

**NORTH WEST (INNER) AREA COMMITTEE**

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**Meeting to be held in the Civic Hall, Leeds on  
Thursday, 28th June, 2012 at 7.00 pm**

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**MEMBERSHIP**

Councillors

M Hamilton	-	Headingley;
J Walker	-	Headingley;
N Walshaw	-	Headingley;
Towler	-	Hyde Park and Woodhouse;
G Harper	-	Hyde Park and Woodhouse;
J Akhtar	-	Hyde Park and Woodhouse;
B Atha	-	Kirkstall;
J Illingworth	-	Kirkstall;
L Yeadon	-	Kirkstall;
J Bentley	-	Weetwood;
S Bentley	-	Weetwood;
J Chapman	-	Weetwood;

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**Agenda compiled by:  
John Grieve  
Governance Services Unit  
Civic Hall  
LEEDS LS1 1UR  
Tel: 22 43836**

**West North West Area Leader: Jane  
Maxwell  
Tel: 336 7858**

## **A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS**

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

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

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p style="text-align: center;"><b><u>PROCEDURAL BUSINESS</u></b></p> <p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p>	

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3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATIONS OF INTEREST</b></p> <p>To declare any personal / prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the meetings held on 12<sup>th</sup> April and 17<sup>th</sup> May 2012</p> <p>(Copies attached)</p>	1 - 10
8			<p><b>MATTERS ARISING FROM THE MINUTES</b></p> <p>To consider any matters arising from the minutes of the meetings held on 12<sup>th</sup> April and 17<sup>th</sup> May 2012</p> <p>(Report attached)</p>	11 - 12

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9	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood;		<p><b>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES</b></p> <p>To consider a report of the Chief Officer (Democratic and Central Services) which outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to determine the appointments to those organisations which fall to the Committee to make an appointment to.</p> <p>(Report attached)</p>	13 - 28
10	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood;		<p><b>ENVIRONMENTAL SERVICES DELEGATION - UPDATE</b></p> <p>To consider a report by the Director of Environment &amp; Neighbourhoods which provides the final details of the Service Level Agreement (SLA). The report also seeks the approval of the document through which the work of the Environmental Locality team will be steered over the year.</p> <p>(Report attached)</p>	29 - 52
11	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood;		<p><b>COMMUNITY ENGAGEMENT REPORT</b></p> <p>To consider a report of the Assistant Chief Executive (Customer Access &amp; Performance) which sets out details of a Community Engagement Plan for the North West (Inner)Area and describes how the Area Committee will fulfil its delegated responsibility for engagement. The report also seeks Members support to improve the functioning of community forums and consider the proposed engagement activity in support of the Business Plan.</p> <p>(Report attached)</p>	53 - 58

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12	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood;		<p><b>WELLBEING FUND 2012-13 UPDATE REPORT</b></p> <p>To consider a report by the Assistant Chief Executive (Customer Access &amp; Performance) which provides an update on the budget position for the Wellbeing Fund for 2012 -13. The report also outlines the current position of both the Skips Budget and Small Grants budget and seeks Members opinions on how these are managed going forward.</p> <p>(Report attached)</p>	59 - 66
13	Headingley; Hyde Park and Woodhouse; Kirkstall; Weetwood;		<p><b>AREA UPDATE REPORT</b></p> <p>To consider a report by the Assistant Chief Executive (Customer Access &amp; Performance) which provides an update on recent Sub Group business and the current position relating to other project activity. The report also includes an update on the work of the West North West Area Leadership Team and the work taking place around Student Changeover. Nominations for a Fuel Poverty Champion and community representatives to area committee sub groups are also requested.</p> <p>(Report attached)</p>	67 - 74
14			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note that the next meeting will take place on Thursday 20<sup>th</sup> September 2012 at 7.00pm (Venue to be determined)</p>	