gardens to Station Fields
 - Fairburn Drive to Nine Lands Lane
 - Church Lane to bottom of Lindsay Road, Garforth
 - Lindsay Road/ Rydal Ave to Lowther Rd
 - Lindsay Road to Selby Road and into Garforth Academy
 - Church Lane to Whitecliffe Crescent, Swillington
 - Aberford Road around East Garforth Primary School

- Montague Crescent to The Crescent
4. Other Priority Actions
- Work with Garforth Academy on education programme.
 - Reduce dog fouling issues.

Kippax and Methley Ward

1. Priority Areas
- Kippax High Street
 - Garden Village, Micklefield
 - Cross Hills Drive/Well Lane
2. Priority Land/Open Spaces
- None identified
3. Priority Ginnels
- Kippax Ashtree Primary School
 - Churchville to Great North Road, Micklefield
 - Highfield Grove to Leeds Road, Allerton Bywater
 - Gibson Lane to Chapel Lane, Kippax
4. Other Priority Actions
- Look to CCTV to tackle flytipping issues.
 - Support in bloom groups
 - Reduce dog fouling issues

Temple Newsam Ward

5. Priority Areas
- Selby Road/Church Lane
 - Primrose Park
 - Colton commercial areas
 - Halton Moor Avenue commercial area
6. Priority Land/Open Spaces
- Barrowby Lane – flytipping
 - Neville Garth - flytipping
7. Priority Ginnels
- Rathmell Road
 - Field End Garth/Court complex of ginnels
8. Other Priority Actions
- Review litter bins provision and fill gaps either through commercial premises providing or other means.
 - Work with Parks on solution for Temple Newsam park litter bins.
 - Keep Thorpe Park development under review



Report author: Gerard Watson
Tel: 0113 39 52194

Report of the Chief Officer (Democratic and Central Services)

Report to East (Outer) Area Committee

Date: 3rd July 2012

Subject: Local Authority Appointments to Outside Bodies

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Crossgates & Whinmoor; Garforth & Swillington; Kippax & Methley and Temple Newsam		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. This report outlines the procedures for Council appointments to outside bodies, and the Committee is requested to consider and appoint to those bodies listed at Appendix 2 to the report

Recommendations

2. The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified at Appendix 2, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report and as detailed at Appendix 1.

1 Purpose of this report

- 1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to determine the appointments to those organisations which fall to the Committee to make an appointment to.

2 Background information

- 2.1 In April 2004 Full Council agreed that in future, Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law. Attached at Appendix 1 is the agreed Appointments to Outside Bodies Procedure Rules.

- 2.2 The Member Management Committee has responsibilities for Council appointments to Outside Bodies and for exercising decision making in the following areas:

- Considering requests from Outside Organisations seeking Elected Member representation;
- Determining the category of appointment which will govern which Committee will make the appointments;
- Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.

- 2.3 Due to the large number of organisations seeking Council representation, Council agreed that appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant Area Committee.

- 2.4 In July 2004 the Member Management Committee met to consider allocation of appointments to each Area Committee. Attached at Appendix 2 are those that have been determined should be made by this Area Committee.

3 Main issues

- 3.1 The Area Committee is requested to determine the appointments to those Outside Body appointments as detailed within Appendix 2.

- 3.2 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.

¹ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- 3.3 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Area Committee as a whole.
- 3.4 All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 2. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.5 Elected Members² will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.6 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 3.7 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

4 Appointments 2012-2013

- 4.1 This year there are 8 appointments to be made by the East (Outer) Area Committee. In accordance with paragraph 4.8 of the Appointments to Outside Bodies Procedure Rules, nominations should try to reflect the proportion of Members from each Political Group on the Area Committee. All the appointments sought are annual. Information on the individual organisations is included within Appendix 3 to the report.
- 4.2 Current appointees are:
- Crossgates & District Good Neighbours Scheme – **Councillor P Grahame**
 - HOPE (Halton Moor & Osmondthorpe project for Elders) – **Councillor Lyons and 1 vacancy**
 - Neighbourhood Elders' Team – **Councillor J Lewis**
 - Swarcliffe Good Neighbours Scheme – **Councillor Armitage**
 - Outer East Area Panel of East North East Homes ALMO – **Councillor Lyons**
 - Outer South East Area Panel of Aire Valley Homes Leeds ALMO – **Councillors Grahame and 1 vacancy**
- 4.3 Members are requested to review the above appointments, and to re-appoint, or appoint a new Member, in respect of each Body or Partnership.

² Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

4.4 Area Based Partnership Groups

Following a decision by Member Management Committee in 2008, in recent years, Area Committees have appointed to area based partnership groups. Specifically, Area Committees have appointed Members acting as local 'champions' in respect of each theme based Leeds Initiative partnership group.

Given the significant reconfiguration which has been made to the structure of Leeds Initiative, the overarching matter of Elected Member representation in respect of Leeds Initiative is scheduled to be considered by Member Management Committee in the new municipal year. Following Member Management Committee's consideration of this matter, further details will be provided to Area Committees at the earliest opportunity.

5 Corporate Considerations

5.1 Consultation and Engagement

5.1.1 This report facilitates the necessary consultation and engagement with Area Committee Members in respect of appointments to the designated Outside Bodies.

5.2 Equality and Diversity / Cohesion and Integration

5.2.1 There are neither equality and diversity or cohesion and integration implications arising from this report.

5.3 Council policies and City Priorities

5.3.1 Council representation on, and engagement with those Outside Bodies to which the Area Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

5.4 Resources and value for money

5.4.1 There are neither resource or value for money implications arising from this report.

5.5 Legal Implications, Access to Information and Call In

5.5.1 The matters detailed within this report are in relation to Area Committees' Council Functions, and as such, any decisions arising from it are not eligible for Call In.

5.6 Risk Management

5.6.1 In not appointing to those Outside Bodies listed within Appendix 2, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

6 Conclusions

6.1 Having regard to the Appointments to Outside Bodies Procedure Rules (attached at Appendix 1), the Area Committee is asked to determine the appointments to those designated Outside Bodies detailed within Appendix 2.

7 Recommendations

7.1 The Area Committee is asked to confirm the appointments to those Outside Bodies identified within Appendix 2, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined within this report and as detailed at Appendix 1.

8 Background documents³

8.1 Appointments to Outside Bodies Procedure Rules

8.2 Area Committee Procedure Rules

8.3 Area Committees' Terms of Reference

³ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

Body/Person with authority to
change the document

Full Council

APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

- 1.1 These Procedure Rules relate to those external organisations and partnerships (referred to as *Outside Bodies*) which have requested the Council to appoint an Elected Member (or suitable nominee¹) to them
- 1.2 For the avoidance of doubt, these Procedure Rules do not apply to appointments to Joint Committees/authorities which are reserved to Council. These are listed separately in Part Three (Section 1) of the Constitution - Responsibility for Local Choice Functions.
- 1.3 Additionally it is recognised that, often at a local level, individual Elected Members may be personally approached to attend meetings of a variety of organisations in their personal capacity rather than in their capacity as a Councillor. Such instances are not covered within the scope of these Procedure Rules.

2.0 Determination of Outside Bodies to which an Appointment should be Made

- 2.1 The Head of Governance Services will maintain a list of all Outside Bodies to which the Council appoints an Elected Member.
- 2.2 Each year the Member Management Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.
- 2.3 Determination will be based on one or more of the following criteria being met:
- the proposed appointment is a statutory requirement;
 - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - the proposed appointment would add value to the Council's activities.
- 2.4 Requests from an Outside body to make an appointment received after such an annual review will be referred to the relevant Director who will:
- Provide advice on whether the Outside Body meets one or more of the criteria in Rule 2.3; and;
 - Identify the Lead Officer to work with the appointed Member should an appointment be made to the Strategic and Key Partnerships category.
- 2.5 Such requests will then be referred to the Member Management Committee for determination by reference to the same criteria.

¹ Which shall include an appointment of an individual, who is not an elected member, made upon the nomination of an elected member when such a nomination is a requirement of statute and/or the Trust Deed of a registered charity.

Appointments to Outside Bodies Procedure Rules

3.0 Determination of how an Appointment should be made

- 3.1 Where an organisation is deemed to have met one or more of these criteria, the Member Management Committee will allocate it into one of the following categories.
- **Strategic and Key Partnerships** – participation contributes to the Council's strategic functions, priorities and community leadership role.
 - **Community and Local Engagement** – not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from an area or ward perspective
- 3.2 Where an Outside Body has been categorised as **Strategic and Key Partnership**, appointment to it will be made by the Member Management Committee.
- 3.3 Where an Outside Body has been categorised as **Community and Local Engagement**, appointment to it will be made by the appropriate Area Committee.
- 3.4 Where it is not clear as to which particular Area Committee should make an appointment, the Member Management Committee will refer the request to the relevant Area Committee Chairs who will determine which is the appropriate Area Committee to make the appointment. This will be reported to the next meeting of the Area Committee.

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee should have regard to a Member's current interests prior to making any appointment. The Member Management Committee will have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- 4.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In

² For example it may be considered necessary or otherwise appropriate to appoint a specific Executive Board Member

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any

Appointments to Outside Bodies Procedure Rules

such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled.

- 4.5 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.
- 4.6 The Director of Resources will have Delegated authority to make an appointment in the following circumstances:
- (i) where an appointment has been agreed by the Member Management Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
 - (ii) where a group Whip wishes to replace a Member previously approved by the Member Management Committee with another Member of the same group; and/or
 - (iii) where an organisation requires an appointment prior to the next meeting of the Member Management Committee, subject to this appointment being agreed by all Group Whips or their nominee.

That any instances of this delegation being used be reported to the next meeting of the Member Management Committee

Community and Local Partnerships

- 4.7 The Area Committee will first consider whether it is appropriate for an appointment to be of a specific office holder⁴ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 4.8 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the area as a whole.
- 4.9 Elected Members⁵ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 4.10 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year

allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

⁴ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

⁵ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Appointments to Outside Bodies Procedure Rules

replacements) runs for the municipal year, ending at the next Annual Council Meeting.

- 4.11 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 4.12 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 4.13 The Director of Resources will have Delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Area Committee, subject to all Members of that Area Committee being consulted on the proposals.
- 4.14 That any instances of this delegation being used be reported to the next meeting of the relevant Area Committee.

Support for Elected Member Appointees To External Organisations

Lead officer: A lead officer will be identified by the relevant Director for all relevant appointments in the Strategic and Key Partnerships category .

This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the City Solicitor as appropriate.

Briefings: For organisations in the Community and Local engagement category, a lead officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.

Induction: Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of Strategic and Key Partnership Category appointments it is the lead officer's responsibility to ensure that an induction is arranged.

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Area Committee Appointments to Outside Bodies (East Outer) 2012/13

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Clr Y/N	Review Period	Group
Cross Gates & District Good Neighbours Scheme	Yes	1	Jul-12	1	Councillor P Grahame	Y	Annual	Labour
HOPE (Halton Moor & Osmondthorpe project for Elders)	Yes	2	Jul-12	2	Councillor Lyons and 1 vacancy	Y	Annual	Labour
Neighbourhood Elders' Team	Yes	1	Jul-12	1	Councillor J Lewis	Y	Annual	Labour
Swarcliffe Good Neighbours Scheme	Yes	1	Jul-12	1	Councillor Armitage	Y	Annual	Labour
Outer East Area Panel of East North East Homes ALMO	No	1	Jul-12	1	Councillor Lyons	Y	Annual	Labour
Outer South East Area Panel of Aire Valley Homes Leeds ALMO	No	2	Jul-12	2	Councillor Grahame and 1 vacancy	Y	Annual	Labour Labour

8

8

8

Number of places 8
 Places held pending review 8
 Places currently filled beyond July 12 0
 Number of places to fill 8

Number of Members in the Committee Area 12

Percentage of
Members on the
Committee

Notional
Places
Allocated

Labour	12	100	8.00
Liberal Democrat	0	0	0.00
Conservative	0	0	0.00
<i>Other to list</i>			
Total	12		8

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INFORMATION ON OUTSIDE BODIES – EAST (OUTER) AREA COMMITTEE

1.0 Cross Gates & District Good Neighbours Scheme

This organisation is a registered charity (no. 1119526). Its Management Committee consists of up to twelve Trustees and meets at least six times per year. The Scheme provides a variety of activities and services to promote healthy and independent living and to reduce social isolation to older people aged 60+ living in the Cross Gates and surrounding LS15 districts. These activities and services include group work, advocacy, advice and information and practical support.

This is an annual appointment and the current appointee from the East (Outer) Area Committee is Councillor P Grahame.

2.0 HOPE (Halton Moor & Osmondthorpe Project for Elders)

This organisation is a registered charity (no. 1096626). The Management Committee meets at least twice a year and consists of up to 16 Trustees. The objectives of the organisation are for the benefit of the elderly living within east Leeds to relieve poverty, sickness or distress and provide or assist in the provision of facilities for general welfare, recreation and leisure time activities with the object of improving the conditions of life of the elderly.

Up to two appointments can be made from the East (Outer) Area Committee to HOPE's management committee, however these are restricted to Members in the Temple Newsam Ward. **These are annual appointments and the current appointee from the East (Outer) Area Committee is Councillor Lyons, with 1 vacancy also existing.**

3.0 Neighbourhood Elders' Team

This organisation is both a registered charity (no. 1088836) and a company limited by guarantee (no. 422178). It was first established in April 1995 by the four churches in Garforth (Churches Together in Garforth). Charitable status was obtained in 2001.

The Management Committee comprises six local people and there is a staff team of three. Some 70 volunteers work with the charity in a variety of roles. The Team is based in Garforth and provides services to older people in 13 villages in East Leeds. Its aims are: 'to identify and respond to the needs of older people and their carers, to provide services that fill the gaps in statutory provision and enable older people to remain within their own community.'

This is an annual appointment and the current appointee from the East (Outer) Area Committee to the Management Committee of this organisation is Councillor J Lewis.

4.0 Swarcliffe Good Neighbours Scheme

This local voluntary organisation was established in 1994 to work with and for older people and their carers living in the Whinmoor Ward, covering Stanks, Swarcliffe and Whinmoor. It is based at St Gregory's Youth and Adult Centre on Stanks Gardens, Leeds 14. In 1996 the organisation became a registered charity, (no. 1055018).

The Scheme's aims are: 'to provide services which promote the health and well being of older people and their carers to live independently within the local community.' The Management Committee comprises 13 local people. There are four members of staff as well as a team of volunteers.

Councillor Armitage is the current appointee of the East (Outer) Area Committee to the Management Committee of the Swarcliffe Good Neighbours Team. This is an annual appointment.

5.0 ALMO Area Panels

Although the appointments to the ALMO Board of Directors are now made by the Member Management Committee (see Paragraph 2.6 of report), Area Committees appoint to the ALMO Area Panels. This Committee appoints one Member to the Outer East Area Panel of East North East Homes ALMO and two Members to the Outer South East Area Panel of Aire Valley Homes ALMO.

Outer East Area Panel of East North East Homes

The two main roles of East North East Homes Area Panels are:

- To ensure that the organisation is providing a good service to its customers; and
- To deliver environmental and community safety schemes that benefit its customers.

The four Area Panels of East North East Homes are called 'Inner North East', 'Outer North East', 'Inner East' and 'Outer East'.

The Outer East Area Panel covers Seacroft, Cross Gates, Halton Moor and Osmondthorpe (Wykebeck and Nevilles).

The Area Panel meets every 6 weeks to discuss priorities they have identified within Outer East areas. Priorities identified by the Panel so far are:

- Tenancy management
- Tenant involvement
- Repairs and empty properties, and
- Budgets.

The Panel also discuss Estate Investment Bids and smaller environmental schemes which have been identified through an Estate Walkabout and which have been put forward by local groups or tenants for funding approval. The

Outer East Area Panel also considers requests for funding from voluntary organisations which deliver their work within Outer East.

The Council's current representative from the East (Outer) Area Committee is Councillor Lyons. These are annual appointments.

Outer South East Area Panel of Aire Valley Homes Leeds

The main roles of Aire Valley Homes Area Panels are:

- To monitor the performance of Aire Valley Homes, including tenant satisfaction with services; and
- To consult on new policy initiatives being considered by the Board.

The three Area Panels of Aire Valley Homes are called 'Inner South', 'Outer South' and 'Outer South East'.

The Outer South East Area Panel meets on a regular basis. The Panel has a broad remit which includes managing an annual budget of £100,000 for environmental projects and £10,000 for community activities. Their Terms of Reference include:

- Budget responsibility
- Business Plan and Delivery Plan
- Tenant Inspection
- Performance
- Tenant Participation
- Tenancy Management
- Repairs and Improvements
- Lettings
- Tenant Satisfaction
- Staff Issues
- Service Development

The Panel is made up of six tenants, a Board Member and two Ward Councillors. **The Council's current representation from the East (Outer) Area Committee is Councillor Grahame, with 1 vacancy also existing. These are annual appointments.**

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Report of the Area Leader – South East Leeds

Report to Outer East Leeds Area Committee

Date: 3rd July 2012

Subject: Well Being Budget (Revenue) 2012/13

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Garforth & Swillington Kippax & Methley Temple Newsam Cross Gates & Whinmoor		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. This report updates members on the Well Being Budget for Outer East in 2012/13 and how Area Committee decided to allocate the funds against specific work streams. It also seeks approval for new project work and progress on work already funded.

Recommendations

2. Members are requested to:
 - a) Note the position of the Well Being Budget.
 - b) Note the Small Grants approved to date.
 - c) Confirm approval of the following projects:
 - Open Spaces' Red Ladder Theatre Event - £750
 - Off Road Motorcycles - £2,500
 - Kippax Youth Work Team Out of Schools Activities - £5,000
 - Garforth Youth Work Team Out of Schools Activities - £2,000
 - Temple Newsam Youth Work Team Out of Schools Activities - £5,500
 - Crossgates & Whinmoor Youth Work Team Out of Schools Activities - £7,000
 - Garforth Gala - £1,000

3. Members are also asked to consider the proposal to establish 2 Neighbourhood Development/Improvement Officers in the south east.

1 Purpose of this report

- 1.1 This report reminds Members of the Well Being Budget allocated to Outer East in 2012/13 and how Area Committee agreed to allocate the funds against specific work streams. It also requests funding for specific projects in Outer East.

2 Background information

- 2.1 The Well Being Budget allocated to Outer East for 2012/13 is £185,220. The carry over figure from 2011/12 is £35,873 providing a total budget of £221,093.

- 2.2 The budget had one commitment of £33,000 to fund the annual cost of its 11 Leedswatch CCTV cameras.

- 2.3 At its May 2012 meeting, Area Committee agreed to set aside funding for:

- Dedicated Probation Services 'Community Payback' Team - £15,000
- Gardening service for the elderly and disabled - £20,000
- Small grants budget (up to £500 per project) for local community based projects - £10,000
- Older Persons' Event Week 2012 - £3,500
- Cricket coaching for young people - £5,000
- Skips - £5,000
- Ad-hoc projects that meet Business Plan priorities - £20,000

- 2.4 The remainder of the budget was allocated by ward to focus on the following priority areas:

- Additional services for young people - £36,000
- Tackling crime and grime through tasking meetings - £40,000
- Community engagement and involvement - £40,000

3 Main Issues – funding requests for new projects

3.1 The Red Ladder Company - Open Space Conversation

- 3.1.1 The Red Ladder Company is working with Garforth Academy to deliver an 'Open Space Conversation' for young people who attend the Academy, elderly people from the villages, business leaders, community leaders, elected representatives and anyone else who wants to share their views on what matters. The project is about

having an open conversation and instilling civic pride through an inter-generational conversation that cuts across all issues and individuals living in Outer East Leeds.

- 3.1.2 The Open Space forum is a new concept for the area and allows 100 individuals to emphasise what is of interest to them. It may be the state of the roads, what their elected representatives say, how children react with older people etc. It is up to those present to raise the items and develop the discussions.
- 3.1.3 The project will be facilitated by the Red Ladder Company and refreshments will be provided for the event that is scheduled for the 4th of July 2012 at the Academy.
- 3.1.4 Ward Members for Garforth & Swillington have expressed support for this application.

3.2 Off Road Motorcycles

- 3.2.1 This application is for funding to retain 2 off-road motorcycles within the North East Police division for 12 months at a total cost of £6,000. The division will continue to fund costs such as fuel, specialist uniform and staff resources. The aims of the service are to reduce complaints of anti social behaviour relating to nuisance motorbikes and noise, increase public confidence and contribute towards increased safety in green spaces and public places.
- 3.2.2 The Outer East Area accounts for 40% of the call outs in the division and consequently the request is the same as last year of £2,500 from Outer East Tasking budgets. (£625 per Ward.) £2,500 is also being sought from Inner East, and £500 each from Inner NE and Outer NE.

3.3 Garforth & Swillington and Kippax & Methley Wards Youth Programme

- 3.3.1 LCC Youth Service working in the villages has requested £10,000 to provide additional activities for young people comprising £5,000 from the Garforth & Swillington budget and £5,000 from the Kippax & Methley budget
- 3.3.2 The bulk of the funding will be used to support a range of trips and local workshops which focus on: learning new skills, health, sports, arts, citizenship and youth participation. A 3-day activity residential will be included for 24 of the most vulnerable young people selected from across both wards.
- 3.3.3 Ward Members for Kippax & Methley have expressed support for the full cost of the project in their ward. Ward Members for Garforth & Swillington do not support the the full programme of work but do support the 3 day activity residential provided that the work is focused on young people living in Swillington.

3.4 Temple Newsam Youth work out of schools activities

- 3.4.1 LCC Youth Service in Temple Newsam has requested £5,500 towards additional youth work over the summer months. The total cost of the project is £9,000 with Youth Service covering the remainder of the cost.

3.4.2 The project will provide out of school activities for young people 11+ from Temple Newsam Ward of the city. The programmes available will include activities that have a focus on: learning new skills, sports, arts, citizenship & youth participation as well as a range of trips and local workshops intended to provide young people with opportunities to make positive use of their leisure.

3.4.3 All programmes aim to contribute to the five outcomes of Leeds City Council Children plan.

3.5 Cross Gates and Whinmoor Youth work team out of schools activities

3.5.1 LCC Youth Service in Cross Gates & Whinmoor has requested £7,000 for additional Services to Young People in the ward.

3.5.2 The Project will provide a full range of educational and social activities for Young People aged 11 to 19 resident in the Crossgates & Whinmoor Ward and deliver a “Fun day” within their community.

3.5.3 Activities will also provide young people with the opportunity to build on social skills, self esteem and confidence and channel their energies into positive activities while out of school and hence divert from possible nominal criminal activities. The project aims to provide opportunities for a minimum of 250 young people within the Youth Service Target age.

3.6 Garforth Gala 2012

3.6.1 This annual event in Garforth is organised by the Garforth Lions and held in July on Glebelands sports fields. The majority of costs required to deliver the event is through fund raising and sponsorship.

3.6.2 Area Committee is requested to award £1,000 towards the cost of the following:

- Portable toilets
- Parade costs
- Skips

3.6.3 Ward Members for Garforth & Swillington have expressed support for this application.

3.7 Small Grants

3.7.1 The details of small grants received since April 2012 is detailed on **Appendix 1**.

3.8 Community Engagement – proposal to establish 2 Neighbourhood Development/Improvement Officers covering the South East Area

3.8.1 The main strategy for engagement in the Outer East area over recent years has been through its 7 community forums that meet quarterly, its older persons event week and various ad-hoc consultations that usually reflect a project or proposal being considered for the area. Added to this is this is the citizens panel that

consults with a cross section of people across the whole of the city on a wide range of issues.

3.8.2 At recent Area Committee meetings reference has been made for the need to provide more focused and intensive support to communities to get involved in the citizenship agenda and civic pride. In the more deprived communities of the south east area this need is most apparent.

3.8.3 With this in mind Area Committee is requested to consider funding 2 Neighbourhood Development/Improvement Officers to work across the south east area. The funding for the posts would be covered by equal contributions from all 3 south east area committees.

3.8.4 The main responsibilities of the post are as follows:

- To support the South East Area Committees to identify needs and priorities in south east wards utilising a range of consultation techniques.
- To build the skills capacity of communities and groups (particularly those which are hard to reach), and co produce with Elected Members local solutions to local issues organising appropriate training where needed.
- To help establish new community groups and increase membership of established community groups.
- To promote participation, citizenship and community cohesion.
- To help support community events and galas
- To encourage community involvement in Area Committees, community events, community galas, Christmas markets etc as appropriate.
- To build good working relationships and partnerships with local people, statutory and voluntary agencies, community groups and elected members.
- To support the work of Neighbourhood Improvement Boards (NIB) where they exist and their sub-groups and help with the development of a plan for each NIB.
- To develop Neighbourhood Improvement Plans (NIP's) for specific neighbourhoods in each ward to address issues of concern
- To support the establishment of Trader forums with colleagues in the Area Support Team
- To initiate new projects and take the lead on helping community organisations acquire funds from available sources e.g. Grantscape, Green Leeds etc.
- To work with the Area Support Team and Ward Members to devise an asset strategy for the ward that takes into account new legislation included in the Localism Act.
- To work with the Area Support Team and local communities in relation to aspects of the Localism Act, especially Neighbourhood Planning, community right to challenge and assets of community value
- To keep effective records and provide regular reports as required.
- To work within equalities policies to promote diversity and equality.
- To maintain good Health and Safety practice.

3.8.5 The posts are graded at SO1 which equates to £25,326 rising to £26,071 (this includes 6.5% WYPF and 6% NI). The cost to each Area Committee would be £16,884.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 All projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the well being budget is secured at Area Committee.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Community groups submitting a project proposal requesting funding from the well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality group the project will work with, and how equality and cohesion issues have been considered.

4.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

4.3 Council Policies and City Priorities

4.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision for Leeds
- Safer & Stronger Communities Plan
- Children & Young Peoples Plan
- Health & Well Being City Priority Plan

4.4 Resources and Value for Money

4.4.1 There is no new resource implications as a result of any projects detailed within this report. In all requests for funding from Area Committee applicants are asked to consider value for money during the application process.

4.5 Legal Implications, Access to Information and Call In

4.5.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and Contracts to Tender that arise from projects funded from the Well being Budget.

4.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are no longer eligible for call in.

4.5.2 There are no key or major decisions being made that would be eligible for call in.

4.6 Risk Management

- 4.6.1 All proposals requesting well being funding complete a section in the application process outlining the risks associated with the project and how they will be managed.

5 Conclusions

- 5.1 The report provides information on how the well being budget 2012/13 has been allocated and includes new project proposals to be delivered in the near future.
- 5.2 The report also requests that Area Committee consider a proposal to establish Neighbourhood Development Workers in the south east.

6 Recommendations

- 6.1 Members of the Outer East Area Committee are requested to:
1. Note the position of the Well being Budget.
 2. Note the Small Grants approved to date (appendix 1).
 3. Confirm approval of the following projects:
 - Open Spaces' Red Ladder Theatre Event - £750
 - Off Road Motorcycles - £2,500
 - Kippax Youth Work Team Out of Schools Activities - £5,000
 - Garforth & Swillington Youth Work residential - £2,000
 - Temple Newsam Youth Work Team Out of Schools Activities - £5,500
 - Crossgates & Whinmoor Youth Work Team Out of Schools Activities - £7,000
 - Garforth Gala - £1,000
- 6.2 Members consider the proposal to establish 2 Neighbourhood Development/Improvement Officers in the south east.

7 Background documents

- 7.1 Well Being Budget report to Outer East Area Committee – May 2012
- 7.2 Area Functions schedule report to Outer East Area committee – July 2012

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Appendix 1 to Well Being Report

Outer East small grant position as at 8 June 2012

Total budget: £10,000

Cross Gates & Whinmoor ward		Ref	Status	£
Blessed JH Newman Social Club	Diamond Jubilee parish BBQ: 10 June 2012	OE/11/11/S	Approved	500.00
				<u>500.00</u>

Garforth & Swillington ward		Ref	Status	£
				-
				<u>-</u>

Kippax & Methley ward		Ref	Status	£
Kippax Welfare Cricket Club	Junior cricket net	OE/12/01/S	Awaiting additional info	500.00
Allerton Bywater ARLFC	Coaching fees	OE/12/02/S	Awaiting additional info	500.00
				<u>1,000.00</u>

Temple Newsam ward		Ref	Status	£
				-
				<u>-</u>

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Report of the Head of Parks and Countryside

Report to East Outer Area Committee

Date: 3rd July 2012

Subject: Development of a design masterplan for ‘Green Park’ for public consultation and the inclusion of restrictive parking measures.

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Crossgates and Whinmoor, Temple Newsam		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

Summary of main issues

1. The establishment of ‘Green Park’ is intrinsically linked with the development of Thorpe Park Business Park. The Green Park site is at present owned by the developer with an existing section 106 agreement in place governing how the site is to be developed. Following completion of the approved works to Green Park the site and land is to be transferred to the council for management as a public open space.
2. Previous design concepts developed for Green Park have not been positively received by local residents, culminating in the withdrawal of a prior planning application and the stalling of on site development.
3. In order to make progress with this development, officers working within the Parks and Countryside service have developed a revised design masterplan for Green Park. Members of the East Outer area committee were invited to comment on proposals and the feedback received was positive. Emanating from this consultation was a request for officers to develop options within the masterplan that would mitigate against potential

concerns by residents living adjacent to key site entrance points regarding nuisance car parking.

4. Options have been developed and presented to members with a specific vested interest these proposals. The outcome of this process is that future consultation on Green Park will include proposals for restricted parking within the Temple Newsam ward only.

Recommendations

5. Area committee are requested to approve the following recommendations;
 - That officer's begin consultation on the Green Park Masterplan and that, through the consultation process, comments are invited from local residents and interest groups on Green Park generally and the following issues specifically ;
 - Proposals to develop a car park for sports pitch users within the Thorpe Park Development.
 - Proposals to develop restricted parking measures within the boundary of the Temple Newsam Ward only.
 - That Highways officers and officers from Parks and Countryside explore options to incorporate a small car park, situated in a location off Austhorpe Lane, within the masterplan design. Upon completion, proposals are to be subject to consultation.
 - That officer's from Highways and Parks and Countryside develop specific proposals for consideration by Crossgates and Whinmoor and Temple Newsam members regarding shared ward boundary areas, namely Whitkirk Road. Upon completion proposals are to be subject to consultation.
 - That Parks and Countryside officers report back to area committee with a summary of findings from the consultation process.

1 Purpose of this report

- 1.1 The purpose of this report is to brief area committee on proposals to incorporate restricted parking measures into the masterplan design developed for Green Park.

2 Background information

- 2.1 Upon granting of a planning permission for Thorpe Park Business Park a section 106 planning agreement was agreed between Leeds City Council and Thorpe Park Developments limited which laid down the principles on which "Green Park" would be developed and then subsequently transferred to the Council.
- 2.2 Numerous masterplans and concept proposals have been explored for the use and constitution of Green Park. Notwithstanding that, essential elements and objectives have been a permanent fixture throughout the evolution of the design which include an area for formal sports pitch development with ancillary facilities, the development of a network of paths and the establishment of the site as an area of public open space.
- 2.3 Previous designs for the layout of Green Park were not well received by members of the public which led to a prior planning application being withdrawn and the development of on site facilities being stalled.
- 2.4 In order to make progress with this development, officers working within the Parks and Countryside service have developed a revised masterplan concept for Green Park. The design has been developed to incorporate a mixture of formal parkland areas combined with more naturalistic country park elements.
- 2.5 Inclusive within the design is the inclusion of formal sports pitches which have been located closer to Thorpe Park Development. The rationale for this proposal is to provide comfort to local residents that design solutions are being sought that will address concerns regarding potential disturbance from future use of proposed sports facilities. To further address potential concerns, plans have been developed in conjunction with Thorpe Park Developments, to develop a car park of sufficient size to accommodate future sports pitch users within the Thorpe Park development. The aim of this proposal is to provide a car parking solution that directs traffic away from residential areas, thus minimising disturbance from traffic.
- 2.6 Members of the East Outer area committee were invited to comment on the proposed design of Green Park. Positive feedback was received, with members commenting that they were comfortable with the proposals in principle and was happy for officers to take the design forward for consultation. Emanating from this consultation was a request for officers to develop options within the masterplan concept that would further mitigate against potential concerns by residents living adjacent to key site entrance points regarding nuisance car parking.

3 Main issues

- 3.1 Design options for a restricted parking scheme were developed by officers in Highways and presented to ward members in the Cross Gates and Whinmoor and Temple Newsam wards. The options varied in the extent of the parking restrictions

proposed in terms of their spread of distribution, but each option put forward was inclusive of the following 4 essential elements;

- Proposed no waiting at anytime (Double Yellow Lines)
- Proposed no waiting 8.00am till 4.00pm restrictions (Single Yellow Lines)
- Existing no stopping Mon to Fri 8 - 9am and 3 – 6pm (School keep clear markings)
- Proposed Resident Permit Parking SAT & SUN till 4pm

- 3.2 The consultation process undertaken with members in both wards has highlighted a shared objective and commitment for officers to enter into a consultation with local residents and user groups to ascertain views on the green park design masterplan. Furthermore it is acknowledged that inclusive within this process should be an element of consultation on design proposals to address car parking demand generated by the development of Green Park.
- 3.3 In terms of the consultation information that will be presented, proposals are only to be put forward to implement a restricted parking scheme within areas defined by the Temple Newsam Ward boundary. Information produced for the purpose of consultation will not include any restricted parking proposals within the Crossgates and Whinmoor ward.
- 3.4 In terms of ensuring that an holistic proposal is put forward for consultation, officers propose to develop specific options for consideration by Crossgates and Whinmoor and Temple Newsam members regarding shared ward boundary areas, namely along Whitkirk Road.
- 3.5 With reference to comments received by members, landscape architects working within the Parks and Countryside service, in conjunction with colleagues in highways, are to explore possibilities to develop a small car park within the masterplan close to formal recreation features off Austhorpe Lane.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Ward Members in both Temple Newsam and Cross Gates and Whinmoor Ward have been consulted on the options for restricted parking and the recommendations to be taken forward in this report are a reflection of the outcome of that consultation process. Members of area committee who have had the opportunity to comment on the broad masterplan proposals for Green Park have indicated their support in principle for the design concept. In addition to the above, the executive member for Environmental Services has also been consulted and is supportive of the recommendations made in this report.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 A screening document has been prepared and an independent impact assessment is not required for the approvals requested in this report. The screening document has been sent to the Equality Team to be approved and published.
- 4.2.2 Detailed design of all works indicated within the masterplan will need to consider the needs of minority groups as required under equality legislation. The requirements of disability groups in particular should be recognised and given due regard as part of the design process. The purpose of this exercise is to commence with further development of the masterplan concept through consultation with local residents and potential user groups. On that basis it is acknowledged that future reports in which a decision is required on formal designed elements of the park should be accompanied by a full independent impact assessment.

4.3 Council Policies and City Priorities

- 4.3.1 This project complies with various Council and partnership policies and strategies relevant to improving the quality of our parks and greenspaces. The main documents are referred to below;
- 4.3.2 The Vision for Leeds 2011 to 2030 sets out a revised vision for the city with the specific objective for Leeds to be the best city in the UK by 2030. In establishing this vision one of the top priorities to emerge from consultation was for the city to be a cleaner greener city. Aspects of this priority can be found in all of the areas in which the vision is intended to make a difference, although specific reference can be made to the commitment within the vision for Leeds to be the best city to live with good green spaces where everyone can enjoy a good quality of life. Upon completion of a design for Green Park that has benefited from input and participation from local communities through the consultation process, the final outcome of a developed new community park will unquestionably be of benefit to all residents and communities who will utilise Green Park.
- 4.3.3 Leeds 2015, Our vision to be the best city in the UK, identifies 5 key action plans which will help the city progress towards achieving its objective of being the best city in the UK. A case could be advanced that developing a capital project of this nature will in some way contribute towards attaining development across all of the key headline indicators contained within this document. More specifically, the development of this capital project has the potential to make a tangible contribution to 4 year priorities to get more people involved in the city's cultural opportunities, by increasing the proportion of adults and children who regularly participate in cultural activities. The development of horticultural features of this standing will make significant contributions to the cultural offer within the city, whilst improving green and open spaces by making them more accessible to aid the health and well being of all citizens and visitors to Leeds.

4.4 Resources and Value for Money

- 4.4.1 The long term aspiration is to establish a community park for enjoyment of Leeds residents. There are no resource and value issue of note resulting from the content of this report.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report is not eligible for call in and has no legal implications.

4.6 Risk Management

4.6.1 A risk register has been developed for this scheme and has been approved by Parks and Countryside's programme board. This is under regular review by the project team.

5 Conclusions

5.1 The above report sets out proposals to take forward for consultation a masterplan design that is indicative of initial consultation responses and seeks to evidence that solutions have been considered to address potential concerns regarding car parking issues.

6 Recommendations

6. Area committee are requested to approve the following recommendations;

- That officer's begin consultation on the Green Park Masterplan and that through the consultation process comments are invited from local residents and interest groups on Green Park generally and the following issues specifically ;
 - Proposals to develop a car park for sports pitch users within the Thorpe Park Development.
 - Proposals to develop restricted parking measures within the boundary of the Temple Newsam Ward only.
- That Highways officers and officers from Parks and Countryside explore options to incorporate a small car park, situated in a location off Austhorpe Lane, within the masterplan design. Upon completion, proposals are to be subject to consultation.
- That officer's from Highways and Parks and Countryside develop specific proposals for consideration by Cross Gates and Whinmoor and Temple Newsam members regarding shared ward boundary areas, namely Whitkirk Road. Upon completion proposals are to be subject to consultation.
- That Parks and Countryside officers report back to area committee with a summary of findings from the consultation process.

7 Background documents

7.1 Equality Impact Assessment screening form.