



NORTH WEST (INNER) AREA COMMITTEE

**Special Meeting to be held in Civic Hall, Leeds on
Thursday, 19th April, 2007 at 7.00 pm**

MEMBERSHIP

Councillors

M Hamilton	-	Headingley
J Monaghan (Chair)	-	Headingley
D Morton	-	Headingley
P Ewens	-	Hyde Park and Woodhouse
K Hussain	-	Hyde Park and Woodhouse
L Rhodes-Clayton	-	Hyde Park and Woodhouse
B Atha	-	Kirkstall
J Illingworth	-	Kirkstall
E Minkin	-	Kirkstall
S Bentley	-	Weetwood
J Chapman	-	Weetwood
B Jennings	-	Weetwood

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Stuart Robinson

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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			APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS 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)	
2			EXCLUSION OF PUBLIC To identify items where resolutions may be moved to exclude the public	
3			LATE ITEMS To identify items which have been admitted to the agenda by the Chair for consideration (The special circumstances shall be specified in the minutes)	
4			DECLARATIONS OF INTEREST To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 13 of the Members Code of Conduct	
5			APOLOGIES FOR ABSENCE	
6			MINUTES - 8TH FEBRUARY 2007 To approve the minutes of the meeting held on 8 th February 2007.	1 - 12

Item No	Ward	Item Not Open		Page No
7			NORTH WEST (INNER) AREA COMMITTEE - 29TH MARCH 2007 - SUMMARY NOTES (EXECUTIVE FUNCTION) To consider a report of the Director of Neighbourhoods and Housing providing summary notes of the discussions that took place at the North West (Inner) Area Committee meeting held on 29th March 2007 which was deemed inquorate.	13 - 22
8			AREA DELIVERY PLAN 2007/8 (EXECUTIVE FUNCTION) To consider a report of the Director of Neighbourhoods and Housing on the Area Delivery Plan for 2007/08.	23 - 30
9			WELL - BEING REPORT (EXECUTIVE FUNCTION) To consider a report of the Director of Neighbourhoods and Housing on the Well-being Budget.	31 - 44
10			LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES - IRELAND WOOD CHILDREN'S CENTRE MANAGEMENT COMMITTEE (COUNCIL FUNCTION) To consider a report of the Chief Democratic Services Officer on a request to appoint an Elected Member of the Area Committee to serve on the Ireland Wood Children's Centre Management Committee.	45 - 46
11			DATES AND TIMES OF AREA COMMITTEE MEETINGS 2007/08 (COUNCIL FUNCTION) To consider a report of the Chief Democratic Services Officer requesting Members to give consideration to agreeing the dates and times of the their meetings for the 2007/08 municipal year which commences in May 2007	47 - 50

NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 8TH FEBRUARY, 2007

PRESENT: Councillor J Monaghan in the Chair

Councillors B Atha, S Bentley, J Chapman,
P Ewens, M Hamilton, K Hussain, J Illingworth,
B Jennings, E Minkin, D Morton and L Rhodes-
Clayton

OFFICERS: Jason Singh, North West Area Management
Dayle Lynch, North West Area Management
Zahid Butt, North West Area Management
Andrew Crates, Development Department
Andrew Hall, Development Department
Suzanne Wainwright, Learning and Leisure Department
Stuart Robinson, Chief Executive's Department

**MEMBERS
OF THE
PUBLIC:** Martin Cook, Headingley Network
Dr Richard Tyler, Leeds HMO Lobby
Barrie Payne, Leeds HMO Lobby
Dr John Dickinson, Weetwood Residents Association
Annie Faulder, North Hyde Park Neighbourhood
Association
Pam Bone, North Hyde Park Neighbourhood
Association
Richard Jackson, Voluntary Action Leeds
Marcella Celli, Voluntary Action Leeds
Richard Coldwell, West Yorkshire Police
Ken Torode, Kirkstall Resident
Mohammed Azan, Candidate, Weetwood Ward
Katherine Mitchell, Labour Candidate, Headingley Ward
Steve Harris, Kirkstall Festival Committee
Evelyn Davidson, The Turnways and Laurel Bank Court
Residents Association
Sue Buckle, SHCA

80 Chair's Opening Remarks

The Chair welcomed everyone to the North West (Inner) Area Committee meeting held at the West Park Centre, Spen Lane, Leeds 16. He apologised for the recent venue changes and hoped that, in the future, venues of meetings would be arranged on ward by ward rotation.

The Chair referred to the recent changes to Operation Apollo and following a request by a number of Members on the Committee, he agreed that this issue would be debated under the item relating to the Community Safety Review 2004-06 (Minute 91 refers).

81 Exclusion of Public

RESOLVED – That the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt 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 public were present there would be disclosure to them of the exempt information so designated as follows:-

- (a) Appendices 4 and 5 to the report referred to in Minute 89 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the fact that by disclosing these details, the reputation of both organisations could be detrimentally affected before they have attempted to satisfactorily resolve the matter.
- (b) Appendix 2 to the report referred to in Minute 94 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the fact that by disclosing these details, the reputation of the organisation could be detrimentally affected before they have attempted to satisfactorily resolve the matter.

82 Late Items

The Chair informed the meeting that Councillor J Illingworth had circulated a number of documents in relation to the item relating to the A65 and A660 Corridors – Traffic Flows and Vehicle Speeds (Minute 93 refers).

The Chair stated that this documentation would not be admitted to the agenda as a late item.

83 Declarations of Interest

(a) The following personal declarations were made:-

- Councillor J Monaghan in his capacity as a Friend of Hyde Park Picture House – Well Being Report (Agenda Item 10) (Minute 89 refers)
- Councillor E Minkin in her capacity as a Friend of Hyde Park Picture House – Well Being Report (Agenda Item 10) (Minute 89 refers)

(b) The following personal/prejudicial interests were declared:-

- Councillor J Illingworth in his capacity as a Director of Leeds Organic Growers – Well Being Report (Agenda Item 10) (Minute 89 refers)
- Councillor K Hussain in his capacity as a Member of Woodsley Road Community Centre – Woodsley Road Multicultural Community Centre Management Agreement (Agenda Item 15) (Minute 94 refers)

84 Open Forum

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

On this occasion no issues were raised.

**85 Minutes of the Previous Meeting
RESOLVED –**

- (a) That the minutes of the meeting held on 7th December 2006 be approved as a correct record.
- (b) That the update on issues arising from the North West (Inner) Area Committee minutes of the meeting held on 7th December 2006 be received and noted.

86 Matters Arising from the Minutes

- (a) Great Student Run (Minute 70(a) refers)
Councillor M Hamilton referred to the above issue and raised his disappointment that Nova International were now intending to go ahead with the 2007 race without having consulted with either Ward Members or the local community.

Dayle Lynch, North West Area Management responded and informed the meeting that Nova International had indicated a preference for staging a 5K race. It was further reported that a meeting had been arranged by Nova International which would take place in the near future to discuss their proposals in terms of road closures and impact on public transport.

Following discussions, the Area Committee wished to convey it's objection to the new proposals on the grounds that there had been no Member or public consultation, as promised following last year's event.

- (b) Transportation Report – Burley Road Bus Scheme (Minute 70(c) refers)
Councillor E Minkin referred to the above issue and enquired if the Chair had written, on behalf of the Area Committee, to the Development Department requesting reconsideration of the Burley Road bus scheme and the replacement landscape strip which would not be as wide under the revised plans.

The Chair responded and confirmed that a letter had been sent and was currently awaiting a response.

- (c) A 'Vision' for Inner North West Leeds (Minute 70(d) refers)
Dr R Tyler, Leeds HMO Lobby referred to the above issue and enquired if the North West Area Manager had written to Councillor A Carter regarding the Area Committee's recommendations to the

Executive Board that a policy of additional licensing was needed for all houses in multiple occupation within the North West Inner Area.

Dayle Lynch, North West Area Management responded and agreed to ensure that this was actioned.

(d) Key Messages from Area Forums and Area Committee Themed Sub Groups (Minute 71 refers)

Councillor E Minkin referred to the above issue and reaffirmed that the Area Committee should not lose sight of the issues of concern raised by the Kirkstall Ward Members at the Inner North West Vision meeting held on 14th December 2006.

(e) Kirkstall Joint Service Centre – March or June 2007 Meeting

Councillor E Minkin informed the meeting that the above report should refer to the Kirkstall District Centre Redevelopment and not to the Kirkstall Joint Service Centre.

Dayle Lynch, North West Area Management responded and noted the comments.

(f) Headingley DPPO – March or June 2007 Meeting

Councillor D Morton referred to the above issue and requested North West Area Management to give consideration in submitting this item to the March Area Committee in view of the urgency of the issue.

87 Key Messages from Area Forums and Area Committee Themed Sub - Groups

The Director of Neighbourhoods and Housing submitted a report providing feedback on actions identified in past key message reports and updating Members on the key messages from ward forums and sub groups that have taken place since the last Area Committee.

Detailed discussion ensued on the contents of the report.

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

- reference to recycling issues discussed at the Kirkstall Burley Forum meeting held on 5th February 2007 and the need to address this at the next meeting of the Streetscene Sub Group
- the need for the Area Committee to support the Headingley Forum's recommendation to the Licensing and Regulatory Panel on 6th March 2007 for the introduction of new powers/penalties in respect of those private hire drivers who illegally ply for hire
- the need for larger licence numbers to be displayed on private hire vehicles to assist in identifying vehicles that contravene regulations
- clarification of what form of community consultation would take place on any proposals to deal with the issue of street drinking

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That in respect of those private hire drivers who illegally ply for hire, this Committee supports the Headingley Forums recommendation to the Licensing and Regulatory Panel on 6th March 2007 for the introduction of new powers/penalties in this regard and also makes a request for larger licence numbers to be displayed on private hire vehicles.

88 Well-being Quarter 3 Monitoring Report

The Director of Neighbourhoods and Housing submitted a report providing Members with monitoring information of ongoing projects for quarter 3 in 2006/07.

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

- clarification of progress to date in relation to the CCTV in Hyde Park project
- the need for Kirkstall Road to be included within the Cardigan Road / Otley Road Streetscape Fund
- funding in relation to CALM's Up Your Street project which was coming to an end in March 2007
(The Committee noted that a proposal for further funding assistance may be submitted to the next Area Committee meeting)
- the need for Members of the Committee to be kept informed of the location sites for all 20 bins in relation to the Additional Litter Bins project and timescales for installation
- clarification of the progress to date in relation to the Ashvilles Alleygating scheme project

RESOLVED – That the contents of the report be noted.

89 Well-being Report

Referring to minute 72 of the meeting held on 7th December 2006, the Director of Neighbourhoods and Housing submitted a report on the Well-being budget.

The purpose of the report was to provide Members with:-

- monitoring reports on commissioned projects requiring continued funding
- information to assist decision making as to how future funding should be spent
- an update on small grants approved in 2006/07

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

- (a) Breakdown of Revenue Spend by theme/ward 2004/05 to 2006/07 (3 years) (Appendix 1 refers)

- (b) Breakdown of Capital Spend 2004/07 to date by theme/ward (Appendix 2 refers)
- (c) Projects agreed, in principle, for 2007/08 (Appendix 3 refers)
- (d) Inner North West Community Planning Officer (Appendix 6 refers)
- (e) Inner North West Funding Officer (Appendix 7 refers)

Appendices 4 and 5 of the report were designated exempt under Access to Information Procedure Rule 10.4(3).

The Committee noted that the Woodsley Road Community Centre Manager project run over the past two years via Voluntary Action Leeds would not be continued.

The Chair informed the meeting that at the budget workshop meeting held on 26th January 2007, Members had discussed allocating a set amount of funding per ward and the retention of a central pot area wide projects.

It was noted that arising from the above discussions, Members had agreed to:-

- allocate £60,000 (capital) for each ward within Inner North West over the next three years with £160,000 remaining in a central budget
- consider the budget bidding process in rounds with effect from 29th March 2007 meeting and to consider well-being projects thereafter at June, October and March meetings of the Area Committee
- introduce a revised proposal form for applicants seeking future well-being funds

In relation to the Inner North West Community Planning Officer, the Committee noted that the costs in 2007/8 had increased from £40,000 to £42,440.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That this Committee confirms its commitment to the ‘in-principle’ agreements made for those 2007/08 projects as detailed in Appendix 3 of the report and that in respect of the Leeds Organic Growers project, the funds be ring fenced pending resolution of the current situation.
- (c) That approval be given to the continuation of the funding of the Inner North West Community Planning Officer in accordance with the report now submitted.
- (d) That approval be given to the continuation of the funding of the Funding Officer Project in accordance with the report now submitted and that North West Area Management be requested to supply Members of the Committee with further information on the findings of the recent evaluation exercise undertaken by the Funding Officer Project in due course.
- (e) That the current position of the small grants fund as detailed in Section 1 of the report be noted.

(Councillor J Illingworth having previously declared a personal and prejudicial interest, left the room during discussion of the Leeds Organic Growers project)

90 Draft Area Delivery Plan 2007/08

The Director of Neighbourhoods and Housing submitted a report on the Draft Area Delivery Plan 2007/08.

The purpose of the report was to:-

- review the 2006/07 Area Delivery Plan
- suggest greater links with the Local Area Agreement (LAA) for Leeds and the North West District Partnership Plan
- present a draft Area Delivery Plan for 2007/08 for discussion

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

- (a) Inner North West Area Delivery Plan 2006/07 (Appendix 1 refers)
- (b) Leeds Local Area Agreement – An Overview (Appendix 2 refers)
- (c) Inner North West Area Delivery Plan 2007/08 (Appendix 3 refers)

Dayle Lynch, North West Area Management presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report with specific reference to Appendix 3.

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

- the need for the Area Committee to include a Housing Strategy within the Area Delivery Plan which was specific to the Inner North West area
- the need to reflect the Area Vision within the Area Delivery Plan
- the need for the Area Delivery Plan to focus on 'affordable' housing
- the need to progress the Town and District Centre scheme

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That the draft action plan for 2007/08 be received and noted and that Members of the Committee and interested parties be requested to forward any further comments on the document to North West Area Management.
- (c) That this Committee supports the proposal received from the Leeds HMO Lobby for the inclusion of a Housing Strategy within the Area Delivery Plan and to refer this issue to the Shared Housing Group for further discussion.

- (d) That approval be given to the proposal that the 2007/08 Area Delivery Plan should include linkages to the Local Area Agreement for Leeds where appropriate and that details of these linkages be agreed with Members via the Committee's thematic sub groups.

91 Community Safety Review 2004-06

The Director of Neighbourhoods and Housing submitted a report providing details of crime statistics during the period April 2004 and June 2006, including a summary of the Area Committee spend during the same period and the results achieved.

Zahid Butt, North West Area Management and Richard Coldwell, West Yorkshire Police presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

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

- clarification of the graph that showed the impact of the anti terrorist activity following the July 2005 bombings
- clarification of the proposed changes to Operation Apollo and a percentage breakdown of crime figures within the four wards of Inner North West Leeds
- the need for forward thinking in relation to Operation Apollo and for ward members to be fully consulted on the pilot proposals
- clarification of the proposals for the introduction of mini Apollo operations outside the 'static' area

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That this Committee supports the changes to Operation Apollo as a pilot scheme, subject to further discussions with Members.
- (c) That this Committee welcomes an invitation from West Yorkshire Police for Members to attend a full presentation on crime figures within Inner North West to be held at Weetwood Police Headquarters on 6th March 2007.

92 To Let Board Directive Review

The Director of Neighbourhoods and Housing submitted a report updating Members on the progress of the 'To Let' boards initiative.

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

- (a) Results of Surveys / Summons Issued (Appendix 1 refers)
- (b) Agents with a high level of compliance (Appendix 2 refers)
- (c) Agents with a low level of compliance (Appendix 3 refers)

Andrew Crates, Development Department presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

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

- the possibility of extending the Direction area, within which prosecution action can be taken, in any future application to extend the powers granted to the Council by central Government
- clarification of the reasons for conditional discharges
- the need for any renewal or review of proposals in relation to the 'To Let' Board Directive to come back to this Committee for discussion prior to any submission to the Department for Communities and Local Government

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That the Director of Development be requested to come back to this Committee on any renewal or review proposals in relation to the 'To Let' Board Directive for discussion prior to any submission to the Department for Communities and Local Government.

93 A65 and A660 Corridors - Traffic Flows and Vehicle Speeds

The Director of Development submitted a report on information regarding present traffic levels and the location of peak hour congestion on the A65 and A660 corridors.

The purpose of the report was to provide an overview of peak and off-peak traffic flow information, vehicle travel times and journey speeds for sections of the A65 and A660 within the Inner North West area, extending outwards from the Inner Ring Road to the A6120. Information was also provided to enable a comparison to be made against selected other radial corridors in the city.

Andrew Hall, Development Department presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

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

- clarification as to why Queenswood Drive was omitted from data provided for the Spen Lane/ Morris Lane area
- the concern expressed that the report failed to address the amount of traffic that was 'rat' running on residential side roads
- the importance of addressing congestion issues within the North West Inner area and the need for this Committee to make recommendations to the Executive Board in this regard
- the need to address planning issues with a mechanism in place to reduce car parking spaces i.e. Kirkstall Centre

- the need to introduce park and ride sites on the outer edge of the area which would solve the problems of congestion on the A65/A660
- the need for a report to be presented to this Committee on a replacement for Supertram and to include timescales
- reference to the 2030 forecast level of passenger use at Leeds/Bradford Airport and the future effects that climate change may have for policies concerning the airline industry and the implications for future plans to improve surface transport links to the airport
- the need to concentrate on improving public transport within the city
- clarification of the current enforcement provision for those drivers who drive/or park in bus lanes
- clarification of the standards in place for vehicle usage on different types of roads

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That in view of the importance of this issue and the need to address congestion issues within the Inner North West area, this issue be referred to the Transport Group for further discussion with a request for further progress reports to come back to this Committee in due course.

94 Woodsley Road Multicultural Community Centre Management Agreement

The Director of Neighbourhoods and Housing submitted a report on the Woodsley Road Multicultural Community Centre Management Agreement.

The purpose of the report was to present the draft Management Agreement between the North West Inner Area Committee and the Woodsley Road Multicultural Community Centre Management Committee. The Area Committee's approval was sought on the Management Agreement in order that it may be presented to the Management Committee at its Annual General Meeting in March 2007.

Appended to the report was a copy of a document entitled 'Draft Woodsley Road MCC Management Agreement – Appendix 1' for the information/comment of the meeting.

Appendix 2 of the report was designated exempt under Access to Information Procedure Rule 10.4(3).

Jason Singh, North West Area Management presented the report and responded to Members' queries and comments.

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

- clarification of the freehold agreement and the need to discuss in detail the sale/or lease arrangements before making a decision
- clarification of the three year business plan of the centre

- clarification of the percentage figure of the income from all chargeable lettings in order to support the development of the centre and appointment of appropriate staff
- clarification as to whether the centre's accounts were audited

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That, subject to further revisions being made to the document by North West Area Management, approval be given, in principle, to the management agreement as now outlined and that a copy of the revised agreement be circulated to Members of the Committee for comment prior to the agreement being signed at the Annual General Meeting of the Woodsley Road Multicultural Centre Management Committee in March 2007.
- (c) That in relation to the Council paying the Management Committee a percentage of the income from all chargeable lettings in order to support the development of the Centre and appointment of staff, this issue be debated further in conjunction with a forthcoming report on the Community Centres Review due to be considered by the Area Committee in June 2007.

(Councillor K Hussain having previously declared a personal/prejudicial interest, left the meeting at 9.15 pm prior to discussion of the above item)

95 Date and Time of Next Meeting

Thursday 29th March 2007 at 7.00 pm at the Burley Lodge Centre

(The meeting concluded at 9.35 pm)

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Report of the Director of Neighbourhoods and Housing

North West Inner Area Committee

Date: 19th April 2007

Subject: North West (Inner) Area Committee – 29th March 2007 – Summary Notes

Electoral Wards Affected:

☐

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

Council
Function

☐

Delegated Executive
Function available
for Call In

X

Delegated Executive
Function not available for
Call In Details set out in the
report

☐

Executive Summary

This report provides summary notes of the discussions that took place at the North West (Inner) Area Committee meeting held on 29th March 2007 which was inquorate.

1.0 Background Information

- 1.1 Immediately prior to the commencement of the North West (Inner) Area Committee meeting held at the Burley Lodge Centre on 29th March 2007, it was reported that the three Weetwood Ward Members had tendered their apologies which resulted in the meeting being inquorate.
- 1.2 The Chair of the North West (Inner) Area Committee noted the apologies received and following discussions with those Elected Members present it was agreed to continue the meeting, considering those reports for noting only, with no decisions to be taken.

2.0 Main Issues

- 2.1 A copy of the summary notes (as opposed to minutes) produced in conjunction with the Chief Democratic Services Officer for the inquorate meeting held on 29th March 2007 are appended to this report.

- 2.2 Arising from this situation, the Chair agreed to convene a Special Meeting of the Area Committee in April 2007 to consider those specific items on the agenda of 29th March 2007 requiring a formal decision of the Committee.
- 2.3 In relation to the Key Messages report, Members noted the content and deferred the request from the Streetscene Sub Group regarding use of the remaining 2006/07 skips budget, to the Special Meeting of the Area Committee in April 2007 for consideration.

5.0 Implications for Council Policy and Governance

- 5.1 There are no implications for Council Policy and Governance.

6.0 Legal and Resource Implications

- 6.1 There are no Legal and Resource implications.

7.0 Recommendations

- 7.1 Members are requested to:-
- (a) note the contents of the report and appendix.
 - (b) consider the request from the Streetscene Sub Group to use the remaining 2006/07 skips budget to contribute towards the cost of a caged van and crew during the student change over period.

NORTH WEST (INNER) AREA COMMITTEE

SUMMARY NOTES OF A MEETING HELD ON THURSDAY, 29TH MARCH, 2007

PRESENT: Councillor J Monaghan in the Chair

Councillors B Atha, P Ewens, M Hamilton,
K Hussain, E Minkin, D Morton and
L Rhodes-Clayton

OFFICERS: Christine Addison, North West Area Manager
Jason Singh, North West Area Management
Kate Baldwin, North West Area Management
Keith Burton, Chief Executive's Department
Stuart Robinson, Chief Executive's Department

**MEMBERS
OF THE
PUBLIC:** Martin Cook, Headingley Network
Dr Richard Tyler, Leeds HMO Lobby
Dr John Dickinson, Weetwood Residents Association
Pam Bone, North Hyde Park Neighbourhood
Association
Richard Coldwell, West Yorkshire Police
Katherine Mitchell, Labour Candidate, Headingley Ward
Philip Purkis, Local Resident
Penny Bainbridge, Cardigan Centre
Freda Matthews, Little Woodhouse Community
Association
Evelyn Davidson, Turnways and Laurel Bank Residents
Association
Taira Kayani, Burley Lodge Centre
Dr Max Farrar, Leeds Metropolitan University

Chair's Opening Remarks

The Chair welcomed everyone to the North West (Inner) Area Committee meeting held at the Burley Lodge Centre, Burley Lodge Road, Leeds 6.

He personally thanked Taira Kayani from the Burley Lodge Centre who had given Members of the Committee a guided tour of the new facilities at the centre prior to the meeting.

It was reported that the three Weetwood Ward Councillors had tendered their apologies which therefore resulted the meeting being **inquorate**.

Following discussions with those Elected Members present, the Chair agreed to continue the meeting, considering those reports for noting only, with no decision to be taken.

It was further agreed to convene a Special Meeting of the North West (Inner) Area Committee in April 2007 to consider those specific items on the agenda of 29th March 2007 requiring a formal decision of the Committee.

Apologies for Absence (Agenda Item 5)

Apologies for absence were received on behalf of Councillor S Bentley, Councillor J Chapman and Councillor B Jennings.

Open Forum (Agenda Item 6)

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

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

- *The closing down of an Illegal Nightclub in Headingley*
Inspector Richard Coldwell, West Yorkshire Police informed the meeting that arising from an 'intense activity' into drugs, the Police had recently arrested 30 people and closed down an illegal nightclub in Headingley.
- *Improved Cycling Provision through the centre of Headingley*
Philip Purkis, a local resident made reference to the above issue and sought the assistance of the Area Committee in improving cycling provision through the centre of Headingley. Following discussions it was agreed to refer this matter to the Transport Sub Group.
- *Headingley Homes – Manning Stainton*
Dr Richard Tyler, Leeds HMO Lobby circulated a copy of the above leaflet and informed the meeting that to date more than half the homes sold within the Headingley area had been purchased by families.

Minutes of the Previous Meeting (Agenda Item 7)

- (a) The minutes of the meeting held on 8th February 2007 were noted and it was agreed to refer a copy to the Special Meeting of the Area Committee in April 2007 for formal approval.
- (b) The update on issues arising from the North West (Inner) Area Committee minutes of the meeting held on 8th February 2007 was received and noted.

Matters Arising from the Minutes

- (a) Transportation Report – Burley Road Bus Scheme (Minute 86(b) refers)

Councillor E Minkin referred to the above issue and informed the meeting that following a letter written by the Chair, the latest plans had

shown a reduction in the amount of guard rail by 60%. She raised her general concerns about the amount of green space to be lost and made a request for the Council to consider the amount of space being allocated to car parking with a view to retaining as much greenspace as possible.

Following discussions, Members requested North West Area Management to arrange a meeting between a delegation of Members of the Committee and officers to discuss the green space issue.

(Councillor K Hussain joined the meeting at 7.20 pm during discussion of the above item)

- (b) Kirkstall Joint Service Centre – March or June 2007 Meeting (Minute 86(e) refers)

Councillor E Minkin made reference to 'Kirkstall Joint Service Centre' appearing in a number of reports on the agenda. She stated that it should have referred to the Kirkstall District Centre Redevelopment and not to the Kirkstall Joint Service Centre.

The North West Area Manager responded and apologised for this error.

- (c) Draft Area Delivery Plan 2007/08 (Minute 90 refers)

Dr Richard Tyler, Leeds HMO Lobby made reference to the Area Committee's support to the proposal received from the Leeds HMO Lobby for the inclusion of a Housing Strategy within the Area Delivery Plan and to refer this issue to the Shared Housing Group for further discussion.

He informed the meeting that following a discussion with the Chair of the Shared Housing Group, it had been decided to establish a Housing Strategy Sub Group to consider a Housing Strategy for the area.

- (d) Headingley DPPO (Minute 86(f) refers)

Councillor D Morton referred to the above issue and commented on the need to have more input from the Police in this area.

Following discussions, it was agreed to refer this issue to the Community Safety Sub Group and for North West Area Management to address a later start time of the Sub Group to assist Members of the Committee.

- (e) CCTV – Hyde Park Update (Minute 88 refers)

Councillor D Morton referred to the above issue and requested an update on the latest position.

Kate Baldwin, North West Area Management responded and confirmed that the cameras would be installed and in operation before the end of April.

Key Messages from Area Forums and Area Committee Themed Sub Groups (Agenda Item 8)

The Director of Neighbourhoods and Housing submitted a report providing Members with the key messages from ward forums and sub groups that have taken place since the last Area Committee.

Kate Baldwin, North West Area Management presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report.

In summary reference was made to the following issues:-

- *mechanisms to allow the universities in Leeds to work more closely with other agencies such as the Police and the Council to resolve local problem and noting that the Shared Housing Action Group had taken on this role*
 - *suggested that Council Leaders, supported by local Members to meet with the Vice Chancellors and for senior representatives from the universities to discuss student issues*
 - *to arrange a meeting of the Street Drinkers Group prior to consideration of the Well-being budget in April 2007*
- (a) The report was noted.
- (b) It was agreed that the request from the Streetscene Sub Group to use the remaining 2006/07 skips budget to contribute towards the cost of a caged van and crew during the student change over period be considered at the Special Area Committee meeting in April 2007.

(Councillor M Hamilton declared a personal interest in the above item as an employee of the University of Leeds)

Well- Being Report (Agenda Item 9)

It was agreed that in view of the meeting being inquorate, this item be referred to the Special Area Committee in April 2007 for consideration.

Draft Inner North West Area Vision (Agenda Item 10)

The Director of Neighbourhoods and Housing submitted a report on the Draft Inner North West Area Vision.

The purpose of the report was to present the Area Committee with a draft vision statement and to seek feedback on the document.

Kate Baldwin, North West Area Management presented the report and responded to Members' queries and comments.

Discussion ensued on the contents of the report and appendices with a request for the Kirkstall ward to be included within the body of the Draft Vision Statement which was agreed by those Members present.

- (a) The report and appendices were noted.
- (b) The draft vision statement as referred to in appendix 1 of the report was noted and Members were requested to forward their comments to North West Area Management to assist in the development of a final version.

Area Delivery Plan 2007/08 (Agenda Item 11)

The Director of Neighbourhoods and Housing submitted a report on the Area Delivery Plan for 2007/08.

The purpose of the report was to present the Area Committee with a final version of the Area Delivery Plan for 2007/08.

Appended to the report was a copy of a document entitled "Inner North West Area Delivery Plan 2007/08" for the information/comment of the meeting.

Jason Singh, North West Area Management presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

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

- *Members requested that the document be made sharper and more focussed, if possible*
- *ADP Code PD2 Housing and noting that the Housing Strategy Sub group would address empty property issues in the area*
- *the Regeneration and Planning sections in the ADP and the need for them to be linked together*
- *ADP Code PD6 Local Design Statements seeking clarification of the need to be made as to whether funding has been approved by the Area Committee.*
- *ADP Code CYP2 Recreational Facilities with confirmation that funding had been obtained in respect of the promotion and use of the Blackman Grove MUGA*

- (a) The report and appendices were noted.
- (b) It was agreed that in view of the meeting being inquorate, the Area Delivery Plan for 2007/08 be revised and submitted to the Special Area Committee meeting in April 2007 for consideration.

Neighbourhood Improvement Plan Update (Agenda Item 12)

The Director of Neighbourhoods and Housing submitted a report on the Neighbourhood Improvement Plan.

The purpose of the report was to provide an update on the neighbourhood improvement schemes that were taking place in Inner North West Leeds.

The report outlined the draft neighbourhood improvement plans (NIPs), actions to date and information on future developments.

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

- (a) Hawksworth Wood Draft Neighbourhood Improvement Plan (Appendix 1 refers)
- (b) Weetwood Ward – Silk Mills / Tinshills Neighbourhood Improvement Planning Area (Appendix 2 refers)
- (c) HAT Priority Neighbourhood Action Plan (Appendix 3 refers)

Jason Singh, North West Area Management presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

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

- *the need for officers to revisit the Action Plans, involving all Members and for the report to be re-submitted to a future Area Committee.*
- *the need to undertake some public consultation on the plans*

The report and appendices were noted.

Area Manager's Report (Agenda Item 13)

The Director of Neighbourhoods and Housing submitted an Area Manager's Report which included updates on Little London Regeneration Proposals, Royal Park School, Kirkstall District Centre Redevelopment, Headingley Primary School and Headingley Town and District Centre Regeneration Scheme.

The North West Area Manager presented the report and responded to Members' queries and comments.

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

- *noting the review of the decision to dispose and refurbish for sale as affordable housing the three Lovells high rise blocks*
- *the need to revisit the Headingley Town and District Centre Regeneration Scheme*

The report was noted.

A Plan for Delivering Affordable Housing in Leeds (Agenda Item 14)

The Director of Neighbourhoods and Housing submitted a report setting out the background to the establishment of the Affordable Housing Task Force and on the subsequent production of the Affordable Housing Delivery Plan “Making the Housing Ladder Work”.

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

- *the definition of the wording ‘affordable’*
 - *the need to focus on affordable Council housing*
 - *the need to focus on those powers available to the Council in respect of empty properties*
 - *the need to refer this issue to the Housing Strategy Group for discussion and to set up a web link to the full plan*
 - *the view expressed that Inner North West needs its own strategy which addresses the uniqueness of the property market characteristics in the area*
- (a) The report was noted.
- (b) The Committee supported the principles of the Plan for Delivering Affordable Housing in Leeds and the key actions required for delivery.
- (c) The Committee noted that a proposal to develop a “Special Purposes Vehicle” in respect of cleared Council land was being developed as one of the key mechanisms to deliver affordable housing solutions on the scale required.

The Children and Young People's Plan Review 2007 (Agenda Item 15)

The Director of Children's Services submitted a report requesting Members support and input into the ongoing review of the Leeds Children and Young People's Plan (CYPP).

The report also provided the meeting with a summary of the purpose, content and structure of the Children and Young People's Plan and highlighted the

issues and concerns that were emerging through the evaluation work of services and partners.

Appended to the report was a copy of a document entitled “Children and Young People’s Plan Review – Emerging Issues” for the information/comment of the meeting.

Keith Burton, Deputy Director, Children’s Services, Chief Executive’s Department presented the report and responded to Members’ queries and comments.

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

- *clarification of the development of educational progression routes for young people with mental health needs*
 - *clarification of the statement in relation to young people achieving personal learning goals*
 - *the need to encourage less able children to work with able children and for individual learning plans to be introduced*
- (a) The report and appendices were noted.
- (b) The Committee supported those priorities now outlined which reflect local understanding of what matters to local children, young people, families and communities for inclusion in the Children and Young People’s Plan review and locality plans.
- (c) The Committee requested North West Area Management to collate Members responses on the Plan with a view to a report being prepared for the Children and Young People’s Sub Group.

Local Authority Appointments to Outside Bodies - Ireland Wood Children’s Centre Management Committee (Agenda Item 16)

It was agreed that in view of the meeting being inquorate, this item be referred to the Special Area Committee meeting in April 2007 for consideration.

Dates and Times of Area Committee Meetings 2007/08 (Agenda Item 17)

It was agreed that in view of the meeting being inquorate, this item be referred to the Special Area Committee meeting in April 2007 for consideration.

(The meeting concluded at 8.45 pm).



Originator: Dayle Lynch

Tel: 0113 3952835

Report of the Director of Neighbourhoods & Housing Department

Inner North West Area Committee

Date: 19th April 2007

Subject: Area Delivery Plan 2007/08

Electoral Wards Affected:

Headingley
Hyde Park & Woodhouse
Kirkstall
Weetwood

Specific Implications For:

Equality and Diversity ☒
Community Cohesion ☒
Narrowing the Gap ☒

Council
Function

☐

Delegated Executive
Function available
for Call In

☒

Delegated Executive
Function not available for
Call In Details set out in the
report

☐

Executive Summary

Area Committees are required to produce an annual Area Delivery Plan (ADP), setting out their yearly objectives, along with actions to achieve these. The themes under which actions are categorised remain similar to last year, broadly mirroring the Area Committee's main areas of focus. A final ADP is provided requiring ratification before being endorsed at Executive Board early in the new financial year.

1.0 Purpose of the Report

- 1.1 The purpose of this report is to present the Area Committee with a final version of the Area Delivery Plan for 2007/08.

2.0 Background

- 2.1 A draft ADP was submitted to February's Area Committee for consideration and comment. Following this feedback has been received from both Members and community representatives, and the plan revised accordingly.

3.0 Area Delivery Plan

- 3.1 The proposed ADP for 2007/08 is attached at appendix 1.

- 3.2 Each of the Committee's sub-groups have considered the draft plan and provided comments. Feedback has also been received from individual Members and community representatives that have helped to shape this final version.

4.0 Recommendations

- 4.1 The Committee is asked to approve the ADP as presented in appendix 1.

**INNER NORTH WEST
AREA DELIVERY PLAN 2007/08**

Appendix 1

ADP Code	Action	Area Committee Funding	Lead Agency	Reporting
Safer, Stronger Communities				
SSC1	Operation Champion - Permanent operation in Hyde Park & Woodhouse - Monthly 'mini' operations rotated around the other 3 wards		Community Safety	3 Community Safety Updates per year
SSC2	Students - Reduced disturbance and impact caused by Freshers' Week through a multi-agency planning group. - Effective student exodus, clearance of all on street waste within 7 days		Area Management	Area Committee September 2007 October 2007
SSC3	Public Drinking Reduction in number of alcohol related ASB through:- - Monitoring of the effectiveness of the Headingley DPPO - Continued proactive policing of the Headingley area - Drugs and alcohol outreach work throughout the area		Police	3 Community Safety Updates per year
SSC4	CCTV - Monitor effectiveness of newly installed CCTV units in the area - Identify and assess hotspots areas that could benefit from CCTV coverage - Mobile CCTV unit to be used at key events/times	£9,152	Police/Leeds Watch	3 Community Safety Updates per year
SSC5	Crime Reduction/Prevention Initiatives - Operation Walksafe – to reduce domestic burglary and offer community reassurance - Reduce the number of burglaries in the area by use of anti-climb paint - Reduce overall crime statistics for the area, assisted through the co-ordination of multi-agency approaches		Police/Community Safety	3 Community Safety Updates per year

**INNER NORTH WEST
AREA DELIVERY PLAN 2007/08**

Appendix 1

SSC6	Tackling Graffiti • Work to be undertaken in conjunction with environmental enforcement on tackling graffiti • Increased reporting rates of incidents of graffiti, via the environmental call centre, through area wide promotion of the graffiti removal service • Monitor graffiti reporting and removal systems • Anti-graffiti paint initiative in hotspot areas • Increased use of CCTV to catch perpetrators.		Graffiti Removal Team/Police/Community Safety	3 Community Safety Updates per year
SSC7	Environmental Hotspots • Increased response rate to incidents of fly tipping via referrals to the Environmental Pride Team (EPT) • Proactive work undertaken by EPT • Areas identified requiring concentrated work by the EPT		Streetscene/Area Management	Monthly reports from CAST to Area Management.
SSC8	Community Clean Ups • Provision of skips to community groups for environmental projects	£6,000	Area Management	Half yearly update
SSC9	Recycling • Increase recycling rates in the area by 10% (baseline to be established) through:- ➤ Work undertaken by Recycling Education & Awareness team amongst the student population ➤ Work with the Up Your Street		Streetscene	Area Committee October 2007
SSC10	Streetscape • Grass verges improvement schemes for Silk Mill Drive • Joint working with other agencies to tackle nuisance verges Old Oak Drive & Estcourt Terrace • Highways improvement schemes identified and undertaken	£20,000	Highways	Quarterly monitoring report
SSC12	Community Cohesion • Ward forums • Establishment of community cohesion working group with partners from the police and voluntary, community and faith organisations.		Area Management	Area Committee Key Message reports

**INNER NORTH WEST
AREA DELIVERY PLAN 2007/08**

Appendix 1

	Increase student involvement in area issues through establishing a student forum.			
CHILDREN & YOUNG PEOPLE				
CYP1	Increasing Youth Activities - Increase in the number of young people accessing youth service provision through use of the mobile facility - Creation of a balanced programme of activities across the area and duration of 2007 summer holidays - Creation of one hub centre for youth service activities in the whole of the North West Area		Youth Service/ Voluntary sector organisations	Quarterly monitoring reports
CYP2	Recreational Facilities - Development of play facilities in the Silk Mill area of Weetwood - Promotion and use of the Blackman Grove MUGA, Little London - Re-provision of play facilities in the Gilbert and Sandfords area - Improvements to Beckett's Park play area	£59,000 £10,000 (2006/07)	Parks & Countryside/ Sport Development/ Youth Service	Quarterly monitoring reports
CYP3	Involvement Increase opportunities for children & young people to be involved in decision making processes and area issues. Including through the Inner North West Youth Network and the area's Participation Group.		Youth Service/ Voluntary sector organisations	Area Committee September 2007 February 2008
CYP4	Anti-social behaviour Reduction in the number of young people involved in ASB, in particular those on referral orders or final warnings, through diversionary activities.		Youth Service/ Voluntary sector organisations	3 Community Safety Updates per year
CYP5	Partnership work with universities and further education colleges - Develop better access for local children & young people to sport and recreation facilities at university sites - Increased volunteering opportunities for students in activities for young people including sports, IT and study support		Youth Service/ Sport Development/ Universities and Student Unions/ Voluntary sector organisations	Area Committee October 2007 March 2008

**INNER NORTH WEST
AREA DELIVERY PLAN 2007/08**

Appendix 1

CYP6	Health Promote a range of healthy living initiatives to young people, including teenage pregnancy, obesity and mental health issues		Youth Service/ Voluntary sector organisations/ PCT	Area Committee October 2007 March 2008
PLANNING, DEVELOPMENT & Regeneration				
PDR1	Planning - Increase community awareness of planning issues through the Community Planning Officer - Enforcement of the 'To Let Board' directive	£42,440	Area Management/ Planning Services	Quarterly monitoring report Annual Review
PDR2	Housing - Co-ordinate the Shared Housing Group - Development of an Housing Strategy for the area - Reduction in the number and length of time of empty properties through use of existing enforcement powers to tackle this		Area Management Environmental Health	Area Committee June 2007 December 2007
PDR3	Area Vision - Creation of an area vision, outlining aspirations for the area - Develop a related action plan		Area Management	Area Committee June 2007 October 2007
PDR4	Cumulative Impact Policy Review Reduction in litter, late night noise nuisance and ASB through the inclusion of late night refreshment establishments, i.e. takeaways, in the Headingley CIP		Licensing/ Area Management	Area Committee October 2007 March 2008
PDR5	Area Action Plan Undertake preliminary work on creation of an Area Action Plan		Community Planning Officer	Area Committee October 2007 March 2008
PDR6	Local Design Statements - Statement produced for Headingley - Little Woodhouse & Kirkstall to be the next areas of focus	£5,000 (2006/07)	Area Management	Quarterly monitoring reports
PDR7	Little London - Continued development of Neighbourhood Management - Area Action Plan agreed - Communications & engagement strategy developed for the area		Area Management	Area Committee June 2007 December 2007
PDR8	Neighbourhood Improvement Areas - Action plans agreed for: ➤ Harolds & Thornvilles ➤ Silk Mills & Ivesons ➤ Hawksworth Wood		Area Management	Area Committee September 2007 February 2008

**INNER NORTH WEST
AREA DELIVERY PLAN 2007/08**

Appendix 1

PDR9	Town & District Centres • Headingley T&DC scheme to be revised, pending review of schemes on the reserve list. • Development of an improvement scheme for Woodsley Road shopping area, to await funding		Area Management	Area Committee October 2007 March 2008
PDR10	Development Schemes • Holistic overview of Kirkstall development sites and issues to be produced • Progress plans for Kirkstall Joint Service Centre		Development/ Area Management	Area Committee June 2007 December 2007
PARKS & GREENSPACE				
PG1	Recreational Space • Monitoring of maintenance of Royal Park green space • Improve provision at Woodhouse Moor, specifically refurbishment of the bowls pavilion • Provision of a site based gardener at Woodhouse Ridge and Beckett's Park	£8,000 £35,600	Parks & Countryside	On completion of each project
COMMUNITY ASSETS				
CA1	Community Centres • Management and administration of the lettings system for centres • Lettings & pricing review conducted in consultation with community centre users • Monitor progress of Woodsley Road Management Committee against targets of the Management Agreement		Area Management	Area Committee June 2007 October 2007 March 2008
CA2	Surplus Buildings • Assist in the development of plans for surplus building in the area, including the following: ➢ Headingley Primary School ➢ Leeds Girls' High School ➢ Royal Park Primary School ➢ Beckett's Park Primary School ➢ Bentley Lane Primary School		Asset Management/ Area Management	Area Committee September 2007 February 2008
COMMUNITY DEVELOPMENT				
CD1	Funding • Employ a Funding Officer to assist groups to access funding. • Small Grants Scheme	£41,000 £5,000	Voluntary Action Leeds/ Area Management	Quarterly monitoring report

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Originator: Kate Baldwin

Tel: 0113 3952829

Report of the Director of Neighbourhoods & Housing Department

Inner North West Area Committee

Date: 19th April 2007

Subject: Well-being Report

Electoral Wards Affected:

ALL

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☒

Council
Function

☐

Delegated Executive
Function available
for Call In

☒

Delegated Executive
Function not available for
Call In Details set out in the
report

☐

EXECUTIVE SUMMARY

The Area Committee has already agreed to support a number of projects in 2007/08. The remaining revenue budget available for new projects is £68,486 and applications totaling £118,409 have already been received. Details of these projects are included in the report and members are asked to consider the applications and agree any funding. Members should be aware that it is not possible to support all of the applications within the budget available and that if all the budget is committed at this meeting no further revenue funding will be available until April 2008.

Information on previous allocations which may assist Members in making decisions, is included at Appendix 1.

Requests for capital funding are also included in the report and Members are asked to consider these against the funds they have agreed to allocate per ward.

1.0 Purpose of the Report

1.1 The purpose of this report is to provide Members with:-

- An update on Well-being revenue budget available for 2007/08
- An update on capital budget available
- Information on projects requesting funding for 2007/08
- An update on small grants approved in 2006/07.

2.0 Previous Well-being spend

- 2.1 For background, information on how the Well-being budget has been spent by theme and ward over the last 3 years, including spend already agreed in 2007/08, is detailed in appendix 1.

3.0 Well-being Revenue Budget 2007/08

- 3.1 The revenue budget available for projects in 2007/08 has been calculated as follows:-

£206,785 (based on allocation from 2006/07)

£14,093 of unallocated roll forward from 2006/07

Total £220,878 for 2007/08.

- 3.2 At the last Area Committee in February, Members agreed to continue to support a number of projects from 2006/07 totaling £152,392. There now remains an amount of **£68,486** to allocate to new revenue projects up to the end of March 2008.

4.0 Decisions for revenue spend

- 4.1 Area Committee Members are asked to take decisions on which projects they would like to support with revenue funding. The remaining revenue available for 2007/08 is £68,486. The total of applications received is £115,909. If the remaining budget is allocated in full at this meeting, Members should be aware that there will be no further revenue available for new projects until April 2008.

5.0 Projects seeking revenue funding 2007/08

- 5.1 Below is a summary of projects seeking funding, categorised by theme:

Safer Stronger Communities	
BARCA	£15,000
CALM at Leeds Met	£5,000 (2007/08) and £5,000 in 08/09 and 09/10
West Yorkshire Police – Headingley Policing	£7,500
West Yorkshire Police - Motorbikes	£4,770
West Yorkshire Police – Anti-climb paint	£3,000
Young People	
Headingley Library (Learning & Leisure)	£1,000
Youth Services	£11,975
Planning & Development	
Planning Sub Group – NDS fund	£15,000
North Hyde Park Neighbourhood Association	£10,000

Parks & Greenspace	
Friends of Woodhouse Moor	£2,439
Community Assets	
Headingley Development Trust	£9,300
Woodsley Road Management Committee	£19,975
World of Fitness	£5,000
Regeneration	
NW Area Management – Neighbourhood Improvement Plans	£6,000

- 5.2 Each project is described in more detail below. The projects have not been scored or assessed by Area Management. Although this has been done in the past it was not a very effective way to aid the decision making process. Members have been provided, under separate cover, with full applications from all the projects listed.

5.3 Safer Stronger Communities

- 5.3.1 **Organisation:** BARCA (Bramley & Rodley Community Action)

Project name: Hyde Park & Woodhouse drugs outreach services

Amount requested: £15,000

Description: Funding is requested to match fund £20,000 of Neighbourhood Renewal Funding to deliver a project to support street drinkers in Hyde Park & Woodhouse. The project will work with street drinkers to make them aware of the community needs in the area, helping drinkers understand what the impact of their activity is and to try and divert them away to other areas where street drinking will not effect the community adversely. The project will also work with the drinkers to try and meet their needs, taking into account their safety and personal issues and referring them into treatment where appropriate. Funding will be used to contribute towards an outreach worker and vehicle costs for this project to work in Hyde Park & Woodhouse ward and surrounding areas of Inner NW Leeds if required. This project has been proposed by the Street Drinkers Meeting, a group including local councillors, the Police, the Primary Care Trust , St George's Crypt and Community Safety. The project is seen as a way of tackling the issue by supporting the individuals involved, rather than displacing them through the use of a DPPO.

- 5.3.2 **Organisation:** CALM at Leeds Met

Project name: Up Your Street

Amount requested: £5,000 2007/08 and a further £5,000 in 2008/09 and 2009/10

Description: The project will provide a range of services using student volunteers to communities in Inner North West particularly the areas of Hyde Park & Woodhouse, Headingley, Burley and Little London. The project focuses on environmental issues in the area such as graffiti, recycling, litter and refuse, gardening and the promotion and encouragement of a safe, tidy environment. Participation of student volunteers in sustainable environmental action projects aims to improve community relations between transient students and long term residents. Activities will include; the annual Bargain Hunt event in May, a minimum of 10 clean ups a year, 10 graffiti clean ups a year, the continuation of the Re-float kerbside glass recycling project with fortnightly collections and a tidy gardens project.

5.3.3 **Organisation:** West Yorkshire Police

Project name: Additional Policing, Headingley town centre

Amount requested: £7,500

Description: The project will provide additional Policing to Headingley ward for the purpose of reducing anti social behaviour, violent crime, criminal damage and fear of crime through high visibility patrols to key hotspots at target times. The focus will be Headingley town centre on Fridays and Saturday nights, 8pm until 2am during university term time. The additional policing will be flexible to enable residents groups and local councilors to suggest key hotspots and times. There will be a combination of additional Police Officer and PCSO time, into total providing approximately 350 additional hours. The impact of the project will be measured through crime statistics and feedback from residents groups and forums. This project has been previously supported by Area Committee (2006/07 and 2005/06).

5.3.4 **Organisation:** West Yorkshire Police

Project name: Off Road Motorcycles

Amount requested: £4,770

Description: The project will target the nuisance caused by off road motorcycles and trail bikes across Inner North West. Funding will cover the costs of safety equipment, maintenance and repair of the vehicles, and training for police officers to use the bikes. The off road vehicles will be used for pro-active patrols directed to hotspots at key times and enable officers to apprehend those using off road trail bikes where patrol cars and on-foot patrols are ineffective. The project is already in operation in Outer North West and Inner and Outer West. The project has been requested by the Community Safety Sub Group.

5.3.5 **Organisation:** West Yorkshire Police

Project name: Anti Climb Paint

Amount requested: £3,000

Description: The project aims to reduce burglary committed by climbing drainpipes to access open first floor windows. The target area is the Hyde Park/Headingley area, which is the burglary hotspot for the Pudsey Weetwood Division. The project will involve the painting of 140 drainpipes in the target area with anti climb paint, which makes it extremely difficult to climb and stains the clothes and hands of anyone who tries. The project has been requested by the Community Safety Sub Group.

5.4 **Young People**

5.4.1 **Organisation:** Learning & Leisure

Project name: Headingley Library Children's Festival

Amount requested: £1,000

Description: To run a Children's Festival at Headingley Library as part of the Celebrate Headingley activities in September 2007. The event will be particularly targeted at parents and children who have not visited the library before. The project will link libraries, books, reading and enjoyment together in a creative way in an effort to encourage children not just to think of reading as work but as an entertaining pastime. Funding will also be used for a Storytelling Week in January 2008 with a range of activities aimed at different age groups. This project has been previously supported by the Area Committee (2006/07 and 2005/06).

5.4.2 Organisation: Youth Services

Project Name: Mobile Youth Facility

Amount requested: £3,950 – van 1, £8,025 – van 2 (total for both vans - £11,975)

Description: The Mobile Youth Facility was supported by both the Inner and Outer Area Committees last year and has been in use across the Inner and Outer areas. Funding is requested to continue this project across the wedge and to extend the project by adding an additional van, which would provide a dedicated van each for Inner and Outer. The cost of providing a van for each area is £11,975 per Area Committee. The cost for continuing with one van which will be used across Inner and Outer is £3,950. The overall cost of providing the second van is higher (£16,050 in total, but shared between the 2 area committees) because funding is needed to set the van up with all the necessary equipment, which the first van already has.

At its April meeting, the Outer Area Committee will be asked to decide on whether they would like to continue with the first van, and their following committee meeting in July will receive a bid for the second van. Inner Members may want to consider funding the first van only at this stage, however given the number of applications already received for next year's funding it was felt that Inner Members should be aware of the full bid at this stage in case all the budget is committed at this meeting and they miss out on the opportunity of funding both of the vans.

Any decision taken will be subject to the support of the Outer Area Committee.

The project is designed to engage with young people who are not participating in other youth work provision in the area. It works with young people out in the area and provides a place for them to meet, minimising the impact that groups of young people gathering outside shops and in parks can have on the community.

5.5 Planning & Development

5.5.1 Organisation: Planning Sub Group

Project Name: Neighbourhood Design Statements Fund

Amount requested: £15,000

Description: The Planning Sub Group have identified areas where they would like to develop Neighbourhood Design Statements (NDS). The group are keen to progress these through a steering group of neighbourhood and community organisations who will take the lead on developing a Statement for their area, whilst avoiding overlap with other areas and attempting to minimise costs by sharing expertise. Three areas have been identified by the group as being ready to develop NDS's in the near future – these are; Headingley, North Hyde Park and Little Woodhouse. It is the intention of the group to seek future Well-being funding to develop NDS's in other areas including Kirkstall.

5.5.2 Organisation: North Hyde Park Neighbourhood Association

Project name: Neighbourhood Design Statement and Community Action Plan

Amount requested: £10,000

Description: The project aims to produce a Neighbourhood Design Statement and a Community Action Plan for the North Hyde Park area. The organisation would also like to undertake a Conservation Area Appraisal. Funding will cover consultant fees, consultation costs, and the production of the documents. The purpose of the project

is to protect the character of the area and guide the future development of the locality.

5.6 Parks and Greenspace

5.6.1 Organisation: Friends of Woodhouse Moor

Project name: Survey of the Moor

Amount requested: £2,439

Description: Funding is requested to cover the costs of a public consultation of local residents regarding Woodhouse Moor. A household survey will be undertaken to ask residents their views on what amenities should be provided on the Moor. Funding will also be used to run 8 focus groups following on from the survey. £3,000 has been requested from Councillors MICE money to contribute towards this.

Parks and Countryside have previously submitted a bid of £4,485 to Area Committee to undertake a household survey regarding the Moor which was not supported.

5.7 Community Assets

5.7.1 Organisation: Headingley Development Trust

Project name: Trust running costs

Amount requested: £9,300

Description: Funding from Lankelly Foundation has been secured over two years to employ a part time development worker. This funding is limited to cover the salary of the worker only. The development worker will assist the Trust with the development of its various projects including, Housing in Headingley, Headingley Enterprise and Arts Centre (HEART) and establishing a business forum for Headingley. Well-being funding will be used to provide equipment, running costs such as office equipment, IT and admin support at key times. The Trust have also recently applied for £1,000 from the small grants fund for the design and print of promotional prospectuses for HEART.

5.7.2 Organisation: Woodsley Road Management Committee

Project Name: Centre Development Worker

Amount Requested: £19,975

Description: The worker will be employed by Woodsley Road Multicultural Centre Management Committee. The worker will develop activities at the centre for people of all ethnicities, assist with the day to day running of the centre including dealing with lettings in line with Leeds City Council's lettings policy, raise funds for the centre and develop community cohesion through multi-agency projects.

5.7.3 Organisation: World of Fitness

Project name: Making healthy lifestyle changes in the community

Amount requested: £5,000

Description: Funding is requested to part fund an outreach worker to deliver activities for clients across the Inner area. Activities that will be delivered include; aerobic classes, step and boxercise and tailor made programmes for the elderly, women only, young people and those with disabilities. The project will be delivered from World of Fitness on Burley Road, a not for profit organisation with experience

of delivering healthy lifestyle programmes and activities. The centre is will be refurbished using Community Investment Fund monies which is due to be completed in July.

5.8 Regeneration

5.8.1 **Organisation:** North West Area Management Team/Ward Councillors

Project Name: Neighbourhood Improvement Plans

Amount Requested: £6,000

Description: Funding is requested to provide £2,000 for the three Neighbourhood Improvement Plan areas of; Harolds and Thornvilles, Hawksworth Wood and Silk Mills/Ivesons. Funding will be directed by local ward councilors towards specific projects and initiatives to support the actions in their Neighbourhood Improvement Plans.

6.0 Small grants

6.1 £7,215 has been spent on small grants in 2006-07, leaving £5,501. However a number of small grants are currently being processed and several new applications have been received over the last few weeks. Pending applications total £5,133. If all applications are approved this will leave a roll forward of £368.

6.2 At the last Area Committee Members agreed to allocate £5,000 for small grants in 2007-08. Assuming the roll forward from last year's allocation is £368 there is a total small grant budget of **£5,368** available for 2007-08.

7.0 Projects seeking Capital funding

7.1 At the last Area Committee, Members were advised that a further Capital budget may be available from June. This has yet to be confirmed, therefore any decisions on capital projects will need to be agreed once the budget is confirmed. Members also agreed to allocate £60,000 capital per ward with £154,000 remaining in a central budget. The Capital budget will be a 3 year programme.

7.2 The following applications for capital have been received:

7.2.1 **Ward:** Headingley

Organisation: Headingley Development Trust

Project: Headingley Enterprise and Arts Centre (HEART)

Amount: £30,000

Remaining budget for Ward if agreed: £30,000

Description: Headingley Development Trust has developed a proposal to establish the Headingley Enterprise and Arts Centre (HEART) in the former Headingley Primary School buildings. This proposal has been put to the Council in the form of a Business Plan, and the Executive Board has given the Trust a period of exclusivity to 30th June 2007 in which to further develop the Business Plan and raise the funds necessary for the acquisition and refurbishment of the property. The Trust has set a fund-raising target of £1m, and plans to raise most of this sum from several sources including the Big Lottery and Adventure Fund. Area Committee funding is requested to contribute towards this target.

7.2.2 **Ward:** Weetwood

Organisation: Parks and Countryside

Project: Silk Mills recreation area

Amount: £19,057

Remaining budget for Ward if agreed: £40,943

Description: £59,847 was secured from the previous capital budget to provide a children's play area in the Silk Mills. Parks & Countryside have advised that there is a shortfall of £8,919 which is required to provide the full scheme. In addition to this, Members have expressed a wish to provide a facility for older children at the site, including a basket ball area and a youth shelter. This will cost £10,138.

8.0 Recommendations

8.1 The Inner North West Area Committee is requested to:-

- a) Note the contents of the report; and
- b) Consider and agree funding for revenue projects they wish to support, within the budget available; and
- c) Consider and agree funding for capital projects they wish to support.

Table 1: Revenue spend by theme 2004/05 to 2006/07 (3 years) and 2007-08 to date

Project Name	Project Details	Amount Approved (£)	Delivery Organisation	Percentage of spend by theme to date
Community Safety				
Burley & Hyde Park Community Safety Project		8,000	Burley & Hyde Park Community Safety Project	
Under Age Sale of Alcohol	To run test purchases in each of the 4 wards using under 18s	1,250	West Yorkshire Trading Standards	
Promotion of Crime Reduction	Purchase of 25 metal frames to advertise crime reduction messages	1,000	West Yorkshire Police	
Mobile CCTV Van		1,750	Leeds Watch	
Increased policing in Headingley		7,500	West Yorkshire Police	
Headingley DPPO	Formal notification of intention to introduce a DPPO, and production of street signs	1,500		
Crime Reduction Poster		1,100	West Yorkshire Police	
Headingley DPPO	Funding for additional police hours	7,500	West Yorkshire Police	
CCTV (2 years)	Revenue costs of 2 additional CCTV cameras in the area	18,304	Leeds Watch	
Little London & Woodhouse Neighbourhood Management	Contribution to the overall cost of tackling crime and issues in the area	24,000	Area Management	
Police Mountain Bikes	Funding for 4 police mountain bikes to enable high visibility policing and a wider patrol area	3,600	West Yorkshire Police	
Anti Climb Paint	Burglary reduction scheme aimed at properties at risk of drainpipe burglary	3,000	West Yorkshire Police	
	TOTAL COMMUNITY SAFETY	78,504		10%
Children and Young People				
Mobile Youth Project	Detached work in Burley and Kirstall	4,000	Youth Service	
Hawthorn Wood Motor Project		682	Youth Service	
Study Support Sessions	Little London & Woodhouse sessions	13,000	Youth Service	
Youth Facilities	Premises costs to deliver youth work in Weetwood, Kirkstall & Headingley	5,000	Youth Service	
Study Support Sessions	Provision of study support	2,000	Youth Service	
Project Development Support	Business plan, funding assistance and links with youth service	3,000	Breakers' Unify	
Graffiti Project	Diversions activities for young people at risk of becoming involved in graffiti	10,575	Breakers' Unify	
Mobile Youth Bus	Provision of a mobile youth facility for inner/outer areas	6,500	Youth Services	

Appendix 1

Library Project	Running of weekend events for Children across libraries in the north west	1,666	Library Services	
	TOTAL CHILDREN & YOUNG PEOPLE	46,423		6%
Parks and Greenspaces				
Blenheim Square Landscaping	Landscaping	1,561	Parks & Countryside	
Burley Model Allotments	Fencing & gating around the allotment site	1,980	Parks & Countryside	
Development Worker	Part-time worker to continue work on the green and look at future funding	4,000	Rosebank Millenium Green	
Station Road Allotments	Fencing & gating around the allotment site	1,980	Leeds Organic Growers	
Royal Park Greenspace (2 years)	Funding for the maintenance of the newly created park and recreational facilities	16,000	Parks & Countryside	
Site Based Gardeners	Funding for 2 site based gardeners for Becketts Park and Woodhouse Ridge	35,600	Parks & Countryside	
Kirkstall Valley Park Feasibility Fund	Funding for part of a feasibility study into Kirkstall Valley Park	5,000	Kirkstall Valley Park Board	
Site Based Gardeners	Funding for 2 site based gardeners for Becketts Park and Woodhouse Ridge until the end of 2007/08	17,800	Parks & Countryside	
	TOTAL PARKS & GREEN SPACE	83,921		11%
Streetscene				
Festive Lights	Production & installation of festive lights	21,010	Learning & Leisure	
Roads, footpaths & signage	Improvement works across the area	20,500	Highways	
Tackling Noise Nuisance	Promotion of noise nuisance number and issues arising from burglar alarms	1,000	Environmental Health	
CAST	Funding for area CAST team	1,545	Streetscene	
Kirstall Road/Cardigan Road/Otley Road streetscape fund	Development of small scale improvements along these main routes	10,000	Area Management	
Community Compost	Garden waste kerbside collection project	20,000	Leeds Organic Growers	
Up Your Street (2 years)	Various streetscene /environmental projects work on with Student volunteers	7,000	University of Leeds & CALM	
Streetscape/Highways Improvement Feasibility Fund	Development of improvement schemes across the area for shopping areas and other identified areas of need	5,000	Area Management	
Community Skips (4 years)	Provision of skips for use by community groups	22,521	Area Management	
Community Compost	Garden waste kerbside collection project (ringfenced funding, pending the project demonstrating it is viable)	15,000	Leeds Organic Growers	
	TOTAL STREETSCENE	123,576		17%
Community Assets				
Feasibility Study	Burley Lodge Centre	3,112	Burley Lodge	

Appendix 1

Hawksworth Wood Older People	Running costs of new accommodation being taken over by the project.	5,000	Hawksworth Wood Older People Project	
Hyde Park Picture House (2 years)	Upgrading of equipment for the Picture House	4,000	Hyde Park Picture House	
Woodsley Road Manager (2 years)	Funding for a part time centre manager to help run and promote the	42,248	Voluntary Action Leeds	
	TOTAL COMMUNITY ASSETS	54,360		7%
Regeneration				
Little London & Woodhouse Neighbourhood Management	Contribution to the overall cost of tackling issues of deprivation in the area	15,000	Area Management	
	TOTAL REGENERATION	15,000		2%
Planning and Development				
Community Planning Officer (3 years)	Planning officer to assist community groups and residents to access information and make comments on planning issues in the area	112,440	Development Department	
Design Statement	Development of a design statement for Far Headingley	3,000	Far Headingley Village Society	
Feasibility Study	Study into the creation of a Community Land Trust	2,500	Headingley Development Trust	
Design Guide/Statement Feasibility Fund	Development of design guides or statements for identified areas	5,000	Area Management	
	TOTAL PLANNING & DEVELOPMENT	122,940		16%
Community Development				
Funding Officer (3 years)	To provide funding advice to community and voluntary groups across the area	115,300	Voluntary Action Leeds	
Older Active People (3 years)	Extension of the Older Active People project	12,000	Cardigan Centre	
Hyde Park Unity Day (2 years)	Funding towards the cost of staging the annual event	8,000	Hyde Park Unity Day Committee	
Community Use & Participation Project	To widen the involvement of the community in Rose Bank Millennium Green	900	Rose Bank Millennium Green	
Generations Together	Intergenerational work	8,000	Older Action People	
Supporting Older People	Support work in Kirkstall, where not currently covered	7,730	STEP	
Development Worker	Gap funding for the role of development worker	20,000	CALLS	
Development Worker	Funding for a development worker in Hawksworth Wood	14,186	Hawksworth Wood Community Association	
Space @ Little London Manager	Funding to cover wage of the centre manager for an interim 3 month period.	6,800	Space @ Little London	
Community Inclusion Initiative (2 years)	Contribution towards the employment costs of a community inclusion worker.	4,000	Older People's Action in the Locality	
Small Grants Fund (4 years)	Small funding for community groups of up to £500	28,903	Area Management	
	TOTAL COMMUNITY DEVELOPMENT	225,819		31%
	TOTAL APPROVED:	750,543		100% of spend to date

Table 2: Revenue spend by ward 2004/05 to 2006/07 (3 years) and 2007-08 to date

Ward	Number of projects (or part thereof)	Cost, £	Percentage of spend by ward to date
Headingley	44	£137,266	21%
Hyde Park & Woodhouse	51	£263,422	39%
Kirkstall	44	£155,845	23%
Weetwood	34	£110,570	17%
Total		£667,103	100% of spend to date

Table 3: Capital spend 2004/07 to date by theme

Project Name	Project Details	Amount Approved (£)	% spend to date	Delivery Organisation
Priority Theme: Community Safety				
Archery's Alleygating Scheme	A burglary reduction scheme to provide alleygating in the Archery's area	5,000		Leeds Community Safety
CCTV	Installation of two new CCTV cameras	50,000		Leeds Community Safety
Burglary Reduction – Alleygating Fund	Installation of alleygates, to reduce burglary rates	6,392		Leeds Community Safety
	TOTAL COMMUNITY SAFETY	61,392	16%	
Children and Young People				
Burley Early Years Centre	Development of a educational facility for Children	30,000		Learning & Leisure
Little London Multi Use Games Area	Redevelopment of an 'all weather', flood lit games area for supervised and unsupervised play.	10,000		Learning & Leisure
Silk Mills Play Area	Installation of a children's play area in the Silk Mills area of Weetwood	59,847		Learning & Leisure
	TOTAL CHILDREN AND YOUNG PEOPLE	99,847	25%	
Parks and Greenspaces				
Woodhouse Bowling Pavilion	Provision of new bowling club pavilion	24,200		Learning & Leisure
Site Simplification Project	Project to simplify the site and make it easier to maintain and reduce costs incurred each year	1,344		Rosebank Millennium Green Trust
Bollards on Craggside Field	Mushroom bollards to stop vehicles entering the fields and burning cars out - should be in a community safety theme section	5,000		Parks & Countryside
	TOTAL PARKS & GREENSPACES	30,544	8%	
Streetscene				
Community Compost	To run green garden kerbside collection and composting service in Inner North West Leeds	11,666		Leeds Organic Growers
Additional Litter Bins	Funding for litter bins across Inner North West	7,000		City Services

Appendix 1

Grass Verge, Footpath and Highways Improvements	Improvement works to be carried out to areas identified as in need.	20,000		Area Management/ Highways
Headingley Environmental Improvements	Improvements works to Headingley Town Centre.	50,000		Area Management
	TOTAL STREETSCENE	88,666	22%	
Community Assets				
A Burley Lodge Enterprise (ABLE) Project*	Project to support the development of medium sized local organisations and social enterprises	100,000		ABLE
Supporting Older People Project	Project to support older people in Kirkstall who aren't covered by other older persons schemes in Inner North West	5,340		STEP
Hawksworth Wood Community Association	Refurbishment of Community Shop	3,850		Hawksworth Wood Community Association
Seagulls Community Repaint	Provision of a vehicle to transport recycled paint as part of the project	4,509		Seagulls
	TOTAL COMMUNITY ASSETS	113,699	29%	
Regeneration				
	TOTAL REGENERATION	0	0%	
Planning and Development				
	TOTAL PLANNING & DEVELOPMENT	0	0%	
Community Development				
	TOTAL COMMUNITY DEVELOPMENT	0	0%	
	TOTAL APPROVED:	394,148	100%	

Table 4: Capital spend 2004/07 to date by ward

Ward	Number of projects	Cost, £	% of 2006/07 spend to date
Headingley	3	£110,519	28%
Hyde Park & Woodhouse	7.5	£144,672	37%
Kirkstall	4.5	£65,647	17%
Weetwood	2	£73,310	18%
	17	£394,148	100%

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Originator: Stuart Robinson

Tel: 247 4360

Report of the Chief Democratic Services Officer

North West (Inner) Area Committee

Date: 19th April 2007

Subject: Local Authority Appointments to Outside Bodies – Ireland Wood Children's Centre Management Committee

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

Council
Function

☒

Delegated Executive
Function available
for Call In

☐

Delegated Executive
Function not available for
Call In Details set out in the
report

☐

Executive Summary

To seek Members approval to the appointment of Councillor S Bentley to serve on the Ireland Wood Children's Centre Management Committee.

1.0 Purpose Of This Report

- 1.1 To seek Members approval to the appointment of Councillor S Bentley to serve on the Ireland Wood Children's Centre Management Committee.

2.0 Background Information

- 2.1 At its meeting held on 20th February 2007, the Member Management Committee considered a request from representatives of the Ireland Wood Children's Centre Management Committee for Councillor S Bentley to be appointed to serve on their Management Committee.
- 2.2 Following consideration of this request, the Member Management Committee agreed to refer this matter to the relevant Area Committee for consideration under the category 'Community and Local Engagement'.
- 2.3 A copy of the current constitution for the Ireland Wood Children's Centre Management Committee will be available for inspection at the meeting.

3.0 Implications for Council Policy and Governance

- 3.1 This appointment is in accordance with the Council's Constitution and as detailed in the Appointments to Outside Body Procedure Rules. The Member in question will also be advised of the need to update their entry in the Members register of interests.
- 3.2 Initially the appointment will be for the remainder of the 2006/7 Municipal Year, and will be re-submitted along with all other Appointments to Outside Bodies, for consideration at the Area Committee's first meeting in the new Municipal Year (either in June or July).

4.0 Legal and Resource Implications

- 4.1 There are no specific legal or resource implications in relation to this appointment.

5.0 Recommendation

- 5.1 Members are asked to consider appointing Councillor S Bentley to serve on the Ireland Wood Children's Centre Management Committee.

Originator: Stuart Robinson

Tel: (0113) 2474360

Report of the Chief Democratic Services Officer

North West (Inner) Area Committee

Date: 19th April 2007

Subject: Dates and Times of Area Committee Meetings 2007/08

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

Council
Function

☒

Delegated Executive
Function available
for Call In

☐

Delegated Executive
Function not available for
Call In Details set out in the
report

☐

Executive Summary

The purpose of the report is to request Members to give consideration to agreeing the dates and times of their meetings for the 2007/08 municipal year which commences in May 2007.

1.0 Background Information

- 1.1 The Area Committee Procedure Rules stipulate that there shall be at least six ordinary meetings of each Area Committee in each municipal year (May to April).
- 1.2 The Procedure Rules also state that each Committee will agree its schedule of meetings for the year either at the last meeting in the current municipal year (i.e. tonight) or at its first meeting in the new municipal year. In order to appear in the Council's official Diary and Yearbook for 2007/08, the dates and times of your meetings need to be approved tonight.

2.0 Options

2.1 The options are:

- To approve the list of dates and times provisionally agreed with the NW Area Manager based on the existing pattern;
- To consider other alternative dates;
- To continue to meet at 7.00 pm, or to consider alternative times;

- To continue to alternate suitable venues between the four wards of Headingley, Hyde Park and Woodhouse, Kirkstall and Weetwood.

3.0 Meeting Dates

- 3.1 The following provisional dates have been agreed in consultation with the NW Area Manager. They follow roughly the same pattern as last year, i.e. Thursday's in June, September, October, December, February and April :-

28th June 2007, 13th September 2007, 18th October 2007, 13th December 2007
7th February 2008 and 3rd April 2008.

- 3.2 A similar pattern of meetings is being suggested in respect of the other 9 Area Committees, so that for co-ordination purposes, all Committees are meeting in the same basic cycle and months. Whilst Members have discretion as to which actual dates they wish to meet, they are requested to take into consideration that any proposed substantial change to the cycle, e.g. changing months rather than dates within the suggested months, will cause disruption and lead to co-ordination problems between the Area Committees.

4.0 Meeting Days and Times

- 4.1 Currently the Committee meets on Thursday's at 7.00 pm and the above suggested dates reflect this pattern.
- 4.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.
- 4.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements – it really is a matter for Members to decide.

5.0 Meeting Venues

- 5.1 Currently the Committee alternates venues between the four Wards which has generally proved to be a successful arrangement.
- 5.2 If the Committee were minded to request the officers to explore possible alternative venues, then the considerations Members and officers would have to taken into account are matters such as cost, accessibility – particularly for people with disabilities – and the facilities available at the venue, e.g. IT facilities for presentations etc.
- 5.3 From time to time, Members suggest moving meetings back to Civic Hall. Whilst the meeting facilities might arguably be better in some instances, and the venue

possibly more convenient for Members, Members are reminded of the role of Area Committees, as set out in Paragraph 2.1 the Area Committee Procedure Rules :-

- Act as a focal point for community involvement;
- Take locally based decisions that deal with local issues;
- Provide for accountability at local level;
- Help Elected Members to listen to and represent their communities;
- Help Elected Members to understand the specific needs of the community in their area;
- Promote community engagement in the democratic process;
- Promote working relationships with District Partnerships and Parish and Town Councils.

These aims and this role is unlikely to be enhanced by holding meetings at the centre.

6.0 Recommendation

- 6.1 Members are requested to consider the options and to decide their meeting dates and times for 2007/08 in order that they may be included in the Council's official diary for 2007/08. Meeting venues can be agreed at a later date, or left for the officers to sort out, taking into account Members' views.

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