

Matters Arising from Last Meeting : 15th December 2011

Minute No.	Action to be taken	By whom	Outcome
1. Open Forum	Community Involvement in Area Committee: A discussion was held as to how best to involve local residents in discussion about items on the Area Committee agenda.	Cllr Akhtar	It was agreed best to leave this to the discretion of the Chair, with a request that members of the public indicate to the Chair prior to the start of the meeting if they have a point to raise on any particular point.
2. Open Forum	Public Attendance at Area Committee: A request was made that Governance Services / Area Management review the public attendees invite list to the Area Committee as concern was raised that public attendance at meetings seemed to be declining.	Governance Services / Area Management	This work is currently underway and a revised invite list will be available for the next meeting.
3. Matters Arising	Transport Sub Group: There will be a joint workshop between the Inner and Outer North West Area Committees to look at transport issues. Cllr Illingworth and Cllr Cleasby are to meet with Gary Bartlett to develop the agenda for this.	Cllr Illingworth; Highways	This meeting took place on 16 th January 2012 and is reported under the Area Update Report later on the agenda.
4. Matters Arising	Former Royal Park School: It was reported that a paper was to be taken to the Executive Board meeting in January putting forward recommendations for the former Royal Park School site. However concern was raised that this date already seemed to have slipped from December and indications seemed to show it likely to slip again from January. It was agreed that the Chair should raise this matter with the Executive Board Member for Development when he met with him. Additionally, the building is seriously deteriorating and is insecure. The meeting asked that concerns be raised with Development.	Cllr Akhtar Area Management	Councillor Akhtar was scheduled to meet with the Executive Board Member responsible for City Development on 9 th February and will report the outcome of this at the Area Committee meeting.
5. Environmental Services Update	Litter on Streets: Environmental Services to look at Back Regent Park Avenue as it is frequently missed. This was raised at the meeting 22 nd September and Environmental Services went out to site on 23 rd September but the site has not been looked at since.	Environmental Services	Environmental Services have noted the issue on Back Regent Park Avenue and continue to monitor the issue to ensure continued improvement.
6. Localism Act	Neighbourhood Forums: The Area Committee was asked to look at establishing formal neighbourhood forums to take advantage of the Localism Act. The Planning Sub Group agreed to look at this at its next meeting.	Planning Sub Group and Area Management	The Planning Sub group held a special two hour meeting on the 8 th February to discuss the issue of Neighbourhood Forums and Neighbourhood Plans. The outcome of this meeting will be presented under the Area

			Planners Update report later on the agenda.
7. Wellbeing Commissioning	Commissioning Timescales: It was felt that that the proposed timescales for the 2012/13 Wellbeing commissioning round were tight given the time of year. It was agreed to extend the application period from 4 to 6 weeks and to hold a Supplementary Area Committee in March to discuss this item.	Area Management	The Wellbeing commissioning round application period ran from 21 st December 2011 until 3 rd February 2012 and has now closed. The next part of the process is that of consideration and approval of applications. This is covered later on the agenda.
8. Capital Receipts	Capital Receipts to WBI: Concern was raised by Members that they felt Ward Based Initiative is too narrow for allocating any Capital receipts from the sale of local assets and that many assets serve more than just the ward in which they are located. It was agreed that the Area Committee should write as part of the consultation on this process, expressing these concerns and suggesting that Area Committee Capital Wellbeing would be a better mechanism for distributing this money.	Cllr Akhtar	The Area Committee concerns have been passed through as part of the consultation on the process for administering Capital Receipts.
9. Area Update	Key Messages: We need to ensure that Key Messages from drop in sessions like Headingley Forum are included in the Area Update report.	Area Management	This has been noted and information regarding the Kirkstall Planning Drop In session has been included in the Area Update Report later on the agenda.
10. Area Update	Environment Sub Group: It was agreed to approve the introduction of resident attendance at meetings of the Environmental Sub Group and that residents groups should be invited to put forward nominations for this.	Area Management	Community representatives are currently being identified to sit on the Environment Sub Group.
11. Next Meeting	Children's Services Report: It was asked that we ensure that the Children's Services report, due to be brought to the next meeting, included a localised element of what services were available for young people locally. It was suggested that attendance by one of the local 'Clusters' would provide an insight on the types of work they are undertaking.	Children's Services	This report is due to come to the meeting on 12 April 2012 and the request for a localised element of what services were available for young people has been requested for inclusion.

Outstanding Matters Arising From Previous Meetings

Meeting Date	Action to be taken	By whom	Outcome
27 Oct 2011	Issues Within City Development: A Letter was sent regarding a range of community asset issues and the Locality Bill - Neighbourhood Planning Pilot. Following a response from the Leader of the Council, the Executive Board Member has offered to meet with the Area Committee Chair to discuss issues within City Development that impact upon Inner North West.	Cllr Akhtar	Councillor Akhtar was scheduled to meet with the Executive Board Member responsible for City Development on 9 th February and will report the outcome of this at the Area Committee meeting.