



EAST (OUTER) AREA COMMITTEE

**Meeting to be held in Civic Hall, Leeds on
Tuesday, 11th December, 2012 at 4.00 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 (Chair)	-	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:
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A G E N D A

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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>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>	
7			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm, as a correct record, the minutes of the meeting held on 16th October 2012.</p>	1 - 8

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8	Crossgates 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 updating Members on the Well Being Budget for Outer East in 2012/13; including how the Area Committee decided to allocate the funds against specific work streams and seeking approval for new project work.</p>	9 - 24
9	Crossgates 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 carried out in the area over recent weeks and providing the minutes relating to partnership and sub-group meetings.</p>	25 - 98
10	Crossgates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam		<p>SOUTH AND OUTER EAST LOCALITY TEAM SERVICE LEVEL AGREEMENT PERFORMANCE UPDATE</p> <p>To consider a report of the Locality Manager (South and Outer East Leeds) providing an update on performance against the Service Level Agreement between Outer East Area Committee and the South South-East Environmental Locality Team for the period 1st July 2012 to 31st October 2012.</p>	99 - 112
11	Crossgates and Whinmoor; Garforth and Swillington; Kippax and Methley; Temple Newsam		<p>DERELICT AND NUISANCE SITES</p> <p>To consider a report of the South East Area Leader providing the Area Committee with background to the derelict and nuisance property programme. The report also provides information on actions undertaken and pending along with successes of the project in the South Leeds area in the projects first year.</p>	113 - 118
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Tuesday 12th February 2013 at 4.00pm (venue to be confirmed)</p>	

EAST (OUTER) AREA COMMITTEE

TUESDAY, 16TH OCTOBER, 2012

PRESENT: Councillor A McKenna in the Chair

Councillors J Cummins, M Dobson,
P Grahame, P Gruen, M Harland, J Lewis,
M Lyons, K Mitchell, T Murray and
K Wakefield

30 Chair's Opening Remarks

The Chair welcomed all in attendance to the October meeting of East (Outer) Area Committee held at Primrose House, Church Close, Swillington and asked Members and Officers to introduce themselves..

On behalf of the Area Committee she personally thanked those members of the public who had kindly provided the refreshments and warm hospitality for today's meeting.

31 Declarations of Disclosable Pecuniary and Other Interests

There were no disclosable pecuniary and other interests declared at the meeting.

32 Apologies for Absence

An apology for absence was received on behalf of Councillor S Armitage.

33 Open Forum

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

A local resident raised her concerns that the services provided by her local doctors surgery was not working very well.

Discussion ensued on the general issue of the withdrawal of NHS services in the area and the concerns raised that local surgeries were failing to deliver services as part of the promised NHS agenda.

In concluding discussions, the Area Committee requested the South East Leeds Area Leader to refer this issue to the Scrutiny Board (Health and Wellbeing and Adult Social Care) for consideration and to invite a representative from NHS Leeds to attend a future Area Committee.

34 Minutes of the Previous Meeting

RESOLVED - That the minutes of the meeting held on 11th September 2012 be confirmed as a correct record and that this Committee formally ratifies the decisions taken at that meeting.

Draft minutes to be approved at the meeting
to be held on Tuesday, 11th December, 2012

35 Matters Arising from the Minutes

a) Summary of Key Work (Minute 20 refers)

Councillor P Grahame referred to the above issue and stated that she had attended a recent meeting of the Cross Gates Good Neighbours Board and thanked the Area Committee for their involvement in this issue.

Martin Hackett, Area Improvement Manager, South East Leeds informed the meeting that the Cross Gates Good Neighbours Board were still looking for people to become members who had a cross selection of skills i.e. legal/accountancy etc.

Following discussions, Councillor J Cummins was nominated on to the Board representing the Temple Newsam ward.

b) Thorpe Park (Minute 23 refers)

Councillor T Murray referred to the above issue and enquired on the availability of a copy of the high street impact survey for Members of the Area Committee.

Martin Hackett, Area Improvement Manager, South East Leeds responded and agreed to circulate copies to Members.

Councillor P Gruen informed the meeting that he had met with Mr P Crabtree, Chief Planning Officer to discuss the protocol of the need to inform all Members of Council of regular updates in relation to Thorpe Park.

In concluding discussions, Councillor K Wakefield proposed that this issue should be a standard item on the Area Committee agenda. This proposal was supported.

c) Children's Services – Update report to Area Committees – Outer East (Minute 26 refers)

Councillor T Murray referred to the above issue and raised his concerns about how school clusters were working, together with the budget implications.

The Chair reminded Members that an informal meeting of the East (Outer) Area Committee had been arranged for Thursday 8th November 2012 between 10.30am-12 noon to be held in the Civic Hall to discuss school clusters and the budget implications. The informal meeting would be supported by the South East Leeds Area Leader and the Area Management team and Councillor J Blake and Mr K Morton, Head of Service, Young People and Skills had confirmed their attendance.

36 Sports and Active Lifestyles Service - Officers update

The South East Area Leader submitted a report providing details of the Sport and Active Lifestyles Service Team, following recent changes, and to provide an opportunity for the Area Committee to discuss the new roles and their impact on the Outer East Area.

The following officers were in attendance and responded to Members' comments and queries:-

- Charles Tatman, Active Sport Officer South, Central and Outer East, City Development
- Sam Coupland, Active Lifestyles Officer South, Central and Outer East, City Development

An apology for absence had been received from Andrew Wilson, Club Development Officer, South Central and Outer East, City Development.

Prior to the short presentation by the above officers of their respective roles and responsibilities, the Committee noted that they were based at the John Charles Centre for Sport.

Discussion ensued on the contents of the report and presentation.

In summary, specific reference was made to the following issues:-

- The need for football, rugby and cricket clubs in the east outer area to receive support with details of funding streams; a requirement for Sports Centres to increase their usage and to consider promoting the area for off road cycling in readiness for the Tour de France
(The Active Sport Officer South responded and made reference to the capital improvements and revenue funding that was available. He gave a commitment to contact the football, rugby and cricket clubs in conjunction with Mr A Wilson, Club Development Officer. On a separate issue, both officers stressed the links with Leisure Centres and the remit of increasing footfall in Leeds City Council facilities. The team were also keen to see the development of more cycling in the area and would be pursuing opportunities on an ongoing basis)
- The concerns expressed regarding the recent closure of a sports centre in Temple Newsam and the restriction of opening hours at other sports centres in the area
(Both officers responded and acknowledged the difficult situation with East Leeds Leisure Centre and would ensure all work contributes towards strengthening the positions of existing facilities in the area)
- Clarification of the role of Youth Services within the Sport and Active Lifestyle Service
- Clarification of what facilities would be made at Temple Newsam
- The need to target those people who were using sports centres outside the area with the aim of trying to entice those people back to using their local facilities

(The Active Sport Officer South responded and agreed to revisit this issue)

- The need to look at more effective ways in running Leisure Centres in view of further budget cuts anticipated within the next five years and to involve Members and MP's within the process

(The Active Lifestyles Officer South responded and acknowledged this view, together with addressing the important practice of linking into other Council services)

- The need for the Sport and Active Lifestyle Service to have an integrated role and to work with partnership groups in the area
- Clarification of which schools the Sport and Active Lifestyle Service had been working with in the Garforth and Swillington ward

(The Active Sport Officer South responded and confirmed that the Sport and Active Lifestyles Service had a key role in this area and were focusing on school links and on the funding bids that were available to support the establishment/strengthening of club links and the provision of activity on school sites where appropriate)

RESOLVED –

- a) That the contents of the report be noted.
- b) That Mr C Tatman and Mr S Coupland be thanked for their presentation and attendance at today's meeting and that they be requested to contact individual Board Members on their requirements.

37 Well Being Budget (Revenue) 2012/13

The South East Area Leader submitted a report updating Members on the Well Being Budget for Outer East in 2012/13; how the Area Committee decided to allocate the funds against specific work streams and seeking approval for new project work.

Appended to the report was a copy of a document entitled 'Outer East small grants position as at 5th October 2012' for the information/comment of the meeting.

Prior to considering the report, Martin Hackett, Area Improvement Manager, South East Leeds informed the meeting that arising from recent discussions with ward Members, the following three new projects had been identified for funding for consideration at today's meeting:-

- Glebelands sports pitch Improvements - £1,600
- East Garforth Recreation ground security improvements - £1,750
- Traffic Signals on Osmonthorpe Lane - £16,000

The Committee agreed to consider the new projects and the Area Improvement Manager, South East Leeds confirmed he would produce supplementary information providing specific details on these projects after the meeting for publication on the Council's internet site.

The Area Improvement Manager, South East Leeds presented the report and responded to Members' comments and queries.

Draft minutes to be approved at the meeting
to be held on Tuesday, 11th December, 2012

In his presentation he introduced the following officers who were in attendance to provide a brief presentation on their respective projects which at it's May meeting, the Area Committee had agreed to set aside funding:-

- Angela Lewis - Dedicated Probation Services 'Community Payback'
- James Nundy – Older Persons' Event Week 2012

Discussion ensued on the contents of the presentations and the Chair thanked both officers for their attendance and contribution to the meeting.

In concluding discussions, the South East Area Leader commented on the wellbeing budget process agreed for 2013/14 which was noted by the Committee.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That the Small Grants approved to date be noted.
- c) That the following projects be dealt with as follows:-

<u>Project</u>	<u>Decision</u>
Cross Gates Barnbow War Memorial	Agreed £5,000
Covert CCTV camera for Environmental Locality Team	Agreed £1,600 x 4 i.e. one in each ward
Road Markings around Whitkirk Primary School	Agreed £5,000
Friday Night Project (Halton Moor)	Agreed £2,000
Electricity Supply and Christmas Tree holding base (Cross Gates)	Agreed £4,000
Glebelands Pitch Improvements	Agreed £1,600
East Garforth Recreation Ground	Agreed £1,750
Traffic signals to Osmondthorpe Lane	Agreed £16,000

- d) That at the request of the Committee, the Chair be requested to write a letter of thanks to those offenders involved with Dedicated Probation Services 'Community Payback' Team which could be also used as part of their curriculum vitae.

- e) That Mr J Nundy be thanked for his hard work in relation to the success of the Older Person's Event week 2012 held from 1st-5th October 2012 and that this event be discussed at the next Area Chairs Forum.
- f) That in relation to promoting attendance at luncheon clubs held in villages within the area, further discussions be undertaken between officers and NET with a report back on progress at the next meeting.
- g) That in relation to Leeds Lights and the funding issues raised at the meeting by Councillor Grahame within the Crossgates area, the Area Improvement Manager, South East Leeds be requested to ensure that Members of the Committee were in possession of the relevant information.

38 Outer East Area Committee Business Plan 2012/13

The South East Area Leader submitted a report setting out the draft 2012/13 Area Committee annual Business Plan for Outer East Area Committee and setting out priorities; actions for the year; Area Committee Champions and a framework for community engagement.

Martin Hackett, Area Improvement Manager, South East Area presented the report and responded to Members' comments and queries.

Appended to the report was a copy of a document entitled 'Outer East Area Committee Business Plan 2012/13' for the information/comment of the meeting. The document focused on the Business Plan Priorities and Action; Area Committee Champions and the Community Engagement Framework for 2012/13.

Detailed discussion ensued on the contents of the report and the part Neighbourhood Planning played in the community engagement framework section of the Business Plan.

In summary, specific reference was made to the following issues:-

- Aberford Parish Council had submitted an expression of interest in carrying out a Neighbourhood Plan but had included part of Garforth in the boundary
- Clarification of how the Business Plan would measure achievements in delivery eg community safety
(The Area Improvement Manager, South East Area responded and reported on the measures in place with the Police who conducted a Public Reassurance survey in this area. It was agreed to include an additional column in the plan showing how this was measured. In relation to Area Committee champions. It was also agreed that the plan would have a RAG (red, amber, green) system and that Area Committee champions would provide regular updates to Area Committee)
- Clarification of the viability of this plan and timescales in determining the number of houses to be built
- The work undertaken to date on Neighbourhood Plans by ward Members and the role of the Core Strategy within this process

- The need to start small in a defined area and to work together in rotation i.e. Area Committee/Neighbourhood Planning/Planning protocol
- The need for jobs and proper housing in the area and for a Government Minister to support this view
- The need a further report be submitted to the next meeting on firmer proposals for a Neighbourhood Priority Worker that included a role for supporting Neighbourhood Plans

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That approval be given to the Outer East Area Committee Business Plan for 2012/13 in accordance with the report now submitted.
- c) That a further report be submitted to the next meeting on firmer proposals for Neighbourhood Priority Worker.
- d) That the Business plan include a RAG system and an additional column highlighting indicators as a measure of success.

(Councillor J Lewis left the meeting at 5.40pm during discussions of the above item)

(Councillor M Dobson left the meeting at 5.45pm at the conclusion of the above item)

39 Summary of Key Work

The South East Area Leader submitted a report providing information on priority work carried out in the area over recent weeks and on the minutes relating to partnership and sub-group meetings.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Kippax Traders Association – Minutes of a Meeting held on 22nd August 2012 and 19th September 2012 (Appendix 1 and 1a refers)
- Area Chairs Forum – Minutes of a Meeting held on 13th July 2012 (Appendix 2 refers)
- Outer East Environmental Sub-Group – Minutes of a Meeting held on 21st September 2012 (Appendix 3 refers)
- East North East Divisional Community Safety Partnership – Minutes of a Meeting held on 6th September 2012 (Appendix 4 refers)

Peter Mudge, South East Area Officer presented the report and responded to Members' comments and queries.

RESOLVED –That the contents of the report and appendices be noted.

40 Dates and Times of Future Meetings

RESOLVED – To note the following dates and times:-

Tuesday 11th December 2012 at 4.00pm in the Civic Hall, Leeds

Tuesday 12th February 2013 at 4.00pm to be held in the Cross Gates and
Whinmoor ward (venue to be confirmed)

Tuesday 19th March 2013 at 4.00pm (venue to be confirmed)

Monday 13th May 2013 at 4.00pm (venue to be confirmed)

(The meeting concluded at 5.50pm)

Report of the Area Leader – South East Leeds

Report to Outer East Leeds Area Committee

Date: 11th December 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 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 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.

Recommendations

2. Members are requested to:
 - a) Note the position of the Well Being Budget.
 - b) Agree to fund a Neighbourhood Improvement Officer for a 12 month period.
 - c) Note progress regarding discussions with NET.
 - d) Approve £2,865 towards Primrose House sheltered complex disabled wc
 - e) Approve £2,233 towards Staithe's Riverside Sensory Garden Project
 - f) Approve £2,250 towards Temple Newsam Park Run
 - g) Approve £10,000 toward Ninelands Land Zebra Crossing
 - h) Note the Small Grants approved to date

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 Neighbourhood Improvement Officer

3.1.1 At the Outer East Area Committee meeting held In July 2012 the Well Being Budget report included reference to the creation of a new post to support Locality Working that focused on community support, civic pride and responsibility and some of the issues relating the Localism Act, most notably community planning. The following information provides more detail about the proposal and requests that Area Committee agree to fund such a post initially for a 12 month period.

3.1.2 What is the added value of the role?

It provides a level of support to community groups to transform ideas into projects and enterprises which build on strengths, meets needs and aspirations and tackles concerns in communities and delivers at a local level the city priority of making Leeds the best city for communities.

It provides a single point of contact for communities that need support.

It will promote the Council priorities of civic pride and civic responsibility.

It will provide support for communities wanting to take advantage of localism opportunities, especially Neighbourhood Planning, right to challenge etc.

It will lead to more people getting involved in their local community by encouraging and supporting people to develop their skills and knowledge to motivate them to take action to enable positive change within the community.

3.1.3 What are the benefits of the role?

It will build on the capacity and confidence of local residents to take action to improve their area through a transparent process that is open and simple to access.

It will build upon and enhance existing neighbourhood working.

It will improve community cohesion through effective engagement and participation.

It will build trust in local services / council by giving people experience of key decision making.

It will bring forward new people to engage as citizens.

It will develop the community leadership roles of ward members.

It will deliver the community engagement aspect of Neighbourhood Planning in non-parished areas.

3.1.4 The main activities of the officer in agreement with Ward Members will be:

To promote participation, citizenship and community cohesion and develop the aims of civic responsibility and civic pride by working intensively in communities with a particular focus on those communities with high indicators of deprivation.

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.

Develop Community Champions who will have a key role in raising awareness of thematic issues within their communities.

Support groups to engage in the three main aspects of the Localism Act.

Assist communities to establish and support local events such as galas and community meetings/events.

Provide support to project work that stems from Neighbourhood Improvement Boards (NIBs), where they are established, in agreement with Ward Members and support the NIB sub-groups and help with the development of an action plan for each NIB.

Design and deliver new ways to engage and ensure that the engagement crosses all groups to include young people, old people, new communities, BME communities etc. The post holder will explore new techniques of engagement such as 'the civic conversation' held in Garforth.

Support the management and implementation of area wide integrated change programmes taking responsibility for specific related improvement work underpinned by outcomes based accountability, including regular reports to Area Committees etc.

3.1.5 Geography

The proposal is that this is initially for 12 months and in that 12 month period the targeted neighbourhoods would include Halton Moor, Osmondthorpe, Whinmoor, Swarcliffe and possibly Cross Gates. If the project proves successful and Area Committee extend the period of the contract other area in Outer East could be considered in the future.

The post holder will be employed by a third sector organisation but managed by the Area Support Team.

The post is graded at SO1. The costs include the following.

Annual Costs	
Salary SO1 2011-2012	25843.16
NI	2662.29
Payroll fee @ £7 per month	84.00
Travel	240.00
Mobile phone	30.00
Total	28859.45
Management fee @ 10%	2885.95
Total Costs	31745.40

3.1.6 The cost in 2012/13 will be determined by how quickly we recruit to the post but a target would be to have someone in post by the end of January 2013.

3.1.8 **Appendix 1** provides a job description of the role.

3.1.9 This project meets the following priority of the Outer East Area Committees Business Plan:

Communities are empowered and engaged. People get on well together.

3.2 Funding to support Neighbourhood Elders Team (NET) and Luncheon Clubs in Outer East

3.2.1 At the Area Committee meeting held in October it was agreed to progress a project with NET whereby support would be given to that organisation to ensure the smooth running of luncheon clubs in the outer east villages.

3.2.2 The initial meeting with NET has now been held with a further meeting anticipated soon. The key tasks required to be undertaken will include:

- Applying for grants
- Ensuring that the books of the respective luncheon clubs balance
- Dealing with payments for lunches, transport etc
- Acting as an arbitrator in any disputes that may arise
- Encouraging maximum take up

3.2.3 At this stage the exact cost to Area Committee is not known but it is anticipated in being in the region of £5, 000 to £7,000.

3.2.4 A full project is expected to come to Area Committee in the New Year.

3.3 Primrose House DDA toilet facility enhancement (Swillington)

3.3.1 Primrose House Community Centre serves the adjacent sheltered housing complex in Swillington.

3.3.2 The toilet facility in the community centre requires enhancement in order to make it DDA compliant. This will allow easy access to the toilet facilities in the centre for the elderly/vulnerable and disabled residents who use it for functions, including coffee mornings etc.

3.3.3 The total cost of the work is £16,730. The Outer South East Area Panel has approved £2,865 towards this project and Aire Valley Homes capital contribution is £11,000 which leaves a balance of £2,865.

3.3.4 This project meets the following priority of the Outer East Area Committees Business Plan:

Residents in Outer East are active and healthy

3.4 Staites Riverside Sensory Garden Project – Allerton Bywater in Bloom

3.4.1 Allerton Bywater in Bloom and members of the wider community would like to create a sensory garden space in the Staites is near the river front. The existing area is devoid of planting and there is nothing to attract families to the site.

3.4.2 The intention is to create a Sensory Community Garden for the whole community. There will be an opportunity to work with local schools in the development of the site and it is anticipated that after the transformation local schools will make arrangements to regularly visit and enjoy this facility.

3.4.3 The cost of the project is £2,733 and the request is that Area Committee award £2,233 towards the cost. The remaining funds are being met by Groundwork Leeds Community Design Service.

3.4.4 Cost breakdown is:

- Sketch design, budget estimates and risk assessment - £700
- Consultation with community co-ordinator - £565
- Volunteer activity days - £188
- Bird making boxes with local school children - £280
- Tools and equipment - £500

3.4.5 This project meets the following priority of the Outer East Area Committees Business Plan:

- Communities are empowered and engaged. People get on well together.
- Help support a strong network of community groups that are able to contribute to improving the environment of their neighbourhoods

3.5 Temple Newsam Park Run

3.5.1 This event will be held every Sunday morning at Temple Newsam and will provide a free 5K family run. The run has been risk assessed and a first aid marshal is provided.

3.5.2 The event will be advertised locally and details are available at www.parkrun.org.uk.

3.5.3 The cost to set up the run is £6,000. Of this, £3,000 comes from the Parkrun budget via sponsors (Lucozade, Adidas, Sweatshop etc). They seek £3,000 match funding from local councils, grant bodies and other organisations. For Temple Newsam, they have secured £500 from Leeds Network Athletics and £250 from POCA, which leaves £2,250 to find.

3.5.4 The grant from Area Committee will cover:

- Barcode scanners £119.23 x3 £357.69
- Timing device £206.98
- Laptop/netbook £480.00
- Timing device driver for laptop £102.00

- Bespoke computer software £960.00
- Cones / tape / distance markers / signs / hi-viz jackets / clipboards (contribution towards £240) £141

Total - £2,250

3.5.5 After the initial start up costs this project will become self sustainable and there will be no need for any further contribution from Area Committee.

3.5.6 This project meets the following priority of the Outer East Area Committees Business Plan:

- Residents in Outer East have access to opportunities to become involved in sport and culture
- Residents in Outer East are active and healthy

3.6 Ninelands Lane Zebra Crossing

3.6.1 This proposal is to provide the total cost of funding (£10,000) to install a zebra crossing on Ninelands Lane, Garforth.

3.6.2 The construction and provision a formal zebra crossing facility will be adjacent to Glebelands playing fields and provide a safe crossing facility for the local community travelling between Glebelands playing fields, the car park, Garforth Sports Centre and the Monkey Maze children's play area.

3.6.3 There is no pedestrian crossing anywhere along the length of Ninelands Lane that is approximately 0.8 miles in length and has a number of facilities including 1 primary school, 2 public houses, a fire station, a sports centre, a children's play centre, a cemetery, a skate park and public playing fields.

3.6.4 The work will be included with the highways improvement planned on Main Street in March 2013.

3.6.5 This project meets the following priority of the Outer East Area Committees Business Plan:

- Residents in Outer East are safe and feel safe

3.7 Small Grants

3.7.1 The details of small grants received since April 2012 is detailed on **Appendix 2**.

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.
- 4.5.2 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are no longer eligible for call in.
- 4.5.3 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 against priorities identified in its Business Plan.

5.2 The report also requests that Area Committee consider a new position of Neighbourhood Improvement Officer.

6 Recommendations

6.1 Members are requested to:

- Note the position of the Well Being Budget.
- Agree to fund a Neighbourhood Improvement Officer for a 12 month period.
- Note progress regarding discussions with NET.
- Approve £2,865 towards Primrose House sheltered complex disabled wc
- Approve £2,233 towards Staithes Riverside Sensory Garden Project
- Approve £2,250 towards Temple Newsam Park Run
- Approve £10,000 toward Nineland Land Zebra Crossing
- Note the Small Grants approved to date

7 Background documents

7.1 Well Being Budget report to Outer East Area Committee – May 2012

7.2 Well Being Budget report to Outer East Area Committee – July 2012

7.3 Area Functions schedule report to Outer East Area committee – July 2012

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.

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Appendix 1

Neighbourhood Improvement Officer

JOB DESCRIPTION

SALARY:	SO1 £25,843.20 per annum
HOURS:	35 hours per week
OFFICE BASE:	Garforth Library and OSC
RESPONSIBLE TO:	CEO, Leeds Health for All
REPORTS TO:	Area Officer, South East Area Support Team

AIM OF THE POST

To work in the Outer East Leeds neighbourhoods (initially Halton Moor, Osmondthorpe, Whinmoor, Swarcliffe, Cross Gates) identifying and leading on projects through engagement with local residents, supporting residents in becoming local “champions” and implementing actions in keeping with Area Committee Business Plans.

Responsibilities of the post:

1. To support the Outer East Area Committee in identifying needs and agreeing priorities for actions in targeted neighbourhoods.
2. To build the skills and capacity of communities and groups (particularly those which are hard to reach), and organise appropriate training where needed.
3. To lead on community participation, civic engagement and community cohesion.
4. To promote civic pride and civic responsibility
5. To develop Community Champions who will have a key role in raising awareness of thematic issues (specifically health and community safety) within their communities.
6. To encourage involvement in Area Committees and local forums as appropriate.
7. To build good working relationships and understanding of partnerships with local people, statutory and voluntary agencies, community groups and elected members.

8. To support and develop initiatives in keeping with the Neighbourhood Improvement Plans (NIP) and other relevant work as directed by the South East Area Support Team.
9. To keep effective records and provide regular reports to Area Committee as required.
10. To organise events within the community.
11. To be a proactive member of the team, showing commitment to working both collaboratively and on own initiative.
12. To Support groups to engage in the three main aspects of the Localism Act, particularly Neighbourhood Planning.
13. To promote positive solutions to achieving equality and diversity in all aspects of Health for All and the Council's service delivery and community engagement.
14. Support the management and implementation of area wide integrated change programmes taking responsibility for specific related improvement work underpinned by outcomes based accountability.
15. To manage a small pool of resources.
16. To undertake training and represent the South East Area Support Team as required.
17. Willing to take personal responsibility under and abide by the Council's Health and Safety Policies.
18. Willing to abide by both Health for All and the Council's Equal Opportunities policies in the duties of the post.

NEIGHBOURHOOD IMPROVEMENT OFFICER

PERSON SPECIFICATION

	Essential	Desirable	Shown by
Qualification	<ul style="list-style-type: none"> Educated to Degree level in a relevant field or equivalent experience 		Application form/interview
Experience	<ul style="list-style-type: none"> A minimum of two years experience in project based development work Experience of partnership working Experience of working with diverse communities Experience of working on community/neighbourhood issues to achieve prescribed objectives Experience of report writing and project evaluation 	<ul style="list-style-type: none"> Working with Elected Members Knowledge of Outcome Based Accountability 	Application form/interview
Skills	<ul style="list-style-type: none"> Good organisational skills 		Application form/interview
Ability	<ul style="list-style-type: none"> Ability to identify and address priority needs within a community setting Ability to prioritise workloads Ability to work to competing deadlines Ability and experience of using ICT packages, eg MS Office, Word, e-mail, internet Ability and experience of using a wide range of communication methods 		Application form/interview
Knowledge & Understanding	<ul style="list-style-type: none"> An understanding of community involvement issues An understanding of the range of issues affecting deprived communities and approaches to dealing with them 	<ul style="list-style-type: none"> Knowledge of local government 	Application form/interview
Attitudes and Personal Attributes	<ul style="list-style-type: none"> Non-judgemental approach 		

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Appendix 2 - Outer East small grant position as at 29 Nov 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
8th Seacroft (St Greg's) Rainbows	Rainbow's 25 year celebrations (split 50:50 with Inner East Area Committee)	OE/12/03/S	Approved	190.00
Activ8	Flea Club	OE/12/06/S	New application. Queries	500.00

1,190.00

Garforth & Swillington ward		Ref	Status	£
Swillington Saints FC	New team set up costs	OE/12/08/S	New application	500.00
Garforth & Swillington ward Luncheon Clubs	Garforth & Swillington ward lunch clubs Xmas dinners	OE/12/09/S	New application	500.00

1,000.00

Kippax & Methley ward		Ref	Status	£
Kippax Welfare Cricket Club	Junior cricket net	OE/12/01/S	Approved but awaiting additional info before payment can be made	500.00
Allerton Bywater ARLFC	Coaching fees	OE/12/02/S	Rejected	-
Kippax Kabin Ladies Group	Craft equipment	OE/12/04/S	Approved	450.00

950.00

Temple Newsam ward		Ref	Status	£
Halton Moor Storm RL	New team - kit/equipment	OE/12/05/S	Approved	500.00

500.00

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Report of the South East Area Leader

Report to Outer East Area Committee

Date: 11th of December 2012

Subject: Summary of Key Work

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Cross Gates & Whinmoor Garforth & Swillington Kippax & 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 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 report will detail priority work carried out in the area over recent weeks.
2. The report will provide minutes relating to forums, partnership and sub-group minutes and minutes of Area Chairs.

Recommendations

3. Area Committee will be requested to:
 - note the report and raise any queries.

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.

2 Background information

- 2.1 The Area Committee Business Plan focuses 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 minutes and partnership working etc.

3 Main issues

3.1 Neighbourhood Centres updates

- 3.1.1 **Temple Newsam:** Ward Members and Area Support Team (AST) have held discussions with Lidl as a result of which improvements have been made to vehicular access and the company is looking to display large vinyls - funded by central government's High Street Improvements grant - to add an attractive aspect to the village centre. A burnt out bin and dilapidated seat have been replaced near the Post Office. Some shops are being encouraged to improve their forecourts and include a dedicated pedestrian through route. Two volunteers are in the process of launching an In-Bloom Group for Halton with their first project being an ornate stretch in the shopping centre. At Wykebecks, Highways have undertaken public consultation so a rough track behind shops can be closed to traffic to improve vehicle and pedestrian safety..
- 3.1.2 **Kippax & Methley:** In Methley, AST and Parks have assisted Ward Members to find a way to provide the long-awaited changing rooms for the sports pitch. In Kippax an innovative "one stop shop" for handymen is opening on the High Street and 6 businesses and 4 new proprietors have already opened in the last few weeks. Discussions are underway on suitable premises for the neighbourhood planning team to utilise, Barclays has confirmed it will give a facelift to its bank unit. A row of homes have been painted by their landlord to brighten up the High Street. Ideas are progressing to try and open a bank in Kippax after Co-op said it would not commit at this stage. AST is helping find a larger premises on the High Street for the local Post Office. The Minutes of the last Kippax Traders' meeting with AST are attached as **Appendix 1 and 1a**.
- 3.1.3 **Garforth & Swillington:** AST has led discussions between a landowner and highways on creating a temporary car park at the top of the Main Street. It is hoped this will be opened in spring. AST is following up discussions with HSBC

over future use for their empty bank unit. Highways have confirmed to Members that a crossing point can be installed on Ninelands Lane near a local school.

3.1.4 **Cross Gates & Whinmoor:** The annual Cross Gates Christmas lights switch-on took place on Thursday 15 November 2012 which was the first time it has been held on a week day evening. An estimated 900 local residents attended this third annual event with a host of entertainment acts including traditional Christmas tunes from Corpus Christi brass band, songs from Breeze finalist Wayne Dawson, and more modern songs from Swarcliffe Primary School Choir and local Guides and Brownies. Other attendees included Ronnie the Rhino, Courage the Cat and Santa. Further along Austhorpe Road at Manston Park the Barnbow Memorial will be unveiled at a public dedication ceremony on Tuesday 4 December 2012. The memorial is to honour the young women and men who died in explosions at the Barnbow munitions factory in December 1916, March 1917 and May 1918.

3.2 Community Payback

3.2.1 Since the last Outer East Area Committee (AC) Community Payback have provided 63 workers for 7 projects in the Outer East area.

3.2.2 This work has featured painting the railings around Lakeland Court in Temple Newsam – a project which is still underway. Improvements to help a disabled resident at 57 Stanks Lane North. Picking up stones and removing ivy at St Mary's Church Swillington, repainting street furniture in Garforth, various gardening projects in Micklefield and Allerton Bywater. In total Community Payback has completed 427 hours of work in October 2012 under the contract with Area Committee.

3.3 Dog Control Orders

3.3.1 The Dog Warden Service is reviewing the Dog Control Orders (DCO) it has in place and particularly the types and locations of land subject to a DCO. The review process included a consultation exercise, (which ended last month,) with interested parties. It is not envisaged the actual types of DCO we have in place such as dogs on leads in prescribed areas, exclusion areas, maximum number of dogs walked by one person etc be revoked or added to. This consultation will be more about asking interested parties to put forward for consideration locations and/or types of land not already included under a DCO. For example it may be that a new play area for children has been built in the last 12 months or that consideration is given for including council owned sports courts.

3.3.2 A DCO can be made in respect to any land open to the air and to which the public are entitled to have access. However when considering areas for a DCO consideration must be given for the appropriateness of the action, is it proportional to the actual problem and is it feasible to enforce any order. It is envisaged that orders will generally be considered for council owned or maintained land.

3.3.3 The current schedule of land covered by DCO's is attached as **Appendix 2** to confirm what is already included. Please note that the three entries at the bottom are for consideration at this next round of consultation and are not formally in the order yet. Also please note that the closed churchyards are all subject to a further

round of consultation following some adverse press on this. **Appendix 2a** is an advisory leaflet explaining the current types of DCO in place.

3.4 Update on Thorpe Park

- 3.4.1 At the September 2012 meeting of the Outer East Area Committee, Members agreed to feature updates on Thorpe Park as a standard item on the Agenda.
- 3.4.2 Representatives of Thorpe Park and Planning agreed to attend today's meeting to provide these updates and answer any questions from Members.

3.5 Early Intervention Project - Youth Offenders Service

- 3.5.1 To reduce the number of young people on statutory orders and achieve the ambition of Leeds as a restorative city, the Youth Offenders Service (YOS) continues to develop its non statutory work.
- 3.5.2 Since 5th November 2012 a rota of YOS officers have been based at Stainbeck police station 7 days a week from 9am – 9pm. They assess young people arrested for a crime with a view to offering targeted support on a voluntary basis.
- 3.5.3 Family liaison is a crucial part of the role and the officers ensure parents and carers are kept fully informed about decisions, contribute to assessments and are involved as appropriate adults.
- 3.5.4 Where necessary, young people will be referred to YOS prevention workers or to other relevant services to address their offending. Short programmes will be developed covering issues such as anger management, anti-social behaviour or road safety.
- 3.5.5 Restorative working will be at the heart of this initiative: YOS will consult with victims and give them an opportunity to say how the crime has affected them and what reparation they seek. Young people will make amends in order to avoid a criminal record and make a fresh start.

3.6 Fuel Poverty Area Committee Champions Role

- 3.6.1 "The Leeds Affordable Warmth Partnership" has been established to address fuel poverty problems. It is seeking representation from each Area Committee to provide the views from a locality perspective and influence decisions on service provision.
- 3.6.2 Members are asked to note the information below which sets out the role and to agree a fuel poverty champion from the Area Committee.

"Inquiry into Fuel Poverty (April 2012) Recommendation number 8

(i) That Area Committees nominate a Fuel Poverty Champion to drive forward local action in addressing fuel poverty problems associated with their particular areas

(ii) That the Area Committee Fuel Poverty Champions liaise with their respective locality Health and Wellbeing Improvement Managers to agree the appointment of one Fuel Poverty Champion

Current position

- Citywide Affordable Warmth Partnership – meets quarterly
- Membership is made up of elected members from each political group
- Chaired by elected member. For 2012 it is Cllr David Blackburn

Potential role of Fuel Poverty Area Committee Champion if agreed

- To attend on behalf of the area committee the citywide Affordable Warmth Partnership
- To represent views from a locality perspective
- To be aware of neighbourhoods / vulnerable groups of high need
- To promote programmes addressing fuel poverty e.g. Wrap up Leeds, Green doctor, Warm home service etc.
- To signpost and support local people to access the services that are available (financial support and affordable warmth provision)
- To influence and inform decision makers on local needs for future service provision
- To lobby local energy providers and funding providers to address the needs of vulnerable households.
- To report back to area committee on progress made / highlight issues

To be supported by:

The lead officer for citywide partnership and locality Health and Wellbeing Improvement Managers.”

3.7 Community Engagement

3.7.1 The following Community Forums recently met:

- Swarcliffe (03 October) The minutes are attached as **Appendix 3**
- Halton Moor (09 October) The minutes are attached as **Appendix 4**
- Cross Gates (11 October) The minutes are attached as **Appendix 5**
- Halton (11 October) The minutes are attached as **Appendix 6**
- Kippax Methley (17 October) The minutes are attached as **Appendix 7**
- North Whinmoor (16 October) The minutes were not available at the time the papers went to print
- Garforth Swillington (13 November) The minutes are attached as **Appendix 8**

3.8 Area Chairs' meeting

- 3.8.1 The meeting of Area Chairs was held on 11th September 2012. The meeting included discussion of Youth Service Review, Environmental Delegation, updates on Well-being, Community First and Area Working. The minutes are attached as **Appendix 9**.

3.9 Leeds Citizens Panel Update

As part of a process of developing the Leeds Citizens' Panel, a report was presented to the Area Chairs forum in November 2011 and the ten Area Committees in the December 2011 setting out the proposed changes to the service. As part of this consultation process Members requested that periodic updates be provided to Area Committees on the progress of the development of the Leeds Citizens Panel. This section of the report highlights the progress that has been made in relation to recruitment of new citizens panel members and which consultations have been undertaken to date.

Citizens Panel Membership

An increase in panel membership from 1,500 to 6,000 is a key element of the improvements to the Leeds Citizens Panel. The smaller membership only allowed us to consult on issues affecting the whole of Leeds. The new larger body of panel members will allow us to provide analysis of consultations at the Area Committee level while retaining a representative sample based on age, gender and ethnicity. This will enable us to understand resident perceptions of services at the locality level.

Efforts to undertake citizens panel recruitment have been more challenging than first anticipated and it is taking longer to achieve the target of 6,000 panel members. However steady progress is still being made and the current membership of the Leeds Citizens Panel is now at 3,919. **Appendix 10** sets out the details of panel membership at the city and area committee level as of 1 November 2012. Please note that total membership for age, gender, or ethnicity will not exactly add up to the total number of panel members as some personal information was missing when panel members submitted their applications. Work is being undertaken to receive this information from all panel members which should fix this problem in the future.

The citizens panel has been widely promoted in a number of ways in the past year, and some obvious gaps in membership have been identified particularly in relation in inner-city areas and young people across the city. This is a common pattern with citizens panels across the UK and further work will be undertaken to target recruitment efforts to fill the remaining gaps. Arrangements are being put in place to merge the analysis of Children's Services consultation through Breeze card-holders and the Leeds Youth Council and that of the Leeds Citizens Panel to help minimise the temporary gap in young person representation on the Citizens Panel. Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.

Programme of Consultation

The following consultations have taken place through the Leeds Citizens Panel in the last 12 months:

- Olympic Events for Leeds. This survey asked panel members what cultural activities they wanted to in Leeds during the year of the Olympics? Feedback was provided in the form of a newsletter to panel members. A response rate more than 70% was gained from this survey.
- Future of Kirkgate Market: This was the second phase of consultation regarding Kirkgate Market and received a response rate of 65%. The third phase of consultation to be sent shortly will include design options and will be combined with a car parking survey for the area.
- Healthy Communities: This analysis of this survey will be merged with a similar one undertaken by the NHS and will help identify barriers to access health services in localities. The Leeds Citizens Panel component of the survey received a response rate of 60 %.
- Parks and Countryside and Environmental Cleanliness: The response rate for this survey was lower than other surveys at just under 50% and me by accounted for by the timing of the survey falling during the holiday period. And while this still represents a significant increase in response compared to previous surveys undertake without the citizens panel this time period will be avoided for future surveys.
- Council Tax Support: This survey asked members views on the government's reduction in terms of council tax benefits. Details of response rates were not available at the time this report was produced.
- Budget consultation 2013-14– In addition to the You Choose budget consultation undertaken through the Leeds City Council website, this survey was sent to all citizen panel members and gives respondents the opportunity to highlight their priorities for the 2013-14 budget. The survey was still open for responses at the time of writing this report but the team has received more than 600 responses just the first week, so a good response rate is anticipated for this important survey.

Next Steps

Management of Panel membership will be an ongoing feature of work to support the functioning of the Leeds Citizens Panel and will need be refreshed on a regular basis with approximately one third of members being replaced with new members each year. New demographic targets for the city and individual area committee areas will need to be set this year to reflect recent census data.

The first year of operating the improved citizens panel has demonstrated the opportunities for cost savings for services while still achieving high response rates. An increase in the confidence in the Citizens Panel as a viable mode of public consultation has increased the request for surveys.

A process for managing the forward plan of Citizens Panel surveys will be put in place to ensure that panel members do not receive too many surveys in a short period of time and that busy holiday periods can be avoided. This process will

also ensure that we are able to combine surveys to avoid duplication and save costs.

As well as being a valuable tool for reducing costs associated with public consultation the Leeds Citizens Panel has begun to prove its value in helping to shape opinions about important changes to Council services. For example, the findings from the Kirkgate Market survey has highlighted the need to broaden the options being considered for its future development, and analysis from the budget consultation through the Leeds Citizens Panel will be presented to Full Council in February to help set the budget for 2013-14

3.10 Partnerships and Area Committee Sub Groups

3.10.1 Environmental sub-group: Following a request from Area Committee the group now meets independently of Area Committee meetings. Env. Sub held its last meeting on 22 November 2012 and the minutes are included as **Appendix 11**.

3.10.2 Divisional Community Safety Partnership (DCSP): The last meeting was held on Thursday 29th November 2012 and the Bi-annual Tasking Chairs meeting was held on 28th November 2012. The minutes of the DCSP meeting held on 6th of September 2012 are attached as **Appendix 12**.

3.10.3 Health & Well Being Partnership: The South East Health and Well Being Partnership meeting was held on the 4th of October 2012. The meeting undertook an Obesity Review discussion with Commissioners. The minutes are attached as **Appendix 13**.

3.10.4 Swarcliffe Good Neighbours Gardening Project: The latest figures show the period 01st April to 30th September 2012 during which SGNG completed 442 gardens comprising 273 gardens with free maintenance work and 169 gardens with follow up visits. By ward this comprised: Temple Newsam Ward – 142, Kippax & Methley Ward- 92, Crossgates & Whinmoor Ward – 129 and Garforth & Swillington Ward – 79. By Ward the amount of Free Maintenance undertaken was: Kippax & Methley – 53, Garforth & Swillington – 49, Temple Newsam – 70 and Crossgates & Whinmoor – 101.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The Forums in section 3.7 and Citizens Panel in 3.9 form the main part of the face-to-face community engagement strategy.

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 There are no new resource implications contained in this report 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.

6 Recommendations

6.4.1 Area Committee is asked to consider the Fuel Poverty Champion role and appoint a Member to the role, or to consider merging this role with the Health Champion position.

6.4.2 Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.

6.4.3 Note the report and raise any queries.

7 Background documents

- 7.1 Outer East Area Committee report – Local Authority appointments to outside bodies July 2012
- 7.2 Well Being report July 2012.

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.

KIPPAX TRADERS ASSOCIATION

Meeting Wednesday 24th October

Present:- Pete Mudge (LCC), Pat (Pats Sweets), Karen (Black & Cream)
Paul (Butchers), Helen (Carr), Christine (Goodalls), Emma (Florists)
Vic & Mary (Ann Marie), Nicki (Newsagent),
Jane (Ice Cream Parlour)

Apologies:- Nicky (Goodalls), Jason (Hairdresser), Marie (Old Tree)
Mark & Paul (Alarm shop)

It was agreed to follow the format of last minutes, and update along the High Street.

The Old School site:-is still to be Old People Accomodation and the situation is progressing.

Toilet Block Area:- it was again noted as to the success in dressing up the old toilet block for Kippax in Bloom. Congratulations were passed on the Pat for the achievement of being awarded GOLD in Britain in Bloom. All agreed that the village looked great and in fact Pat reported that Leeds CC were arranging a thank you night to mark KIB achievements.

It was also noted that no vandalism had been reported this year.

Alldays site:- Asset management have been in touch with Pete and the situation is that the Building owner will now also be the Freehold owner which will enable Developments to go ahead. It appears the owner will also purchase the adjacent house with a view to developing the site.

Jaks Icecream Parlour is now up and running. Jane was welcomed to the meeting and the general opinion was that this would prove to be a great asset to the High Street.

Old Barclays Bank:- the Bank have agreed to clean up the front of the building, Paint the door and generally make it tidy looking outside (weeding etc)

The Hermitage:- Pete reported that enforcement action is going ahead. The Council will go on site in January, for 6 weeks to do some works, primarily to make the building safe. Pete's opinion is that, in view of the importance of the site to the Village, a proposed site development should be included in the Neighbourhood Plan.

Helen's Cottages:- Everyone agreed as to the vast improvement to the High Street now that the Cottages have been painted. Helen reported that she had been able to make favourable negotiations with a Contractor and she had not had to ask KIB to lend a hand as previously suggested.. Plans for a Mural on the Gable are being drawn up for approval by Kippax Art Group.

Old second hand shop:- Because of the general state of health of the present Occupant it was agreed that we should hold back making an approach for the time being (or possibly go through a 3rd party)

Alarm shop :- Karen reported that CCTV cameras are going up in a couple of weeks and opening is imminent.

Alleyway between Jason,s & Truffles (Jumbo Nicks):- it was strongly agreed that all would support the objection to opening up the alleyway again. It was reported that Jason already has some 450 signatures against it being reopend. Nicki

agreed to print out some abjection forms to be picked up at the newsagents for anyone who needed one.

Co op Bank:- Pete read out a letter he had received from the Co op, the gist of which was that due to general Co op Company policy...they were not able to open a Bank in Kippax at the present time.

Pete noted that Paul Durkin as now Chair of the Leeds area co-op.

Youth Club Cabins at the end of the High Street are to be tidied up by the Probation Service.

Royal Oak Site:- Pete reported that the owner is now applying for change of usage of the building to convert it into flats, as well as a new build of further units behind the main building , plus a small retail unit (with living accommodation above) on part of the front car park area (adjacent to the access to the youth club huts and cross hills fisheries).

A Parish Council meeting is scheduled for Monday 29th Oct. (at 7.00) to discuss this application.

It was agreed to voice strong objection to this application as it is felt this is too important a commercial property to be lost to housing and lengthy discussions followed on the grounds for objection. It was agreed to have representation at the Council meeting for this purpose.

It was also agreed to object by e.mail and hard copy to the proposed change of use.

It was noted that a new business..'Spectrum Holistic Therapy' had now opened in one of the units in Machins Yard.

The meeting was finally closed at 8.10pm and the next meeting was set for Wed. 21st Nov, 6.00pm at Black & Cream.

Kippax Traders Association

Meeting Wed. 21st November 2012

Present:- Pat (Pats Sweets), Karen (Black & Cream) Helen (Carr), Jane (Dodgesons)
Vic (Ann Marie), Paul (CIS Security)

Apologies:- Niki (newsagents) David (co-op) Mary (Ann Marie)

Toilet Block Area :- following the success of Kippax in Bloom, plans to demolish the toilet block have been shelved and the Parish Council intend to decorate it for Christmas.

Barclays Bank :- Pat has received an E Mail confirming that the front of the building will be spruced up.

Helen's Cottages :- 4 designs have been put forward for the Mural to be painted on the Gable End...the mural will depict a miner working at the Coal Face...and will be started as soon as weather permits.

Jumbo's Nick:- Pat has written to Leeds CC on behalf of the traders objecting to the Alley being reopened. It was felt that individual objections would also be advisable.

Royal Oak:- Pat attended the Parish Council meeting, along with Pete Mudge, and read out all the objections to the change of use. Pat however felt that the Councils concerns appeared to be more on boundary issues than the actual change of use. It was again felt that individual objections would add weight to the issue. The planning application numbers in question are P/12/03915 and P/12/03916.

Alarm Shop:- Paul (CIS Alarms) was welcomed to his first meeting, and reported that the shop would be fully up and running next month.

Pat reminded everyone that it would be Kippax Christmas Lights switch on, next Thursday (29th Nov) and asked if all shops could stay open late because of this, and also that the road would be closed .

The meeting closed at 7.30, and the next meeting was fixed for Wed. 6th Feb, at 6.00pm at Black and Cream.

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Site Type	Site Name	Ward	Order Type	Status
Park	Roundhay Park , Tropical World	Roundhay	Exclusion	Existing
Park	Roundhay Park , Canal Gardens	Roundhay	Exclusion	Existing
Park	Temple Newsam Park , Home Farm	Temple Newsam	Exclusion	Existing
Park	Lotherton Hall , Bird Garden	Harewood	Exclusion	Existing
Play Area	Cookridge Lane Playground	Adel & Wharfedale	Exclusion	Existing
Play Area	Holt Lane Playground , Holt Lane POS	Adel & Wharfedale	Exclusion	Existing
Play Area	Cranmer Bank Playground , Cranmer Bank Recreation Ground	Alwoodley	Exclusion	Existing
Play Area	King Lane Playground , Crag Lane	Alwoodley	Exclusion	Existing
Play Area	Shadwell POS Playground , Shadwell Lane/Osprey Grove	Alwoodley	Exclusion	Existing
Play Area	Forest Ridge Playground	Ardsley & Robin Hood	Exclusion	Existing
Play Area	Heritage Village , Heritage Village POS	Ardsley & Robin Hood	Exclusion	Existing
Play Area	Lofthouse Rec Playground , Lofthouse Recreation Ground	Ardsley & Robin Hood	Exclusion	Existing
Play Area	Moor Knoll Lane Playground , Moor Knoll Lane	Ardsley & Robin Hood	Exclusion	Existing
Play Area	Nottingham Close , Thorpe Lower Lane POS	Ardsley & Robin Hood	Exclusion	Existing
Play Area	Ouzlewell Green Playground , Ouzlewell Green P.O.S	Ardsley & Robin Hood	Exclusion	Existing
Play Area	Railway Terrace POS , Railway Terrace POS	Ardsley & Robin Hood	Exclusion	Existing
Play Area	Sharpe Lane Rec Playground , Sharpe Lane Rec, Jarvis Walk	Ardsley & Robin Hood	Exclusion	Existing
Play Area	Armley Park Playground , Armley Park	Armley	Exclusion	Existing
Play Area	Lay Lane Playground , Ley Lane	Armley	Exclusion	New
Play Area	Cross Flatts Park Jnr Playground , Cross Flatts Park	Beeston & Holbeck	Exclusion	Existing
Play Area	Cross Flatts Park Playground , Cross Flatts Park	Beeston & Holbeck	Exclusion	Existing
Play Area	Elland Road/Beggars Hill Playground , Beggars Hill	Beeston & Holbeck	Exclusion	New
Play Area	Holbeck Moor Playground , Holbeck Moor	Beeston & Holbeck	Exclusion	Existing
Play Area	Bramley Falls Wood Playground , Bramley Falls Wood Park	Bramley & Stanningley	Exclusion	Existing
Play Area	Bramley Park Playground , Bramley Park	Bramley & Stanningley	Exclusion	Existing
Play Area	Broadlea Mount/Terrace	Bramley & Stanningley	Exclusion	New
Play Area	Broadlea Street/Road, Broadlea Street/Road	Bramley & Stanningley	Exclusion	New
Play Area	Fairfield Play area, Fairfield Grove	Bramley & Stanningley	Exclusion	New
Play Area	Ganners play area, Ganner Lane	Bramley & Stanningley	Exclusion	New
Play Area	Rodley Rec Playground , Rodley Park Recreation Ground	Bramley & Stanningley	Exclusion	Existing
Play Area	Stanningley Park Playground , Stanningley Park	Bramley & Stanningley	Exclusion	Existing
Play Area	East End Park Playground , East End Park	Burmantofts & Richmond Hill	Exclusion	Existing
Play Area	Lindsey Gardens	Burmantofts & Richmond Hill	Exclusion	Existing
Play Area	Oxton Way Playground , Ebors POS	Burmantofts & Richmond Hill	Exclusion	Existing
Play Area	Saxton Gardens Playground , Saxton Gardens (Railway St)	Burmantofts & Richmond Hill	Exclusion	Existing
Play Area	Torre Pocket Park Playground , Torre Pocket Park	Burmantofts & Richmond Hill	Exclusion	Existing
Play Area	Brookfield Gardens Playground , Brookfield Recreation Ground	Calverley & Farsley	Exclusion	Existing
Play Area	Chatsworth Rec Playground , Chatsworth Recreation Ground	Calverley & Farsley	Exclusion	Existing
Play Area	Farfields Rec Playground , Farfield Recreation Ground	Calverley & Farsley	Exclusion	Existing
Play Area	Farsley Rec Playground , Farsley Recreation Ground	Calverley & Farsley	Exclusion	Existing
Play Area	Hainsworth Park Playground , Hainsworth Park	Calverley & Farsley	Exclusion	Existing
Play Area	Victoria Park Playground , Calverley Park (Victoria Park)	Calverley & Farsley	Exclusion	Existing
Play Area	Beckhill Play Area , Beckhill Grove	Chapel Allerton	Exclusion	Existing
Play Area	Chapel Allerton Playground , Chapel Allerton Park	Chapel Allerton	Exclusion	Existing
Play Area	Norma Hutchinson Park Playground , Buslingthorpe Recreation Grd	Chapel Allerton	Exclusion	Existing
Play Area	Pottemewton Park Playground , Pottemewton Park	Chapel Allerton	Exclusion	Existing
Play Area	Reginald Terrace Playground , Reginald Terrace	Chapel Allerton	Exclusion	Existing
Play Area	Scott Hall Grove , Pottemewton Playing Fields	Chapel Allerton	Exclusion	Existing
Play Area	Duncombe Street	City & Hunslet	Exclusion	Existing
Play Area	Tunstall Road Playground	City & Hunslet	Exclusion	Existing
Play Area	Church Street Playground , Grove Road Recreation (Hunslet)	City & Hunslet	Exclusion	Existing
Play Area	Hunslet Lake Playground , Hunslet Lake	City & Hunslet	Exclusion	Existing
Play Area	Hunslet Moor Playground , Hunslet Moor	City & Hunslet	Exclusion	Existing
Play Area	Pepper Road Playground , Pepper Road Recreation Ground	City & Hunslet	Exclusion	Existing
Play Area	Trentham Street Play Area , Trentham Street POS	City & Hunslet	Exclusion	Existing
Play Area	Manston Park Playground , Manston Park	Cross Gates & Whinmoor	Exclusion	Existing
Play Area	Clyde Grange and Court Multi Storey Flats	Farnley & Wortley	Exclusion	New
Play Area	Farnley Hall Playground , Farnley Hall Park	Farnley & Wortley	Exclusion	Existing
Play Area	Low Moorside Playground , Farnley	Farnley & Wortley	Exclusion	Existing
Play Area	New Wortley Rec Playground , New Wortley Recreation Ground	Farnley & Wortley	Exclusion	Existing
Play Area	Western Flatts Park Playground , Western Flatts Cliff Park	Farnley & Wortley	Exclusion	Existing
Play Area	Wortley Heights and Towers Multi Storey Flats	Farnley & Wortley	Exclusion	New
Play Area	Barley Hill Rec Playground , Barley Hill Park	Garforth & Swillington	Exclusion	Existing
Play Area	Firthfields Playground , Firthfield POS	Garforth & Swillington	Exclusion	Existing
Play Area	Glebelands Rec Playground , Glebelands Rec, Ninelands Lane	Garforth & Swillington	Exclusion	Existing
Play Area	Glencoe Kippax , Glencoe Estate	Garforth & Swillington	Exclusion	Existing
Play Area	Banstead Park Playground - Senior , Banstead Park	Gipton & Harehills	Exclusion	Existing
Play Area	Banstead Park Playground - Toddler , Banstead Park	Gipton & Harehills	Exclusion	Existing
Play Area	Conways Gia	Gipton & Harehills	Exclusion	Existing
Play Area	Gipton Square , Gipton Square	Gipton & Harehills	Exclusion	Existing
Play Area	Harehills Park Playground , Harehills Park	Gipton & Harehills	Exclusion	Existing
Play Area	Hovingham Avenue Playground , Hovingham Avenue POS	Gipton & Harehills	Exclusion	Existing
Play Area	Kirk Lane Park Playground , Kirk Lane Park	Guiseley & Rawdon	Exclusion	Existing
Play Area	Micklefield Park Playground , Micklefield Park, Rawdon	Guiseley & Rawdon	Exclusion	Existing
Play Area	Nethermoor Park, Guiseley , Nethermoor Park, Guiseley	Guiseley & Rawdon	Exclusion	Existing
Play Area	Bardsey playground, Keswick Lane, Bardsey	Harewood	Exclusion	New
Play Area	Bramham parish playground, Bramham	Harewood	Exclusion	New
Play Area	Collingham and Linton Sports Association play area, Play area within Collingham and Linton Sport Ass	Harewood	Exclusion	New
Play Area	Collingham children's play area, Collingham	Harewood	Exclusion	New
Play Area	East Keswick playground, Moor Lane, East Keswick	Harewood	Exclusion	New
Play Area	Thomer children's play area, Millenium Green, Thomer	Harewood	Exclusion	New
Play Area	Barwick In Elmets Playground , Barwick Pos	Harewood	Exclusion	Existing
Play Area	Holywell Lane Playground , Holywell Lane Park	Harewood	Exclusion	Existing
Play Area	Lotherton Hall Playground , Lotherton Hall Estate	Harewood	Exclusion	Existing
Play Area	Scholes Playground	Harewood	Exclusion	Existing
Play Area	Hippo Horsforth Playground , Horsforth Hall Park	Horsforth	Exclusion	Existing
Play Area	Horsforth Hall Playground , Horsforth Hall Park	Horsforth	Exclusion	Existing
Play Area	Layton Avenue Playground , Layton Avenue (Jubilee Hall)	Horsforth	Exclusion	Existing
Play Area	Benson Court Playground , Benson Court	Hyde Park & Woodhouse	Exclusion	Existing
Play Area	Burley Lodge Playground , Burley Lodge	Hyde Park & Woodhouse	Exclusion	Existing
Play Area	Little Moor Playground , Woodhouse Moor Park	Hyde Park & Woodhouse	Exclusion	Existing
Play Area	Oatland Drive Playground , Oatland Drive POS	Hyde Park & Woodhouse	Exclusion	Existing
Play Area	Tennant Hall Playground - Junior , Tennant Hall POS	Hyde Park & Woodhouse	Exclusion	Existing
Play Area	Tennant Hall Playground - Senior , Tennant Hall POS	Hyde Park & Woodhouse	Exclusion	Existing
Play Area	Woodhouse Moor Playground , Woodhouse Moor Park	Hyde Park & Woodhouse	Exclusion	Existing

Play Area	Ledston Luck Playground, Ledston Luck	Kippax & Methley	Exclusion	Existing
Play Area	Millenium Village Playground	Kippax & Methley	Exclusion	Existing
Play Area	Park Avenue Playground	Kippax & Methley	Exclusion	Existing
Play Area	Allerton Bywater Playground, Allerton Bywater Sports Ground	Kippax & Methley	Exclusion	Existing
Play Area	Blands Rec Playground, Blands Recreation Ground	Kippax & Methley	Exclusion	Existing
Play Area	Brigshaw Rec Playground, Brigshaw Recreation Ground	Kippax & Methley	Exclusion	Existing
Play Area	Coney Moor Playground, Coney Moor Recreation Ground	Kippax & Methley	Exclusion	Existing
Play Area	Junction Rec Playground, Barnsdale Road POS	Kippax & Methley	Exclusion	Existing
Play Area	Park Lane Playground, Park Lane Recreation Ground	Kippax & Methley	Exclusion	Existing
Play Area	Saville Road Playground, Saville Road Recreation Ground	Kippax & Methley	Exclusion	Existing
Play Area	Vandicourt Playground, Cliffe Terrace	Kippax & Methley	Exclusion	Existing
Play Area	Burley Park Playground, Burley Park	Kirkstall	Exclusion	Existing
Play Area	Cragside Rec Playground, Cragside Recreation Ground	Kirkstall	Exclusion	Existing
Play Area	Kirkstall Abbey Playground, Kirkstall Abbey Estate	Kirkstall	Exclusion	Existing
Play Area	Sandford Road Playground, Sandford Road	Kirkstall	Exclusion	Existing
Play Area	Wolsey Road Playground, Rising Sun POS, off Kirkstall Road	Kirkstall	Exclusion	Existing
Play Area	Cranmore Rise, Cranmore Rise	Middleton Park	Exclusion	Existing
Play Area	Middleton Park Playground, Middleton Park	Middleton Park	Exclusion	Existing
Play Area	Middleton Way, Ring Road Middleton	Middleton Park	Exclusion	Existing
Play Area	Windmill Road Rec Playground, Windmill Road Rec. (near to The Clearings)	Middleton Park	Exclusion	Existing
Play Area	Meanwood Park Hospital, Meanwood Hospital POS	Moortown	Exclusion	Existing
Play Area	Meanwood Park Playground, Meanwood Park	Moortown	Exclusion	Existing
Play Area	Churwell Park Playground, Churwell Park	Morley North	Exclusion	Existing
Play Area	Drighlington Rec Playground, Drighlington Moor Park	Morley North	Exclusion	Existing
Play Area	Gildersome Park Playground, Gildersome Park	Morley North	Exclusion	Existing
Play Area	Springfield Mill Park, Arkwright Walk, Churwel	Morley North	Exclusion	Existing
Play Area	Dartmouth Park Playground, Dartmouth Park	Morley South	Exclusion	Existing
Play Area	Hembrigg Park Playground, Hembrigg Recreation	Morley South	Exclusion	Existing
Play Area	Hesketh Rec Playground, Hesketh Recreation Ground	Morley South	Exclusion	Existing
Play Area	Millbeck Approach, Maggie Lane	Morley South	Exclusion	Existing
Play Area	Scatcherd Park Playground, Scatcherd Park, Queensway, Morley (next to Leisure Centre)	Morley South	Exclusion	Existing
Play Area	Wide Lane, Maggie Lane	Morley South	Exclusion	New
Play Area	Caxton Road Playground, Caxton Road	Otley & Yeadon	Exclusion	Existing
Play Area	Grove Hill Playground, Grove Hill Park, Otley	Otley & Yeadon	Exclusion	Existing
Play Area	Henshaw Oval Playground, Henshaw Oval POS	Otley & Yeadon	Exclusion	Existing
Play Area	Marshall Street Playground, Hawthorn Crescent POS	Otley & Yeadon	Exclusion	Existing
Play Area	Newall Playground, Newall Playground POS	Otley & Yeadon	Exclusion	Existing
Play Area	Riverdale Road Playground, Garnetts Field	Otley & Yeadon	Exclusion	Existing
Play Area	Tarnfield Park Playground, Tarnfield Park, Yeadon	Otley & Yeadon	Exclusion	Existing
Play Area	Wellcroft, Wellcroft	Otley & Yeadon	Exclusion	Existing
Play Area	Weston Drive Park, Weston Drive Rec	Otley & Yeadon	Exclusion	Existing
Play Area	Wharfemeadows Park Playground, Wharfemeadows Park, Otley	Otley & Yeadon	Exclusion	Existing
Play Area	Earlwood Chase, Camberley Way POS	Pudsey	Exclusion	Existing
Play Area	Pudsey Park Playground, Pudsey Park	Pudsey	Exclusion	Existing
Play Area	Queens Park Playground, Queens Park, Pudsey	Pudsey	Exclusion	Existing
Play Area	Tyersal Park Playground, Tyersal Park	Pudsey	Exclusion	Existing
Play Area	Baines Terrace Playground, Baines Terrace POS	Rothwell	Exclusion	Existing
Play Area	John O Gaunts Com Centre Playground, John O'Gaunts Recreation	Rothwell	Exclusion	Existing
Play Area	Lawrence Villa Playground, Woodlesford Park	Rothwell	Exclusion	Existing
Play Area	Queens Street Playground, Carlton Rec. Shayfields	Rothwell	Exclusion	Existing
Play Area	Springhead Park Playground, Springhead Park	Rothwell	Exclusion	Existing
Play Area	Chandos Gardens Playground, Chandos Gardens	Roundhay	Exclusion	Existing
Play Area	Roundhay Park Playground, Roundhay Park	Roundhay	Exclusion	Existing
Play Area	The Bumps Playground, The Bumps	Roundhay	Exclusion	Existing
Play Area	Home Farm, Temple Newsam Estate	Temple Newsam	Exclusion	Existing
Play Area	Neville Road Playground, Neville Road POS	Temple Newsam	Exclusion	Existing
Play Area	Temple Newsam Playground, Temple Newsam Estate	Temple Newsam	Exclusion	Existing
Play Area	Beckett Park Playground, Becketts Park	Weetwood	Exclusion	Existing
Play Area	Silk Mills Playground, Silk Mill Bank	Weetwood	Exclusion	Existing
Play Area	Tinshill Mount/Garth Play area, Tinshill Mount/Garth	Weetwood	Exclusion	Existing
Play Area	Jubilee Gardens play area, Off Westgate	Wetherby	Exclusion	New
Play Area	Mason Field play area, Halfield Lane	Wetherby	Exclusion	New
Play Area	Sandringham Park play area, Sandringham Road	Wetherby	Exclusion	New
Play Area	Scaur Bank play area, Off Linton Road	Wetherby	Exclusion	New
Play Area	Deepdale Playground, Deepdale Community Centre	Wetherby	Exclusion	Existing
School (Infant)	Yeadon Westfield Infant School	Guiseley & Rawdon	Exclusion	New
School (Infant)	Rothwell Haigh Road Infant School	Rothwell	Exclusion	New
School (Primary)	Adel St John The Baptist Church of England Primary School	Adel & Wharfedale	Exclusion	New
School (Primary)	Pool-in-Wharfedale Church of England Voluntary Controlled Primary School	Adel & Wharfedale	Exclusion	New
School (Primary)	Highfield Primary School	Alwoodley	Exclusion	New
School (Primary)	Blackgates Primary School	Ardsley & Robin Hood	Exclusion	New
School (Primary)	East Ardsley Primary School	Ardsley & Robin Hood	Exclusion	New
School (Primary)	Christ The King Catholic Primary School	Armley	Exclusion	New
School (Primary)	Holy Family Catholic Primary School	Armley	Exclusion	New
School (Primary)	Raynville Primary School	Armley	Exclusion	New
School (Primary)	St Bartholomew's Church of England Voluntary Controlled Primary School	Armley	Exclusion	New
School (Primary)	Beeston Hill St Luke's Church of England Primary School	Beeston & Holbeck	Exclusion	New
School (Primary)	Cottingley Primary School	Beeston & Holbeck	Exclusion	New
School (Primary)	Ingram Road Primary School	Beeston & Holbeck	Exclusion	New
School (Primary)	Bramley St Peter's Church of England Voluntary Controlled Primary School	Bramley & Stanningley	Exclusion	New
School (Primary)	Summerfield Primary School	Bramley & Stanningley	Exclusion	New
School (Primary)	Whitecote Primary School	Bramley & Stanningley	Exclusion	New
School (Primary)	All Saint's Richmond Hill Church of England Primary School	Burmantofts & Richmond Hill	Exclusion	New
School (Primary)	Brownhill Primary School	Burmantofts & Richmond Hill	Exclusion	New
School (Primary)	Richmond Hill Primary School	Burmantofts & Richmond Hill	Exclusion	New
School (Primary)	St Patrick's Catholic Primary School	Burmantofts & Richmond Hill	Exclusion	New
School (Primary)	St Peter's Church of England Primary School	Burmantofts & Richmond Hill	Exclusion	New
School (Primary)	Calverley Church of England Voluntary Controlled Primary School	Calverley & Farsley	Exclusion	New
School (Primary)	Chapel Allerton Primary School	Chapel Allerton	Exclusion	New
School (Primary)	Mill Field Primary School	Chapel Allerton	Exclusion	New
School (Primary)	Cross Flatts Park Primary School	City & Hunslet	Exclusion	New
School (Primary)	Greenmount Primary School	City & Hunslet	Exclusion	New
School (Primary)	Hunslet Carr Primary School	City & Hunslet	Exclusion	New
School (Primary)	Hunslet Moor Primary School	City & Hunslet	Exclusion	New
School (Primary)	Hunslet St Mary's Church of England Primary School	City & Hunslet	Exclusion	New
School (Primary)	Grimes Dyke Primary School	Cross Gates & Whinmoor	Exclusion	New

School (Primary)	Manston Primary School	Cross Gates & Whinmoor	Exclusion	New
School (Primary)	St Theresa's Catholic Primary School	Cross Gates & Whinmoor	Exclusion	New
School (Primary)	Swarcliffe Primary School	Cross Gates & Whinmoor	Exclusion	New
School (Primary)	White Laith Primary School	Cross Gates & Whinmoor	Exclusion	New
School (Primary)	Five Lanes Primary School	Farnley & Wortley	Exclusion	New
School (Primary)	Whingate Primary School	Farnley & Wortley	Exclusion	New
School (Primary)	Ninelands Primary School	Garforth & Swillington	Exclusion	New
School (Primary)	St Benedict's Catholic Primary School	Garforth & Swillington	Exclusion	New
School (Primary)	Hovingham Primary School	Gipton & Harehills	Exclusion	New
School (Primary)	Oakwood Primary School	Gipton & Harehills	Exclusion	New
School (Primary)	St Nicholas' Catholic Primary School	Gipton & Harehills	Exclusion	New
School (Primary)	Woodlands Primary School	Gipton & Harehills	Exclusion	New
School (Primary)	Wykebeck Primary School	Gipton & Harehills	Exclusion	New
School (Primary)	Rawdon Littlemoor Primary School	Guiseley & Rawdon	Exclusion	New
School (Primary)	Tranmere Park Primary School	Guiseley & Rawdon	Exclusion	New
School (Primary)	Barwick-in-Elmet Church of England Voluntary Controlled Primary School	Harewood	Exclusion	New
School (Primary)	Shadwell Primary School	Harewood	Exclusion	New
School (Primary)	Thomer Church of England Voluntary Controlled Primary School	Harewood	Exclusion	New
School (Primary)	Brudenell Primary School	Headingley	Exclusion	New
School (Primary)	Broadgate Primary School	Horsforth	Exclusion	New
School (Primary)	Rawdon St Peter's Church of England Voluntary Controlled Primary School	Horsforth	Exclusion	New
School (Primary)	Westbrook Lane Primary School	Horsforth	Exclusion	New
School (Primary)	Blenheim Primary School	Hyde Park & Woodhouse	Exclusion	New
School (Primary)	Little London Community Primary School and Nursery	Hyde Park & Woodhouse	Exclusion	New
School (Primary)	Beechwood Primary School	Killingbeck & Seacroft	Exclusion	New
School (Primary)	Cross Gates Primary School	Killingbeck & Seacroft	Exclusion	New
School (Primary)	Grange Farm Primary School	Killingbeck & Seacroft	Exclusion	New
School (Primary)	Our Lady of Good Counsel Catholic Primary School	Killingbeck & Seacroft	Exclusion	New
School (Primary)	Lady Elizabeth Hastings Church of England Primary School, Ledston	Kippax & Methley	Exclusion	New
School (Primary)	Methley Primary School	Kippax & Methley	Exclusion	New
School (Primary)	Micklefield Church of England Voluntary Controlled Primary School	Kippax & Methley	Exclusion	New
School (Primary)	Beecroft Primary School	Kirkstall	Exclusion	New
School (Primary)	Burley St Matthias' Church of England Voluntary Controlled Primary School	Kirkstall	Exclusion	New
School (Primary)	Kirkstall St Stephen's Church of England Primary School	Kirkstall	Exclusion	New
School (Primary)	Kirkstall Valley Primary School	Kirkstall	Exclusion	New
School (Primary)	Clapgate Primary School	Middleton Park	Exclusion	New
School (Primary)	Middleton Primary School	Middleton Park	Exclusion	New
School (Primary)	Middleton St Mary's Church of England Voluntary Controlled Primary School	Middleton Park	Exclusion	New
School (Primary)	Sharp Lane Primary School	Middleton Park	Exclusion	New
School (Primary)	St Philip's Catholic Primary and Nursery School	Middleton Park	Exclusion	New
School (Primary)	Windmill Primary School	Middleton Park	Exclusion	New
School (Primary)	Immaculate Heart Of Mary Catholic Primary School	Moortown	Exclusion	New
School (Primary)	Moortown Primary School	Moortown	Exclusion	New
School (Primary)	Asquith Primary School	Morley North	Exclusion	New
School (Primary)	Churwell Primary School	Morley North	Exclusion	New
School (Primary)	Gildersome Primary School	Morley North	Exclusion	New
School (Primary)	Morley Victoria Primary School	Morley North	Exclusion	New
School (Primary)	Seven Hills Primary School	Morley South	Exclusion	New
School (Primary)	Westerton Primary School	Morley South	Exclusion	New
School (Primary)	Otley All Saints Church of England Primary School	Otley & Yeadon	Exclusion	New
School (Primary)	Otley The Whartons Primary School	Otley & Yeadon	Exclusion	New
School (Primary)	Queensway Primary School	Otley & Yeadon	Exclusion	New
School (Primary)	Rufford Park Primary School	Otley & Yeadon	Exclusion	New
School (Primary)	Lowtown Primary School	Pudsey	Exclusion	New
School (Primary)	Park Spring Primary School	Pudsey	Exclusion	New
School (Primary)	Primrose Hill Primary School	Pudsey	Exclusion	New
School (Primary)	Pudsey Waterloo Primary School	Pudsey	Exclusion	New
School (Primary)	Swinnow Primary School	Pudsey	Exclusion	New
School (Primary)	Oulton Primary School	Rothwell	Exclusion	New
School (Primary)	Rothwell Church of England Voluntary Controlled Primary School	Rothwell	Exclusion	New
School (Primary)	Rothwell Primary School	Rothwell	Exclusion	New
School (Primary)	Woodlesford Primary School	Rothwell	Exclusion	New
School (Primary)	Kerr Mackie Primary School	Roundhay	Exclusion	New
School (Primary)	Meadowfield Primary School	Temple Newsam	Exclusion	New
School (Primary)	Weetwood Primary School	Weetwood	Exclusion	New
School (Primary)	Bramham Primary School	Wetherby	Exclusion	New
School (Primary)	Deighton Gates Primary School	Wetherby	Exclusion	New
School (Primary)	St Mary's Church of England Controlled Primary School, Boston Spa	Wetherby	Exclusion	New
School (Secondary)	Swallow Hill Community College	Armley	Exclusion	New
School (Secondary)	Cockburn School	Beeston & Holbeck	Exclusion	New
School (Secondary)	Mount St Mary's Catholic High School	Burmantofts & Richmond Hill	Exclusion	New
School (Secondary)	John Smeaton Community College	Cross Gates & Whinmoor	Exclusion	New
School (Secondary)	Guiseley School Technology College	Guiseley & Rawdon	Exclusion	New
School (Secondary)	Horsforth School Specialist Science College	Horsforth	Exclusion	New
School (Secondary)	David Young Community Academy	Killingbeck & Seacroft	Exclusion	New
School (Secondary)	Parklands Girls' High School	Killingbeck & Seacroft	Exclusion	New
School (Secondary)	Abbey Grange Church of England High School	Kirkstall	Exclusion	New
School (Secondary)	Bruncliffe High School	Morley South	Exclusion	New
School (Secondary)	Prince Henry's Grammar School Specialist Language College	Otley & Yeadon	Exclusion	New
School (Secondary)	Pudsey Grangefield School	Pudsey	Exclusion	New
School (Secondary)	Temple Moor High School Science College	Temple Newsam	Exclusion	New
Cemetery	St John's Cemetery		Dogs on Leads	New
Cemetery	Beckett Street Cemetery		Dogs on Leads	New
Cemetery	Harehills Cemetery		Dogs on Leads	New
Cemetery	Beeston Cemetery		Dogs on Leads	New
Cemetery	Holbeck Cemetery, Beeston Road		Dogs on Leads	New
Cemetery	Hunslet Cemetery, Middleton Rd		Dogs on Leads	New
Cemetery	Armley Cemetery		Dogs on Leads	New
Cemetery	New Wortley Cemetery		Dogs on Leads	New
Cemetery	Guiseley Cemetery		Dogs on Leads	New
Cemetery	Horsforth Cemetery		Dogs on Leads	New
Cemetery	Otley Cemetery		Dogs on Leads	New
Cemetery	Yeadon Cemetery		Dogs on Leads	New
Cemetery	Garforth Cemetery		Dogs on Leads	New
Cemetery	Whitkirk Cemetery		Dogs on Leads	New
Cemetery	Gildersome Cemetery		Dogs on Leads	New

Cemetery	Lofthouse Cemetery		Dogs on Leads	New
Cemetery	Morley Cemetery		Dogs on Leads	New
Cemetery	Rothwell Haigh Cemetery		Dogs on Leads	New
Cemetery	Farnley Cemetery, Tong Road		Dogs on Leads	New
Cemetery	Pudsey Cemetery		Dogs on Leads	New
Cemetery	Upper And Lower Wortley Cemetery		Dogs on Leads	New
Closed Church Yard	St Mary Magdalene, Moor Lane, East Keswick		Dogs on Leads	New
Closed Church Yard	St Mathew's Church		Dogs on Leads	New
Closed Church Yard	St Michaels Church		Dogs on Leads	New
Closed Church Yard	St. Mark's Churchyard		Dogs on Leads	New
Closed Church Yard	St. Stephens Church, Kirkstall		Dogs on Leads	New
Closed Church Yard	St Hilda's, Cross Green		Dogs on Leads	New
Closed Church Yard	St James Approach Church Yard		Dogs on Leads	New
Closed Church Yard	St James, Seacroft		Dogs on Leads	New
Closed Church Yard	St Saviour's Church, Cross Green		Dogs on Leads	New
Closed Church Yard	Leeds Parish Church		Dogs on Leads	New
Closed Church Yard	St Johns Churchyard		Dogs on Leads	New
Closed Church Yard	St Luke's Church		Dogs on Leads	New
Closed Church Yard	St Marys Church, Beeston		Dogs on Leads	New
Closed Church Yard	St Matthews, St Matthews St.		Dogs on Leads	New
Closed Church Yard	St Bartholomews, Armlay		Dogs on Leads	New
Closed Church Yard	St Peters Church		Dogs on Leads	New
Closed Church Yard	Hall Tower Churchyard, Barwick		Dogs on Leads	New
Closed Church Yard	Cragg Hill Baptist Church		Dogs on Leads	New
Closed Church Yard	Otley Congregational Church		Dogs on Leads	New
Closed Church Yard	Otley Methodist Church		Dogs on Leads	New
Closed Church Yard	Otley Parish Church		Dogs on Leads	New
Closed Church Yard	St John's Church, Yeadon		Dogs on Leads	New
Closed Church Yard	St Margarets Church		Dogs on Leads	New
Closed Church Yard	St Oswalds Church		Dogs on Leads	New
Closed Church Yard	St Marys Church, Garforth		Dogs on Leads	New
Closed Church Yard	St Marys Church, Kippax		Dogs on Leads	New
Closed Church Yard	Chapel Hill, Morley		Dogs on Leads	New
Closed Church Yard	Zion Church, Morley		Dogs on Leads	New
Closed Church Yard	St John's, Wortley		Dogs on Leads	New
Closed Church Yard	St Johns Church, Farsley		Dogs on Leads	New
Closed Church Yard	St Lawrence Church, Pudsey		Dogs on Leads	New
Closed Church Yard	Sunfield Methodist Church		Dogs on Leads	New
Crematorium	Cottingley Hall		Dogs on Leads	New
Crematorium	Lawnswood Cemetery/Crematorium		Dogs on Leads	New
Crematorium	Rawdon Crematorium		Dogs on Leads	New
Park	Horsforth Hall Park , The Japanese Garden	Horsforth	Dogs on Leads	New
Park	Golden Acre Park , The Demonstration Garden		Dogs on Leads	New
Park	Golden Acre Park , Patio area		Dogs on Leads	New
Park	Temple Newsam Park , The Walled Garden	Temple Newsam	Dogs on Leads	New
Park	Temple Newsam Park , Courtyard	Temple Newsam	Dogs on Leads	New
Park	Lotherton Hall , Courtyard		Dogs on Leads	New
Park	Roundhay Park , Specialist Gardens/Gardens of the world	Roundhay	Dogs on Leads	New
Park	Wharfedale Park , Otley, Ornamental Gardens	Adel & Wharfedale	Dogs on Leads	New

Play Area	Smithy Lane Recreation Ground	Ardsley and Robin Hood	Exclusion	New for 201
Play Area	Poole Parish Council, Children's Play Area	Adel & Wharfedale	Exclusion	New for 201
Play Area	Poole Parish Council, Skate Park	Adel & Wharfedale	Exclusion	New for 201

Responsible Dog Ownership

The vast majority of dog owners in Leeds are responsible, clean up after their dogs and keep them under proper control. There are a minority of irresponsible dog owners that create significant problems.

Leeds City Council have a range of powers to take action to deal with irresponsible dog owners. These are known as the Dog Control Orders.

The Orders are as follows:

1. Dog Fouling

Failure to clear up after a dog is an offence and you will be fined or prosecuted.

This Order applies to any land within the area administered by the council which is open to the air and to which the public are entitled or permitted to have access either with or without payment.

2. Keeping Dogs On Leads At All Times

All dogs must be kept under control at all times to minimise the risk of accidents. An Order is now in place requiring that on certain specified land dogs should be on a lead at all times. This Order applies to all footpaths and verges adjacent to carriageways within the Leeds City Council district. This is to prevent dogs running into the road which can cause traffic accidents.

The Order also applies to cemeteries, crematoria and some specialist or ornamental gardens. This is because dogs can cause considerable anguish to visitors at an already distressing time, especially if creating a disturbance or fouling.



3. The Dogs On Leads by Direction

An authorised officer can require you to put and keep a dog on a lead if restraint is reasonably necessary to prevent a nuisance or behaviour by the dog likely to cause annoyance or disturbance to any other person or animal.



4. Dog Exclusion Areas

Dogs are excluded from children's play areas, remembrance gardens, some wildlife gardens and many school grounds (where the school has asked to be included). The Order is in place to prevent a dog causing damage or disturbance even when under close control.

5. Maximum Number Of Dogs To Be Walked At A Given Time

At any one time an individual is not permitted to walk more than four dogs. However professional dog walkers, with the appropriate insurance, can walk up to six dogs. Professional dog walkers are still subject to all of the Orders that are in place and should any number of dogs be out of control or causing a nuisance, prosecution would be sought regardless of professional status.

Land Covered By The Dog Orders

This applies to any land within the Leeds area which is open to the air and to which the public are entitled or permitted to have access either with or without payment.

The Penalty

Failure to comply with any of the Orders is an offence for which you may be prosecuted with a maximum fine of £1,000. Alternatively a Fixed Penalty Notice of £75 may be given.

Please be aware that offences listed do not apply to registered blind persons or to persons who rely on an assistance dog trained by Dogs for the Disabled, support dogs or Canine Partners for Independence with a disability affecting mobility, manual dexterity, physical coordination or ability to lift, carry or otherwise move everyday objects.

If you have any questions about the information in this leaflet or would like professional advice please contact

Leeds City Council Corporate Call Centre
0113 222 4406

or email

environmental.action@leeds.gov.uk



Useful Numbers:-

To report a lost or found dog or to report dog control or dog fouling issues

Tel: 0113 222 4406

Leeds Dog Trust: Tel: 0113 281 4920

RSPCA Leeds, Wakefield and District branch

Tel: 01924 299170



Further information and copies of this leaflet
can be found on the council's website
www.leeds.gov.uk

What you need to know



Outer East Area Committee

Swarcliffe & Stanks Forum
and PACT meeting

Minutes from the meeting of 3 October 2012

Present:

Cllr Suzi Armitage (Chair), Cllr Peter Gruen, Cllr Pauleen Grahame, James Nundy (South East Area Support Team, minutes), Michelle Hunton (West Yorkshire Police), Andy Hill (WYP), Chris Booth (West Yorkshire Fire & Rescue), Alison Ford (Swarcliffe Children's Centre), Eric Vary (resident), Paul Nicholson (resident), Mark Nicholson (resident), Peter Simpson (resident), Sandra and James Murfin (residents), Marina Richardson (resident), Ken Hill (Swarcliffe Good Neighbours), Virgil Meikle (LCC - Youth Service), Rita Grainger (resident), Dot Scahill (resident), Mike Benwell (Churches Together), John Nicholson (resident), Nathan Vaughn (LCC – South & South East Locality Team), Jeremy Lunn (Aire Valley Homes)

Apologies:

None

1.0	Welcome, introductions and apologies	Actions
1.1	Cllr Armitage welcomed everyone to the meeting.	
2.0	PACT meeting – Sgt Andy Hill	
2.1	Local crime statistics were discussed: <ul style="list-style-type: none"> Burglary numbers have reduced across Leeds Anti social behaviour calls have reduced 	
2.2	The off-road motorcycle team is operating from Garforth Police Station.	
2.3	A resident from Southwood Road gave details of sustained ASB issues over the last four years. <ul style="list-style-type: none"> It was reported the Leeds Anti Social Behaviour Team (LASBT) have recently had a break though with the case and are working closely with the police 	
2.4	Dangerous dogs on the estate Reports of two Japanese Akitas (one cream, one dark tan) seen in the vicinity of Stanks Parade. Nathan and the police are working closely to resolve the issues. Suspected address given to the police. <ul style="list-style-type: none"> Nathan is on the Trim Trail everyday and hasn't seen either dog on it 	
2.5	Satisfaction rates have varied from 70%-80%.	
2.6	The police call in at the housing office every shift, whenever possible.	
2.7	PACT priorities: 1. Issues on Southwood Road as described in item 2.3	Police
3.0	Minutes from Swarcliffe Forum on 27 June 2012	
3.1	The minutes were agreed as accurate.	

4.0	Matters arising from those minutes	
4.1	<p>(4.2) New litter bins at Stanks Parade shops – a large white car belonging to one of the shop owners is regularly being parked on the pavement outside the shop, restricting access to one of the new litter bins.</p> <ul style="list-style-type: none"> • Nathan to investigate 	NV
4.2	<p>(6.1) Staging Post – the former pub is closed but the owners haven't surrendered the licence. They are looking for someone suitable to reopen it.</p> <ul style="list-style-type: none"> • Cllr Armitage will chase the owners for an update 	Cllr A
4.3	<p>(6.4) Grass cutting across the area – The new contractors for grass cutting across Leeds are called Continental. All of the 'missed' areas are on a schedule and the situation should improve soon. It was highlighted that they should also pay attention to areas under benches and around trees.</p>	
5.0	10 minute open floor	
5.1	<p>Mill Green Gardens parking</p> <ul style="list-style-type: none"> • Highways and Aire Valley Homes have met and are looking into the options for making the maximum number of bays available • Plans and recommendations are awaited from Highways • The scheme will be funded by the Swarcliffe PFI credits • Councillors have always pursued this scheme 	
5.2	<p>Yorkshire Transformations</p> <p>Residents queried the availability of YTL performance reports as they had never seen by some and as a consequence, a special forum was requested to be set up between YTL and residents so such information could be discussed.</p> <ul style="list-style-type: none"> • It was highlighted that residents groups where these issues were discussed in the area had sadly folded due to apathy from residents • Cllr Gruen informed the forum he hadn't received any complaints via his postbag or through the ward surgeries • Residents also informed the forum the YTL website was last updated in 2006 and customer satisfaction forms had been replaced by phone calls • Councillors requested the next Swarcliffe Forum & PACT meeting also be advertised as 'with YTL' and invite a suitable representative 	JN
6.0	Locality Team Update – Nathan Vaughn (Tel: 07891 279 500)	
6.1	Two new litter bins have been installed at Stanks Parade and one at Barwick Road at the end of the Trim Trail.	
6.2	<p>Squinting Cat</p> <p>Notice was served as it was open to access but is now secure on the lower level.</p>	
6.3	There has been a successful prosecution in the Penwell area for waste in gardens.	
6.4	<p>Grass cutting</p> <ul style="list-style-type: none"> • Highways are to maintain the land to the rear of the Staging Post 	

6.5	<ul style="list-style-type: none"> The land to the rear of the Children's Centre is due to get cut on the final cut of the year Flower beds have improved and the Community Payback Team (West Yorkshire Probation) are due to do the others <p>Persimmon Homes development</p> <ul style="list-style-type: none"> Mud on road issues in Penwell Garth Access issues for larger vehicles trying to enter the site 	
6.6	Dog control orders were highlighted.	
6.7	<p>Flytipping in Eastwood Nook (green waste and mattresses) The situation in is being monitored. Letters have been sent to residents.</p>	NV
6.8	<p>Residents reported overgrown trees in Mill Green View and a very overgrown hedge blocking pavement in Stanks Lane South.</p> <ul style="list-style-type: none"> Nathan to investigate 	NV
7.0	New initiatives	
7.1	<p>Co-Op food store in Swarcliffe</p> <ul style="list-style-type: none"> Proposed new food shop on Swarcliffe Ave (near Langbar Road) Revised opening date is now 18 October 2012 Shop fitters are currently in the unit Letters to be sent to residents Mercia Developments are very keen to get tenants into all of the units 	
7.2	<p>Swarcliffe gala: 18 August 2012 – Coullin Meikle</p> <ul style="list-style-type: none"> Councillors were thanked for funding the event Over 450 residents attended Lots of young people involved Ather's Fair attended too Good feedback has been received and will be included for next years event Unfortunately, some residents received fliers after the event The councillors expressed their thanks to everyone involved 	
7.3	<p>Fire Service – Chris Booth</p> <ul style="list-style-type: none"> CB introduced himself as the new Station Commander for the area and gave details about the closure of Stanks and Gipton fire stations, to be replaced by a new facility on York Road The preferred site is by Killingbeck Police Station but dates are not yet known Chris's contact details are: chris.booth@westyorksfire.gov.uk and (0113) 273 1371 but always dial 999 in an emergency 	
8.0	Aire Valley Homes housing update – Jeremy Lunn	
8.1	<p>Replacement door lock initiative</p> <ul style="list-style-type: none"> 200 Europrofile locks across 24 streets in hotspot areas have been replaced by Avocet locks. Burglaries are reducing British Standard locks have been used in the PFI contract 	
8.2	<p>Rent collections</p> <ul style="list-style-type: none"> The rate of collection is getting better. The new advertising campaign highlighted for No.56 buses. The campaign will run 	

	<p>October 2012 to January 2013</p> <ul style="list-style-type: none"> • A resident suggested ASB is also added to the poster design • The AVH helpline was discussed for people having trouble paying their rent 0800 915 6660 	
8.3	<p>Void Properties</p> <ul style="list-style-type: none"> • There are currently 22 void properties within Swarcliffe and Whinmoor • For YTL the average turnaround time is approximately 11 working days • £3,000 has been recharged to tenants who have caused damage to properties 	
8.4	There have been 67 breaches of tenancy since the last report, all of which were low level eg issues with gardens.	
8.5	Conditions of the sale of council houses were discussed.	
9.0	Activities for young people – Virgil Meikle (Youth Work Manager)	
9.1	<p>Virgil gave a summary of recent work and projects were highlighted including:</p> <ul style="list-style-type: none"> • Future Flames - careers advice • Leeds Inspired • Project X-treme – temporary skateboard park • Swarcliffe Warriors are now second in the football league • Summer programme sessions were as popular as ever and the councillors were thanked for funding the additional programme • 'Meet on the Street' fliers were tabled • Young people have been proactive with cleaning up local playing areas • The Breeze website was highlighted for young people to access activities for young people: www.breezeleeds.org 	
10.0	Swarcliffe Good Neighbours Scheme	
10.1	SGNS were successful with the contract to continue.	
10.2	The new minibus is now operational and the funders were thanked.	
10.3	SGNS have won the Community Stars Award for best community service	
10.4	Housing surgery is done at St Gregory's Y&A Centre. PCSO surgeries will start in October at the luncheon clubs.	
10.5	Leeds Community Foundation awarded £10,000 to fund a new outreach worker.	
11.0	Any other business and date of next meeting	
11.1	<p>Cricket weeks – James Nundy With funding from the local councillors via the Outer East Area Committee, another two successful crickets weeks were delivered by the Yorkshire Cricket Board:</p> <ul style="list-style-type: none"> • Kippax (30 July – 3 Aug 2012) attracted an average of 75 cricketers per day. 80% were boys, 20% were girls • Whitkirk (13 – 17 August 2012) attracted an average of 130 	

	<p>cricketers per day. 82% were boys and 18% were girls. So many girls attended this week that Whitkirk Cricket Club were able to establish a girls team for the first time</p> <ul style="list-style-type: none"> • On the back of both weeks sufficient young people were interested in taking part in a Young Leaders course which teaches about the umpiring side of the game too • Six young people showing the most potential were selected to be offered further coaching on the ProCoach course at Headingley Cricket Ground 	
11.2	<p>Go for gold this summer and organise a community clean-up in your area – James Nundy</p> <ul style="list-style-type: none"> • JN tabled a poster which has been distributed across outer east Leeds highlighting the support his office can give in relation to community clean-ups • If you are interested in organising one, please give him a call on 0113 336 8940 	All
11.3	<p>Older Persons Event Week – Ken Hill</p> <ul style="list-style-type: none"> • The Swarcliffe leg of the event week took place at St Gregory’s Youth and Adult Centre on Tuesday 2 October • 94 people attended • Lots of information stalls • Line dancing demonstration • Elvis tribute act • Positive comments received 	
11.4	The next meeting is scheduled for Wednesday 30 January 2013.	All

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**Outer East Area Committee
Minutes from Halton Moor Forum
09 October 2012**

Present:

Cllr Kathryn Mitchell (Chair), Cllr Mick Lyons, Insp Nick Smart (WYP), S Marsh (resident), Steve Sheriffe (ENEH Leeds), Janet Miller (ENEHL) Derek Pearson (LCC Community Safety), Coullin Meikle (LCC – Youth Service), Val Broadley (resident), Kevin Townend (resident), Gladys Townend (resident), Pete Mudge (LCC – South East Area Support Team, minutes)

Apologies:

Cllr Judith Cummins, John Pearson, Dianne Gill, Ian Phillips (WYP), Gemma Sergeant (TNLP)

Item	Welcome, introductions and apologies	Action
1.1	Cllr Mitchell welcomed everyone, checked people had signed in and the apologies noted. Condolences were offered to John.	
2.0	PACT meeting (Police And Communities Together) – Insp Nick Smart	
2.1	Crime statistics for last year compared with this show 21 burglaries for this time last year and 7 this. Q) Over the last few days the number of burglaries around the Nevilles has gone up. If overgrowth could be cut down next to homes it would help.	WYP/JP
2.2	A) Will forward information to Environmental Services. Vehicle crime id down year on year and asb and violent crime is also reduced. Kendal Drive remains a hotspot for crime and drug related incidents along with Halton Moor Rd and Ave.	
2.3	Q) Neville Garth and the area to the left seem not be patrolled as it is between two areas.	WYP
2.4	A) I will ensure PCSO's are made aware and do patrol it. Q) At 3.30am there is a motor bike which recently drives down Asprey Garden making a terrible racket.	
	A) We will investigate if it will come up on cctv coverage and undertake some investigation.	
3.0	Minutes of the meeting held on 3 April 2012	
3.1	Agreed as accurate.	
4.0	Matters arising from those minutes	
4.1	Nothing was raised	
5.0	10 minute open floor	
5.1	Dog fouling continues on Neville Garth and it would be good if a warning sign was placed there. Need an update on grass cutting procedures across the area as there are several areas where grass is uncollected and left strewn around the area.	PM/JP PM?JP

5.2	<p>Highways proposal for placing traffic lights by Osmondthorpe Bridge was announced and supported by those present.</p> <p>Q) Parking around Corpus Christie school is chaotic with regard to parents' parking.</p> <p>A) Obstacles and markings have been put in to slow vehicles down but there is more such work to be done. Once finished it will have a walkabout.</p> <p>We will invite the head to the next meeting.</p> <p>East Leeds Leisure Centre – Cllr Lyons and George Moodie MP met Live for Life who have taken over all sports centres in Rochdale and are now building new ones.</p> <p>They have invited the director of Live for Life to come to East Leeds and are seeking approval from Leeds' Leisure Services to put all Outer East Leeds leisure centres into one offer to pass over to private sector management through a charitable organisation which will work closely with LCC.</p> <p>The chair said senior housing officials are not opposed to helping the situation and if it gets loads of groups in it would reduce costs. We're hoping that before next summer we have a team set up and running.</p>	<p>Highways / PM</p> <p>Cllr M / PM</p> <p>Cllr L</p>
6.0	Bedroom Tax and Welfare Reform – Janet Miller (ENEH)	
6.1 6.2 6.3 6.4 6.5	<p>From April 2013 Central Government introduces the Bedroom Tax which will affect people on benefit who are of working age living in a property that has bedrooms which are not in full time use. Deductions will be about £10 for one bedroom and 25% or charge for 2 or more. There are 157 tenants in Halton Moor, Osmondthorpe Area affected.</p> <p>The three options they have are: 1) Meet the shortfall in their benefit, 2) Join the mutual exchange register, 3) Apply to Leeds Housing Register for a smaller property.</p> <p>Many tenants seem to mistakenly think they will offset this extra cost through benefit increases whereas this will not be the case as it is a deduction in benefit.</p> <p>No family will be able to claim over £500 pw and in Halton Moor / Osmondthorpe this will affect 12 families.</p> <p>Central Government's Universal Credit comes in in October 2013. It will replace Income Support, Job Seekers Allowance, Employment Support, Housing Benefit, Tax Credits and Child Benefit. It will be a paperless system totally administered online.</p> <p>This puts the onus on tenants to make the claim and provide the information required. No letters will be sent.</p> <p>Payments will be made a month in arrears which means anyone paid weekly / fortnightly will have 4 weeks with no income.</p> <p>Under this system tenants pay ENEH which could affect income streams for ene homes.</p> <p>HOPE is getting set to assist people and Ward Cllrs have persuaded the Union to provide a dozen computers for the applicants to use at a location still to be arranged.</p>	<p>ENEH</p> <p>HOPE/ Cllrs</p>
7.0	Youth Service Update	
	<p>Virgil had been unable to attend this meeting and so had updated the meeting that: two members of staff had been taken ill and another was on maternity leave and this was greatly affecting the teams availability for all but the key work.</p> <p>Youth who have helped in working with others and showing leadership received awards at an impressive events held at Temple Newsam.</p>	<p>CM</p>

8.0	ENE Homes Update – Steve Sheriffe	
8.1	There are 10 voids and 8 on notice with a turnaround time of up to 49 days.	SS / JP
8.2	399 properties have been inspected and 149 properties have been issued with letters warning improvements must be made. There have also been 40 referrals for estate services.	
9.0	Any other business and date of next meeting	
9.1	Following a meeting called by Cllr Lyons, Highways have now done a good job in getting Wykebeck shops safety improved by placing bollards to stop drivers jumping the traffic lights.	Hways
9.2	Highways have also undertaken consultation which confirms they can close the shortcut onto Selby Road where there have been accidents including a child being hit by a vehicle. It is hoped this alley may be closed before Christmas 2012.	
	Older People’s Week had good events at Christ Church and there was the Hope event the day before.	
9.3	The next forum meeting will be on 15 January 2013.	All

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Minutes from Cross Gates Forum
10 October 2012

held at Cross Gates & District Good Neighbours Scheme building

Present:

Councillor Pauleen Grahame (Chair), Cllr Peter Gruen, James Nundy (LCC - South East Area Management, minutes), Tony Stringwell, (LCC – Parks & Countryside), Jean Thacker (resident), Simon Norman (LCC – South & South East Locality Team), Bob Lawrence (East Leeds Historical & Archaeology Society), Jacki Lawrence (ELH&AS), Phillip Marsden (Devonshire Neighbourhood Watch), Moira Flynn (Cross Gates Good Neighbours Scheme), Mildred Horner (resident), Roy Dobson (resident), Carol Macklam (resident), Eileen Sutcliffe (resident), Shirley Evison (Devonshire Neighbourhood Watch), Eamonn Judge (Cross Gates Watch Residents Association), Dave Coulthard (Crossgates Shopping Centre), Jean Barnbrook (1st Manston Guides), Ann Marie Vella (1st MG), Abbie Healeas (1st MG), Fran Rhys (Crossgates Methodist Church & Churches Together LS15), Karen Gray (Connecting Crossgates & Churches Together LS15)

Apologies:

Cllr Suzi Armitage, Paul Spandler (LCC – S&SELT), Gwenda Towers (resident), Cynthia Mawson (DNW)

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 above apologies were noted.	
2.0	Minutes of the meeting held on 18 July 2012	
2.1	(10.3) Crossgates Good Neighbours – the choir group hasn't been set up yet.	
2.2	Otherwise agreed as an accurate record.	
3.0	Matters arising from those minutes	
3.1	None.	
4.0	10 minute open floor	
4.1	<p>Proposal for speed cameras on Station Road / Halton Ring Road. Phillip Marsden proposed a traffic speed regulation on Station Road / Ring Road Halton in an effort to combat speeding and read a pre-prepared statement. Highlights included:</p> <ul style="list-style-type: none"> • Have two cameras • Reduce the dual carriageway to a single lane • George Mudie attended a recent neighbourhood watch meeting <p>Action: Cllr Gruen recognised the road needs looking at and has already arranged a meeting between ward councillors, the MP and Highways.</p> <ul style="list-style-type: none"> • Eamonn Judge noted a similar situation on Austhorpe Road after the shops 	Cllrs

<p>4.2</p>	<p>1st Manston & 1st Cross Gates Guides – Ann-Marie Vella and Abbie Healeas</p> <p>As part of their Baden-Powell Award, the girls have been working on <i>Zone 4 – Skills and Relationships</i> by finding out about Cross Gates and what is available in their area by consulting with local young people establishing thoughts about the youth provision in the area and then giving a presentation of their findings:</p> <ul style="list-style-type: none"> • A total of 88 people were surveyed aged 10 to 24, with the majority being between 11 and 18 years • A handout was tabled containing the following information: • The questionnaire asked about current interests, future activities which could be provided, education, work and asks for comments • Meeting with friends was by far the most popular pastime, with listening to music, uniformed organisations, football and computer games the next most popular • How do you feel about your neighbourhood? <ul style="list-style-type: none"> ○ 11 love the area where they live ○ 12 were happy with the area where they live ○ 13 were okay but would like to see changes ○ 16 were unhappy with the area where they live ○ 15 don't like the area where they live ○ 17 thought the area was horrible ○ 4 had mixed emotions on the area <p>Those unhappy with where they live said it was due to lack of facilities and having to travel distances on an evening</p> <ul style="list-style-type: none"> • Youth facilities and activities – council led: <p>Three young people who went to Cross Gates Community Centre thought facilities were okay others didn't know about activities even when mentioned about Breeze and programme of events available in schools</p> <ul style="list-style-type: none"> • Uniformed organisations <p>45 young people knew about Guides, Cubs, Brownies, Rainbows and Beavers. 10 mentioned seeing the groups out and about, which is why they knew about them, or through information in local schools</p> <ul style="list-style-type: none"> • What activities would you like to see in the local area <p>The main activities young people would like to see in the local area are safe places to sit and chat with friends, activities that aren't sports related but where they can learn new things including arts and crafts. More intergenerational activities to bridge the gap and show that young people aren't trouble were also desired. Community events like when there was an event in Manston park bringing people together for fun</p> <ul style="list-style-type: none"> • The Cross Gates Good Neighbours Scheme would welcome the opportunity to do some intergenerational work with the Guides 	<p>CG&DGNS & Guides</p>
<p>5.0</p>	<p>Thorpe Park Green Park – Tony Stringwell</p>	
<p>5.1</p>	<p>There is an aspiration to have a community park or green space on the Thorpe Park site, including a formal park and playing pitches:</p> <ul style="list-style-type: none"> • Vehicle access to be from Thorpe Park only • No formal park entrance on Austhorpe Lane • New paths and cycleways would be introduced • Keeping the existing woodland • It is hoped to relocate the LCC garden display from the last Chelsea Flower Show • Views from local residents was encouraged 	
<p>5.2</p>	<p>In response to a query about dogs and possible 'dog areas', dog control</p>	

Appendix 5

	orders were highlighted.	
5.3	The Great Crested newts will be protected behind a fenced-off ecological environment	
5.4	A sports pavilion is planned by the sports pitches, but there are currently no proposals for a public building in the park, so no plans for public toilets. Cross Gates Good Neighbours thought this would be a missed opportunity and was concerned it would alienate some of the older residents. <ul style="list-style-type: none"> • Tony to take the comments away for consideration 	TS
6.0	Barnbow Memorial – Cllr Grahame and Bob Lawrence	
6.1	Cllr Grahame and Bob have met with Kris Nenadic (LCC Parks & Countryside) and worked up a project.	
6.2	The new memorial and information boards will cost £10,000 and the cost will be split 50:50 between LCC Parks & Countryside and the Cross Gates councillors via the Outer East Area Committee.	
6.3	The East Leeds Historical & Archaeology Society have donated £500 towards advertising.	
6.4	Cllr Grahame has received many positive comments about the project and one from as far away as Australia.	
6.5	A second coffee morning will take place on 5 November to unveil the plans and get comments / feedback.	All
6.6	A dedication ceremony will take place in Manston Park on 5 December 2012, which will coincide with the fatal blast.	All
7.0	Community Safety – Neighbourhood Policing Team	
7.1	No officers were in attendance.	
7.2	Cllr Gruen gave a brief update, noting both crime and burglary levels were down by 30% compared to last month.	
7.3	The Brownies and Guides hadn't experience too much anti-social behaviour over the summer but levels are starting to increase again now the nights are drawing in.	
8.0	Environmental Action update – Simon Norman	
8.1	Simon Norman is your Community Environmental Support Officer (CESO) and his contact details are: Tel: 07891 278 378 or email simon.norman@leeds.gov.uk	
8.2	Since the last meeting, 107 issues have been dealt with including: <ul style="list-style-type: none"> • 26 reports of overgrown vegetation • 21 fly tips • Nine waste in gardens • Two fixed penalty notices (FPNs) for waste in gardens were issued • 11 legal notices served 	

Appendix 5

	<ul style="list-style-type: none"> • Four FPNs for littering, one of which resulted in a successful prosecution for £4,000 after failing to pay a £75 fine • Three FPNs for dog fouling • Two empty properties boarded • And a rat infestation was cleared 	
8.3	<p>Ten litter bins are being replaced on Austhorpe Road, Marshall Avenue, Marshall Terrace, outside the Manston pub, Pendas Way (at the shops), next to Marks & Spencers, Green Lane (near the pet shop), Station Road (by Santander), Manston Drive and Sandbed Lane.</p> <ul style="list-style-type: none"> • Cllr Grahame asked Simon to chase up the bins for the Ring Road 	SN
8.4	<p>A covert camera has been bought for use in the Cross Gates & Whinmoor ward, funded by your ward councillors via the Outer East Area Committee. These cameras have been successful with obtaining footage for prosecutions eg fly-tippers, but have a variety of uses.</p>	
8.5	<p>Back Austhorpe Road has had issues with bins belonging to landlords.</p>	
8.6	<p>An issue was raised regarding garden stones being displaced onto the highway from the flats at the back of Austhorpe Road.</p> <ul style="list-style-type: none"> • Simon to investigate 	SN
9.0	Activities for young people	
9.1	<p>No one in attendance.</p>	
10.0	Other updates	
10.1	<p>Lulworth Avenue ginnel – James Nundy It was recently reported by a forum member that the surface of the ginnel running from Lulworth Ave to the Ring Road was in a poor condition. It was reported via the LCC helpline and the potholes were temporarily filled, with resurfacing of pavements in Lulworth Avenue to be extended along the ginnel in the near future.</p>	
10.2	<p>Grafton Villas long footpath update – Cllr Grahame Alley gating project now complete.</p>	
10.3	<p>Austhorpe Rd zebra crossing Deferred for next meeting.</p>	JN/NB
10.4	<p>Crossgates & District Good Neighbours Scheme – Moira Flynn</p> <ul style="list-style-type: none"> • It was the Annual General Meeting yesterday and the councillors were thanked for their continued support • A 'Celebrating ten years' annual report was tabled • Running a 'buy a brick' scheme for £20 a brick • Older peoples event week at Halton recorded 96 attendees • The councillors thanked Moira and the team for their efforts 	
10.5	<p>Crossgates Shopping Centre – Dave Coulthard</p> <ul style="list-style-type: none"> • The shopping centre has new owners • Public toilets are to be refurbished • A new letting agency is in place and as a consequence viewings for the empty units have already increased • Crossgates Shopping Centre name will be staying but may be rebranded 	

10.6	<ul style="list-style-type: none"> • Arndale House offices – a gym on the first floor is still an option being looked at • Gasometer – rumours about its future have started again • Dave was congratulated on his promotion to permanent Centre Manager <p>1st Manston Guides – Jean Barnbrook</p> <ul style="list-style-type: none"> • Attended the big gig concert last weekend, with performances from JLS, Little Mix and Scouting for Girls • Had a beetle drive for current charity Macmillan and raised £200 • Have been bungee jumping, parachuting and camping • Fundraising for a trip to Disneyland in 2014 • Guides supporting the wellies and wrist band festival • Went bowling to support the Lord Mayor’s charity • Councillors offered MICE money 	
11.0 Any Other Business and date of next meeting		
11.1	<p>Proposed doctors surgery on former car wash site, Station Road Cllr Gruen gave details of the proposal:</p> <ul style="list-style-type: none"> • There are three existing surgeries in the area but they are small and have tiny car parks • The blueprint is for one combined medical centre and it will remove an eyesore site from the main arterial road • Planning application is expected in the near future • Key issues will be traffic implications and the anticipated 40-space car park • It is thought that the scheme will include an on-site pharmacy • Consultation taking place at Crossgates Good Neighbours building 	
11.2	<p>Methodist Chapel on Barwick Road Jean Thacker raised the issue of the future of this old building as it is in a poor state of repair - can anything be done?</p> <ul style="list-style-type: none"> • Action: Simon Norman to investigate ownership and then request they tidy it up • It was also reported an application for it to become a gym or dance centre was turned down due to it not having any parking provision 	SN
11.3	<p>Christmas Lights switch-on event – Cllr Grahame</p> <ul style="list-style-type: none"> • The date for the switch-on will be Thursday 15 November 2012 • The event will run from 7pm-8pm, with a road closure and fun fair from 6pm and a firework finale at 8pm • It will take place in the front car park of the Crossgates Chiropody & Therapy Centre on Austhorpe Road (opposite the entrance of the shopping centre) • Moved from a Sunday to a Thursday in an effort to make it a bigger event and get more schools involved whilst using an evening with statistically lower traffic levels • Crossgates Shopping Centre is onboard and having late night shopping • 1st Manston Guides offered the services of their choir again 	
11.4	<p>Cross Gates festive roundabout – Cllr Grahame There is a project to have a living Christmas tree on the roundabout in future years. Due to the nature of trees, a small living tree (approx 2.5m) will be planted and given time to establish suitable roots to allow lights to be hung in the branches without it falling over. A cut tree will be erected for Christmas 2013 and future years until the living tree has become</p>	

	<p>established. Funded by the ward councillors via the Outer East Area Committee.</p> <p>11.5 Cricket weeks – James Nundy With funding from the local councillors via the Outer East Area Committee, another two successful crickets weeks were delivered by the Yorkshire Cricket Board:</p> <ul style="list-style-type: none"> • Kippax (30 July – 3 Aug 2012) attracted an average of 75 cricketers per day. 80% were boys, 20% were girls • Whitkirk (13 – 17 August 2012) attracted an average of 130 cricketers per day. 82% were boys and 18% were girls. So many girls attended this week that Whitkirk Cricket Club were able to establish a girls team for the first time • On the back of both weeks sufficient young people were interested in taking part in a Young Leaders course which teaches about the umpiring side of the game too • Six young people showing the most potential were selected to be offered further coaching on the ProCoach course at Headingley Cricket Ground <p>11.6 Go for gold this summer and organise a community clean-up in your area – James Nundy</p> <ul style="list-style-type: none"> • JN tabled a poster which has been distributed across outer east Leeds highlighting the support his office can give in relation to community clean-ups • If you are interested in organising one, please give him a call on 0113 336 8940 <p>11.7 Older Persons Event Week</p> <ul style="list-style-type: none"> • The first local leg of the event week took place at St Gregory’s Youth and Adult Centre in Swarcliffe on Tuesday 2 October: <ul style="list-style-type: none"> ○ 94 people attended ○ Lots of information stalls ○ Line dancing demonstration ○ Free raffle ○ Elvis tribute act ○ Positive comments received • The second local leg of the event week took place at Christ Church in Halton on 4 October, with volunteer support from Crossgates & District Good Neighbours: <ul style="list-style-type: none"> ○ There were 96 attendees of which 39 came from Cross Gates & Whinmoor ward, 51 from Temple Newsam ward, four from Killingbeck & Seacroft ward, one from Kippax & Methley ward and one from Rothwell ward ○ Lots of information stalls ○ Corpus Christi High School provided several musical ensembles and helped make the event intergenerational ○ Catering was highly praised ○ Free raffle ○ Elvis tribute act was well received ○ Positive comments via comments cards <p>11.8 Next meeting The next meeting is scheduled for Wednesday 9 January 2013.</p>	<p>All</p>
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Outer East Area Committee

**Halton Forum
Minutes from 11 October 2012
Christ Church, Halton**

Present:

Cllr Mick Lyons (Chair), Cllr Kathryn Mitchell, Cllr Judith Cummins, PC Simon (WYP), Barbara Ambler (resident), Joyce Schofield (resident), Audrey Linley (resident), Margaret Oats (resident), Terry Dennis (resident), Rev Karen Marshall (St Philip's Church,) Derek Pearson (Community Safety cctv), Mrs A Mason (resident), Mr P Conlon (resident), Mr I Blyth (resident), Gwen Green (resident), Patricia Wrass (resident), Joanne Thompson (Sweetz business), Clare Deacon (Halton Post Office), Susan Petrov (resident), Mrs H Sanderson (resident), Thelma Dixon (resident), Jennifer Dring (resident), Margaret Ward (resident), Colin & Denise Wilsher (resident), P Hewison (resident), P Wynter (resident), E Fryer (resident), Mora Illingworth (resident), E Bloom (resident), Fiona Coyle (Halton News business), Douglas MacQueen (resident), Margaret Burton (resident), Jack McGlyn (resident), Mrs J Jones (resident), Coullin Virgil Meikle (LCC - Youth Service), John Pearson (LCC – South & South East Locality Team), Pete Mudge (LCC – South East Area Support Team, minutes)

Apologies:

Derek Pearson (LCC Leeds Watch), Margaret Blenkhorn (resident)

1.0	Welcome, introductions and apologies	
1.1	Cllr Lyons welcomed everyone to the meeting and said it was good to see so many attending.	
1.2	The first item was the PACT (Partners and Communities Together).	
2.0	PACT meeting for the Halton Area	
2.1	Across the UK burglaries increase as the nights close in. In this area the year on year reduction in burglaries continues. Currently it is 381 down on burglaries compared to the same period last year. Theft of motor vehicles is up 38 in last month and 170 crimes down overall.	
2.2	In terms of local priority areas, Matalan car park problems have diminished and Colton Sainsbury's has had the Police van in attendance to reduce nuisance problems. The Police cover speeding on Green Road and Selby Rd and will continue with present policies until receiving further instruction from the Inspector.	
2.3	Q) Why is crime down, is it police vigilance, more reporting or more in jail? A) All the above and improved technology such as crime mapping, attrition visits etc.	
2.4	Q) It's dangerous with parked cars around Leodis. A) The problem is that drivers have to go onto the wrong side of the road to get past. We will look into it.	WYP
	Q) Has anyone reported a lazer being fired from Primrose Crescent at planes?	WYP
2.5	A) Have you? – No – Police will investigate. Q) Believe drug selling is taking place outside Colton shops. A) We will feed this into our surveillance – there have been a number of raids.	WYP
2.6	Q) We're frightened by people jumping traffic lights. A) If you wish to feed through the number plates to use we will enforce whenever we have enough information.	
3.0	Forum Minutes from 12 July 2012	

3.1	Agreed as an accurate record.	
4.0	Matters arising from those minutes	
4.1	Agreed all are covered in other agenda items.	
5.0	10 minute open floor	
5.1	Chair said the Ward Councillors have met with a director from Lidl and he has confirmed the company will improve signage to the rear goods entrance to deter shoppers.	Cllr C/PM/Lidl
5.2	Lidl have also said they are happy to host a Council Christmas Tree and allow a link up to their electricity supply. Lidl have also let Halton in Bloom prepare some proposals for planting in a flower bed in front of the store.	Cllr C/PM/Lidl
5.3	Lidl are also liaising with the Council over the possibility of some giant graphics being sited on the side of the store to brighten up the appearance of the area.	PM/Lidl
5,4	Continue to oppose the incinerator and ask if it does go through how much is it costing and who has okayed it? We attended the meeting with the Environment Agency who decides if it gets a licence. Cllr Lyons said that as they had not told many people it had not properly been consulted upon and towards the end of the event they finally took leaflets to nearby houses encouraging more people to attend. Cllr Lyons said they should not issue a Burn Certificate as they have not done sufficient consultation with the people of Halton Moor. Q) Can we get the results of domestic levels over outfall from incinerators. A) We have obtained these from all over. Some areas say monitoring is terrible and others that it is the best thing ever.	
5.5	Q) Sweetz shop on Church Lane is holding a hallowe'en event and would like to seek some public funds to contribute towards the cost of the gazebo. A) Peter Mudge will visit and liaise with Cllr Lyons.	JT/Cllr L
5.6	Q) St Philip's Church is hosting a BBQ on hallowe'en evening to encourage children to avoid trick or treating. The Church will be pleased to support the community and work in partnership with the Police and Council. A) Pleased with the strong bonds with churches in the local area.	Rev M/All
5.7	Q) Whitkirk Primary parking. We want residents only parking in area but would like school parking to be on grass but that would require major access alterations. Q) Whatever happens on Templegate Walk will impact on Templegate Crescent A) The school's deputy governor said the school realised the problems and will work with community to find realistic solutions.	SP/Cllr L/PM
6.0	Halton centre shops – Pete Mudge	
6.1	Members agreed that the village centre was in need of support to encourage revitalisation. Several of the units are empty and the streetscape is in need of repair. When asked what extra shops would be good for the village a shoe shop and childrens' outfitters were recommended.	PM
7.0	Environmental issues – John Pearson (tel: 07891 272 168)	
7.1	JP said partnership between the locality team and environmental action and housing is leading to inspections of gardens with a view to enforcement	JP

7.2	when needed. New enforcement powers for dog control orders came into force in February and leaflets on the new powers were available at the meeting.	JP
7.3	The council is operating zero tolerance on litter and dog waste with a fixed penalty notice of £75.	JP
7.4	At the time of the meeting there were 3 cases pending for littering around Halton shops, 2 new bins placed on Chapel Street and 1 on Selby Road near the school, 2 case pending for dog fouling and enforcement work ongoing with 10 cases in the Halton, Colton, Whitkirk area and 15 other cases completed.	JP
7.5	Signs have been put on posts and a meeting is being held around dog fouling on Grove Road. Q) Is it fair to let people put dog waste bags in normal bins? A) The Council does not do dedicated bins any more and so the normal bins must be used however the bags need tying up. Q) There is the problem of kids leaving local schools and chucking waste into local gardens. A) Schools repeatedly tell children not to do this.	JP
8.0	Youth work – Virgil Meikle (Youth Work Manager)	
8.1	Involve schools in our work to provide opportunities for involvement in a wider range of opportunities. The Leeds Awards were presented to local achievers at a special event recently which was well attended by councillors, parents, youth teams and the public.	VM
8.2	We continue to work around the Matalan and Sainsbury stores and last night had 45 youths at the latter. We are looking to launch forums to link specially with youths and are considering an activities zone for Temple Newsam.	VM
8.3	Q) Could the Friends of Temple Newsam assist with developing a play area. a) Yes this would be very helpful. Q) Would the area need lighting at night? A) There is already lighting there. Q) The idea is great but the scheme must incorporate the BMX track as well as the skatepark etc.	All
9.0	Any other business	
9.1	The date of the next Forum will be Thursday 17 January at 6pm.	All

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Outer East Area Committee

Kippax and Methley Forum

Meeting held on 17 October 2012
Brigshaw High School

Present:

Councillor Mary Harland (Chair), Cllr Keith Wakefield, Cllr James Lewis, Harold Wilson (Park Ave N'hood Watch), Simon Fosdick (LCC Parks & Countryside), Richard Eastwood (WYP), Rose Rowley (WYP), Keith Parker (alderman), Doug Morley (Kippax PC), Pat Samy (KiB, Traders) Jack Bate (Kippax PC, KiB, Community Centre), Vic Carter (Kippax Traders) Adrian Lee (LCC Youth Service), Paul Spandler (LCC Env Action) K Asprey (Allerton Bywater PC), Mike Weaver (ABPC), Mike Weaver (Allerton Bywater PC), Jim Kerr (Methley & Mickletown Residents Assoc), Paul Spivey (Kippax PC), Pete Mudge (LCC SEAST)

Apologies: Sgt Goodwill

1.0	Welcome / Introductions and Apologies	Action
1.1	Councillor Harland welcomed everyone to the meeting.	
2.0	PACT Meeting – CP Richard Eastwood (WYP)	
2.1	<p>Sgt Goodwill was unable to attend as he had been involved with arrests that day. In the last 6 weeks crime figures for the area are down by 21 giving an overall drop of 17%. Burglaries were down by 5, shoplifting was static but serious crime up by 3% Kippax forms part of the Garforth NPT area which has the lowest burglary rate in Leeds and the fourth lowest in West Yorkshire. Kippax Youth Club is no longer a hot spot area though the leisure centre remains one. In Methley the main problem is vehicles speeding.</p>	WYP
2.2	<p>Q) What is being done about bottles and cans being thrown around on some footpaths? A) People tell us it's youths and this should be dealt with by stopping them getting the cans and bottles. We do test purchases across the area and the problem is lessening, Q) Occasionally a lad "speeds around" on a bike on Leeds Rd. Sometimes he has a passenger but he never has a helmet or registration plate. R) Police will pass details to off-road team to investigate. Q) Is cold calling information still available to see if zones can be increased? a) Yes it is and the police will get details to concerned residents.</p>	WYP WYP WYP
3.0	Kippax and Methley Forum	
4.0	Minutes of the meeting held 20 September 2011	
	Agreed as a correct record.	
5.0	10 Minute open floor	
5.1	St Aidens: When the Country Park and Flood Relief Area was established in 2007 it included construction of the sluice and spillways at St Aidens, Allerton and ????? however the one at St Aidens is never activated and so in times of heavy rain there is the very real risk of flooding in nearby houses. Dampness is becoming an	

	<p>increasing problem and the Forum heard one lady was advised to move to another home as her house was becoming so damp. Spillways are maintained by the Environment Agency however repeated letters and requests for them to activate the sluice gates seem to have fallen on deaf ears. Cllr Wakefield was given a letter by Parish Council representatives at the Forum and said he will write to the Environment Agency seeking a solution to the problems caused to residents.</p>	Cllr KW
5.2	<p>Kippax in Bloom received a gold award in the Britain in Bloom competition which is the highest accolade available in the UK. It received a gold as joint category winner, another as Urban category winner and group chair, Pat Samy, won a gold as Community Champion. Pat attended the forum and was applauded for her achievement. She said it would not have occurred but for support from the whole community and strong support from the city council.</p>	
5.3	<p>There was general agreement that Kippax and surrounding villages are have seen major improvements and are unrecognisable when compared with 10 years ago. £50,000 has been approved by the Big Lottery through Sport England and the 2012 Olympics to create an additional sports pitch at Kippax Welfare Ground. Alderman Parker said he had received a lot of assistance from the Area Support Team who would be delighted to advise other applicants seeking community improvements in the area.</p>	
6.0	Special Presentation: Continental Landscapes contract – Simon Frosdick of LCC Parks and Countryside	
6.1	<p>The contract for ongoing maintenance work across Leeds including grass cutting, verge maintenance and hedge trimming has passed from Glendale's to Continental Landscapes. Simon Frosdick of LCC Parks & Countryside noted Parks & Countryside remains responsible for the contract and Continental do the delivery. Terms are 13 cuts per year on amenity grass and three on the majority of others. Overspill must be removed from roadways and pavements and weedkiller cannot be used.</p>	
6.2	<p>Q) There was long grass in some areas and problem areas are beside the traffic lights on Longdike Lane, near the old pub in Allerton Bywater and branches and foliage overhanging signs. A) It is a bedding in period for the new contractors but we need to be made aware of where things are not right so it can be improved. Areas mentioned will be amended so the problem does not continue. Q) There were some terrible areas during the last season yet there seemed no way to get the contractors to come back and sort out the problem. A) I agree. As new contractors they have to be trained and problems increased due to the terrible weather. They have learnt a lot and are wishing to do a good job.</p>	SF
7.0	Locality Working – Paul Spangler	
7.1	<p>The Locality team dealt with 391 environmental issues between 21st August 2011 and 16th October 2012. Most common was vegetation blocking footpaths, flytipping, littering, unacceptable waste levels and fly-posting. 24 legal notices were issued and 14 fixed penalty notices. PCSOs are providing evidence and witness statements on fly tipping, dog fouling and stray dogs. Damaged litter bins are being replaced and fly tipping hotspots resolved which is assisted by a CCTV camera. Mechanical sweeping is undertaken every 6 weeks with Ledsham and Ledston every 12 weeks. Routes are currently being rationalised to increase capacity.</p>	
7.2	Q) While the area's PCSOs have been trained in the above matters, have those	

	<p>who fill in from Killingbeck?</p> <p>A) We will investigate and encourage this to be done.</p> <p>Q) There is a great problem of dog fouling around Billy Wood, the path to Westfeld Lane and by the old Murco site in Allerton Bywater.</p> <p>A) We will investigate and take all available action.</p> <p>Q) Gulley outside White Swan in Kippax needs cleaning.</p> <p>A) Will investigate and take necessary action.</p> <p>Q) Allerton Bywater has lost its litter pickers meaning local residents have to empty the public bins.</p> <p>A) Suggested concerned citizens establish a Hot Spot Team to report incidents such as bins needing emptying and litter picking, cutbacks etc.</p>	<p>PS</p> <p>PS</p> <p>PS</p>
8.0	Youth Service – Adrian Lee	
8.1	<p>The Kippax & Methley Youth Service team worked with 541 young people throughout the summer and 78 young people at the Brighthouse Olympics where 200 from around the world joined in the activities.</p> <p>Current workload encourages more local activities and the team has supported young NEETS (Not in Education, Employment or Training) and 4 have got apprenticeships.</p> <p>The Friday Night Project gets up to 40 each time.</p> <p>Allerton Bywater youth club is achieving record numbers and have had to expand the range of venues to accommodate need. Now considering splitting the offer into two age groups.</p> <p>Methley has 20-30 young people doing dance projects at various venues and some ASB youngsters have done reparation projects with the elderly.</p> <p>In Micklefield 25 young people regularly attend the youth club and for older ones the service has been advising on sexual health issues and working with NEETs. 5 young people have got into work through this.</p> <p>Across Leeds a Dragons Den type event is underway and of 12 youngsters leading the project 6 are from the Kippax and Methley Ward.</p> <p>Investigating if members would like youth to shadow them to see the range of work and decisions undertaken.</p> <p>Using youth as peer inspectors to see what works well and what needs improving.</p> <p>Looking to find a venue to site moveable skateboard equipment in the area.</p> <p>Kippax Kabin is getting a facelift from Community Payback. Suggestion was made that a lady at Brighshaw school could help bring in an art team to assist this further.</p>	
8.2	<p>Q) For the last 2 years we have been encouraging youth to get involved with Beavers, Cubs and Scouts but the problem is we need more leaders.</p> <p>A) If you would like to arrange a meeting with us we are happy to discuss potential.</p> <p>Q) There was understood to be an incident where youths were chucking tomatoes.</p> <p>A) In the Hambletons it was mostly under 11s causing trouble. We will keep in touch about that.</p>	AL
9.0	Localism and Neighbourhood Plan – Town Cllr Doug Morley	
9.1	<p>The Kippax Neighbourhood Plan team has 20 active workers covering North, East, West and Village Centre. They are completing a SWOT analysis of community needs and have specialist support from someone doing an MA and colleagues in the Council and Planning.</p>	
9.2	<p>Q) Town Cllr Jack Bate: With all this development and talk of over 1,000 new homes it's time to get our park back.</p> <p>A) Cllr Wakefield said there is the opportunity to include the park proposal, allotments and much more within the development plan. He said : It is fortunate that Kippax was chosen as one of the four pilot areas in Leeds. It's a really interesting lesson and should help to decide the number of homes allocated and other planning issues."</p> <p>Q) How did you get the community to work together so well?</p>	

	A) Advertised on noticeboards, held public meetings and identified leaders.	
10.0	Traders Update – Pat Samy	
10.1	<p>The state of the High Street is improving for residents and businesses and we must keep on top of this. There are now 54 businesses on the High Street and area support are playing a key role in this rejuvenation. The biggest concern at present is the risk that the Royal Oak will be lost for housing. We as traders are totally against this and will fight tooth and nail to stop it.</p> <p>Our other concern is the Hermitage but we understand the Council is working on it. We want the outside of the former Barclays Bank improved and understand Barclays has made a commitment on this.</p> <p>A great success for partnership working between the private and public sector is that the Carr family have kindly painted all their houses on the Main Street and we are now going to get a mural included.</p> <p>It was refreshing to recently hear a Castleford resident say "There's more going on in Kippax than in Castleford."</p>	
11.0	Any Other Business and date of next meeting	
11.1	Pat Samy and members of Kippax in Bloom were congratulated for winning a gold in this year's contest.	HW/ DM
11.2	Park Avenue Neighbourhood Watch crime prevention panel wants funding to end cold calling on elderly people. Cllr Morley suggested he sends a request to Kippax Parish Council.	
11.3	Older Persons Event Week went very successfully and the organisers were thanked at Area Committee.	
11.4	Date of next meeting: 24.04.13	



Outer East Area Committee

Garforth & Swillington Forum

Meeting held 13 November 2012
at Garforth Academy

Present: Cllr Andrea McKenna (Chair), Cllr Tom Murray, PC E Smith (WYP), PC 1065 Goodwill (WYP), Chris Booth (WYFRS), Steve Beckley (WYFRS), Nick Smith (WYFRS), Parvez Aziz (LCC Youth Service), Sharon Elliott (Garforth Cluster), Shirley Raisey (GRA), Ian Forster (GRA), Keith Dunwell (Aberford Parish Council), Hollie Barnett, James Langley, Kevin Pease (Pease of Garforth) David Leroy (Garforth Community Association), Steve Beckley (WYFRS), Susan Ashworth (Garforth in Bloom), Mark Egginton (Garforth & District Lions Club), Ken Woodhead (GDLC), Carol Woodhead (Garforth in Bloom), Pete Mudge (LCC - Area Support Team, minutes)

Apologies: Cllr Mark Dobson, Ed Pepper, Adrian Lee (Youth Service).

1.0	Introductions and Apologies	Action
1.1	Councillor McKenna welcomed everyone. Apologies, (as above,) were noted.	
2.0	Minutes of the last meeting and matters arising	
2.1	The minutes were agreed as an accurate record. No matters arising.	
3.0	Community Safety	
3.1	<p>PACT: Report from Police – Sgt Goodwill said that compared to the previous year there have been 158 less crimes in the area and crime continues to go down.</p> <p>Q) Neighbourhood Partnership has certainly led to a decrease in crime and so it is hoped the new commissioner – whoever they may be – will continue to support this style of policing.</p> <p>Q) Monitors have been used on A642 to catch speeding motorists, how is it progressing?</p> <p>R) It is deployed on A642 and elsewhere and is getting results.</p> <p>Q) Have there been notable successes through promotion of cold calling zones?</p> <p>R) Yes they do work but there is no specific data.</p>	
3.2	<p>Fire Authority Update – As part of the public service review, changes are proposed for the fire service which nationally is getting a 25% reduction in funding from central government. Comments on the proposed changes must be received by the end of the month.</p> <p>In the last two years West Yorkshire Fire Authority (WYFA) has received a 10% reduction in funding. In the next two years the area expects to have to make a further £11m saving.</p> <p>WYFA has seen a 30% reduction in call outs in the last 5 years. This is partly</p>	

	<p>attributed to focusing on prevention of fires – safety messages, smoke alarms, don't smoke in bed etc. This prevention will continue under the proposed changes.</p> <p>The WYFA has assessed risks in the area and will try to better match response times to risk. With a station in the town Garforth currently has a response time of 5.41 mins, by moving the station to Swillington the response time will change to 6.29 mins.</p> <p>The proposal is to reduce the number of stations but put them at key locations. In the Garforth area the proposal is to close the stations at Garforth and Rothwell and build a new one at Swillington. The new depot is budgeted to cost approximately £2.5m yet save £1m per year compared to keeping Garforth and Rothwell open.</p> <p>Q) Will the existing Garforth station be sold for housing. R) Yes but we will work with the council on finding the most appropriate future use for the site and give it some local benefit.</p> <p>Q) The Fire Brigade Union have said cuts will put lives at risk. R) We applaud the FBU fighting for fire services however we have been told the cuts must take place and so we are acting in the best way we can. In the last 10 years there have been no fire deaths.</p> <p>Q) Does new technology lead to a reduction in staff? R) Yes, new engines require less staff and we are not replacing staff when they retire. The busiest fire engine is only used 8% of the time and so they have the capacity for some redeployment of resources. A positive advance coming into Leeds is giving the fire service the ability to control traffic lights at key locations.</p> <p>Cllr McKenna (Chair) said she had served on the Fire Authority for several years and once she was aware of the proposal she stepped down from her position on the authority.</p>	
4.0	Car Parking Strategy for Garforth – Pete Mudge	
4.1	<p>The proposal is on display in Garforth Library and on the Main Street notice board. Consultation with groups has been undertaken throughout the last year. Tim Dixon was thanked for his conscientious work on developing the proposal. Officers indicate work on the improvements may be approved before Christmas.</p> <p>Q) Glad to see something is at last happening. The only thing I object to is the raised crossing points.</p>	
5.0	Services for Young People	
5.1	<p>Youth Work – Parvez Aziz Parvez noted key projects and achievements since the last meeting: Weekly events include a range of activities attracting some 50 youngsters per week. Arrangements have now been made for soccer practice at Allerton Bywater. There have been residentials, trips, mini-bus visits and considerable work with NEETs. The Swillington Skateboard Park is getting well used following its funding by Leeds City Council.</p> <p>Garforth Academy / Cluster – Sharon Elliott Sharon said the summer holiday programme went well and 258 young people joined in. An impressive 70% of new school intakes having free school meals</p>	<p>PA</p> <p>SE</p>

	<p>joined in with activities.</p> <p>Sharon oversees evening lettings at the academy and there are now 21 different groups using the facilities in the evenings. These range from badminton to the townswomens' guild.</p> <p>The cluster has some small pots of money available to benefit primary school projects and mini bus usage.</p> <p>Cllr Murray congratulated Sharon and her team on such successful work on such small pots of money.</p> <p>Cllr Murray said despite major changes to education funding, the schools wished to maintain funder for the cluster team. This clearly shows how highly everyone regards the work the clusters do.</p>	
6.0	10 Minute Open Floor	
6.1	<p>Neighbourhood Plan – Leeds' Core Strategy is being developed and this notes a large number of new homes must be built in East Leeds. Consequently several areas are making use of new legislation to create Neighbourhood Plans to ensure development is not detrimental to their area and facilities are protected.</p> <p>The Chair said Garforth Neighbourhood Plan options will be an agenda item for the next meeting.</p>	Cllr M/PM/ IM
6.2	<p>Garforth in Bloom – Garforth got gold in last year's Yorkshire in Bloom and as category winners has now been entered into 2013 Britain in Bloom.</p>	In Bloom
6.3	<p>Lights Switch On – The 2012 event is again organised by Garforth Lions and funded by local councillors of Outer East Area Committee. The switch on is on 30 November with a 6.30pm start and 7.15pm switch on.</p>	Lions
7.0	Date of Next Meeting	
7.1	The next meeting date will be held in 3 months on a date to be confirmed.	All

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**Area Chairs Forum
Friday 11th September 2012
West Room, Civic Hall**

Attendance:

Councillors: P. Gruen (Chair), G. Hyde, G. Wilkinson, A. McKenna, J. Akhtar, P. Wadsworth, J. McKenna, J. Jarosz

Officers: J. Rogers, K. Kudelnitzky, R. Barke, S. Mahmood, J. Maxwell

Minutes: S. Warbis

Attending for specific items: Cllr J. Blake, K. Morton, D. Allen, H. Freeman, A. McMaster

Item	Description	Action
1.0	Apologies	
1.1	Cllr G. Hussain, Cllr A. Gabriel, Cllr K. Bruce, Beth Logan.	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 13 th July 2012 were agreed as an accurate record.	
2.2	<u>5.5 of previous minutes – Review of Area Working – Next Steps</u> Regarding community engagement, Chris Dickinson is linking in with Matt Lund and Jenny Hill to look at ways of optimising engagement of members of the citizen's panel within local areas. Recruitment to the citizen's panel is progressing well however there are difficulties in certain areas of the city and amongst certain demographic groups.	
2.3	<u>6.1 of previous minutes – Equality Improvement Priorities 2011-2015</u> Work is ongoing between Lelir Yeung and the Area Leaders on developing Equality Improvement Priorities for localities.	
3.0	Youth Service Review	
3.1	Cllr. Judith Blake (Lead Executive Member Children's Services), Ken Morton (Head of Service Young People and Skills) and Damian Allen (Consultant - NOHA Associates Ltd) attended to provide an update on the review of Youth Services.	
3.2	Cllr Blake introduced the item by saying that although some members are pleased with youth service provision, some members have expressed concerns. The aim is to provide the widest youth provision within the resource envelope and Area Committees and Area Support Teams will be key in bringing proposals forward. Leeds City Council is committed to maintaining it's influence over youth services, which is not the case in all authorities, and it is hoped that a report will go to Executive Board in November detailing proposals.	
3.3	Damian Allen has been brought in as a consultant to carry out an independent assessment of challenges facing the Leeds "Youth Offer" to be used in developing proposals for a review of the service.	
3.4	Damian Allen gave a comprehensive presentation detailing a series of findings and propositions drawn from interviews with a range of stakeholders including; elected members, senior council officers, youth offer partners, providers, staff, secondary and primary school councils and young people in youth offer settings.	

3.5 Areas covered within the presentation included:

- Universal and targeted provision
- In house and external commissioning
- Age range for the Youth Offer
- Links between Area Committees and Clusters
- Local devolvement of funding
- Performance and quality monitoring
- Review of service structure and job roles

3.6 In the debate that followed Area Chairs expressed an interest in having more access to funding at a local level but that they needed more details over what funding is available and what can be devolved. There was general support for increasing the use of school facilities but it also needed to be recognised that this would not meet the needs of all areas.

3.7 The question was raised as to which budgets were being considered as part of the review. It was stressed that all youth offer budgets were on the table, although it needed to be recognised that a large proportion of resources are tied up in staffing and it may take longer to implement changes in this area, as part of any recommendations. It was hoped that some funding for “places to go, things to do” activities could be reorganised by April 2013 but that wider restructuring is unlikely before 2014/15.

3.8 It was felt that Area Committees would need to have further influence over the review and any proposals emanating from it. It was suggested that a working group of selected Area chairs should be set up to look at the youth offer.

KM

4.0 Environmental Delegation SLA2 Feedback

4.1 Helen Freeman attended with a report summarising feedback from Area Committees around the approval of SLA2 by all Area Committees in June / July.

4.2 While SLA1 gave changes to street cleaning schedules and the focusing of resources locally, the discussion has now moved from cleansing to enforcement. Locality managers are having conversations with Area Chairs regarding the restructuring of enforcement teams, and discussions are ongoing with staff and unions.

4.3 The aim is to strengthen the approach locally to include cleansing, enforcement and education. There is also evolving work to strengthen links with parish councils, voluntary groups and businesses and build a joined up approach to environmental issues locally.

4.4 SLA2 shows a maturing of SLA1 but it was acknowledged that this was an evolving picture. The ability for Area Committees to hold the service to account relies on good performance information from the service, and this is better in some areas than in others. There is also an expectation that there should be better coordination between partners within the local authority. There is the potential that findings from the budget plus exercise currently being carried out may lead to service reorganisations and potentially more services becoming devolved.

4.5 The ongoing restructure of environmental enforcement is wide and deep and is causing some concern amongst staff members. It was pointed out that the review was not about saving money, would not impact on the locality team budgets and would not lead to a reduction in frontline staff. The review is looking at the roles of local staff. Currently there are 7 differing job descriptions and the intention is to streamline this to 2 roles that will be able to carry out a wider range of duties including enforcement. There will also be increased

supervisor capacity to quality assure performance and have more contact with staff.

- 4.6 Concerns were raised by Area Chairs over the speed of the restructure and the impact that this is having on staff. There were also concerns expressed about a potential reduction in environmental health officers. Helen Freeman stated that staff had been given a full month for consultation and had been given notice when this would commence. Trade Unions had been involved in the process which was still ongoing. Environmental Health Officers did not fall within the remit of the restructuring of local teams, however there may be amendments to their job descriptions going forward, although they would still have an environmental health remit.
- 4.7 There was praise for the links that have been established with the environmental service Locality Managers but it was felt that some of the Environmental Sub Groups could be more effective. This was a matter for individual Area Committees and particularly Area Chairs to address.
- 4.8 There was a general satisfaction with the direction of travel for SLA2 and there was a feeling that the service had been transformed. There was a feeling that there was more honesty within the service regarding service provision, but it was also stressed that the Area Committees needed to individually hold the service to account and maintain their monitoring role.

5.0 Community First Update

- 5.1 Anne McMaster attended with a report providing an update on the development of the Community First programme in Leeds.
- 5.2 Community First panels have been set up in all of the areas that they should have been and are receiving good support from elected members and area teams. Local Authorities are not encouraged to become too involved with panels however they can provide assistance if the panels request this. In most cases panels are linking with the local authority.
- 5.3 For year one all panels have accessed practically all of their funding. Year two funding is starting to be available but future funding will be dependant on panels having a Community First Plan in place by 31st March 2013. Guidance on developing these plans is expected shortly.
- 5.4 Community Organisers are now in place and should be deployed to support communities shortly.
- 5.5 Area Chairs commented on the differing involvement of elected members with panels in different areas. Some panels had invited members onto them, some had established links with members, and some had excluded members entirely. It is down to the discretion of the panels themselves how much contact / coordination with elected members and council departments they have.

6.0 Wellbeing Mid-Budget Update

- 6.1 Cllr Gruen stated that the levels of under-spend of wellbeing funds at the end of last year will not be acceptable this year in the current climate. Area Chairs and Area Leaders need to have discussions about how to utilise their budgets this year.
- 6.2 There needs to be an understanding of what is happening to existing commitments and where blockages are occurring in releasing funds. There also needs to be a plan in place to re-assign committed funding where it is clear that it will not be spent in the current financial year.

- 6.3 It was pointed out that some Area Committees had used wellbeing funds to support posts dealing with new emerging areas such as neighbourhood planning and this might be a route that other Area Committees might want to take.
- 6.4 It was suggested that there needed to be a detailed look at all individual cases where funds have been allocated and not spent and that action plans needed to be put in place to resolve issues.
- 6.5 It was pointed out that in some areas there are issues over funds allocated to wards not being spent, and that Area Chairs had a role in encouraging those wards to release money. It was stressed that wellbeing funds needed to be spent wisely and appropriately.

7.0 Area Working Review

- 7.1 James Rogers gave a verbal update on progress to date for the Review of Area Working.
- 7.2 Many issues had been raised during the series of member drop in sessions held in August and early September. These included areas relating to geography, finance and service delegation / influence. These had been fed into the All Party Working Group (APWG) who had come to a view on a number of options.
- 7.3 The APWG have recommended that the current formula for distributing wellbeing funds based on 50% per capita and 50% on deprivation is the appropriate formula and that this should remain in place. Work is continuing regarding other funding streams to identify how a locality perspective should influence the distribution and control of new funding streams.
- 7.4 The view from the member consultation, and confirmed by the APWG, is that current boundaries are appropriate and that there is no need to make changes where they are not needed. There was however an issue identified with the West Inner Area Committee covering only 2 wards and proposals are being developed to tackle this issue.
- 7.5 There were also issues raised regarding the links between Area Committees and clusters and a need was identified to strengthen the role and influence of Area Committees in this respect.
- 7.6 The issue of influence over services at a local level has been high on the agenda and there is a desire among members to increase influence over a number of services. The APWG discussed this at some length and felt that some prioritisation was needed. The areas given priority were:
- Youth Services
 - Jobs and Skills
 - Neighbourhood Planning

There was also a recognition that the existing delegation for community centres was in need of some attention and that the current review of community centres needed to be closely linked with the review of area working.

- 7.7 Concerns were raised that only 35 members had attended the drop in sessions, although it was pointed out that consultation with members will also take place through other routes. It was pointed out that certain wards had not had any member participation in the consultation so far. The APWG had so far formed a consensus on most of the issues being addressed.
- 7.8 A set of recommendations are due to be taken to the executive board in November with the aim to implement in April 2013.

8.0 Any Other Business


8.1 There was no other business.

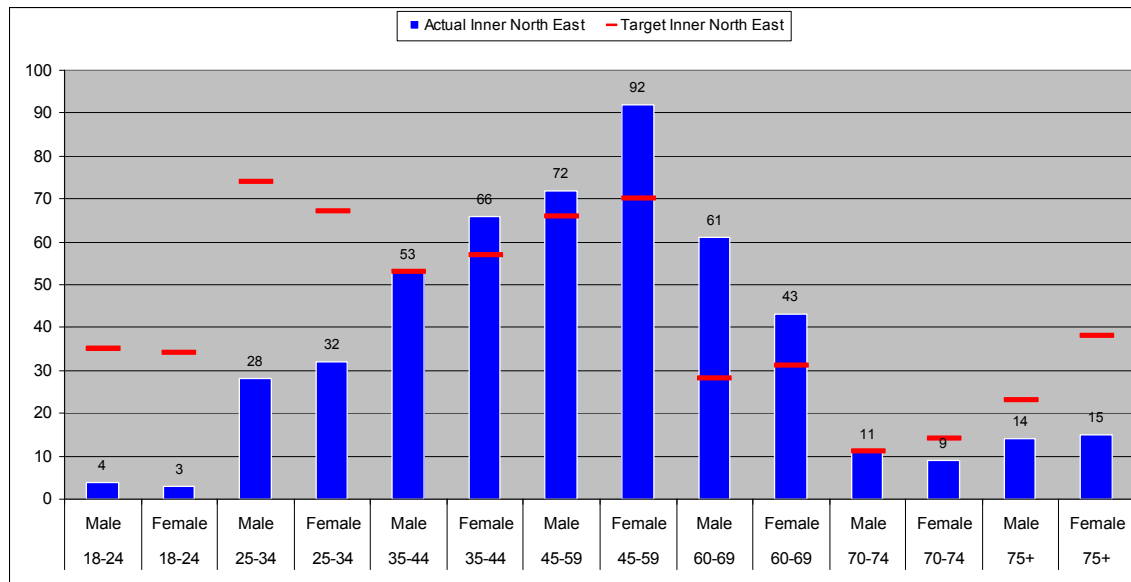
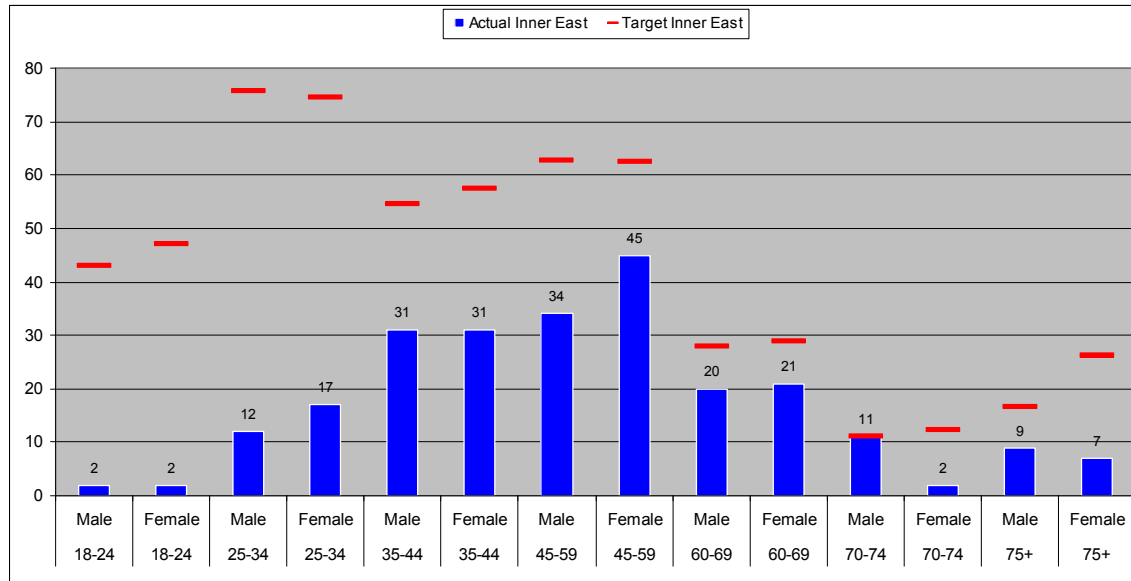
9.0 Date of Next Meeting

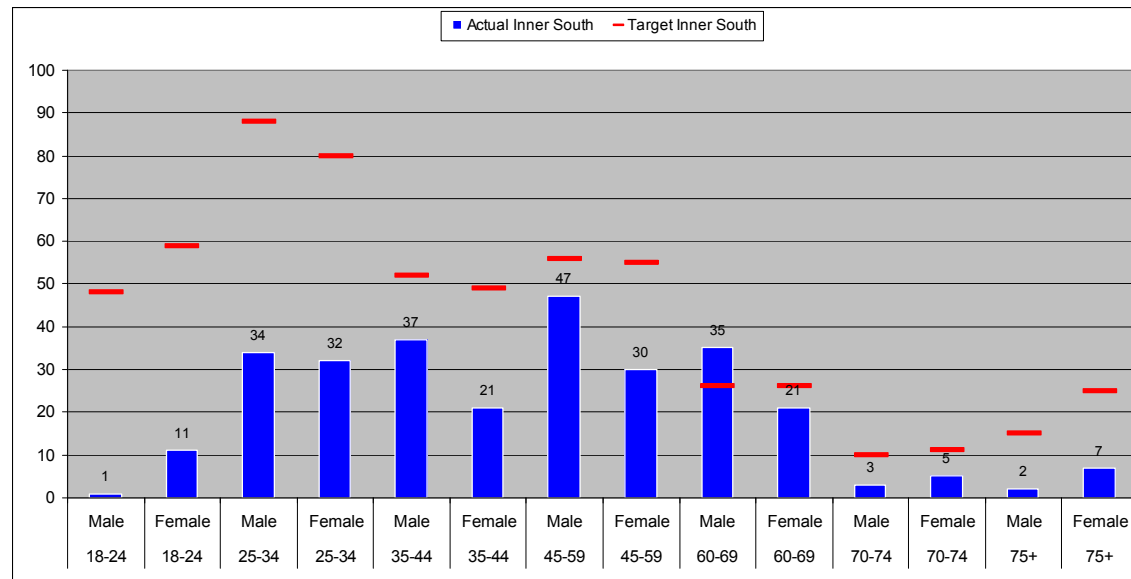
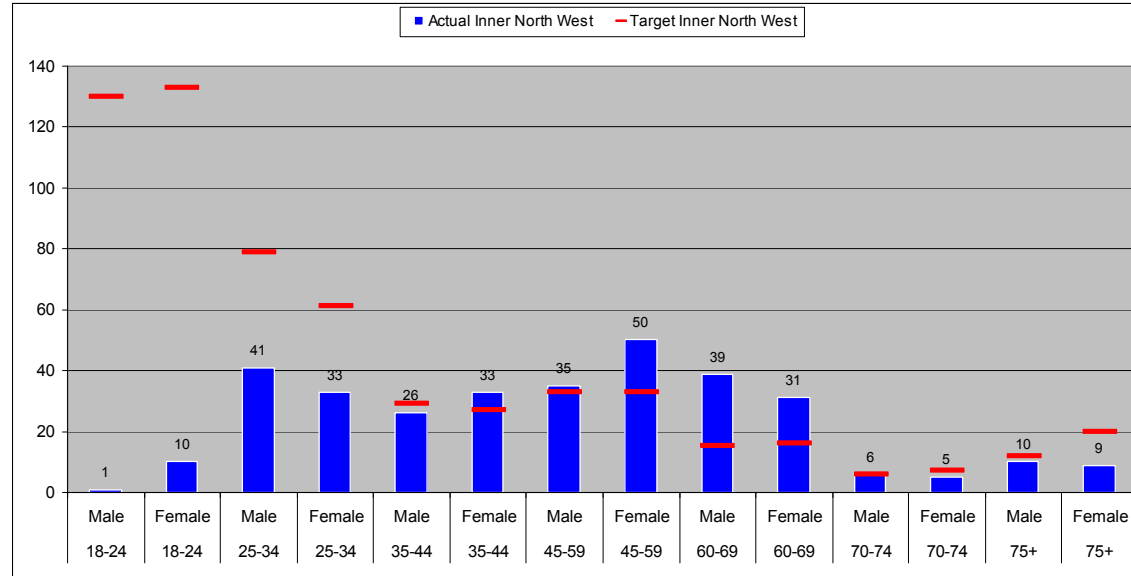
9.1 Friday 2nd November 2012, 09:00 – 11:00, West Room - Civic Hall

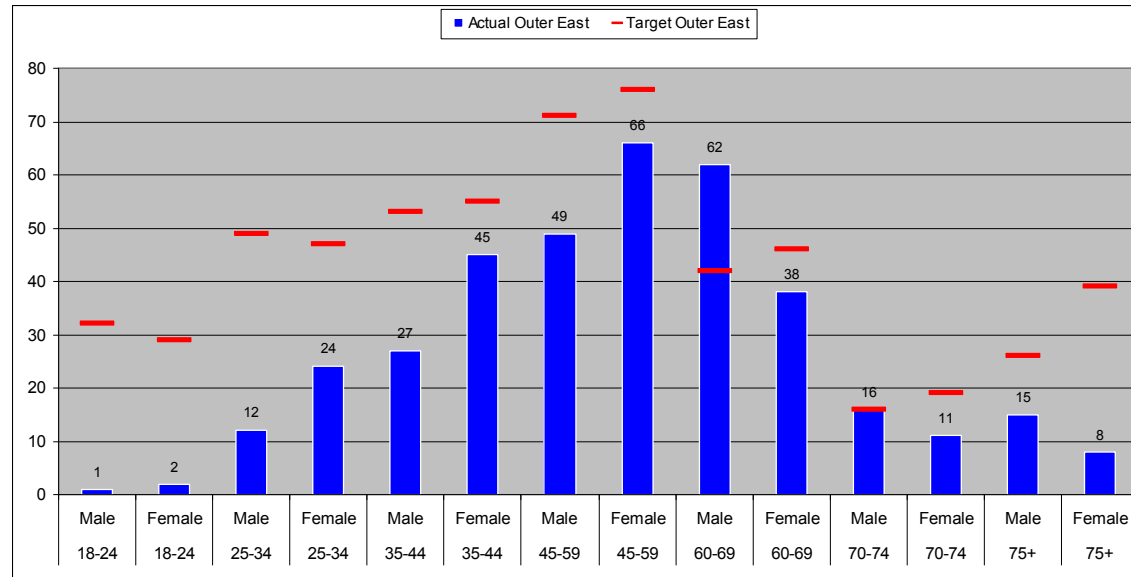
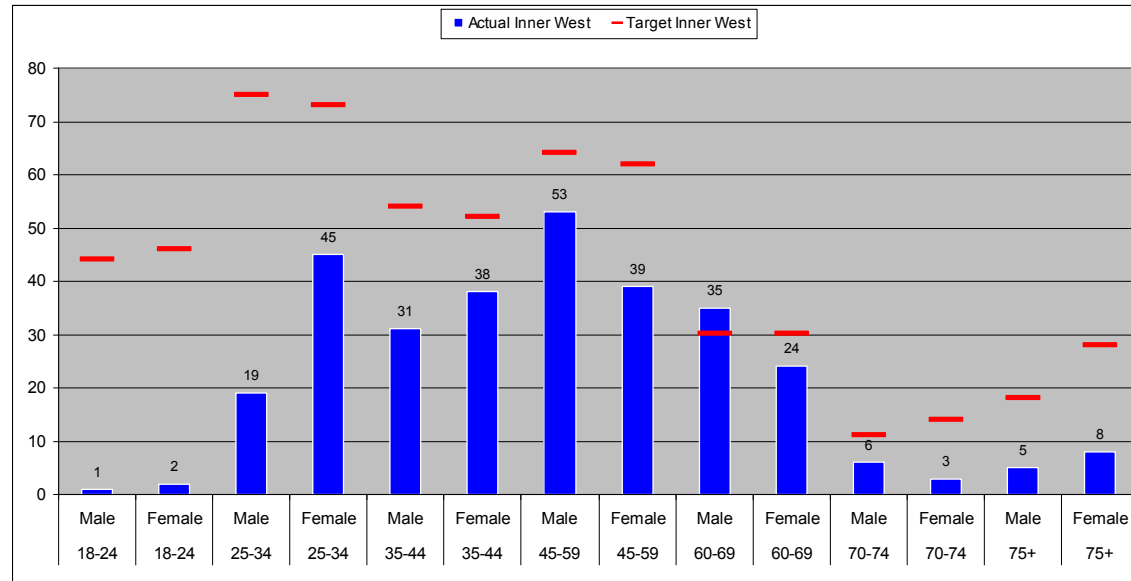
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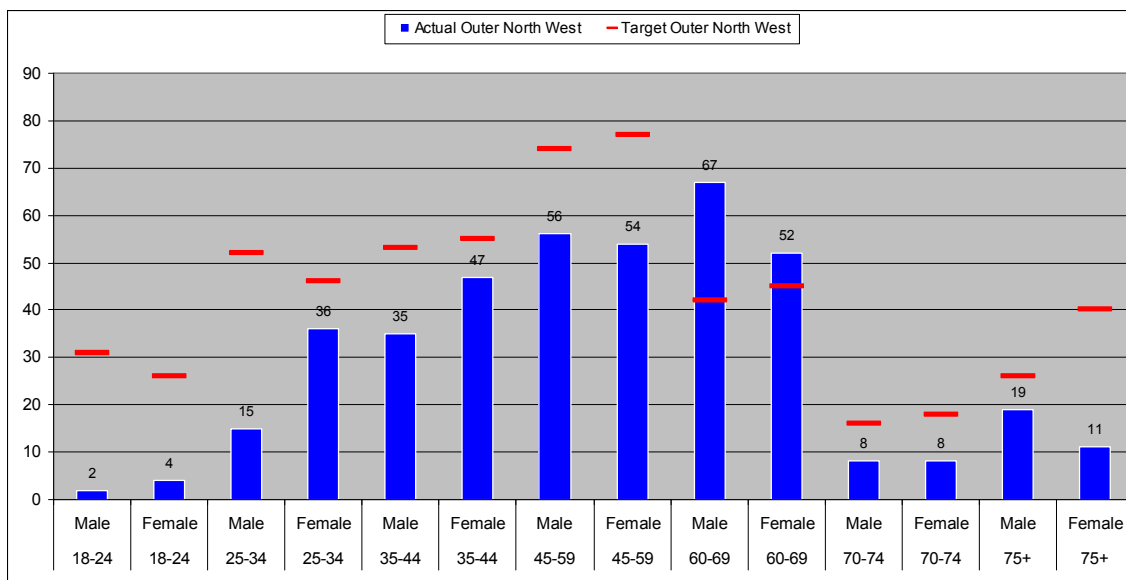
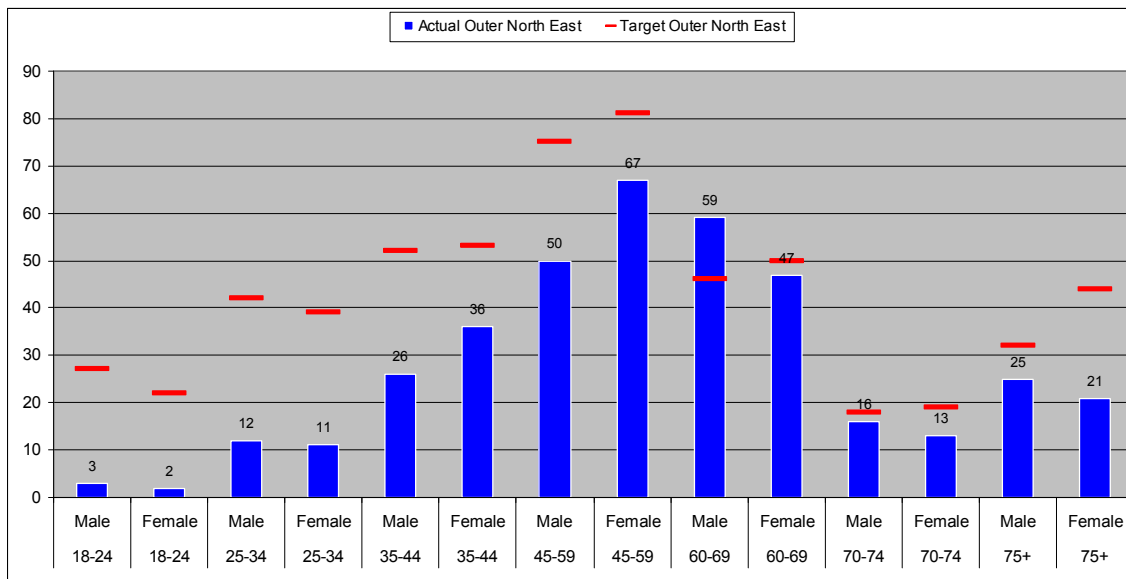
**Leeds Citizens Panel
Membership Summary** (correct as of 1 November 2012)

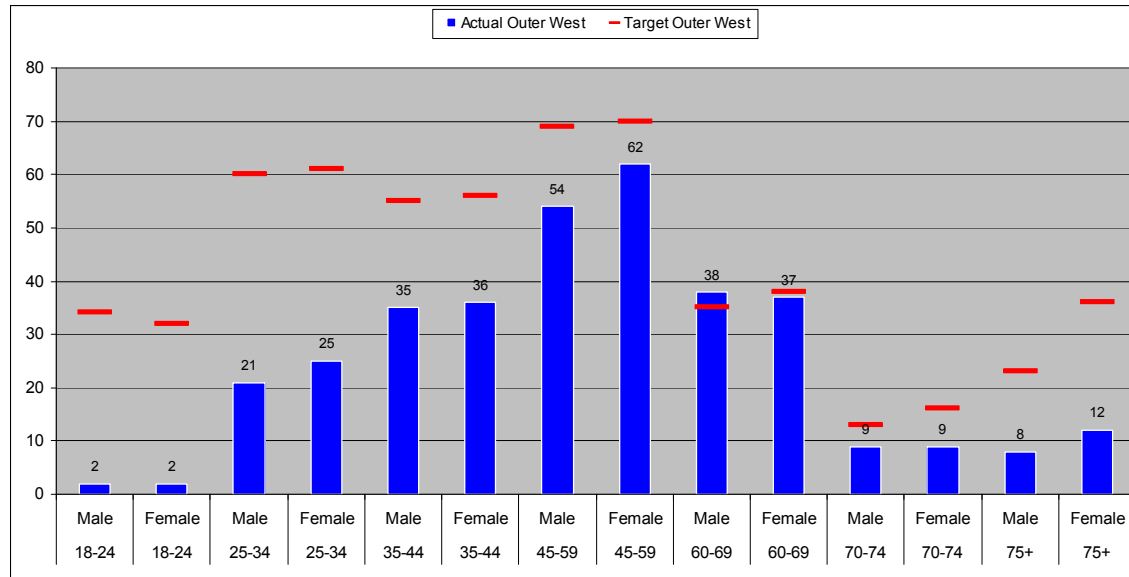
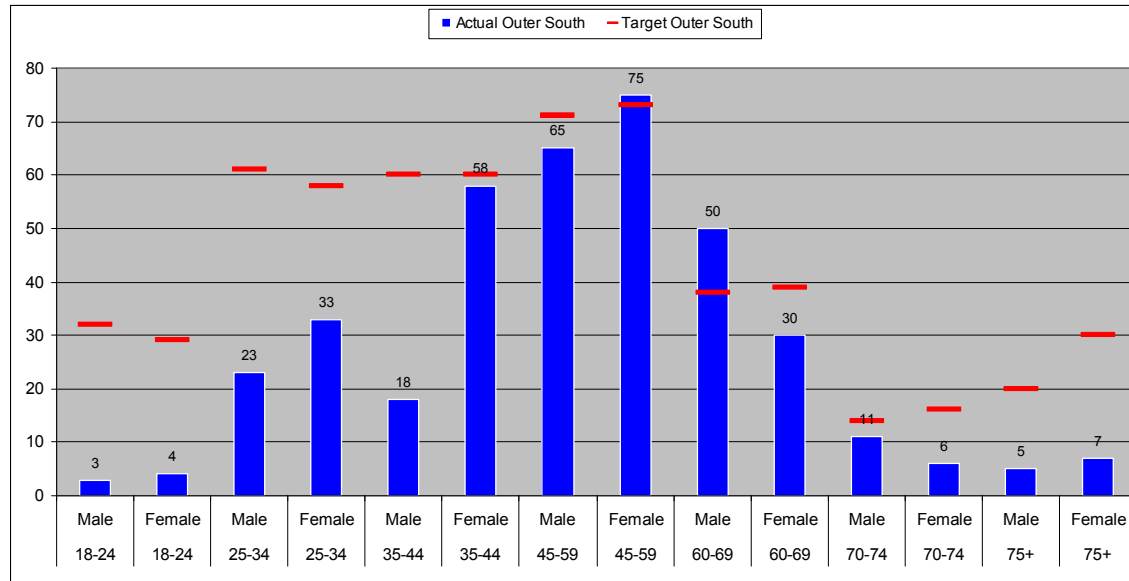
Quick Summary 				
		Count	% of Total Target	
Total Recorded:		3919	65.3%	No. of Emails: 3126 (79.8%)
			Total	Target
Age Groups:				% of Target
	18-24	68	912	7.5%
	25-34	542	1262	42.9%
	35-44	763	1036	73.7%
	45-59	1144	1301	87.9%
	60-69	842	680	123.8%
	70-74	175	272	64.4%
	75+	229	536	42.7%
	TOTAL	3763	6000	62.7%
Gender:	Female	1991	3065	65.0%
	Male	1882	2935	64.1%
	TOTAL	3873	6000	64.6%
Ethnicity:	White	3190	5505 (91.8%)	57.9%
	Mixed Race	75	82 (1.4%)	91.1%
	Asian	135	277 (4.6%)	48.8%
	Black	95	88 (1.5%)	108.5%
	Other	52	48 (0.8%)	107.4%
	TOTAL	3547	6000	59.1%
Area Committee:	Inner East	259	600	43.2%
	Inner North East	531	600	88.5%
	Inner North West	343	600	57.2%
	Inner South	303	600	50.5%
	Inner West	318	600	53.0%
	Outer East	386	600	64.3%
	Outer North East	407	600	67.8%
	Outer North West	438	600	73.0%
	Outer South	400	600	66.7%
	Outer West	361	600	60.2%
	TOTAL	3746	6000	62.4%
			Total	% of Returns
Long Term Illness:	Yes	444		11.3%
	No	2177		55.5%
	No Response	1298		33.1%
Faith:	Buddhist	24		0.6%
	Christian	2005		51.2%
	Hindu	74		1.9%
	Jewish	63		1.6%
	Muslim	80		2.0%
	Sikh	31		0.8%
	No Religion	1170		29.9%
	Other	93		2.4%
	No Response	379		9.7%
	TOTAL	3919		











Outer East Environmental sub-group minutes

22nd November 2012

1. Introduction and Apologies

Attendance: Cllr McKenna (chair), Cllr Grahame, Cllr Mitchell, Cllr Harland, Martin Hackett (SEAST), Tom Smith (Env. Services), Anne-Marie Broadhead (ENE) Mark Gray (AVH), Krstan Nenadic (Parks & Countryside), Martin Hackett (Area Support Team), Peter Mudge (Area Support Team).

Apologies – Cllr Dobson

2. Minutes of last meeting

2.1 Approved

2.2 Matters Arising:

2.2.1 2012 In Bloom tournament - Leeds City received the gold award and Outer East won five golds.

2.2.2 In the national competition Kippax was joint category winner, Billy Woods won an environmental impact award and Kippax in Bloom Chair Pat Sammy won a community involvement award.

2.2.3 In the Yorkshire in Bloom categories Garforth won gold and was category winner enabling it to enter Britain in Bloom next year.

2.2.4 Other awards were: Scholes - Silver Gilt, Micklefield – Silver, Great & Little Preston – Silver, Allerton Bywater - Silver Gilt, Ledston – Silver and Swillington – Silver.

2.2.5 The Chair will issue a press release congratulating winners and participants.

3. Terms of Reference (ToR)

3.1 A wider range of updates from a wider range of participants will be included for future meetings.

4. Service Performance

4.1 **Overall Cleanliness** – With regard to Ward Priorities, throughout the autumn the priority areas have been, (or are being,) surveyed in order to decide on specific actions to take. Actions focus on changing behaviours and include enhanced patrol work and proactive action around environmental issues.

4.2 **Service Delivery** –

4.2.1 A review of mechanical cleaning blocks is underway and is targeted for implementation in January 2013 in order to focus resources on priority areas.

5. SLA Priorities

- Aire Valley Homes is doing a lot of work on ginnel standards and the Locality team will look to maintain areas to that standard.
- A pilot scheme has been completed with Armley Prison whereby 6 trainees undertook 5 weeks of projects with the Locality team. The project was seen as a great success and it is hoped the project can become a regular one and be broadened to include other council service areas.
- § Close working is developing with Parks and Countryside to identify areas where resources can be combined to create benefits, An example is Parks and Countryside emptying some litter bins on the highway during week days in return for our emptying bins in some parks on weekends (when they have no staff in work). Reciprocal arrangements have been agreed for Manston and Temple Newsam Parks.
- § Partnership projects are also being discussed with the police though discussion and identifying projects is ongoing.
- § The cctv cameras funded by Outer East Area Committee are being deployed across the wedge area. Initially there were some teething problems however these have been resolved and there is no doubt the cameras have a great future which should lead to prosecutions.
- § Each ward now has 10 additional or replacement litter bins.
- § With regard to public benches, Kris said they need external funding but, once funded, they will be maintained by Property Services and Parks & Countryside.

- § The restructure of enforcement and regulatory services is continuing. Interviews are taking place and the new structure should be in place after Christmas.
- § It was agreed there will be an update on staff provision and on weekend services and overtime at the next meeting.

Date of next meeting: Tuesday 19th February 2013 – Civic Hall

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**East North East Divisional Community Safety Partnership Meeting
6 September 2012, 2:00pm Stainbeck Police Station**

Present:	Martin Snowden	Supt, West Yorkshire Police (Chair)
	Bev Yearwood	East North East Area Support Team, LCC
	John Woolmer	East North East Environmental Services, LCC
	Hayley Thackwray	East North East Environmental Services, LCC
	Martin Hackett	South East Area Support Team, LCC
	Sharon Hughes	East North East Area Support Team, LCC
	Cllr Brian Selby	Councillor, Inner East
	Jason Kirk	AVHL
	John Lund	Youth Offending Services
	Neil Bowden	ENEHL
	Jatinder Haq	East North East Area Support Team, LCC (Minutes)

Apologies: Gillian Mayfield, Victoria Fuggles, Munaf Patel, Jeremy Lunn & Jude Roberts.

1.0	Minutes of Previous Meeting	Action
1.1	Agreed as an accurate record.	
2.0	Matters Arising	Action
2.1	<ul style="list-style-type: none"> Carried forward from Previous Meeting (ENEHL newsletter /POCA) – SV Confirmed article was released promoting the ‘Why Should they campaign’ – Completed 	
2.2	<ul style="list-style-type: none"> (DPPO for Harehills Area) There has been no objections from the public consultation. The report will go to licensing panel in June and subject to approval be in place for the end of July. If approved all of the Inner East area will be a designated area. (Approved and implemented Aug 12) BY raised that in South Yorkshire instead of advertising on signs there is a company that advertise key messages with Graffiti on walls which lasts a certain length of time and is then washed off and is a lot cheaper than signage. The TN NPT inspector is looking into the details of this. JW stated that he was open for a discussion but would need to be satisfied that it would not attract further graffiti and see some evidence of success in South Yorkshire. Awaiting for NPT Inspector to feedback 	
3.0	Introduction to New Chair - Martin Snowden (Superintendent/ Operations	Action
3.1	MS introduced himself and gave an overview of his background with West	

	Yorkshire Police & Introductions were made by all.	
4.0	Burglary Position/ Optimal	
4.1	MS explained that the figures are generally down compared to last year. Burglary as a whole is positive in North East Leeds and across Leeds.	
4.2	Operation Optimal – An initiative that North west Leeds have piloted , A Professor at Manchester University has created an analysis tool that predicts burglary hotspot areas, it looks at variable data such as unemployment, housing, health, drugs, drinking problems etc. Optimal is more effective in the inner areas such as Burmantofts & Richmond Hill and Chapel Allerton. The data itself is refreshed by Safer Leeds intelligence unit and every two days is used to deploy staffing resources. . Early indication highlights some consistent areas but data does vary each time it is updated. MS informed the group the NE had replicated certain parts of Optimal from the West area and seeked partners view of possible involving partner agencies in the future	MS
4.3	Research shows that Manchester have got better results from engaging partners	
4.4	MS to speak to Elizabeth Belton and establish when the professor is coming to NE to deliver their presentation so ENEHL , LASBT and Aire alley Homes can attend .	
5.0	Intelligence Pack	
5.1	MS gave an overview of current performance and data provided by Safer Leeds	
5.2	JW questioned the purpose of the Intelligence Pack and asked if Environmental Enforcement information from the EIZ'S needs to be included in the pack. BY explained it was for DCSP members only and that the group were asked to feedback if additional information is required . JW to consider how performance on Zones will be presented in the future. I	JW
6.0	OBA's / Swarcliffe Plan	BY
6.1	An outcome based accountability session was held for KS ward and a multi agency action plan has been developed . Both Burmantofts and Richmond Hill and Chapel Allerton action plans were reviewed at the Serious acquisitive crime meeting in June. It is likely that Chapel Allerton ward may come out of the strategic localities of concern . By explained that the Whinmoor target hardening Project was in progress and has been successful and feedback from residents positive . The issues around the PFI contractual issues in Swarcliffe have now been resolved therefore the next phase will commence in October	
6.2	JK from Aire Valley Homes was keen to see a burglary action plan developed for Garforth and Villages , funding has been allocated to this ward . BY to meet with Inspector Jones and set up a meeting with Jamie Martin to progress	BY
7.0	POCA Criteria Review/ Expenditure	
7.1	BY provided a financial update for POCA activity from April 12 - . £28,000 has been allocated so far this financial year . BY and MS requested that the	

7.2	<p>POCA criteria was reviewed , it was agreed at the meeting that 20% of funds allocated will be top sliced to allow statutory partners to apply for POCA funds on condition that the funds will contributing towards strategic outcomes and NE policing priorities .BY explained that PCSO's had put forward several applications that hadn't met the current criteria but actually would have made a difference in localities . Any applications from stat services will be dealt with through normal panel processes. . It was also agreed that the current £250 limit would be increased to £500 . BY to review budget at the end of November. By to amend Poca Criteria and MS to revise mission statement</p> <p>LM to re circulate the POCA spreadsheet due to Crossgates grants missing off the handouts given in the meeting.</p>	<p>BY MS</p> <p>LM</p>
8.0	Seacroft / Manston DV	BY
8.1	<p>The Seacroft and Manston Cluster carried out an OBA session on Domestic Violence. There is a proposal to change the DV group into a specific focus group around Seacroft and Manston to develop an action plan to support the FABDA pilot , as concentration of one area will make more impact and enable the group to cascade any good practise to other areas. A problem profile has now been completed for the cluster and BY to circulate sanitised document to DCSP members.</p>	BY
9.0	Environmental Improvement Zones Update	JW
9.1	<p>JW circulated maps & other papers at the meeting showing the different Environmental Improvement Zones for the following areas:</p> <p>Gipton & Harehills x 12 Burmantofts & Richmond Hill x 9 Chapel Allerton x 5 Killingbeck & Seacroft x 4</p> <p>Resident's perception surveys are done every 6 months. It was agreed with the Police to pilot a new joint letter invited residents to PACE interviews, HC fed back that all those that have been sent the new letter have turned up to appointments which has been a significant improvement.</p>	
9.2	<p>JW explained that discussions were currently been held with Area Leadership and children Services around capacity and responsibility to carry out environmental education work in communities/school . A report has been sent to Area Committee to come up with suggestions as who will be able to do this work.</p>	
10.0	Help Desk	
10.1	<p>MS mentioned that the force is currently still under review. Killingbeck is 24/7 . The current position with regards to help desks i: Garforth open Mon-Sat 10-6 Wetherby open Wed-Fri 10-6 Stainbeck open 7 days a week but currently reviewing this.</p>	
10.2	<p>MS is waiting for the force wide review as there will be changes & it's most likely the no of hrs will be reduced. MS will circulate the review before the next DCSP meeting.</p>	MS

11.0	Troubled Families Update	GM
11.1	Carried forward to next Meeting.	
12.0	Operation Confidence / Timeline	BY
12.1	BY will be sending out the timeline for when articles need to be in. Aire Valley Homes panel as requested they proof read the articles before they are sent to print, this will affect 2 NPT areas. Newsletters will be distributed mid October.	BY
13.0	AOB	All
13.1	MS reported that shortly all Young Persons arrested in Leeds will start to be brought to Stainbeck Police Station and Youth Offending will be moving on site in Nov. By January 2013 all young person's will be bought to one site. If there is an adult arrested with the child then that person will be taken to the the appropriate place. Cllr Selby made a comment about parents that have to travel further from areas such as Outer North East which could cause problems with arrests that happen in the early hours of the morning. MS explained that the force have always had problems with an adult of parent attending interviews during the night.	
13.2	SH mentioned the Welfare Reform sessions will be held on Thurs 13 September, 90 staff coming along but will be looking at doing additional sessions due to the massive interest.	
14.0	Next DCSP Meeting	
14.1	Please put these dates in your diary 29 th November 2012 – 2pm-4pm, The Reginald Centre, Room 1	

Minutes of South East Leeds Health and Wellbeing Partnership 4th October 2012

Attendees:

Shaid Mahmood (Chair) – Localities and Partnerships
Bash Uppal – LCC Adult Social Care/NHS Leeds
Pat McGeever – VCFS rep
Cllr Paul Truswell – Inner South Elected Member Health Champion
Emma Stewart – LINK
Janette Munton – Public Health

Attendees Commissioning Session:

Heather Thomson – NHS Leeds Commissioning
Emma Strachan – NHS Leeds Commissioning
Janice Burberry – NHS Leeds Children's Commissioning
Michelle Atkinson and Jennifer Cooper – LCC ASC commissioning

Attendees Providers session:

Susie Brown – Ministry of Food
Carol Weir – LCHC – weight mgt service
Alyson Bertram – LCC leisure services
Alex Hammond – LCHC – healthy living advisors
Hanif Malik – Hamara
Pat McGeever – Healthforall
Antony Stringwell – Parks

Task group attendees:

Elaine Rey – LCC Policy Unit
Lisa Lennon – LCC Intelligence & Improvement Unit
Sam Coupland – LCC Leisure services
Joanne Davis – Health Improvement Specialist
Jo Loft – LCC Adult Social Care – Health Improvement Officer

1. Welcome, introductions and apologies

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

Apologies:

Dave Mitchell, Sue Gamblen, Tom Smith, Barbara Temple, Bridget Emery, Julie Bootle, Gerry Shevlin, Cllrs Varley and Lewis, LCHC & LYPFT.

2. Minutes of meeting held on 31 May 2012

Agreed as an accurate record.

3. Matters arising – none outstanding

4. Obesity Review 2 – 3 discussion with commissioners

Shaid opened the meeting and reiterated the aims of the Obesity review in inner south and introduced the format and process for the meeting.

Elaine and Lisa gave a short presentation outlining why the review had changed from Obesity to unhealthy weight, progress so far and some initial observations for discussion.

Action: A copy of the presentation was agreed to be circulated to attendees.

Janice Burberry clarified that there is clear Leadership in relation to Children's obesity, with a City wide Children's Obesity Strategy in place and a management board in place who manage the action plan. There may be a gap regarding similar structures/strategy for adult obesity.

Query about the statement that there is low level support in place and +27 BMI services and seems to be a gap in the middle – we need to be clear about what the definitions of levels are so that we can map services to this and see if there are any gaps. Also, commissioned services need to know what level they fall into.

Possible issue about the transition between ages 16 – 20 for disabled people.

New Active Sports Officers in place in localities.

JB presentation

- City wide strategy in place for Children.
- A children's obesity management board is in place who manage the children's obesity action plan.
- Commissioning is done on a city wide basis.
- The VCFS are commissioned to reach parts of the community that are hard to reach.
- 16 interventions are in place some of these include:
 - national child measurement programme - broken down into cluster analysis.
 - Watch It service.
 - HENRY linked into children centres.
 - Commission VCFS to deliver the Active for Life programme (8000 children), also football, dancing DAZL, skate parks etc.
 - Change 4 Life programme – Health for All. Need to look at outcomes. Capacity to take on more families.

Suggestions for improvement

- Could do more to raise awareness of care management pathways.
- Currently no rep from local H&W Partnerships on the Children's Obesity Board, could strengthen links.
- Could do targeted sessions with GPs and nurses in order to raise awareness of pathways available. This has already been done in some areas.
- More work with VCFS as they know communities.

Demonstration sites – evaluation completed.

Heather Thomson presentation

Confirmed Challenges in adult weight management:

- Lack of national guidance.
- No national targets in place.
- Lack of city wide obesity strategy.
- Prevention budget dwarfed by treatment costs.

Commissioning:

- Weight management service for adults
- Healthy lifestyles service
- Bodyline referrals
- 3rd sector commissioning – ministry of food, cook and eat courses
- Bariatric surgery
- Health Trainers
- Leeds Lets Change

Commissioning targeted at areas of deprivation.

Weight management service:

City wide aimed at people with a BMI over 30 or 28 with co-morbidities (average BMI is 43).

Outcomes:

- focus on recorded weight loss and long term maintenance of weight loss.
- Target to achieve 60% of patients achieving a minimum of 3% weight loss over max 12 contacts.
- At least 60% of completers maintained a weight loss of at least 3% of their presenting weight 6 months following completion of an intervention.
- The outcome measure is that 47% of people achieve their target.

Following consultation and review, new name 'Weigh Ahead'. Changes to service include:

- All patients offered 1 2 1 appointment.
- Inclusion of behavioural therapy

Starting to collect data at MSOA level.

Emma Strachan presentation:

Bodyline – available through GP practices and specialist healthy living service. Entitles patients to access unlimited off peak leisure provision at any LCC leisure centre for £5. Approx. 75% of South East GP practices to be on board by end Oct.

Ministry of Food – not commissioned to achieve weight loss and now do a 12 month follow up.

Health for All commissioned to run cooking courses in Inner South.

All cooking work is evaluated which includes fruit & vegetable consumption, unhealthy snacks consumption, salt consumption and confidence to cook.

New Obesity NICE guidance available from Nov 2012 – focus on working with local communities.

Public Health outcomes framework.

Question was asked about feedback processes following referrals – weight management feedback now through system1. Leeds Lets Change provide quarterly feedback to GPs on activity, advice, numbers accessing the service etc. The data goes to the Leeds Lets Change Champion in the practice, it is difficult to say how they use this information. There has been a phased approach to Bodyline, wider marketing to be completed.

3rd sector monitoring forms have been revamped – copy to be provided.

Leeds Lets Change website will include the 3rd sector in the future.

HT and ES Suggestions for improvement:

- Better understanding of obesity prevalence – better data.
- Develop local targets.
- Develop city wide strategy for adults like the children’s strategy including prevention and treatment.
- Increase capacity of services particularly in BMI 25 – 30 range.
- Look at how we reframe the healthy lifestyles pathways for those accessing services like Ministry of Food.
- Cultural Change – how do we influence this.

Michelle and Jenny Cooper presentation:

Neighbourhood Networks are jointly commissioned by the council and health. Outcomes focused service specification.

Promoting healthy eating, exercise in a way that people who attend the networks want. Has one monitoring systems which is shared with partners.

A small number of neighbourhood networks are starting to look at providing some services traditionally provided by ASC. This is done within the context of shrinking budgets. Services based around the individual, they know local community, people and organisations in the community. Can also refer to other services. Have local volunteers. Neighbourhood networks provide services based on what local older people want.

Elaine outlined next steps which were outlined on the slides.

Shaïd thanked all for their contributions and partnership moved to meeting with Providers.

5. Obesity review 3 – 4 provider services discussion

Round table introductions were made.

Shaïd outlined what is expected of the meeting and gave a brief overview of the discussions in the commissioner session.

Elaine and Lisa gave a short presentation outlining why the review had changed from Obesity to unhealthy weight, progress so far and some initial observations for discussion. It was noted that there is good data for children’s but lack in adults. It’s clear that joint working is key.

Action: A copy of the presentation was agreed to be circulated to attendees.

Bash referred to the providers summary. Noted gap on health trainer information and Parks.

Action: Bash to update.

Pat questioned capacity in 3rd sector and confirmed there is a willingness to create more places funding permitting.

The question of costs was raised and acknowledged that this was missing from picture. General view was that focus needs to be on outcomes rather than cost. Also acknowledged difficult to do comparison across providers given contracts varied from small (15k) to very large amounts of funding (250k).

Some concern was expressed over future commissioning when public health move into the Council.

The group talked about the need for prioritisation. No clear pathway. Interventions were classed by commissioners as levels/ tiers of 1,2 or 3 provision. The tiers were not understood by the partnership or some of the providers.

Cllr Truswell questioned how far do commissioners measure impact and share good practice – what is seen as good practice? Need to transfer resources to the ground for practical action – less administration.

Action: Carol agreed to provide definitions.

Feedback on suggestions for improvement made by providers included:

- focus needs to be on prevention and improving referrals e.g. ministry of food piloted free places with GPs but only 8 received.
- need for collaboration across sectors and within the third sector, would need someone to facilitate this. The silo approach to commissioning has lead to competitive environment.
- need to change perceptions by some professionals of the 3rd sector role which is to add value.
- contracts need to allow flexibility for 3rd sector to demonstrate added value at ground level, contracts have become too prescriptive and allow less opportunity for discussion and debate in terms of what might work on the ground.
- need meetings between commissioners and providers not just contract managers.
- need for clarity on what constitutes best practice.
- commissioning need to link to local need and what works on the ground.
- need for a shared vision.

Carol shared changes they made of opening up weight management services to self referral as existing approach linked to BMI alone doesn't work.

Janette confirmed measures were designed jointly with 3rd sector to help strengthen their position.

A request was made by Alyson who informed group of leisure services plans to reopen Middleton sports centre and want to engage with 3rd sector to define needs and barriers. Also looking at Birmingham model of low cost/no cost to increase use of facilities.

Ruth highlighted that more money now in obesity as a result of GP engagement e.g. Leeds Lets Change 500k.

Overall view was adult unhealthy weight commissioning not linked sufficiently to needs in localities. Pathways not clear what is in place. Lack of evidence of what works. View that need a long term vision. Good time to connect to Olympics. Need for more joined up approach outlining full range of need with clear leadership and champions.

Action: All providers and commissioners that attended to be sent copy of slides and next steps.

All thanked for contributions.

5. Any other business

Commissioning obesity services in a reformed NHS conference 30th October in London

Need to get back to Bash if interested in attending.

6. Date and time of next meeting

29th November 2012 at 2 – 4 Civic Hall



Report author: Tom Smith

Tel: 2243829

Report of Locality Manager (South and Outer East Leeds)

Report to East Leeds (Outer) Area Committee

Date: Tuesday 11th December 2012

**Subject: South and Outer East Locality Team Service Level Agreement
Performance Update**

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 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 provides an update on performance against the Service Level Agreement (SLA) between East Leeds (Outer) Area Committee and the South South-East Environmental Locality Team. This report covers the period from 1st July 2012 to 31st October 2012.

Recommendations

2. That East Outer Area Committee note and comment on the contents of this report.

1 Purpose of this report

- 1.1 This report provides an update on performance against the SLA between Outer East Area Committee and the South South-East Environmental Locality Team. This report covers the period from 1st July 2012 to 31st October 2012.

2 Background information

- 2.1 Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services in March 2011. The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a 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.
- 2.2 The delegation of environmental services to Area Committee means that service resources, mainly staffing, are now devolved. Resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to new Locality Teams. The SLA sets out the detail of the resources which will be allocated to the Area Committees.
- 2.3 The annual SLA for the Outer East Area Committee was agreed on 3rd July 2012.

3 Main issues

- 3.1 Section 6.0 of the SLA sets out the principles and priorities against which the Locality Team's success will be measured. The following describes performance against these principles and priorities in the first six months of this year's SLA.

3.2 Delivery of Ward Priorities

- 3.2.1 **Appendix A** describes the identified priority areas for each ward in Outer East area. Throughout the autumn priority areas have been (or are being) surveyed in order to decide on specific actions to take. The surveys incorporated a baseline cleanliness and environmental assessment. Actions to be taken focus on changing behaviours and include enhanced patrol work and proactive action around environmental issues.
- 3.2.2 Each priority piece of land has been allocated to an enforcement officer for investigation of issues and proposed resolution. A summary of the actions proposed and taken is at **Appendix B**. Over the next period we will continue to report back on proposals and progress.
- 3.2.3 A programme of inspection and cleaning is in development working closely with the ALMOs and Parks and Countryside Services. A ginnel standard has been developed by Aire Valley Homes which we intend to adopt to give a baseline against which to assess the condition of a ginnel on a regular basis.

- 3.2.4 Several ginnels have now been added on to existing cleansing schedules and we are in the process of assessing the rest in order to determine whether they can be added to schedules, need extra resource to be provided, or can be inspected and dealt with on a reactive basis.
- 3.2.5 Four new covert CCTV cameras have now been purchased by Outer East Area Committee and are being deployed across the wedge to areas of priority. Anti fly-tipping signs are also in-use and have been deployed on many sites across the wedge to deter fly-tipping.
- 3.2.6 Ward based patrol work is not yet in place due to the need for a review of our risk assessments and development of staff. However we expect this to be underway by January 2013.

3.3 Delivery of SLA Priorities

a) Outcome Focused

- 3.3.1 Following consultation with Elected Members about the measure of street cleanliness (National Indicator (NI) 195) and it's usefulness at a local level, this is now carried out on a citywide basis only. The latest figure for citywide cleanliness indicates that 91% of sites surveyed were at a satisfactory level of cleanliness.
- 3.3.2 The duty of care of businesses is a key focus within the SLA. Several businesses in priority areas have been approached to discuss their duty of care in terms of littering in proximity to their premises. For example, enforcement action was taken against a company on Whinmoor Crescent putting trade waste into domestic waste bins. A number of 'duty of care' inspections were undertaken on the other premises on Whinmoor Crescent looking at their waste management arrangements and reminding them of their responsibilities to make sure their premises do not cause a litter problem. Further work to extend this work will continue.

b) Responsive to Local Needs

- 3.3.3 A review of mechanical cleansing blocks is currently taking place to increase the frequency and quality of cleaning in some priority areas without reducing frequency in others. In some areas we will also seek to fix scheduled cleaning on particular days in order to aid coordination with Waste Management, housing ALMOs and community groups. Proposals will be brought to Elected Members through the Environmental Sub-Groups in early 2013.
- 3.3.4 Capacity days continue to allow the impact of seasonal tasks, such as leafing, to be minimised. As in previous years we have supported the In Bloom judging process across many areas of the wedge and Outer East Leeds (including Swillington, Micklefield, Ledston, Great and Little Preston, Kippax and Garforth). This included intensive cleaning prior to judging and supporting in bloom groups with litter and waste collections.

c) Common Sense Approach

- 3.3.5 We continue to work with our frontline staff to engender the principle of not walking past a problem. We now have several examples where the new service is working as one. However, this continues to be an area of focus within all staff appraisals.

Our fly-tip removal crews continue to examine tips for evidence before removing them, and reporting them for investigation to their enforcement colleagues.

d) Working as a team in our priority neighbourhoods

3.3.6 Proposals for the identified priority areas are being developed as per 3.2.1 above. We are working closely with colleagues in Aire Valley Homes, Parks and Countryside and the Police to develop proposals to take action to improve the environment in these areas.

3.3.7 Partnership working has improved greatly over the last 12 months. The section from 3.3.13 below describes examples of partnership working having an impact over the last six months.

e) Supporting community action

3.3.8 The Environmental Action Teams, largely the CESO staff, have consistently attended most neighbourhood forums over the period. We have briefed all staff within the team that they now represent the full range of services within the Locality Team, which should significantly improve engagement with street cleansing services.

3.3.9 Over the last month most forums have also been attended by either the Locality Manager or Service Manager.

3.3.10 South Locality team has recently undertaken a pilot work placement scheme with HMP Leeds. Trainees, released on a temporary licence from HMP Leeds are with us for a five week period undertaking work across the wedge area and creating additional capacity. This has been a great success with the following work being carried out in Outer East wedge area:

- The ginnel off Church Lane, Garforth has been cut back and litter picked.
- The ginnel off Selby Road opposite Knighthill, Colton has been cut back and litter picked.
- The ginnel off Ring Road X-Gates at the side of the Station Pub has been cut back and litter picked.

f) Education and Enforcement

3.3.11 Training has now taken place with PCSOs across most of the South and East NPT areas in order to provide them with the knowledge to effectively witness and take statements for dog fouling and other environmental offences.

3.3.12 There are several good examples of where education and/or enforcement action has been undertaken or staff have worked with other agencies to deliver successful outcomes for residents. Examples include:

- A resident of Osmondthorpe was observed by a PCSO allowing his dog to foul. The resident refused to give his details so the PCSO called his colleagues who managed to get his details. A Fixed penalty Notice was issued by the Locality Team but not paid. This resulted in our taking it to court and the defendant receiving a fine of £125 and costs of £458.23.

- An enforcement officer was on patrol on Stanks Lane North when he noticed overgrown vegetation to a rear garden of 57 Stanks Lane North. Rather than take immediate enforcement action he spoke to the occupier and discovered she was registered disabled and was in no position to carry out the work required. He contacted Community Payback and submitted a referral to cut back the vegetation to the property. Community Payback cut back the hedges and our enforcement officer arranged for Yorkshire Housing to remove the garden waste. The job was completed within 48 hours, much to the satisfaction of the resident.
- There was a significant problem with flytipping at 'Roman Ridge Road' off the A656 at Mickfield. An enforcement officer worked with the flytip removal team and Parks and Countryside to remove several hundred tonnes of waste. Parks and Countryside then worked with us to place an earth 'bund' to prevent future flytipping. No further flytipping has been reported at this location.
- Early morning patrols have been undertaken in several areas including Garforth, Kippax and Allerton Bywater to deal with dog fouling issues. Several members of the public have been spoken to and advised about dog control orders and penalties for dog fouling.

g) Partnership Working and Development

3.3.13 Work is ongoing with Aire Valley Homes to develop models of integrated working on housing estates. AVHL, Parks and Countryside and Highways Services are working with us in partnership to put in place a programme of monitoring and cleaning for priority ginnels (see 3.2.3 above).

3.3.14 We are working closely with Parks and Countryside to identify areas where we can be more flexible with our combined resources to create benefits. For example we are developing arrangements where Parks and Countryside empty some litter bins on the highway during week days in return for our emptying bins in some parks on weekends (when they have no staff in work). Reciprocal arrangements have been agreed with Parks and Countryside around Manston and Temple Newsam Parks which, once implemented, will result in improvements in cleanliness in and around the park.

3.3.15 We are also continuing to work with partners in the ALMOs and Parks and Countryside to expand the range of people who might take direct enforcement action in future.

h) Seasonal and annual events

3.3.16 A forward plan of events is in production initially focused on leaf-fall clearance and Christmas light events.

3.3.17 A programme of cleansing priority leafing areas is now being delivered. No additional resources are provided to SSE Locality Team to provide this function. The use of capacity days assists progress in the Outer East area and where complaints are received we are generally dealing with them quickly.

3.4 Service Delivery Performance

- 3.4.1 **Appendix C** contains the tables which support the descriptions of performance below. Overall 3,028 requests for service were received between 1st July and 31st October 2012 of which 692 were for the Outer East wedge area (23%). The most prevalent issues in Outer East in the period were, in descending order: fly-tipping (clearance and enforcement), overgrown vegetation, gully cleaning and littering. These accounted for 49% of requests received for the area.
- 3.4.2 It should be noted that robust systems to record frontline operational service delivery have only been in place since 20th August 2012.
- 3.4.3 92% of manual cleansing rotas in Outer East wedge were undertaken as scheduled in the period. 12 holiday, 3 sick, The 14 non-running routes were due to holidays (12 occasions) and sickness (2 occasions). We have a limited budget to cover manual cleaning, budget equivalent to covering 1 in 6 absences, so not all holidays can be covered.
- 3.4.4 84% of the mechanical cleansing rotas in Outer East wedge were undertaken as scheduled in the period. Of the 20 routes that did not run in the period 8 were due to holidays, 6 due to sickness, 3 due to working to cover refuse collection and 2 'other' operational reason, e.g. leafing work or priority cleaning work. Whilst we have budget available to cover mechanical cleaning staff it is often difficult to source drivers.
- 3.4.5 Wedge-wide services generally ran as scheduled, with the exception of 1 occasion where the litter bin team did not run due to holidays which were not able to be covered and gully cleaning service which did not run on 10 occasions in the period due to 3 sickness, 4 holidays, 1 occasion of working to cover refuse collection and 2 'other' operational reasons. It is often very difficult to source appropriately skilled cover for gully crews, however we are in the process of training staff across the service so that cover will be easier in future.
- 3.4.6 Only 5 Fixed Penalty Notices were served on residents in the period. The low level of action in the area is of concern and we will focus on increasing the level of legal action across the area over the next period. A increased focus on the priority areas should also increase the level of action taken across the piece.

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.
- 4.1.3 Various consultation and engagement exercises have been undertaken with Members on an individual basis, as well as at ward and Area Committee level.

4.1.4 Performance against the SLA is now routinely discussed at all Environmental Sub-Groups.

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, will significantly contribute 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 There are no resource implications.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications.

4.5.2 The report contains no information that is deemed exempt or confidential.

4.6 Risk Management

4.6.1 There are no risk management implications within this report.

5 Conclusions

5.1 Positive progress has been made in the first six months of the Service Level Agreement for 2012/13.

6 Recommendations

6.1 That East Leeds (Outer) Area Committee note and comment on this report.

7 Background documents

- Delegation of Environmental Services – Service Level Agreement, 2nd July 2012.

Appendix A – Outer South Ward Priorities

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

Appendix B – Priority Land Actions

'Orphan' land at White Laithe Shops

Land and path recently cut back and litterpicked by HMP work experience pilot trainees. To be regularly monitored going forward.

Grimes Dyke/Cock Beck footpath

Regularly patrolled. New litter bin in place. Prosecution of local youth for tipping in the beck is pending.

Swillington Park

Regular patrols by Dog Wardens and Enforcement in place.

Ash Lane industrial estate and area

Litter an issue. To include in the sweeping schedule. Also provide litter bin to reduce littering from overnight lorries.

Barrowby Lane – flytipping

Flytipping signage in place. Monthly site visit and the use of CCTV

Neville Garth - flytipping

Flytipping signage in place. Monthly site visit and the use of CCTV

Appendix C – Summary Performance Information

Table 1: Service Requests – 1st July to 31st October 2012

DESCRIPTION	Crossgates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam	Outer South Total
Overgrown Vegetation	32	36	23	22	113
Fly Tip (Clearance)	14	17	32	16	79
Gully	10	29	23	17	79
Flytipping (Enforcement)	14	5	8	9	36
Litter Complaint	11	9	3	12	35
Waste in Gardens	8	1	10	12	31
Dead Animal Removal	5	12	7	3	27
Litter Bin Empty	12	7	5	3	27
Road Sweeping	3	7	10	4	24
Ginnet	3	7	4	5	19
Obstruction	7	1	4	3	15
Bin not Returned	9	2	3		14
Litter Problems	2	6	4	2	14
Drainage	3	4	3	3	13
Dog Fouling	3	4	1	4	12
Litter Bin Request	1	4	1	6	12
Damage to Highway	3	1	2	5	11
Footpath Sweeping	2	4	4	1	11
Nuisance - Other	4	3	1	2	10
Commercial Waste Issues	5	3		1	9
Domestic Waste Issues	2	1	2	4	9
Mud etc on Road	4	2	1	2	9
Housing - Vacant	2		3	3	8
Odour - Other	1	2	2	3	8
Bulky request	1	2	4		7
Graffiti	2	2	1	2	7
Nuisance - Accumulation/Deposit	1	1		3	5
Smoke from Bonfire	1		2	2	5
Dog Fouling Enforcement Signage Request		2	2		4
Dog Fouling General Area	1	2	1		4
Illegal Advertising	2	2			4
Rodents	1	1	1	1	4
Abandoned Vehicle	1	1		1	3
Leafing	1	2			3
Smoke from Chimney		2		1	3
Dog Fouling Specific Address	1			1	2
Dogs Specified Max LEEDS order 11	2				2
Illegal Vehicle Crossing	1			1	2
Abandoned Trolley	1				1
Dust or Grit		1			1
Flyposting			1		1
Found Dog			1		1
Housing - Defect			1		1
Housing - Dirty		1			1
Litter Bin Repair				1	1
Nuisance - Premises	1				1
Odour - Agricultural		1			1
Request for Environmental Information		1			1
Street Cleansing Quality		1			1
Vehicles for Sale	1				1
TOTAL	178	189	170	155	692

Table 2: Manual Cleaning – 20th August to 31st October 2012

Area	Scheduled	Ran	% Ran
Crossgates & Whinmoor	114	102	89%
Garforth & Swillington	33	29	88%
Kippax & Methley	0	0	-
Temple Newsam	42	42	100%
Outer East Total	189	173	92%
SSE Wedge Total	594	547	92%

Table 3: Mechanical Cleaning – 20th August to 31st October 2012

Area	Scheduled	Ran	% Ran
Crossgates & Whinmoor	31	27	87%
Garforth & Swillington	19	15	79%
Kippax & Methley	38	32	84%
Temple Newsam	45	38	84%
Outer East Total	123	103	84%
SSE Wedge Total	525	444	85%

Table 4: Wedge-wide Services – 20th August to 31st October 2012

Team	Scheduled	Ran	% Ran
Outer Litter Bin Team	73	72	99%
Inner Litter Bin Team	73	73	100%
Gulley Cleaning	73	63	86%
Flytip Removal	73	73	100%

Table 5a: Fly-tip removal (number of jobs) – 1st July to 30th September 2012

Area Committee Area	Days to Clear Fly-tip					Total
	1	2	3	4	5+	
Inner South	195	15	10	9	52	281
Outer East	24	4	6	4	21	59
Outer South	33	9	6	5	25	78
Grand Total	252	28	22	18	98	418

Table 5b: Fly-tip removal (%) – 1st July to 30th September 2012

Area Committee Area	Days to Clear Fly-tip					Total
	1	2	3	4	5+	
Inner South	69%	5%	4%	3%	19%	100%
Outer East	41%	7%	10%	7%	36%	100%
Outer South	42%	12%	8%	6%	32%	100%
Grand Total	60%	7%	5%	4%	23%	100%

Table 6a: Full litter bin emptying (number of jobs) – 1st July to 30th September 2012

Area Committee Area	Days to Empty Litter Bin					Total
	1	2	3	4	5+	
Inner South	6	3	2	1	2	14
Outer East	4	5	0	2	7	18
Outer South	6	2	1	1	4	14
Grand Total	16	10	3	4	13	46

Table 6b: Full litter bin emptying (%) – 1st July to 30th September 2012

Area Committee Area	Days to Empty Litter Bin					Total
	1	2	3	4	5+	
Inner South	43%	21%	14%	7%	14%	100%
Outer East	22%	28%	0%	11%	39%	100%
Outer South	43%	14%	7%	7%	29%	100%
Grand Total	35%	22%	7%	9%	28%	100%

Table 7: Legal Notices Served – 1st July to 31st October 2012

LEGAL NOTICES	Crossgates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
HW154 - Overgrown Vegetation	4		1	2
EP46 - Bin not Returned		6		
EPA92A - Waste in Gardens	3		1	
BA59 - Commercial Waste Issues	2			
LG29 - Housing - Vacant	2			
PD4 - Waste in Gardens			1	1
CNEA59 - Flytipping			1	
EP34_5 - Commercial Waste Issues	1			
EP46 - Flytipping				1
EP46 - Waste in Gardens	1			
EP47 - Bin not Returned	1			
EP47 - Commercial Premises Duty of Care Inspect			1	
EP47 - Commercial Waste Issues	1			
EP80 - Smoke from Bonfire			1	
HW143 - Commercial Waste Issues		1		
HW143 - Obstruction				1
HW166 - Cellar Grate			1	
PD4 - Housing - Vacant				1
PD4 - Overgrown Vegetation		1		
TCP215 - Rodents	1			
TCP215 - Waste in Gardens				1
TOTAL	16	8	7	7

Table 8: Fixed Penalty Notices Issued – 1st July to 31st October 2012

FPN NOTICES	Crossgates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
FPN200 - Bin not Returned	1			
FPN700 - Waste in Gardens	1			
FPN900 - Dog Fouling		1		1
FPN900 - Litter Problems				
FPN900 - Keeping Dogs On Leads At All Times			1	
Total	2	1	1	1

Table 9: Prosecution Action Taken – 1st July to 31st October 2012

PROSECUTION TYPE	Crossgates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Bin not Returned	1			
Dog Fouling Specific Address	2			
Flytipping				1
Waste in Gardens				1
TOTAL	3	0	0	2



Report author: Martin Hackett
Tel: 3368942

Report of the South East Area Leader

Report to Outer East Area Committee

Date: 11th of December 2012

Subject: Derelict & Nuisance Sites

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		
Cross Gates & Whinmoor		
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. The report provides some background to the derelict and nuisance property programme established in 2011.
2. The report provides Area Committee with details of actions undertaken and pending in the South East area

Recommendations

3. Area Committee is requested to note progress and raise any questions.

1 Purpose of this report

- 1.1 To provide Area Committee with background to the derelict and nuisance property programme.
- 1.2 To provide information on actions undertaken and pending along with successes of the project in the South East area in the projects first year.

2 Background information

- 2.1 This programme was established in 2011 to improve coordination across the Council in dealing with the worst derelict and eyesore properties across the city which are causing a nuisance and blight on communities.
- 2.2 A programme steering group and working group have been established to address the issue which includes representatives from various parts of the Council. In February 2011, Executive Board agreed to support the programme with a rolling budget of £500,000 over 3 year period from the capital programme..

3 Main issues

- 3.1 In 2011 a programme steering group and working group were established to address derelict and nuisance properties across the city with Leeds City Council supporting the work with a £500,000 budget.
- 3.2 Area Support Teams were invited to submit their 'Top 10' problem sites. The sites were identified from a number of sources including Ward Member complaints, sites raised at 'tasking' meetings or community forums and sites identified by enforcement officers. Area Committee Chairs and Area Committee Environmental Sub Group also identified properties and in a Yorkshire Evening Post article, members of the public were invited to suggest properties.
- 3.3 Those identified as being the most problematic in South East Leeds included council owned buildings/sites, privately owned buildings/sites and sites where the council has the freehold but the building is privately owned.
- 3.4 The buildings/sites identified in South East Leeds were the following:
 - The Hermitage (Kippax)
 - The Cottingley Arms (Cottingley)
 - South Leeds Sports Centre (Beeston)
 - The Malvern Public House (Beeston)
 - The Middleton Arms (Middleton)
 - Ex Doctors Surgery at Low Grange View (Belle Isle)
 - The Whinmoor Public House (Stanks)

- Barley Hill Fields housing development (Garforth)
- Park Lees Adult Education Centre (Beeston)
- The Squinting Cat Public (Swarcliffe)
- East Leeds Sports Centre (Halton Moor)
- The Spotted Cow Public House (Holbeck)
- The Halton Moor Public House (Halton Moor)
- Stank Hall Barn (Beeston)

3.5 A total of 74 properties have been identified across the city. A first tranche of 34 properties were prioritised in year 1 of the programme, although some of these will take longer to resolve. As a result of the successes outlined below there is now capacity within the programme to prioritise a further tranche of properties. Tranche 2 is in the process of being formed. A further update report will be presented to the Environmental Sub Group shortly.

3.6 The primary role of the derelict and nuisance property programme is to tackle the nuisance and eyesore issues which affect properties and impact upon local residents and businesses. Once the main issues have been tackled the property will be monitored and contact will be maintained with owners to find a long term redevelopment/ reuse solution. Only once a sustainable solution is identified will a property be considered to be completed.

3.7 **Completed Properties** - The former Cottingley Arms is the only property in the area which has been completed following demolition of the building and implementation of a landscaping scheme.

3.8 **Improved Properties** - Properties where the nuisance and eyesore issues have been resolved and are now subject to identifying a longer term solution are:

Park Lees Adult Education Centre - Property has been demolished and site secured. LCC Property Services will be marketing the site in 2013.

The former Middleton Arms - The building has been demolished and Aldi have secured planning permission for a new store. Revised planning application submitted to reconfigure the car parking. Redevelopment of the site is anticipated to commence once this application has been determined.

The Whinmoor Public House - The lease was transferred to a new leaseholder who has recently re-opened part of this building as a public house. Full re-opening of building as a public house is targeted for December 2012.

Barley Hill Fields - This housing development had lain empty and half finished since 2008 after the developer went into administration. It attracted vandalism and nuisance with one house being burnt out in 2009. The development was

purchased from the administrator by Chartered Homes Ltd and development recommenced in June 2012 with a target date for completion in Summer 2013.

3.9 Ongoing work to secure improvements – Work is progressing on the following properties as a means of securing their improvement:

The Hermitage - Works in default will be undertaken by LCC under S215 of the Town and Country Planning act with costs to be recharged to owner. Works will make building safe and wind/water tight. Start date expected in the new year.

South Leeds Sports Centre - Building is identified by LCC for demolition but the demolition budget is stretched at present. The site is identified for a school and nursery. Anticipated completion date September 2014.

The Malvern Public House - The building is to be converted to a convenience store subject to resolving legal issues with the leaseholders bank. Work was anticipated to take place on site in October 2012 but is now delayed whilst agreement is reached between the leaseholders and their bank.

Former Dr's Surgery, 2 Low Grange View - This building has been empty for many years. Contact has been made with the owner threatening enforcement action. This led to a planning application being submitted which has now been withdrawn as the proposal was unacceptable. Attempts are being made to discuss this matter with the owner, although enforcement action is to be continued to strengthen the Council's position.

The Former Squinting Cat Public House - This public house has been empty for approx 2 years and was attracting vandals/nuisance etc. It was regularly raised at tasking meetings in 2011 as a nuisance site. The freehold is with LCC although the property is leased out. The Council is currently in discussions with the leaseholder and another interested party who have expressed an interest in bringing forward a development on the site, with a view to facilitating redevelopment of the site.

East Leeds Sports Centre - Various options have been investigated including sale of the site and the site being transferred for community use. The School Cluster and its partners are looking into the potential for re-opening the building for their use. A section of the building is still used by Youth Service.

The Former Spotted Cow Public House - Derelict public house been empty for years and in poor condition. A number of letters sent to owners regarding the condition of the building and as no response was received a Section 79 Building Act Notice was served via Royal Mail recorded delivery as the owners are based in southern England. However, this was not received by the owner who failed to collect the notice from the post office. Further attempts are now being made to serve the notice.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The properties identified were agreed at the South East Area Chairs meeting prior to the submission being made. The sites were also discussed and supported by the respective Environmental sub-groups for South East. There have subsequently been press releases and items on local news programmes that have brought this project to the attention of the public.

4.2 Equality and Diversity / Cohesion and Integration

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

4.1.1 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

4.4 Resources and value for money

4.4.1 There is a budget of £500,000 to support this project. However, in many instances any resources used from that budget will be recouped by the council from the owner. Value for money forms part of the Design Cost Report (DCR) and programme monitoring when requesting funds from this budget.

4.5 Legal Implications, Access to Information and Call In

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

4.5.2 All notices served are subject to legal advice prior to the action being taken.

4.6 Risk Management

4.6.1 A full risk assessment has been carried out for this project.

5 Conclusions

5.1 The report provides Area Committee with an update on the progress of the derelict and nuisance sites project.

5.2 The report focuses on the sites in South East Leeds.

6 Recommendations

6.1 Area Committee is requested to note the progress made in South East Leeds in addressing the issue of derelict and nuisance sites and raise any questions or queries.

7 Background documents¹

7.1 Executive Board Report – 17 July 2012

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.