



**NORTH EAST (OUTER) AREA COMMITTEE**

---

**Special Meeting to be held in the Civic Hall, Leeds on  
Tuesday, 14th May, 2013 at 5.30 pm**

---

**MEMBERSHIP**

Councillors

G Wilkinson	-	Wetherby;
A Lamb	-	Wetherby;
J Procter	-	Wetherby;
N Buckley	-	Alwoodley;
P Harrand	-	Alwoodley;
D Cohen	-	Alwoodley;
A Castle	-	Harewood;
R Procter	-	Harewood;
M Robinson	-	Harewood;

---

**Agenda compiled by:  
Stuart Robinson  
Governance Services Unit  
Civic Hall  
LEEDS LS1 1UR  
Tel: 24 74360**

**East North East Area Leader:  
Rory Barke  
Tel: 33 67627**

# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>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).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	

Item No	Ward	Item Not Open		Page No
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information within the meaning of Section 100I of the Local Government Act 1972, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If the recommendation is accepted, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 or Section 100A(4) of the Local Government Act 1972 as appropriate, the public be excluded from the meeting during consideration of those parts of the agenda designated as containing exempt information 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 press and public were present there would be disclosure to them of exempt information, as follows:-'</p> <p><b>No exempt items or information have been identified on the agenda</b></p>	
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	

Item No	Ward	Item Not Open		Page No
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2000 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>ELECTION OF AREA COMMITTEE CHAIR FOR THE 2013/2014 MUNICIPAL YEAR</b></p> <p>To consider a report of the Chief Officer (Democratic and Central Services) on the election of Area Committee Chair for the 2013/14 Municipal Year.</p>	1 - 6
7			<p><b>WELL-BEING FUND BUDGETS</b></p> <p>To consider a report of the East North East Area Leader providing Members with an update on the current position of the wellbeing capital and revenue budget for the Outer North East area and setting out applications made for consideration by the Area Committee.</p>	7 - 14
8			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Monday 8<sup>th</sup> July 2013 at 6.00pm (venue to be confirmed)</p>	

## Report of Chief Officer (Democratic and Central Services)

### Report to North East (Outer) Area Committee

Date: 14<sup>th</sup> May 2013

### Subject: Election of Area Committee Chair for the 2013/2014 Municipal Year

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If relevant, name(s) of Ward(s):</i> Alwoodley; Harewood; Wetherby		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? <i>If relevant, Access to Information Procedure Rule number:</i> Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### Summary of main issues

1. Area Committee Procedure Rules require that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee.
2. Following the closure of nominations for the position of Chair, and prior to the Annual Council Meeting, Area Committees are required to meet to elect a Chair for the forthcoming Municipal Year.
3. Therefore, the Area Committee is recommended to elect a Chair for the 2013/2014 Municipal Year, from amongst the nominations which have been received. The Area Committee will be informed at the meeting of the nominations which have been received for the position of Chair.

### Recommendations

4. Members of the Area Committee are recommended to elect an Area Committee Chair for the 2013/2014 Municipal Year, from amongst the nominations which have been received.

## **1 Purpose of this report**

- 1.1 The purpose of the report is to explain the arrangements for the annual election of Chairs for Area Committees and that in line with this process, to recommend that the Area Committee elect a Chair for the 2013/2014 municipal year.

## **2 Background information**

- 2.1 Article 10 of the Council's Constitution sets out the composition, functions and role of Area Committees.
- 2.2 Paragraph 5 of the Area Committee Procedure Rules deals with the process by which Chairs for Area Committees are elected. Attached as appendix 1.

## **3 Main issues**

- 3.1 The Area Committee Procedure Rules state that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee.
- 3.2 Each Political Group with Members elected within an Area Committee's boundary may submit a nomination from amongst Members on the Area Committee to Chair that Committee, via the Group Whip. An independent Member may also put forward a nomination.
- 3.3 The deadline for the submission of nominations for the position of Chair was 5.00pm on Monday 13th May 2013. The Area Committee will be notified at the meeting of the nominations which have been received, prior to the election taking place.
- 3.4 The Procedure Rules state that following the closure of nominations and before the Annual Council Meeting, Area Committees will meet to agree the election of Chair for the forthcoming Municipal Year.
- 3.5 The Chair will be elected by an overall majority of first votes cast by those Members eligible to do so and present at the meeting. The Member presiding at the meeting as Chair will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
- 3.6 Where an overall majority of votes cannot be obtained, or it is not possible to hold or convene a quorate meeting of the Area Committee, or for any other reason a decision is not possible in advance of the Annual Council Meeting, then the appointment will be made at the Annual Council Meeting.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 All Group Whips have been given due notice of the deadlines relating to the submission of nominations for the position of Area Committee Chairs, and have been provided with details of the process.

## **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 There are no specific implications relating to equality and diversity or cohesion and integration arising from this report.

## **4.3 Council policies and City Priorities**

4.3.2 Operational and effective Area Committee meetings, which facilitate a widely accessible but robust decision making forum are in line with the Council's Policies and City Priorities. In order for such meetings to take place, an eligible City Councillor must be properly elected to the position of Area Committee Chair.

## **4.4 Resources and value for money**

4.4.3 There are no direct resource implications arising from the submission of this report to the Area Committee.

## **4.5 Legal Implications, Access to Information and Call In**

4.5.4 This report is not subject to Call In, as the Executive and Decision Making Procedure Rules state that the power to Call In decisions does not extend to those decisions taken by Area Committees.

4.5.5 The process summarised above regarding the election of Area Committee Chairs is in line with the Area Committee Procedure Rules.

## **4.6 Risk Management**

4.6.6 There are no risks directly arising from the submission of this report to the Area Committee, however, not electing a Chair for the 2013/14 municipal year at this meeting will mean that the matter would have to be resolved at the Annual Council Meeting.

## **5 Conclusions**

5.1 The Area Committee Procedure Rules state that the Chair of each Area Committee will be elected from amongst the City Councillors eligible to serve on that Committee, and that between the closure of nominations (5.00pm, Monday 13<sup>th</sup> May 2013) and the Annual Council Meeting (6.00pm, 20th May 2013), the Area Committee will meet to agree the election of Chair for the forthcoming Municipal Year. The Committee therefore is recommended to elect a Chair at this meeting for the 2013/2014 Municipal Year, from the nominations which have been received.

**6 Recommendations**

6.1 Members of the Area Committee are recommended to elect an Area Committee Chair for the 2013/2014 Municipal Year, from amongst the named nominations which have been received.

**7 Background documents<sup>1</sup>**

None

---

<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.



## **5.0 ELECTION OF CHAIR**

- 5.1 The Chair of each Area Committee will be elected, from amongst the City Councillors eligible to serve on that Committee.
- 5.2 Each political Group<sup>1</sup> with Members elected within an Area Committee area may put forward a nomination from amongst Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.
- 5.3 All nominations must be notified to the Head of Governance Services by no later than 5pm the day before the meeting convened to consider the appointment of the Chair. The Head Of Governance Services will give appropriate notice to whips and Independent Members of this deadline.
- 5.4 Area Committees will meet to agree the election of Chair for the forthcoming Municipal Year during the period that is the first working day after the nomination process closes, and the last working day that is the day before the Annual Council Meeting.
- 5.5 The Chair will be elected by overall majority of first votes cast by those Members eligible to do so and present at the meeting, the member presiding at the meeting will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
- 5.6 All agreed appointments will be reported to the Annual Council Meeting.
- 5.7 Where an overall majority of votes cannot be obtained, or it is not possible to convene, or hold, a meeting of the Area Committee, or, for any other reason a decision is not possible in advance of the Annual Council Meeting, the Annual Council Meeting will appoint the Chair.
- 5.8 Where it has not been possible to hold a meeting of the Area Committee and the Annual Council Meeting is required to consider more than one nomination for the position of Chair, the Chair will be elected by overall majority of votes cast by those Members of the Area Committee eligible to do so and present at the Council meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
- 5.9 Where an overall majority of votes cannot be obtained by votes cast by those Members of the Area Committee eligible to do so and present at the Council meeting, the vote will be widened to include all Members of Council. The nominee with the overall majority of votes cast by members of Council will be appointed as the Chair of the Area Committee.

---

<sup>1</sup> A nomination from a political group must be forwarded by a Whip

- 5.10 Where it has not been possible to hold a meeting of the Area Committee and the Annual Council Meeting is required to consider an unopposed nomination for the position of Chair, the unopposed nominee will be elected by the Council.
- 5.11 Where Council has made an appointment of Chair of an Area Committee the decision will be reported to the relevant Area Committee.

**Report of East North East Area Leader**

**Report to Outer North East Area Committee**

**Date: 14 May 2013**

**Subject: Well-being Fund Budgets**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Alwoodley, Harewood, Wetherby	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report provides members with an update on the current position of the capital and revenue budget for the Outer North East Area Committee.
2. Applications made for funding are included in the report for member's consideration.

**Recommendations**

3. Members are asked to:
  - Note the spend to date and current balances for the 2013/14 financial year;
  - Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

Northcall	Northcall Community Centre	£19,273
Aberford and District Community Interest Company	A1/M1 Noise Abatement Study	£4,000

## **1. Purpose of this Report**

- 1.2 The report provides members with an update on the current position of the revenue Well-being Funding for the Area Committee and sets out applications made for consideration by the Area Committee.

## **2. Background Information**

- 2.1 Each of the ten Area Committees receive an annual allocation of revenue funding to commission projects and offer grants to organisations in the local area. The amount of funding for each Area Committee is determined by a formula based on 50% population and 50% deprivation in each area, as agreed by the Council's Executive Board. The Area Committees also have the balance of any revenue Well-being budget which was allocated to them in previous years.
- 2.2 Alongside the Well-being budget, ward councillors have access to other sources of local funding, such as Section 106, Ward Based Initiatives (WBI), Members Improvement in the Community and Environment (MICE). The use of this funding is discussed at ward member meetings as appropriate.

## **3. REVENUE PROJECTS**

### **3.1 Well-being Revenue – available funding for the current financial year**

3.1.1 The allocation for the Outer North East Area Committee for 2013/14 is £112,000.

3.1.2 The Outer North East Area Committee manages its allocation by apportioning the amount between the three wards based on population<sup>1</sup>. For the 2013/14 allocation, the split between wards is:

- Alwoodley: £41726      based on pop. = 22766      (37.25%)
- Harewood: £33656      based on pop. = 18363      (30.05%)
- Wetherby: £36618      based on pop. = 19979      (32.69%)

3.1.3 The current revenue financial position of the Area Committee is shown in Appendix A.

3.1.4 The funding is used to support the priorities in the Area Committee Business Plan as agreed by the Area Committee in March 2013. Updates on spending and projects funded will be reported to the Area Committee on a regular basis.

### **3.2 New schemes for consideration**

3.2.1 In considering these applications members are asked to take into account timescales for the projects. If projects are continuing after 31 March 2014, members are asked to decide if the appropriate proportion of the grant should

---

<sup>1</sup> Office for National Statistics 2011 Census

be set aside from the 2013/14 budget and carried forward, or be drawn from the 2014/15 budget.

3.2.2	<b>Project:</b>	Northcall
	<b>Organisation:</b>	Northcall Community Centre
	<b>Amount:</b>	£19,273
	<b>Ward:</b>	Alwoodley
<p>NORTHCALL provides a focal point for the community where people of all ages come to meet others and avoid isolation and learn new skills, which helps with self confidence, self esteem, employability, mental and physical health and community cohesion. They strive to provide programmes that work on building people's self confidence and reducing barriers to participating in wider society. Numbers of service users continues to grow year on year and some of the activities are inter generational, which improves community cohesion, tolerance and understanding.</p> <p>This year Northcall are proposing are to start an alternative educational programme for young people, which will generate more income and create jobs for people, as well as engaging young, local people and getting them involved in their community. This will be a full time term only programme for young people aged 14 – 16.</p> <p>The funding will be used to cover Freelance teachers/tutors, learner registration and management costs.</p> <p>The project will run from April 2013 – March 2014.</p>		
<p><b>Community Charter Priorities:</b>  Supporting Moor Allerton Partnership;  Activities and services for children and young people; Training and job opportunities; Volunteering opportunities;</p>		

3.2.3	<b>Project:</b>	A1/M1 Noise Abatement Study
	<b>Organisation:</b>	Aberford and District Community Interest Company
	<b>Amount:</b>	£4000
	<b>Ward:</b>	Harewood
<p>Aberford CIC are proposing to undertake a noise abatement study to demonstrate the need to reduce the noise impact upon Aberford of the A1/M1 motorway. The proposal utilises a combination of technology to provide quantitative evidence and residents to provide qualitative evidence. The total cost of the project is £15000, which includes employment of noise monitoring consultants, hiring of specialist monitoring equipment, project management and evaluation, research and stakeholder meetings, report writing and production, development of research material and training volunteers. £10,000 has been secured from Awards for All and £1000 from Aberford Parish Council, leaving a balance of £4000.</p>		

	<p>The study will produce a full report with appendices setting out the impact of the road on the community and potential measures to improve the situation. One public meeting to present findings and develop a strategy for taking the proposals forward.</p> <p>The project will run from April – November 2013.</p>
	<p><b>Community Charter Priorities:</b> Supporting town and parish councils; Improving the Environment</p>

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 Area Committees now have an enhanced role in Community Engagement and have responsibility for overseeing and monitoring the work of the Area Support Team in relation to local engagement activities. The priorities in the Area Committee business plan which the wellbeing supports are arrived at through consultation with ward members and the local communities they serve.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 Well-being Funding is used to ensure that inequalities within the local area are addressed through local projects and schemes. All projects funded by Well-being monies must demonstrate:

- Equality and diversity issues have been considered in the planning of the project,
- How equality and diversity issues have shaped the project delivery;
- The impact of the project will be on different groups;
- How the project will promote good community relations between different groups and how barriers that might prevent their involvement will be overcome.

### **4.3 Council Policies and City Priorities**

4.3.1 Well-being funding is used to support the priorities set out in the Outer North East Area Business Plan which supports the Vision for Leeds.

### **4.4 Resources and Value for Money**

4.4.1 Spending and monitoring of the Well-being budget is administered by the Area Support Team in accordance with the decisions made by this Area Committee.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 The Area Committee has delegated responsibility for taking of decisions and monitoring of activity relating to utilisation of capital and revenue Well-being

budgets within the framework of the Council's Constitution (Part 3, Section 3D) and in accordance with the Local Government Act 2000.

4.5.2 There is no exempt or confidential information in this report.

4.5.3 Decisions on Well-being funding are delegated to the Area Committee from the Council's Executive Board therefore they are subject to call in.

#### **4.6 Risk Management**

4.6.1 All Well-being funded projects must demonstrate that they have identified any potential risks for the project and what action would/will take to avoid or minimise them. Details of the risk assessments individual projects are available from the author of this report.

#### **5. Conclusions**

5.1 The Well-being fund provides financial support for projects in the Outer North East area which help to deliver the priorities of the Area Committee business plan.

#### **6. Recommendations**

6.1 Members are asked to:

Note the spend to date and current balances for the 2013/14 financial year;

Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

Northcall	Northcall Community Centre	£19,273
Aberford and District Community Interest Company	A1/M1 Noise Abatement Study	£4,000

#### **7. Background documents<sup>2</sup>**

7.1 Area Committee Roles and Functions 2011/12

7.2 Report to Executive Board, 15 February 2013, Revenue Budget and Council Tax 2013/14

---

<sup>2</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

This page is intentionally left blank



Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
Balance b/f 2012-13	16,260.34	12,130.41	27,153.74	55,544.49
Schemes Approved from 2012-13 budget to be spent in 2013-14	8,906.50	7,212.29	22,012.28	38,131.07
Amount of b/f budget available for new schemes 2013-14	7,353.84	4,918.12	5,141.46	17,413.42
New Allocation for 2013-14	41,726.00	33,656.00	36,618.00	112,000.00
Total available for new schemes in 2013-14	49,079.84	38,574.12	41,759.46	129,413.42

**2012-13 Schemes to be paid for in 2013-14**

Farm Watch - Underspend	-	-	568.50	-	568.50	-	1,137.00
Localism Officer - Underspend	-	-	1,219.21	-	1,219.22	-	2,438.43
Boston Spa Youth Group	-	-	-	-	800.00	-	800.00
Shadwell Recreation Centre internal refurbishment	-	-	1,000.00	-	-	-	1,000.00
Shadwell Library Repair & Refurbishment 1	-	-	5,000.00	-	-	-	5,000.00
Wetherby & Harewood Farmwatch Patrol	-	-	3,000.00	-	3,000.00	-	6,000.00
Slaid Hill in Bloom Environmentally Friendly Planting	1,419.00	-	-	-	-	-	1,419.00
Wetherby & District Development Fund	-	-	-	-	20,000.00	-	20,000.00
Alwoodley Tennis Court	7,000.00	-	-	-	-	-	7,000.00
Trembler Alarms	487.50	-	-	-	-	-	487.50
<b>Total of schemes approved in 2012-13</b>	<b>8,906.50</b>	<b>7,212.29</b>	<b>22,012.28</b>				<b>38,131.07</b>

**Approved 2013-14 Schemes**

Small Grants	3,000.00	3,000.00	3,000.00	9,000.00
Skips	1,000.00	1,000.00	1,000.00	3,000.00
Community Engagement	150.00	150.00	150.00	450.00
Shadwell Library Repair & Refurbishment 2	-	5,000.00	-	5,000.00
MAECare - Partnership & Well Being for Older People	9,130.00	1,537.00	-	10,667.00
Memory Café, Socials & Carers Support Group	-	1,000.00	2,400.00	3,400.00
Parking Sign for Schools	-	669.75	-	669.75
Trembler Alarms	487.50	-	-	487.50
Treetops Community Centre Support	1,500.00	-	-	1,500.00
Lifestyle & Multi Sport Activities	2,445.00	-	-	2,445.00
Leadership Awards	2,498.50	-	-	2,498.50
Family Sport & Active Lifestyles Activity	1,000.00	-	-	1,000.00

<b>Total Projected Spend 2013-14 New Schemes</b>	<b>21,211.00</b>	<b>12,356.75</b>	<b>6,550.00</b>	<b>40,117.75</b>
<b>Budget for 2013-14</b>	<b>49,079.84</b>	<b>38,574.12</b>	<b>41,759.46</b>	<b>129,413.42</b>
<b>Remaining Budget Unallocated</b>	<b>27,868.84</b>	<b>26,217.37</b>	<b>35,209.46</b>	<b>89,295.67</b>

This page is intentionally left blank