

Outer North West Health and Well-being Sub Group

8th October 2014, 10.00am

Civic Hall

Item	Present	Actions
	<p>Cllr B Anderson (Chair) – A&W Cllr G Latty - G&R Cllr D Collins – Horsforth Cllr C Campbell – O&Y Officers: Jason Singh – Environmental Action Locality Manager Alison Gilliland – Environmental Action Team Wyn Davies – Housing Leeds Guy Smithson – Parks & Countryside Richard Holdsworth – Highways & Transportation G Burnham - WNW Area Support Team</p>	
1.	Apologies	
1.1	No apologies received.	
2.0	Minutes of previous meeting	
2.1	The minutes of the previous meeting were approved.	
3.0	Matters arising	
3.1	<p>From 5.1 Environmental issues:</p> <ul style="list-style-type: none"> • CCTV cameras – one of the cameras placed on Ilkley Road has been stolen, a replacement has been ordered. • Yeadon Town Street – AG to check if litter around the bins has been cleared and advise Cllr Campbell. • Scotland Lane – laybys have not yet been cleared as this will involve closing the road due to H&S issues. AG to follow up and respond to Cllr Collins within 7 working days. 	<p>AG</p> <p>AG</p> <p>AG</p>

	<ul style="list-style-type: none"> • Outside the bookies on Town Street Horforth and Yeadon High Street is covered in tab ends – enforcement action needed. 	AG
3.2	<p>From 5.1 Housing Leeds issues:</p> <ul style="list-style-type: none"> • Neighbourhood Walks – WD to check if Parks & Countryside staff can be included as Cllr Anderson felt Jenny Atkinson attending the Holtdale walkabout had proved very beneficial. • Leaving cards at properties– AG and WD working on this, may possibly draft an informal letter. 	WD
3.3	<p>From 5.1 Waste Management issues:</p> <ul style="list-style-type: none"> • Brown bin collections – DH confirmed these will cease 29th November, there are no plans for further collections until early March 2015. • Alternate weekly collections (AWC) phase 4 Ben Grabham is leading on this. • Brown bin routes are being looked at. • DH to provide Cllr Collins with fortnightly collection dates. • Household Waste vouchers – DH to resend Cllr Collins contact details. • Communal green bins talks continuing awaiting decisions from Housing Leeds. 	DH DH
4.0	Draft Terms of Reference	
4.1	The sub group approved the draft terms of reference.	
5.0	Highways	
5.1	<u>Roadside seating</u> – RH informed the meeting that there is no policy on roadside seating. Highways have inherited a lot of the seating over the years and are currently carrying out an inventory. If a bench is found to be beyond repair then it will be removed, there is no budget to replace roadside seating. New benches will be licensed to include details of maintenance responsibility.	
5.2	<p>Members made the following comments:</p> <ul style="list-style-type: none"> • Cllr Campbell – Highways have been trying to compile a list for 2 years. Accepted principle however the council have put the seats in it is not acceptable to deny ownership because it may have been another department who originally put the seats in. • Cllr Latty asked that councillors are advised when a bench is removed. • Concerns were raised that there is no policy on roadside seating and members requested that GB draft a letter to Gary Bartlett on behalf of the sub group expressing their views. 	GB

5.4	<u>Grassed verges</u> – AG confirmed that she is writing a paper on the rationale behind parking on verges which she will share with the sub group once complete.	AG
5.5	<p><u>Gullies</u> – RH advised that there are not many reported collapsed gullies in the outer north west area. JS to check that referrals are getting through to Highways and firm-up the process.</p> <p>A discussion ensued on resources and what the committee can do to improve gully cleansing in the outer north west. JS informed the meeting that changes had been made to the gully cleansing operation which should hopefully see improvements. Five tankers are in operation which will be managed from a single point, this should result in a better understanding of where need is greatest and help with prioritisation.</p> <p>The sub group agreed to allow the new service to be implemented before considering further action.</p>	JS
6.0	Environmental Services Update	
6.1	AG reported on the requests for service from 8 th July to 6 th October – details to be circulated with the minutes.	GB
6.2	Cllr Anderson requested that members are notified when a sweeping block is missed and informed of when it will be cleansed again.	
6.3	JS talked through a report on how improvements to the Environmental Action Service Locality Team will be delivered locally. The report describes how the service will continue to be delivered as normal this year whilst the changes are made. This includes the continuation of the current ONW Service Level Agreement (SLA). Full report to be circulated with the minutes.	GB
6.4	Following discussions with members it was agreed that one of the zonal teams will cover Adel & Wharfedale and Otley and the other team will cover Guiseley & Rawdon and Yeadon.	JS/AG
6.6	<p>JS also advised that:</p> <ul style="list-style-type: none"> • All cleansing and enforcement will be undertaken by the Locality Team. Leaf clearing will not be out sourced this year. Bulky waste collection will also be delivered through the locality teams. • A new SLA will be brought to the sub group early in the next municipal year. • Caretakers are now part of the zonal teams there are no longer caretakers dedicated to Housing Leeds stock. 	
6.5	Kirkstall Household Waste Site is to open a shop – DH to obtain further details on this and report back to the sub group.	DH

7.0	Housing Leeds	
7.1	Wyn Davies updated the meeting on Housing Leeds restructure. New contact details to be circulated with the minutes.	GB
7.2	Wyn is moving to the Inner South area. Cllr Anderson thanked Wyn for all the hard work he has undertaken in the local area which has resulted in real improvements.	
8.0	Parks & Countryside	
8.1	GS advise the meeting that the winter maintenance programme has started. Grass cutting ceased on the 3 rd October.	
9.0	Date and Time of next meeting	
9.1	Community Safety issues – 11 th November 3.00pm Civic Hall Environmental issues 3 rd December 10.00am Henshaw	