

## Minutes of a meeting of the Keighley Area Committee held on 27 November 2014 in the Council Chamber, Keighley Town Hall, Keighley

Commenced 1800

Concluded 1900

### PRESENT – Councillors

CONSERVATIVE	LABOUR	INDEPENDENTS
Brown	Abid Hussain	Atkinson
Mallinson	Khadim Hussain	Naylor
B M Smith	Pullen	
	M Slater	

### Councillor K Hussain in the Chair

#### 37. DISCLOSURES OF INTEREST

In the interests of transparency Councillor Atkinson and Councillor Naylor disclosed that they were members of Silsden Town Council and had been involved in a joint working group considering the Neighbourhood Area Application.

#### 38. INSPECTION OF REPORTS AND BACKGROUND PAPERS

There were no appeals submitted by the public to review decisions to restrict documents.

#### 39. NEIGHBOURHOOD PLANNING – NEIGHBOURHOOD AREA APPLICATION

Craven

The report of the Assistant Director, Planning, Transportation and Highways, (**Document “X”**) provided details of the Neighbourhood Area Application which had been submitted by Steeton-with-Eastburn Parish Council, in conjunction with Silsden Town Council.

Members were reminded that the application had been considered at the meeting on 23 October 2014. The item had been deferred for clarification on the legality of the application as concerns had been raised about a lack of evidence to confirm that Silsden Town Council had democratically agreed the Neighbourhood Area Application. The Assistant Director, Planning, Transportation and Highways addressed that issue and evidence of the Town Council’s resolution was provided at Appendix 6 to Document “X”.



A Ward Member reiterated his opposition to the application citing the concerns he had raised at the meeting in October.

**Resolved –**

- (1) That the proposal for a Neighbourhood Area submitted by Steeton-with-Eastburn Parish Council, including the area of Silsden Town Council, be supported.
- (2) That it be agreed that the area identified in the Neighbourhood Area Application contained in Document “X is suitable for the basis of a Neighbourhood Area.
- (3) That it be agreed that the proposed boundary area identified in Neighbourhood Area Application contained in Document “X is appropriate for the basis of a Neighbourhood Area.
- (4) That the proposal of designating a Neighbourhood Area in Steeton-with-Eastburn, including the area of Silsden Town Council, for the purpose of producing a Neighbourhood Plan, and the proposed boundary areas outlined in Document “X” be supported.
- (5) That the resolutions be referred to the Executive for consideration at its meeting on 2 December 2014.

**OVERVIEW AND SCRUTINY COMMITTEE: Regeneration and Economy**

**ACTION:** Assistant Director, Planning, Transportation and Highways

**40. LOCAL HIGHWAY MAINTENANCE – DEVOLUTION UPDATE AND FUNCTION REVIEW**

The Strategic Director, Regeneration and Culture, presented a report, (**Document “Y”**) which detailed how the Highway Maintenance Service currently managed the Local Highway Maintenance (LHM) function and allocated resources. The report updated Members on the current operations being undertaken on the network and the indicative costs of works undertaken in the current financial year.

It was explained that where repairs to the highway were required those repairs were categorised, depending upon the severity of the issue, into one of three categories. Each category had a target repair time which had been agreed with the Council’s insurers. Examples of those categories and how the needs of the winter service were facilitated were reported.

The budget for Local Highway Maintenance work in the Keighley area was provided and a breakdown of how that was spent was discussed. Completed gully cleans in the constituency between 1 April and 30 September 2014 was also reported. In response to questions it was confirmed that the budget would have been utilised by the end of the municipal year.

It was requested that the information appended to Document “Y” be depicted in ward areas and copies of the information in that format were circulated. It was explained that the information had not been available in that arrangement when the agenda had been published. It was agreed that an amended copy would be emailed to Members.

It was questioned whether the overall budget for highway maintenance work was divided equally between the five area constituencies and it was explained that the budget was based on population and network road length. It was felt that the formula used for budget allocation was fair. A percentage breakdown for all five areas was provided. Highway surveys had provided information on those areas most in need of repair.

The input of Members to the repair schedule was discussed and it was explained that the timescale to react to emergency repairs would not allow for the production of a report to Members for them to influence the work conducted. Reports from the public and technical staff were passed directly through to the Council's operational area and allocated to work crews for immediate inspection and necessary remedial works.

The scheduled gully cleaning statistics appended to Document "Y" were discussed and Members questioned how confident the service were of maintaining a two year cycle of cleans. In response it was explained that since reductions in resources had been made in November 2013, with the exception of the areas of Ilkley and Burley-in-Wharfedale, the service had concentrated their efforts on main and link roads. The gullies in Ilkley and Burley-in-Wharfedale had not been cleaned for over two years previously so those areas had been targeted. It was confirmed that, depending on location, some areas required less cleaning than the scheduled period and others required more regular cleans. Areas such as those at the bottom of a hill would attract more waste.

Members reported a number of blocked gullies and it was agreed that those details be passed to the service to be added to a list of hotspots to be targeted. The difficulty which cleaning vehicles experienced accessing gullies due to parked vehicles was raised. It was agreed that informing Ward Members of cleaning schedules would allow them to assist by advising residents of the cleaning schedule.

A concern about dangerous broken bollards on a cycle route at Royd Ings was raised and the Strategic Director, Regeneration and Culture, agreed to investigate that issue.

#### **Resolved –**

- (1) **That the current operational methods adopted for Local Highway Maintenance be noted.**
- (2) **That the indicative costs to date for the 2014/15 financial year be noted.**
- (3) **That the list of completed and proposed Category 3 works shown in Appendix 5 to Document "Y" be noted.**

**OVERVIEW AND SCRUTINY:** *Environment and Waste Management*

**ACTION:** *Strategic Director, Regeneration & Culture*

#### **41. ALLOCATION OF COMMUNITY CENTRE CORE COST GRANTS AND COMMUNITY DEVELOPMENT GRANTS FOR 2015-2017.**

The report of the Strategic Director, Environment and Sport, (**Document "Z"**) outlined the recommendations of the Keighley Area Committee Grants Advisory Group for Community Centre Core Costs and Community Development Grants for 2015-2017.

Members were reminded that the process undertaken to make recommendations on the use of funding for Community Development and Core Cost grants was based on the framework agreed at the meeting on 11 September 2014.

The recommendations of the Grants Advisory Group in relation to Core Cost Grants and Community Development Grants were reported.

The potential for any under spend to be used to support or maintain centres who may lose funding from other sources in the future was discussed. It was explained that should Members support recommendations contained in Document "Z" this would allow requests received from any group in the future to be brought back to Members for approval.

In response to questions about ward pairings it was confirmed that Community Development Workers at the organisations in receipt of grants would be advised of the process. They would have strong working relationships with the Area Co-ordinator's office and Ward Members and quarterly monitor reports would be provided.

**Resolved –**

- (1) That the recommendations on Core Cost Community Centre Grants made by the Grants Advisory Group as detailed in Table 1 contained in Document "Z" be approved.**
- (2) That the recommendations on Community Development grants made by the Grants Advisory Group as detailed in Table 2 contained in Document "Z" be approved.**
- (3) That the recommendations made by the Grants Advisory Group relating to Ward pairings and work priorities, and the contents of the Grant Agreement as set out in Paragraphs 3.8 and 3.9 of Document "Z" be approved.**
- (4) That responsibility for any contingency funds be delegated to the Keighley Area Co-ordinator. In the event of any legitimate request on these funds the Area Co-ordinator will consult with members of the Grants Advisory Group before making any award.**

**OVERVIEW AND SCRUTINY: Corporate**

**ACTION: Strategic Director, Environment and Sport**

**42. KEIGHLEY AREA WARD PLANS 2014-2015 UPDATE**

The Strategic Director, Environment and Sport, presented a report, (**Document "AA"**) which outlined the work of the Keighley Area Co-ordinator's Office in the period April 2014 to September 2014 to support ward priorities with the Keighley Area Ward Plans 2014-2015.

Members questioned why actions undertaken by Members were not included in the update. It was explained that the specific ward plans detailed the actions of ward officers but that the valuable contribution made by ward members could be recognised in future plans.

The production of leaflets to discourage parking on footpaths in Ilkley was raised by a Member. He was advised that actions undertaken since September would be included in

future plans. The work outlined in Document "AA" was actions undertaken or coordinated by the Area Co-ordinator's office. Initiatives undertaken by other departments would not be included.

**Resolved –**

**That the work of the Keighley Area Co-ordinator's Office in the period April 2014 to September 2014 to support ward priorities within the Keighley Area Ward Plans 2014-2015 be noted.**

**OVERVIEW AND SCRUTINY: Corporate**

**ACTION: Strategic Director, Environment and Sport**

**43. KEIGHLEY AREA COMMITTEE ACTION PLAN FUNDING 2014-2015.**

The report of the Strategic Director, Environment and Sport, (**Document "AB"**) provided details of the projects that had received funding from Keighley Area Committee Action Plan Fund during the period April to September 2014.

Members were reminded that it had been resolved at the meeting on 10 April 2014 that the Area Committee Action Plan funding be allocated to support the implementation of Ward Plans and ongoing community engagement activities to the amount of £9,000 per ward. The remaining £6,000 would be allocated for area wide projects.

The report depicted the situation as at September 2014. In response to a question from a Member about the remainder of the budget allocated to the Keighley West and Worth Valley wards it was agreed an update would be provided by the new Ward Officer who would be taking up her post in the New Year.

**Resolved –**

- (1) That the Area Committee Action Plan funding allocations during the period April – September 2014 as set out in Appendix A of Document "AB" be noted.**
- (2) That the Keighley Area Co-ordinator be requested to provide a report in June 2015 presenting details of the Area Committee Action Plan funding allocations for the full financial year 2014/15.**

**OVERVIEW AND SCRUTINY: Corporate**

**ACTION: Strategic Director, Environment and Sport**

**Note: These minutes are subject to approval as a correct record at the next meeting of the Committee.**