

**MINUTES
INNER WEST AREA PANEL MEETING
4.00pm AT WESTFIELD CHAMBERS
MONDAY 12th AUGUST**

ATTENDEES:

AREA PANEL MEMBERS	Hugh Morgan Pugh (Chair)	HMP
	Harry Shield (Vice Chair)	HS
	Corrine Brown	CB
	Jean Paxton	JP

OFFICERS:

Akbar Khan	Area Performance Manager	AK
Lorna Bustard	Community Engagement Manager	LB
Tracey Thorpe:	Minutes	TT

INVITED GUESTS:

David Burton	Strategy & Improvement Team Leeds City Council	DB
--------------	---	----

1.0 Apologies: Apologies were received from Deanne Hodgson, Jenny Holt, Councillor Taggart. No apologies were received from Councillor McKenna or Andy Liptrot.

2.0

Housing Management Review (DB)

Area Panels are to be retained and the funding will be enhanced. The review has seen examples of good and bad practice; a new system must be developed city wide that needs to be driven and flexible as the model moves forward.

A formal proposal is to have a standard committee of chairs across the city working closely together, focusing on how revenue is spent and what projects will be beneficial to the communities.

The day to day responsibility will fall under the Directorate of Environments and Housing of which Neil Evans is the Director.

Action

DB reported that a clearer definition of a formal structure on how the delivery of the service from housing management is yet still to be defined. DB stated that there will be three tenants from each area across the ALMOs who will sit on the Scrutiny Board and that interviews for tenant involvement will take place.

HS asked the question of what will happen to the ALMO offices. DB stated that properties that are owned by Leeds City Council or leased will remain as long as there is a requirement. If a property is no longer needed it will be up to Leeds City Council to determine this.

CB queried if the area panels will receive any more funding. DB stated it is unclear at this stage what the funding will be in the future.

HS asked if the tenant's annual grants will continue.

LB stated that all staff and services will be tuped over to Leeds City Council in October and all the services will remain at this stage until further notice.

AK asked what the priorities are now with the ALMOs coming into Leeds City Council. DB stated that there are a number of work streams taking place at present. The main priority is within Human Resources due to the high number of staff transferring over. The areas of Community Engagement, Finance, Property & Contracts, Tenant Involvement, Contracts Liability and Access are also part of the process.

3.0 If anyone has any further questions TT has DB's contact details and will pass the information on and DB will respond.

Minutes of the Meeting Held on 10th June and Matters Arising.

4.0 There are no outstanding matters and the minutes were recorded as a true and accurate record.

Capital Programme Update (for information only)

5.0 AK informed the panel that the report is from Paul Rouding with various scheme updates. PR will be asked to attend the next area panel meeting in October. TT to send an invite out.

Budget Sheet (for information only)

AK requested that this item is now to be discussed in updates on previous bids in future meetings and it is not required as a separate item on the agenda.

TT

6.0

External Funding Update (for information only)

- 7.0 AK informed the panel that there has been some positive news on the big lottery bid that WNW works are considered a fundable project which Dawn Appleyard, the External Funding Officer, is working on.
- 7.1

Customer Involvement

Area Panel Bids

APBid 22 Alleygating at Ganners Mount/Ganners Lane £2,000.00
Approved.

The provision of alleygating access points to the garage site located on Ganners Mount/Ganners Lane is to reduce the crime and burglaries in the area. Gill Hunter, the Area Community Safety Co-ordinator and Brent Brady, the Crime Reduction Officer for Safer Leeds, have worked together with Baldev Dass the Neighbourhood Management Officer for the area, on this project.

A map of the area was circulated and the panel agree that this bid was to be approved with the money coming out of the capital budget. Planning permission is also not needed for the work to go ahead.

AP BID 23 Wooden Planters Stanningley Court. £1,150.00
Approved.

Funding is requested for the purchase of 2 large wooden planters for residents of Stanningley Court to grow their own vegetables. The bid has been requested by the residents of Stanningley Court and Chris Hall the Scheme Manager.

- 7.2 There are 32 residents in this sheltered complex who this bid will benefit, plus other residents who use the complex in the surrounding area. It will also benefit future residents of the complex. The benefits will be that the residents can produce their own produce and form a gardening club.

Mears are also contributing to the communal garden by the fitting of 2 outside taps and a hosepipe so residents will find it easier to water the plants/flowers and vegetables.

The bid was approved by the panel.

Update on Previous Bids (AK)

AK reported on the previous bids that had been approved.

7.3

APBid No 87 Fencing at Broadlea Grove - still awaiting some more quotes.

APBid No 16 for the Coal Hill Lane Community Notice Board – this has now been ordered.

APBid No 04 Armley Fun Day has now taken place.

APBid No 03 Metal Fencing at Summerfield Drive - this has now been ordered.

Community Engagement and Inclusion Team Report (LB)

LB gave an update of members of her team: Stephen Towler has now retired, Sarah Cattlin is leaving to take up a new post within the NHS and Anthony Cavendish is moving away from the area.

LB stated that recently there have been two articles in the press; one regarding staff and customers of WNWHL being involved in donating items of food for the West Yorkshire Chaplaincy Service and another regarding the project on Doorstop Bogus Callers.

8.1

LB informed the panel that the team is now looking at areas of mainstream work such as repairs and how it will be in the future, the repairs service is contracted until 2016.

LB stated that looking at the report that went to the Executive Board on revigorating area panels, her team will still be working towards how the service can be improved upon. Up until April 2014 her team will still be operating at a local level.

Local Performance Framework (AK)

AK informed the panel that he has now 2 members of staff who have returned to work and looking at the figures in June regarding the new tenancy visits and estate grading, the targets are slightly below.

9.0

The annual home visit programme used to be over three years; the target now is 12 months.

AK informed the panel that we can no longer book appointments and that staff have to turn up at the customer's property unannounced.

10.0

Staff are having to concentrate on completing 20 home visits a week so they have been asked to focus on the poor areas as far as estate gradings are concerned. Hopefully by the end of the year the figure will be in green on estate gradings.

Any Other Business

Harry Shield confirmed he would not be at the next panel meeting in October.

There were no other matters to discuss.

Date and Time of Next Meeting

Monday 7th October 4.30pm
Westfield Chambers

