



Outer North West Community Committee

Adel & Wharfedale, Guiseley & Rawdon, Horsforth,
Otley & Yeadon

**Meeting to be held in St Margaret's Parish Centre,
Horsforth, LS18 5LA**

Monday, 21st March, 2016 at 1.30 pm

Councillors:

B Anderson
C Anderson
B Flynn

Adel and Wharfedale;
Adel and Wharfedale;
Adel and Wharfedale;

G Latty
P Latty
P Wadsworth

Guiseley and Rawdon;
Guiseley and Rawdon;
Guiseley and Rawdon;

B Cleasby
D Collins
C Townsley

Horsforth;
Horsforth;
Horsforth;

C Campbell
R Downes
S Lay

Otley and Yeadon;
Otley and Yeadon;
Otley and Yeadon;





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Images on cover from left to right:

Adel & Wharfedale - Golden Acre Park

Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre

Horsforth – Town Street and Olympic letter box

Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded). (*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, 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 so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following 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>	
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration (The special circumstances shall be specified in the minutes)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES -21ST JANUARY 2016</p> <p>To receive the minutes of the meeting held on 21st January 2016.</p>	1 - 6
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
8			<p>FLOODING RISK IN OUTER NORTH WEST LEEDS</p> <p>To receive a report of The Chief Planning Officer and The Chief Highways Officer which provides the Community Committee with information on the flood risk in Outer North West. The report also provides details of Storm Eva.</p>	7 - 22

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>OUTER NORTH WEST FINANCE UPDATE REPORT</p> <p>To receive a report of the West North West Area Leader which provides the Community Committee with an update on the budget position for the Wellbeing Fund for 2015/16. The report also shows the current position of the Small Grants and skips pots and provides an update on the Youth Activity Fund.</p>	23 - 30
10			<p>COMMUNITY COMMITTEE UPDATE REPORT</p> <p>To receive a report of the West North West Area Leader which updates the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy. The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.</p>	31 - 54
11			<p>DATES, TIMES AND VENUES OF COMMUNITY COMMITTEE MEETINGS 2016/2017</p> <p>To receive a report of the City Solicitor which requests Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2016/2017 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.</p>	55 - 58
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>To be confirmed</p>	

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OUTER NORTH WEST COMMUNITY COMMITTEE

MONDAY, 25TH JANUARY, 2016

PRESENT: Councillor P Wadsworth in the Chair

Councillors B Anderson, C Anderson,
C Campbell, B Cleasby, D Collins, G Latty,
P Latty and S Lay

35 Councillor Downes

The Chair informed the Committee of the heart attack recently suffered by Councillor Downes and the Committee wished him a speedy recovery. The Chair commented that all donations to the Yorkshire Air Ambulance would be welcomed and advised that the Adult Social Care, Health & Well-being sub group will review the locations and number of defibrillators in the outer north west area.

36 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against the refusal of inspection of documents.

37 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

There were no resolutions to exclude the public.

38 LATE ITEMS

There were no late items submitted to the agenda for consideration.

39 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'

No declarations were made.

40 Apologies For Absence

Apologies for absence were received from Councillors Townsley, Flynn and Downes.

41 Minutes - 30th November 2015

RESOLVED – That the minutes of the meeting held on 30th November 2015 be approved as a correct record.

42 Matters Arising

Minute No. 30 Outer North West CCTV Report

Councillor B Anderson informed the Committee that the Environment and Community Safety Sub Group had met to discuss the usage of CCTV cameras in the outer north west area. A request was made to consider the installation of CCTV in Guiseley especially the retail parks. The meeting established that the CCTV code of practice was under review however Members had not yet been consulted. It was agreed that the proposed code of practice would be sent to Members for consultation.

A further meeting has been arranged for 3rd February 2016 to discuss using the cameras more effectively and the possibility of changing from analogue to digital. Members requested that this meeting be rearranged and held in the Civic Hall, or a venue Horsforth, to allow more Members to attend.

43 Open Forum

In accordance with the Community Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or ask questions on matters within the terms of reference of the Community Committee.

A local resident commented that green bin lids flip open during strong wind and this can lead to rubbish blowing out on to the streets. A possible solution would be bags being provided.

RESOLVED – That the issues raised in relation to green bins be referred to the Environment & Community Safety Sub Group.

A Local resident addressed the Committee and questioned who was funding the proposed link roads (still in consultation) to Leeds Bradford Airport and whether Members were aware of any developers offering to fund part of the road.

Members confirmed they were not aware of any developers proposing to contribute funding to the road.

RESOLVED – That the issue raised in relation to the funding streams for the proposed link road to Leeds Bradford Airport be referred to the Transport Sub Group.

A local resident addressed the Committee to ascertain if Members were aware that Leeds City Council owned land adjacent to the airport and that the proposed new road links would improve access to this land and therefore make it more valuable.

Members confirmed they were aware that Leeds City Council owned 32 hectares of land which was allocated for employment in the site allocation plan.

RESOLVED – That the comments of the local resident be noted.

A local resident addressed the Committee about the recent changes made to Horsforth roundabout commenting that they appeared to have caused more congestion on the A65.

RESOLVED – That the issue of congestion along the A65 and at Horsforth roundabout following the recent changes made to it be considered by the Transport Sub Committee.

A local resident addressed the Committee requesting support to convert the old stable block in Horsforth Hall Park into a community facility such as an arts and café bar. The Stable Block is currently being used by Leeds City Council Parks & Countryside Service as a depot. If Members were supportive a feasibility study would be completed.

RESOLVED – That the possibility of the Old stable in Horsforth Hall Park becoming a community facility be considered by the Environment & Community Safety Sub Group.

44 Wharfedale Greenway

To receive a report of the West North West Area Leader which informed the Members of Wharfedale Greenway Steering Group's request for the Committee's support for the principle of a Wharfedale Greenway to run between Pool-in-Wharfedale, Otley, Menston and Burley in Wharfedale.

The Committee heard from Leeds City Council Transport Officer (City Development), a representative from Sustrans a Sustainable Transport Charity and a representative of two local parish and town councils leading on this project, who updated the Committee on the latest position.

Members considered challenges to this project such as railway enthusiasts who may wish to restore the old railway which forms part of the route.

Members sought an update with regards to gaining the relevant permissions from land owners along the route. It was confirmed that all landowners had been written to.

Members discussed the route and the obstacles such as bridges and roads which would need to be built and crossed. It was felt that the best approach to the greenway was for it to be progressed in phases.

The possibility of including car parks along the greenway was discussed however Members felt they could not be supportive of car parks being built if they were on land that formed part of the greenbelt.

In summary Members gave in principle support to the Wharfedale Greenway proposal.

RESOLVED – That the Outer North West Community Committee support in principle the proposal for a Wharfedale Greenway.

45 Outer North West Finance Update Report

To receive a report of the West North West Area Leader which provided the Community Committee with an update on the budget position for the Wellbeing fund for 2015/16. The report also showed the current position of the Small Grants and skips pots and provided an update on the Youth Activity Fund.

Members considered that Aireborough Supported Activities Scheme should receive more central funding from Leeds City Council. The Children's Champion, Councillor P Latty, agreed to raise this with the Executive Board Member with responsibility for Children's Services.

Members felt that Leeds Watch should apply to the Police Crime Commissioning fund to help finance CCTV cameras and requested that they did so.

- (a) That the current budget position for the Wellbeing Fund for 2015/16 as detailed in Table 1 of the submitted report, be noted;
- (b) That the following be agreed with regard to the large grant applications received:
 - (i) Horsforth CCTV 2015/16 – Horsforth Ward - £2,013 – That the determination of this matter be deferred until after the Leeds Watch meeting in February 2016;
 - (ii) Otley & Yeadon CCTV 2015/16 – Otley & Yeadon Ward- £18,305 – That this be approved subject to the outcome of the Leeds Watch meeting in February;
 - (iii) Site-based Gardener 2016/17 – Guiseley & Rawdon Ward £6,949 – Otley & Yeadon Ward £5,295 – APPROVED
 - (iv) Mothers of Otley - Otley & Yeadon £2,305 - APPROVED
 - (v) Aireborough Supported Activities Scheme - Guiseley & Rawdon £4,159; Otley & Yeadon £1,286; Adel & Wharfedale £1,151 and Horsforth £170. – APPROVED subject to the organisation agreeing to report back to the Committee on the outcomes of the activities scheme.
- (c) That the small grants that have been approved since the last meeting as detailed in Table 2 of the submitted report be noted;

- (d) That the skips that have been approved since the last meeting as detailed in Table 3 of the submitted report be noted;
- (e) That the current budget position for the Capital Wellbeing Fund for 2015/16 as detailed in Table 4 of the submitted report be noted;
- (f) That Councillor P Latty raise the issue of central funding for Aireborough Supported Activities Scheme at her next meeting with the Executive Board member with responsibility for Children's Services; and
- (g) To request Leeds Watch apply to the Police Crime Commissioning fund to help finance CCTV cameras in the outer north west area.

46 Community Committee Update Report

The West North West Area Leader submitted a report which updated the Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.

The report also updated the Committee on community forums and partnership working that has taken place in the area since the last meeting.

Members discussed the recent flooding problems that have affected the outer north west area highlighting specific parts of the area that were flooded and which might be flooded should a similar amount of rain fall again in the future. Members sought information on what was being done to help prevent flooding.

The West North West Area Leader clarified the work that is being undertaken to prevent flooding, which is being led by the Assistant Chief Executive (Citizens & Communities).

Members requested that a report be brought to a future meeting of the Committee the content of which to be agreed between the Chair and the West North West Area Leader.

RESOLVED – The Committee resolved to

- (a) Note the work of the sub groups since the last Community Committee meeting;
- (b) Note the community forums and partnership working that has taken place in the area since the last meeting; and
- (c) request that a report related to plans to be progressed on flooding be brought to the next meeting of the Committee the content of which to be agreed between the Chair and the West North West Area Leader.

47 Date and Time of Next Meeting

1.30pm Monday 21st March 2015.

Draft minutes to be approved at the meeting
to be held on Monday, 21st March, 2016



Report of: The Chief Planning Officer and The Chief Highways Officer

Report to: Outer North West Community Committee

Report author: Helen Miller and Wynne Floyd

Date: 21st March 2016

To note

Flooding Risk in Outer North West Leeds

Purpose of report

1. This report provides the Community Committee with information on the flood risk in Outer North West. The report also provides details of Storm Eva.

Main issues

2. The National Planning Policy Framework requires planning authorities to avoid siting development in flood risk areas, however it acknowledges that this is not always possible so where development is necessary, planning authorities should be sure that it will be safe without increasing flood risk elsewhere.
3. Leeds and its outlying settlements grew historically around the River's Aire and Wharfe. It is therefore difficult to avoid development in the flood plain as this would mean abandoning large parts of our city centre and lead to pressure for release of green belt land that is further away from the services needed and would result in a greater need to travel. The planning system therefore has to balance competing conflicts in enabling investment whilst having regard to the effects of climate change.

WHAT IS FUNCTIONAL FLOODPLAIN?

4. One of the most useful tools to planners in managing flood risk is the opportunity to safeguard land for flood storage purposes. Sacrificing land for flood risk is controversial, since landowners all want the highest value uses on their land. Where the land is shown as washland on the Environment Agency maps then it is accepted that it's protected from development but the definition of functional floodplain is not so clear cut. Floodplain is the area that would naturally be affected by flooding if a river

rises above its banks assuming there are no defences to prevent it (this is zones 2 and 3 on the Environment Agency flood map). In Leeds the River Aire flows through the heart of the city centre so it includes areas that are the natural floodplain (zones 2 and 3a), however the functional floodplain is defined as areas where water has to go in times of flood and which are reserved for that purpose. The functional floodplain is therefore outside the urban area on land which is not proposed for development. It includes all the Environment Agency washland. The Council's Strategic Flood Risk Assessment (SFRA) 2007 maps the areas of functional floodplain in the Leeds district, these areas are shown as zone 3b. Leeds has a very good record of defending its functional floodplain (zone 3b) and does not allow development there unless it is a water compatible use.

HOW DOES NATIONAL PLANNING POLICY REQUIRE PLANNERS TO CONSIDER FLOOD RISK?

5. The National Planning Policy Framework requires that planning authorities take a sequential approach to allocating sites in our Local Plans and to planning applications for sites that are not allocated in the development plan. When development is proposed in a flood risk area, the applicant has to demonstrate that they have passed the 'Sequential Test', this shows that they have looked for other reasonable, alternative sites in a lower flood risk zone and they can only proceed if they have shown that there are no other alternatives. If the site is in a high flood risk zone (zone 3a), they may also have to pass an Exceptions Test, which shows that the development will have sustainability benefits that outweigh the flood risk and that it will be safe (ie. through mitigation).
6. Where applications in the urban area have passed the Exception Test by demonstrating wider sustainability benefits that outweigh the risk, for example the need for regeneration, efficient use of brownfield land or to ensure our centres remain viable, officers only recommend granting approval for planning permission when there is adequate mitigation in place. This includes ensuring buildings are built to flood resilient standards and that sustainable drainage systems are incorporated where ever possible. We encourage developers to consider laying out development so that the open uses are located in the most risky parts of the site and the built development avoids those areas. For sites with flood risk issues or any site which is over 1 hectare in size a Flood Risk Assessment (FRA) is required to be submitted with the planning application. The FRA is assessed by colleagues in the Council's Flood Risk Management section who advise whether the development will be safe.
7. In January 2013 the Council adopted the Natural Resources and Waste Local Plan (NRWLP) which includes a section with detailed flood risk policies. The policies were written in partnership with the Environment Agency. It includes a policy requirement for flood risk to be considered on all development sites, commensurate with the scale of the risk. It reinforces the requirements of the NPPF for development in flood risk areas to have passed the Sequential and Exception test where relevant and seeks for development to make space within the site for the storage of flood water. It also requires developers to ensure that the development will not lead to an increase in the

speed of surface water run off, (which could exacerbate surface water flooding). The NRWLP provides guidance on the management of 'Zones of Rapid Inundation' which can occur as the residual flood risk behind a built defence. This policy will be particularly relevant for Leeds as hard defences are increasingly used to protect urban areas from flooding.

WHAT CONSULTATIONS TAKE PLACE?

8. Planning applications in medium or high flood risk areas or over 1 hectare in size are subject to consultation with the Environment Agency. The local authority tries to resolve any objections received by the EA before recommending approval. It is rare for a permission to be granted contrary to the EA advice and if this does happen then the Secretary of State has the power to call-in the application for his own determination. The Council's Flood Risk Management Team is consulted on all Flood Risk Assessments and permission is not granted unless they have confirmed that the FRA is acceptable. The Flood Risk Management Team advise on the mitigation that might be required to make the development safe. The majority of approvals in flood risk areas are for minor development such as extensions of time, demolitions, porches, fencing and the like, that would have very little effect on flood risk. The actual amount of major development approvals is quite small and not at all surprising given the geographical location of the urban areas of Leeds on the Rivers Aire and Wharfe.

FLOOD RISK AND THE SITE ALLOCATIONS PLAN

9. The targets for housing and employment growth in Leeds are set in the Core Strategy which was adopted in November 2014. This sets targets for each Housing Market Characteristic Area. The Outer North West Community covers the Aireborough HMCA, Outer North West HMCA and parts of North HMCA. The Council have carried out the flood risk sequential test on the Site Allocations Plan. This is done by HMCA so for each HMCA the Council looks to meet the target from the sites in zone 1 in the first instance and if this cannot be met then we look to zone 2 and then zone 3a. Sites which are not in accordance with the settlement hierarchy in the Core Strategy are discounted. Where sites are proposed in zone 3a (high probability) these have also been subject to the Exception Test as explained above. Details of the Sequential and Exception Tests for each HMCA can be found in the Flood Risk Background Paper that accompanies the Site Allocations Plan Publication Draft. It shows that there are several HMCAs where the target could not be met purely from sites in Zone 1. In the Outer South HMCA a site at Pottery Field, Woodlesford did not pass the sequential test because it is functional floodplain and has therefore been taken out of the list of allocated sites.
10. The Environment Agency has confirmed that they are happy with the methodology that the Council has used for these tests. They are generally content that the Plan is sound but have asked for some modifications to ensure that the mitigation measures required for some sites are included in the site requirements rather than in the general text of the Plan. These modifications will be advertised and subject to public consultation before the Plan is submitted for examination.

SURFACE WATER FLOODING

11. The Government's new planning policy on sustainable drainage systems came into effect on 6 April 2015. It expects local planning policies and decisions on planning applications relating to major development (those of 10 dwellings or more; or equivalent non-residential or mixed development) to ensure that sustainable drainage systems for the management of run-off are put in place, unless demonstrated to be inappropriate (for example because the ground is clay and does not drain well). The Council is committed to ensuring that development in Leeds delivers sustainable drainage systems where ever this is appropriate.

WHAT HAPPENS NOW AFTER THE RECENT FLOODS?

12. The Environment Agency has confirmed that they will be able to provide us with draft outlines of the Boxing Day flood event by the end of February. It may be that in some instances this leads to changes in the flood map, this is not likely to be known until May/June 2016. Where changes in the flood map have occurred we will revise and update our sequential tests accordingly.
13. The Council is collecting data about the Boxing Day flood event from a number of other sources so that we have as complete a picture as possible about which sites flooded that are in the Site Allocations Plan. We are using Council Tax records of properties that have flooded to show the general extent of flooding in the urban area. We are also currently inputting hundreds of representations on the Site Allocations Plan and we will be able to interrogate the database to identify which sites have particular issues with flood risk. We are aware of some sites that are in Flood Zone 1, which are sequentially preferable to sites in zones 2 or 3, but which experienced flooding on Boxing Day. In some of these cases we will need to pay for detailed flood risk assessments to be carried out. This will provide us with specific mitigation measures that can be detailed in the site requirements of the Plan.
14. Additionally, the Council has been successful in securing funding from the Government for a feasibility study to extend the Flood Alleviation Scheme (FAS) from Leeds Train Station up to Newlay Bridge. We are looking at whether it is possible for the Site Allocations Plan to require the developer of any sites that benefit from the FAS to build their part of the scheme.
15. Members have raised specific concerns about the following sites in the Outer North West area (maps for each of these are attached at appendix 1 - 4):
16. **1.HG2-1 New Birks Farm, Ings Lane, Aireborough.**
This site is shown as being in flood zone 1 on the Environment Agency flood map. However there appear to be problems with either ground water or surface water flooding problems in the western part of the site (or both). A detailed flood risk assessment is required in order to fully understand these problems. Sustainable drainage systems will be required as part of the planning application and these are

likely to bring an improvement to current flood risk problems in the back gardens of properties along Moorland Crescent.

17. **2. HG2-41 South of A65 from Horsforth and Rawdon roundabout to the Crematorium.**

This site is in flood zone 1 and we have no records of it flooding on Boxing Day. Gill Beck runs through the SW corner of the site, and therefore the land immediately adjacent to the beck may be in flood zone 3, however, given the short length, this would only affect a small part of the site. It is also possible that the flood levels within the beck will remain in-channel and therefore the flood plain would not extend into the site.

18 **3. HG2-29 North of Moseley Wood Gardens.** The site is not adjacent to the beck and is located higher up the valley. The entire site is therefore located in flood zone 1. Development will be required to ensure that the speed of surface water run off will not exceed the 'greenfield' run off rate under Natural Resources and Waste Local Plan Policy Water 7.

19 **4. HG2- 2 Wills Gill, Guiseley.**

This site is in flood zone 1 on the Environment Agency flood map. Development will be required to ensure that the speed of surface water run off will not exceed the 'greenfield' run off rate under Natural Resources and Waste Local Plan Policy Water 7. As with the sites listed above, run off should be managed through the use of sustainable drainage systems.

20 Where we currently have applications in the system for sites that flooded on Boxing Day, we are asking developers to update their flood risk assessments to take account of the new flood outline.

STORM EVA

21 **Fluvial (River) Flooding**

Fluvial flooding occurs when excessive rainfall over an extended period of time causes a river to exceed its capacity. The impact is on the catchment and the rainfall doesn't have to be local. The damage from a river flood can be widespread as the overflow affects smaller rivers, becks, drains and sewers to flood nearby areas.

22. **Responsibilities**

The Council has no statutory duties on flood prevention but as part of its Resilience Plan it has a Flood Plan to manage the consequences based on severity of flooding.

- The Environment and Neighbourhoods Department is responsible for the routine cleansing of gullies on the highway. Any gullies which are found not to be working are passed to Highways and Transportation for further investigation and repair.
- Highways and Transportation are responsible for the maintenance of Highway drainage systems. This includes repairs to gullies and connections referred on by Environment and Neighbourhoods; and resolving issues in flood prone areas where additional drainage infrastructure is required to minimise flooding/standing water issues. Repair work is prioritised on the basis of risk; highest priority is given

to those locations where there is a risk of property flooding. The majority of these repairs are funded from revenue.

- Flood Risk Management within Highways and Transportation oversees all 'ordinary' (i.e. non-main river) watercourses and has the legal powers to make landowners remove watercourse obstructions.
- The Environment Agency is the risk management authority responsible for managing risk from the rivers Aire, Calder and Wharfe, along with other main rivers.
- Yorkshire Water is responsible for managing risk from sewer flooding.
- Riparian owner who is the person who owns the land or property next to a river or other watercourse is responsible for maintaining the beds and banks of the watercourse and clearing any obstructions from the channel and the banks. A riparian owner must accept flood flows and not impede the free flow of water through their land but has no duty in common law to improve the drainage capacity of a watercourse.

Winter of 2015 – Storm Eva

23. There were a number of storms leading up to storm Eva, starting with storm Abigail in November which also had an impact across Leeds, in particular Otley. The cause and scale of the flooding at Christmastime is not thought to be due to the size of storm Eva or it having the heaviest rainfall.
24. It was from the accumulation of continual wet weather from November being the third wettest month on record and December being the wettest month on record to make the ground wet and impermeable. With all the catchment being so wet and causing it to be impermeable both contributed to the speed and volume of the water.
25. Highest river levels were recorded on both the River Wharfe and the River Aire notably more than a metre higher than the 'Great Flood of Leeds' 1866 plaque on Armley Mills.

Impact

26. The source of the flooding was the volume of water caused by the rainfall and the run off from the catchment. The volume of this water caused the main rivers to come out of its course. This has a consequence on the surface sewers and highway drains in that they can't discharge into the swollen river which then means the surface water surcharges in the pipe, causing water to come out of manholes and gullies.
27. The surcharging drainage system has two impacts in that the drainage system is no longer operational and it becomes a source for surface water to discharge. This then increases the risk of highways flooding and to overland flooding.
28. The number of properties across Leeds that were flooded or affected by the flooding from storm Eva was:

	Flooded	Affected	Total
Residential	2300	411	2711
- Houses	247	144	391
- Flats	2053	267	2320

Commercial	541	137	678
Other (churches, allotments, sports clubs)	4	3	7
Total	2845	551	3396

29. The number of properties across ONW that were flooded or affected by the flooding from storm Eva was:

WARD	Flooded & Affected Properties
Otley and Yeadon	79
Guiseley and Rawdon	17
Adel and Wharfedale	16
Horsforth	6

Public Engagement

30. The area that experienced the greatest flooding in ONW was the Billams Hill/Farnley Lane Area in Otley.
31. A public meeting was held with the residents from this area on 12th January 2016 which was attended by the Leader of the Council, all the Ward Members, senior officers from each service in Leeds City Council involved in the recovery work, the police, the fire service and the Environment Agency.
32. Following the meeting the residents set up an Otley Flood Action Group which is very enthusiastic in being pro-active in delivering resilience work and identifying measures that would help to reduce the risk of flooding in the area. FRM and the EA will engage and work with the Otley Flood Action Group in developing plans and works that could help to reduce the level or impact of future flooding.
33. Officers from Leeds City Council and the Environment Agency met Greg Mullholland M.P. and the Otley Flood Action Group on 12th February 2016. Mr Mullholland was supportive of the group and offered his support in securing future funding for a Flood Alleviation Scheme for the River Wharfe.

Financial Aid

34. For Storm Desmond & Eva the Government has made available the following financial support:
- a £500 compensation scheme is to help householders recover from the floods
 - a Council Tax Relief scheme

- a Flood Repair and Renew grant of up to £5,000
- Business Recovery grant of up to £2,500 per business

Next Stage

35. Leeds City Council will work with the Environment Agency in identifying measures to reduce Flood Risk to Leeds that were affected by the recent flooding; work identified for the Outer North West area include:
- The existing overflow system at Otley will be reviewed to identify if any improvements could be made.
 - Local Levy Funding applied for to undertake a feasibility study on potential Flood Alleviation works at Otley.

CONCLUSION

36. The Council has rigorous processes in place to ensure that development avoids flood risk where ever possible and that development is only approved when there is mitigation in place. Mitigation can reduce the frequency of flooding but we can never completely eliminate it. Leeds has developed historically on the floodplain and this means that many urban areas, including parts of the city centre, are at risk but development on those sites cannot be avoided. The Council has to consider other factors alongside flood risk, specifically the need to focus investment in the urban area and reduce pressure for release of green belt land. The Council has a strategy for managing flood risk in the form of the Strategic Flood Risk Assessment. This defines the levels of flood risk throughout the whole district and gives detailed advice on how to manage it. The Natural Resources and Waste Local Plan 2013 contains detailed policies on flood risk that must be applied to all development to ensure that flood risk on development sites is adequately managed and that development does not make flood risk worse elsewhere.

Recommendations

37. The Outer North West Community Committee is asked to note and comment on the report.

HG1-1

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HG3-1

Aireborough

HG2-1

HG1-2

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North Leeds

HG2-29

HG1-58

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HG2-12

SITE ALLOCATIONS DPD

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Outer West

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Report of West North West Area Leader

Report to Outer North West Community Committee

Report author Gerry Burnham 336 7870

Date: 21st March 2016

Outer North West Finance Update Report

For Decision

Purpose of report

1. This report provides the Community Committee with an update on the budget position for the Wellbeing fund for 2015/16 and provides the . The report also shows the current position of the Small Grants and skips pots and provides an update on the Youth Activity Fund.

Main Issues

2. Community Committees have a delegated responsibility for the allocation of area Wellbeing funding. The amount of Wellbeing funding provided to each committee is calculated using a formula agreed by Council taking into consideration both population and deprivation of an area.
3. The Outer North West Community Committee operates a pre-sift process for Wellbeing fund applications. This involves discussions with appropriate ward members for that particular project, in the context of the current area priorities. Where projects do not have support from all three ward members, they are not progressed. All applicants are offered further discussions and feedback if helpful. In order to provide further assurance and transparency to all applicants, where schemes do not garner support these will be reported to a subsequent Community Committee meeting for noting.
4. At the June meeting Members were advised of the revenue wellbeing allocation for the Outer North West Community Committee of £127,450 for the financial year 2015/16. The Community Committee has previously agreed that this allocation is split equally by the 4 wards (£31,862 per ward)
5. After deducting any existing commitments and taking account of the 2014/15 carry forward position, the Community Committee has £56,612 funding available for

allocation. This figure does not include any remaining Youth Activity Fund still available to spend.

6. Members are advised that the new revenue Wellbeing allocation for the Outer North West Community Committee for financial year 2016/17, approved at Full Council on 2nd March will be £114,360. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£28,590 per ward).
7. Members are also advised that the new Youth Activity Fund allocation for the Outer North West Community Committee for financial year 2016/17 will be £50,670.

Wellbeing Budget Statement 2015/16

8. The latest Wellbeing Budget Statement for 2015/16 is included at Appendix 1 to this report. This sets out the Wellbeing allocation for 2015/16 and includes carry forward from 2014/15. The Wellbeing budget statement also outlines the current budget position of those projects funded in previous years which still have funding left to spend.
9. Table 1 below includes details per ward of the total revenue available for allocation in 2015/16 including carry-forward from previous years and amounts for projects which did not spend the full amount approved, the total amount committed this financial year and the amount of Wellbeing currently available to spend per ward.

10. **Table 1 – Revenue**

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
2015/16 Budget	£52,135	£32,750	£40,392	£35,712
Total amounts committed in 2015/16	£19,796	£28,718	£21,513	£34,351
Allocation available to spend	£32,339	£4,032	£18,879	£1,361

Updated 1st March 2016

11. Details of new projects for consideration
12. Tarnfield Park Improvements
Delivery Organisation: LCC Parks & Countryside
Amount requested: £17,000 Capital (O&Y)

Funding is requested to update the play area in Tarnfield Park and install new, modern play equipment with all associated works and safety requirements.

Otley & Yeadon have £17,086 funds currently available for allocation (£15,725 Capital and £1,361 revenue). A further £1,250 is expected to be available for allocation shortly from the repayment of the final instalment of the Yeadon Cricket Club loan.

13. Horsforth Counselling
Delivery Organisation: Horsforth Children’s Centre
Amount requested: £1,560

Funding will be used to engage the services of a Child Psychotherapist to work with parents of children aged 0-19 years. This will give parents/carers the opportunity to have some individual time to talk about worries they have about their child. Where applicable a creche for pre-school children will be provided.

14. SIDs (Speed Indication Devices) for Adel & Wharfedale
Delivery Organisation: LCC Transportation
Amount requested: £15,050

The project will provide five SIDs (Speed Indication Devices) for use in the Adel & Wharfedale Ward. The SIDs will be sited in locations to be agreed between Ward Councillors and LCC Transportation.

15. Community Public Access Defibrillators (CPAD's)
Delivery Organisation: Global First Aid Services
Amount requested: £4,626

Funding is requested to purchase 3 defibrillators to be sited within the Adel & Wharfedale Ward at locations to be agreed between Ward Members and the Global First Aid Service.

16. The project Money and Benefit Buddies for Otley has not been recommended for approval at this time.

Youth Activity Funding

17. The 2015/16 budget for the Outer North West Youth Activity Fund includes the allocation of £56,470 for the current year and a £1,386 underspend from 2014/15.

18. This fund is to commission sports and cultural activities for young people age 8 – 17 and should be allocated with the involvement and participation of children and young people. At the Children's Services and Family Health sub group meeting on 4th February 2016 two projects were discussed and recommended for approval by delegated decision. These projects were –

19. Minecraft & Raspberry Pi
Delivery Organisation: Leeds Library Service
Amount approved: £1,254

20. Lazer Centre Activities
Delivery Organisation: Lazer Centre
Amount approved: £3,314

21. The Stageschool Summer School project £1,077 did not proceed due to difficulties gathering enough interest amongst young people. This funding has therefore been returned to the pot for reallocation.

22. The project Skate Park Ambassador Programme Sk8 Safe has completed with an underspend of £100 which has been returned to the pot for reallocation.

23. The project the Works Skateboarding & BMX has completed with an underspend of £351 which has been returned to the pot for reallocation.

24. After taking the above into account the current available budget for Youth Activity Funding is £1,528

Wellbeing Budget – Small Grants & Skips

25. Table 2 below provides details of the small grants which have been approved this financial year. There is £8,441 remaining available for allocation.

26. **Table 2: Small Grant Approvals (05/01/2016 – 01/03/2016)**

Project Name	Ward	Amount Requested	Amount approved
Tarnfield Bowling - Extension for Ladies Toilets	O&Y	£900	£900
Holt Park Improvements, Parks & Countryside	A&W	£1,000	£1,000
Making Musical Memories, Big Hoo-Ha	O&Y	£495	£495

27. Table 3 below details the skip approved since the last meeting. There is £2,275 still available for skip hire.

28. **Table 3: Skip Approvals (05/01/2016 – 01/03/2016)**

Location	Ward	Number of skips	Amount approved
Victoria Garden Allotments	Guisseley & Rawdon	1	£175

29. Table 4 below provides details of the amount of capital available to spend in 2015/16, per ward.

30. **Table 4 Capital**

	Adel & Wharfedale	Guisseley & Rawdon	Horsforth	Otley & Yeadon
Allocation currently available	£15,725	£5,225	£15,725	£15,725

31. In 2012, the Community Committee approved an interest free capital loan of £5,000 to Yeadon Cricket Club, repayable over 4 years. To date £3,750 has been repaid and an invoice for the final instalment of £1,250 has been issued and will shortly be available for reallocation.

Corporate Considerations

Consultation and Engagement

32. The Community Committee has previously been consulted on the projects detailed within the report. Local priorities are set through the Community Committee Plan process.

Equality and Diversity / Cohesion and Integration

33. All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration.

Council policies and City Priorities

34. Projects submitted to the Community Committee for Wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

- Vision for Leeds 2011 – 30
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

Resources and value for money

35. Aligning the distribution of Community Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

In order to meet the Community Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Wellbeing budgets.

Legal Implications, Access to Information and Call In

36. There are no legal implications or access to information issues. This report is not subject to call in.

Risk Management

37. Risk implications and mitigation are considered on well-being applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

Conclusions

38. The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to service. This report provides members with an update on the Wellbeing programme for 2015-16.

Recommendations

39. The Outer North West Community Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2015/16 (Table 1);
 - Note the new revenue Wellbeing fund allocation for 2016/17.
 - Note the new Youth Activity Fund allocation for 2016/17.
 - Consider the Wellbeing large grant applications detailed at paragraphs 12 – 16.

- Note the Youth Activity Fund projects approved by delegated decision at paragraphs 19 – 20.
- Note the small grants that have been approved since the last meeting (Table 2);
- Note the skips that have been approved since the last meeting (Table 3);
- Note the current budget position for the Capital Wellbeing Fund for 2015/16 (Table 4).

Background Information

None.

Appendix 1. Finance Statement

Funding / Spend Items	A&W	G&R	H	O&Y	Total Approved
Wellbeing Balance b/f from 2014/15	£ 43,919.99	£ 25,290.61	£ 37,945.88	£ 28,426.52	£ 135,583.00
Wellbeing New Allocation for 2015/16	£ 31,862.50	£ 31,862.50	£ 31,862.50	£ 31,862.50	£ 127,450.00
Total Wellbeing Available for 2015/16	£ 75,782.49	£ 57,153.11	£ 69,808.38	£ 60,289.02	£ 263,033.00
2014/15 approved b/f for paying in 2015/16	£ 23,647.00	£ 24,403.00	£ 29,416.00	£ 24,577.00	£ 102,043.00
Wellbeing Budget Available for Schemes 2015/16	£ 52,135.49	£ 32,750.11	£ 40,392.38	£ 35,712.02	£ 160,990.00
Total Spend 2015-16 (incl b/f schemes from 2014-15)	£ 43,443.00	£ 53,121.00	£ 50,929.00	£ 58,928.00	£ 206,421.00
Remaining Wellbeing unallocated	£ 32,339.49	£ 4,032.11	£ 18,879.38	£ 1,361.02	£ 56,612.00
Youth Activities Balance Brought forward					£ 28,342.00
Youth Activities New Allocation for 2015/16					£ 56,470.00
Total YAF Budget available for 2015/16					£ 84,812.00
Youth Activities Projects carried forward from 2014/15					£ 23,807.00
YAF Budget available for projects 2015/16					£ 61,005.00
Total YAF Budget Available for projects 2015-16					£ 1,528.00

2014/15 Revenue Projects (b/f)	A&W	G&R	H	O&Y	Total Approved
Guiseley no cold calling zone	£ -	£ 897.00	£ -	£ -	£ 897.00
Target Hardening	£ 3,089.00	£ 1,195.00	£ 2,954.00	£ 2,007.00	£ 9,245.00
Coppice Woods 20 mph Zone G&R	£ -	£ 2,100.00	£ -	£ -	£ 2,100.00
Healthy Lifestyles for Older People (OPAL)	£ 1,920.00	£ -	£ -	£ -	£ 1,920.00
Aireborough Supported Activities Scheme 13/14	£ 1,790.00	£ 2,000.00	£ 500.00	£ 3,900.00	£ 8,190.00
Nether Yeadon Conservation Area Appraisal	£ -	£ 5,000.00	£ -	£ -	£ 5,000.00
Additional Litter Bins in A&W	£ 3,690.00	£ -	£ -	£ -	£ 3,690.00
Horsforth PCSO's 14/15	£ -	£ -	£ 8,100.00	£ -	£ 8,100.00
Kelcliffe Lane	£ -	£ 4,000.00	£ -	£ -	£ 4,000.00
A Pitch for everyday (Yarnbury Rugby Club)	£ -	£ -	£ 8,820.00	£ -	£ 8,820.00
Sports & Active Lifestyles (Public Health)	£ 3,898.00	£ -	£ -	£ -	£ 3,898.00
Pool Village Memorial Hall Development	£ 5,000.00	£ -	£ -	£ -	£ 5,000.00
Hall Lane Cricket Improvement	£ -	£ -	£ -	£ -	£ 5,004.48
Otley Children's Centre Year of Play	£ -	£ -	£ -	£ 2,500.00	£ 2,500.00
Adel & Ireland Wood Community Centre Refurbishment	£ 1,500.00	£ -	£ -	£ -	£ 1,500.00
Counselling Service for Parents	£ -	£ -	£ 8,382.00	£ -	£ 8,382.00
Aireborough Supported Activities Scheme 14/15	£ 1,700.00	£ 2,000.00	£ 500.00	£ 3,900.00	£ 8,100.00
Site Based Gardeners (O&Y & G&R) 14/15	£ -	£ 6,881.00	£ -	£ 5,242.00	£ 12,123.00
Yeadon Festive Lights	£ -	£ -	£ -	£ 5,360.00	£ 5,360.00
Wild Flower Area	£ 560.00	£ -	£ -	£ -	£ 560.00
Coppice Wood 20mph Zone O & Y	£ -	£ -	£ -	£ 388.00	£ 388.00
Tarnfield Bowling Club Shelter	£ -	£ -	£ -	£ 600.00	£ 600.00
Bands in the Park 2015	£ -	£ -	£ -	£ 600.00	£ 600.00
Banardos Vulnerable Children's Christmas Parties	£ 50.00	£ 130.00	£ 160.00	£ 80.00	£ 420.00
Vehicle Crime Initiative Packs	£ 450.00	£ 200.00	£ -	£ -	£ 650.00
Total of revenue schemes approved in 2014/15	£ 23,647.00	£ 24,403.00	£ 29,416.00	£ 24,577.00	£ 107,047.48

2015/16 Revenue Projects Approved	A&W	G&R	H	O&Y	Total Approved
Small Grants	£ 8,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 23,000.00
Skips	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 4,000.00
LS16 Community Centre	£ 7,500.00	£ -	£ -	£ -	£ 7,500.00
Heritage Lighting	£ -	£ 1,760.00	£ -	£ -	£ 1,760.00
Otley Leeds Play Network	£ -	£ -	£ -	£ 1,215.00	£ 1,215.00
Aireborough Leeds Play Network	£ -	£ 2,520.00	£ -	£ -	£ 2,520.00
Bramhope Festive Lights 15/16	£ 2,200.00	£ -	£ -	£ -	£ 2,200.00
Counselling for Parents & Carers in Aireborough	£ -	£ 3,200.00	£ -	£ -	£ 3,200.00
Guiseley Festive Lights 15/16	£ -	£ 4,185.00	£ -	£ -	£ 4,185.00
Horsforth Festive Lights 15/16	£ -	£ -	£ 2,340.00	£ -	£ 2,340.00
Horsforth CCTV 14/15	£ -	£ -	£ 3,699.00	£ -	£ 3,699.00
Horsforth PCSO 15/16	£ -	£ -	£ 9,359.00	£ -	£ 9,359.00
Site Based Gardener	£ -	£ 6,949.00	£ -	£ 5,295.00	£ 12,244.00
Mothers of Otley	£ -	£ -	£ -	£ 2,305.00	£ 2,305.00
Aireborough Supported Activities 2016	£ 1,151.00	£ 4,159.00	£ 170.00	£ 1,286.00	£ 6,766.00
Otley & Yeadon CCTV 2015	£ -	£ -	£ -	£ 18,305.00	£ 18,305.00
Room hire for the ONW Community Committee	£ -	£ 55.00	£ -	£ 55.00	£ 220.00
Total of Revenue schemes approved in 2015-16	£ 19,796.00	£ 28,718.00	£ 21,513.00	£ 34,351.00	£ 104,378.00

2015/16 Capital Projects Approved	A&W	G&R	H	O&Y	Total Approved
Rawdon Cricket Club	£ -	£ 3,500.00	£ -	£ -	£ 3,500.00
Queensway Chicanes	£ -	£ 7,000.00	£ -	£ -	£ 7,000.00
Yeadon Cricket Club (final loan installment repayment)	£ -	£ -	£ -	£ 1,250.00	£ 1,250.00

Youth Activity Funding 2014/15 Projects c/f	Total Approved
Oddball Theatre	£ 4,095.00
Horsforth Boiler Room	£ 2,950.00
Horsforth Inters	£ 6,218.00
Lets Get Baking	£ 865.00
Lets Get Creative	£ 865.00
Otley Youth Theatre Devising Project - Acting Up	£ 3,789.00
Poetry Workshop & Final 'Slam'	£ 900.00
Sk8 Safe Ralph Thoresby	£ 530.00
SK8 Safe Horsforth Hall Park	£ 1,595.00
Aireborough Performing Arts	£ 2,000.00
Total of YAF projects carried forward 2014/15	£ 23,807.00

Youth Activity Funding 2015/16	Total Approved
Lazer Centre Summer of Activities	£ 5,970.00
Poetry Workshop	£ 1,000.00
The Works Skateboarding & BMX	£ 699.00
Mini Breeze	£ 7,650.00
Otley Play Days	£ 1,215.00
Aireborough Play Days	£ 2,520.00
Oddballs Drama Club & Holiday Workshops	£ 4,138.00
Skate Park Ambassador Programme	£ 1,430.00
Groove Generation Music Project	£ 1,600.00
Football Holiday Activities	£ 2,160.00
Inters Youth Club	£ 6,537.00
Let's Create - Lego Workshops	£ 1,350.00
Rock School	£ 950.00
Creative Drama	£ 750.00
Let's Get Cooking with the Mighty Chefs	£ 1,860.00
Yoga	£ 900.00
North West Leeds Schools Basketball Taster Session	£ 2,160.00
Stageschool Summer School	£ -
Lantern Project	£ 1,850.00
Skateboard Coaching and Skate Jam	£ 2,240.00
Mighty Chefs ASC	£ 631.00
Mighty Chefs Holiday Club	£ 419.00
ESNW Summer Activities	£ 1,305.00
ACES Sports Camp	£ 900.00
SK8 Tuition Programme	£ 680.00
ONW Summer Activities Programme	£ -
Inters Youth Club Extension 2014	£ 1,200.00
Mickelfield Skate Jam	£ 795.00
Aireborough Cluster	£ 2,000.00
Raspberry Pi	£ 1,254.00
Lazer Centre Activities	£ 3,314.00
Total of YAF projects 2014/15	£ 59,477.00

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Report of: West North West Area Leader

Report to: Outer North West Community Committee

Report author: Gerry Burnham 3367870

Date: 21st March 2016

To note

Community Committee Update Report

Purpose of report

1. This report updates the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
2. The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.

Main issues

3. The Outer North West Community Committee has a range of sub groups which set priorities, agree topics for consideration at Community Committee and develop action plans to address issues of thematic importance. The committee currently operates six sub groups: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
4. Where possible the Community Committee Champion has been aligned with the relevant sub group chair and in consultation with the theme leads have provided the following updates:
5. Environment & Community Safety
6. Community Safety

The Community Safety sub group last met on the 2nd February 2016. There was a presentation from Behind Closed Doors which is a citywide project based in the outer north west of Leeds offering support to victims of Domestic Abuse. It also delivers

workshops in schools to teach children what is and is not acceptable within a relationship.

The Crime Reduction Officer from West Yorkshire Police provided Members with an update on the Target Hardening project which is funded through the Well-being fund. There is currently £3,230 still available to spend on security locks in the outer north west area. The £1,000 funding approved for a tasking budget has been spent equally across the four wards to provide banners warning against theft from motor vehicle to be placed in car parks in outer north west, personal attack alarms, shed alarms and number plate screw sets.

The Outer North West Neighbourhood Policing Team (NPT) Inspector, Jon Brady, presented information on the new policing structure which came into effect on the 15th February. Following feedback from the community committee workshop on road safety the NPT is now creating a role for a police volunteer to co-ordinate a Community Speed Watch scheme in the local area. The post will involve organising volunteers to undertake speed checks using a speed indication device (SID), undertaking Police National Computer (PNC) checks and issuing letters to those caught driving over the speed limit. The sub group asked to be kept informed of progress.

All the Outer North West Partnership Tasking meetings have been agreed for the 2016/17 municipal year and are scheduled for every six weeks. There has been a focus on tackling antisocial behavior around Aireborough Leisure Centre and the retail parks within the Guiseley ward and an action plan is in place.

A Community Committee workshop on safeguarding the elderly and vulnerable adults has been suggested for later in the year. This would be a joint event with the Adult Social Care, Health & Well-being sub group.

7. Environment

The Environment Sub Group last met on 23rd February. The Flood Risk Management Team gave an overview of flooding issues in the city due to the recent storms, providing a focus on Otley.

The Waste Management Team gave an update on key issues including the successful pilot of the new recycling facility and advised that the formal contract will be confirmed at the end of March. Garden waste collections will start from 29th February and finish on 3rd December. The Waste Management Team are considering the impact on bin collections due to road closures during the Tour de Yorkshire

The Locality Team updated Members on a citywide range of initiatives to tackle dog fouling and Members agreed to link into the Locality Team with details of local groups who may be interested in getting involved. A review of the gulley cleansing service is taking place. The sub group was provided with details of recent sweeping block changes which will mean that drivers follow a map route to completion. A range of initiatives on social media are being utilised; including a new twitter account @clean_leeds and #1pieceofrubbish which encourages each resident to pick up one piece of rubbish.

Parks & Countryside gave an update on ongoing work and noted that the land is sodden due to the recent bad weather and this may affect the grass cutting later in the season. Members noted that 16 tonnes of grit was available for use in the outer north west.

Issues from Community Committee referred to the Environment Sub Group

The sub group discussed the issue of green bin lids opening in high winds and causing littering. Waste Management has spoken with the resident from Rawdon who raised the issue and agreed to do some targeted work about bin presentation times to try to reduce the littering problem. An update will be provided at the next Environment Sub Group.

The suggestion that the stable block in Horsforth Hall Park could be converted into an arts centre or café bar was discussed; it was noted that Parks & Countryside will be attending a meeting to discuss the issues in March and an update will be given to the next Environment Sub Group.

8. Health and Well-being and Adult Social Care

Care View is a community phone app developed by the Outer North West Adult Social Care, Health and Well-being sub group. The main objective of the app is to locate people who may be socially isolated. This firstly considers the built environment by allowing non-health professionals, who have the app on their smart phone, to register their concern if they come across a neglected property (there is a list of categories of concern on the app) at the press of a button. It is a very simple process yet provides an insight that services would not normally have. A referral generates a heat map of issues that an administrator can then contact the relevant service to investigate. This could be for example a Neighbourhood Network worker leafleting the street and door knocking. The project is intended for frontline workers and is currently being tested in Horsforth by PCSOs, residents, the Communities Team and Public Health staff.

Public Health officers are arranging chair based instructor classes for workers at sheltered housing complexes in the outer north west. Residents can benefit from these classes and older community members from outside the complex can participate

The Patient Empowerment Project (PEP) is a social prescribing service which aims to improve the wider health and well-being of patients by providing GPs with a link to refer patients to local groups, services and community activities. It is being offered to patients in outer north west GP practices covered by NHS Leeds West Commissioning Care Group (LWCCG). Public Health has secured future funding from NHS LWCCG from September 2016 to August 2019. This will give the service an opportunity to embed and evolve.

NHS Leeds North Commissioning Care Group (LNCCG) has recently appointed Community Links to provide social prescribing to outer north west GP practices covered by NHS LNCCG.

The Winter Friends initiative covers the outer north west through local organisations and the Neighbourhood Networks. The project includes training frontline workers on interventions that keep vulnerable people safe in the winter. It has a Money Buddy element, which is a financial inclusion service offering money advice to help older and more vulnerable community members maximize their income and rationalise their energy providers for the best financial outcome. Winter Friends can distribute winter packs containing food and warm clothing in emergency situations.

9. Citywide Public Health Initiatives

As a result of the 2015/16 government funding cuts to the Public Health budget, there will be a 10% funding reduction in real terms over the next two financial years. This

was discussed by the Joint Health and Wellbeing Board and is being considered in more detail by the Integrated Commissioning Executive.

The Leeds Joint Health & Wellbeing Strategy is being refreshed in 2016. This is a key Strategy that determines Health & Wellbeing priorities for the city. Further information can be obtained from <http://inspiringchangeleeds.org/>.

10. Children's Services and Family Health

Engagement with Children & Young People Event

A report of the event which took place on 29th January is attached at appendix 2. The day was very successful with over 100 children and young people from 27 different schools in attendance. It is proposed that the attached report is sent out to all participating schools to provide comment on the day.

The recommendations from the young people will be used by the Children's Services and Family Health sub group when considering new applications to the Youth Activity Fund commissioning round for 2016/17.

11. Highways & Transportation

The Highways & Transportation Sub Group met on 11th February. An update was given on the recent consultation for the link road proposals to Leeds Bradford Airport; around 1,500 responses had been received by January. The consultation closes on 26th February and further analysis of the responses will be undertaken and provided at the next sub group meeting.

The Travel and Influence Team presented data on the ways children travel to schools in the outer north west area, it was agreed that Members would discuss this data with ward colleagues prior to the next sub group meeting. A community committee workshop on schools and travel was discussed and this possibility will be looked at in depth at the next meeting.

A discussion was held regarding Leeds Bradford Airport and the forthcoming Masterplan document. A Community Committee workshop was proposed to discuss the issues raised in the Masterplan.

12. Issues from Community Committee referred to the sub group

The sub group discussed developer contributions to an Airport link road and it was confirmed that the final funding package for the scheme has yet to be confirmed. A specific allocation has been made from the West Yorkshire Plus Transport Fund; no other funds have been factored into consideration at present, however clearly should the allocation of employment land proceed, together with finalisation of the Airport Masterplan, these would be considered as the preferred route and funding arrangements finalised. No assumptions are presently being made in respect to developer funding, and Highways apologised, if during the consultation process other inferences were drawn from conversations with officers.

The report from Aireborough Civic Society which was presented at the January Community Committee has been forwarded to the Highways and Transportation Service. It is confirmed that the improvement scheme to the A65/A6120 junction at Horsforth is being monitored both in terms of traffic flow changes and daily performance and as a result changes to the traffic signal timings have been made along with some

amendments to road markings on the Rodley exit. The monitoring will continue and the formal before and after survey results will be available later in the year. It is confirmed that the section between the A6120 and the crematorium entrance on Rawdon Road falls within the scope of the A65/A658 Airport Link project and will be reviewed during the course of that work. The range of wider comments and suggestions are to be considered separately along with those in relation to the operation of the various traffic signaled junctions and options for bus lanes.

13. Citizens@Guiseley & Rawdon Forum

The forum last met on the 27th January, the main focus of the meeting was Highway issues. Leeds City Council's Assistant Traffic Engineer was in attendance. His team is responsible for Traffic management schemes, pedestrian facilities and chicanes. Residents raised a number of highway issues, some of which were responded to on the night, others taken away for further consideration and findings will be reported back to the forum. The local Neighbourhood Policing Team and the Environmental Locality Team also provided updates.

14. Community Committee Newsletter

The first addition of the Outer North West Community Committee Newsletter is attached at appendix 1 for Members information.

15. WW1 Commemoration's

To commemorate the first day of the Battle of the Somme there is a proposal to mark the contribution made by the Leeds Pals Battalions by employing buglers to play an appropriate piece to mark the point in time at which men went into battle at 7.30am on July 1st. The exact location of the bugler is to be determined by each Committee.

There is funding available of up to £1,000 to support this and any additional events.

Conclusions

15. The Outer North West Community Committee sub groups provide the committee with the opportunity to consider information on key areas of work in partnership with officers and community organisations, as well as enabling direct links to be established with the Community Champions and Executive Board Members.

Recommendations

16. Members are asked to:

- Note the work of the sub groups since the last Community Committee meeting.
- Note the community forums and partnership working that has taken place in the area since the last meeting.
- Note the feedback report of the engagement day from the Children's Services and Family Health sub group
- Members are asked to decide on the location for bugler as noted at point 15.

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March 2016

Outer North West Community Committee



Young People have their say!

Young people have been sharing their views and ideas for their communities with Councillors from the Outer North West Community Committee. At an event held in Horsforth School, over 100 young people representing 28 schools from our area joined in a day of workshop sessions.



The young people let Councillors know what they liked about where they lived and what they would improve. They also learned about how they can make a difference in their local area.

As part of the day Liberty Branston and Charlotte Williams from Benton Park School presented their manifestos to the group as candidates for election on the UK Parliament. Since our event both Liberty and Charlotte have been elected as Members of the Youth Parliament representing the young people of Leeds —Congratulations!

Yeadon Youth Group gave a lively presentation about their experiences raising money for charity.

The young people also had the chance to quiz their local Councillors, we had some great questions ranging asking what they liked to do outside of Council to what being a councillor actually involves.

A workshop session in the afternoon gave young people the chance to let Councillors know what activities young people would like to be provided with after school and during the holidays.



We would like to thank all the young people who attended for their brilliant contributions to the day.

Sports comes out on top

Young people have told us that the activity they would most like Councillors to provide using their funding is multi-sports activities, with cooking and the chance to take part in different activities through youth clubs coming close second and third.

Young people also overwhelmingly told us they like being outside for activities, and that they like exciting and fun activities to take place mainly in the school holidays.

Councillors will be using this information when looking at funding new activities to take place this year in to ensure that activities are driven by what young people actually want.



Supporting Community Projects

Councillors have spent over £140,000 on a range of community and young people projects since April last year. Between December and February the following grants were approved:

Aireborough 'Battle of the Bands/Let's Celebrate' —£2,000

Funding to support a celebration event at Guiseley Theatre for schools in the Aireborough Cluster

Horsforth PCSOs —£9,359

Working with Horsforth Town Council and West Yorkshire Police to fund PCSOs in Horsforth.

Site Based Gardener —£12,244

Providing gardeners to work at sites in Yeadon, Guiseley and Rawdon.

Mothers of Otley—£2,305

Supporting the Mothers of Otley group to provide support and activities for vulnerable mothers

Aireborough Supported Activities—£6,766

Funding for activities and support for young people who have additional needs.

Christmas in Pool in Wharfedale—£1,000

Supporting the hire of new Festive Lights in the Pool in Wharfedale area

Tarnfield Bowling Club—£900

Supporting the cost of the update to the toilets at the club.

Holt Park Farrar Lane Open Space —£1,000

Funding to provide a drop kerb to improve accessibility for all users at Farrar Lane.

The Big Hoo Haa —£990

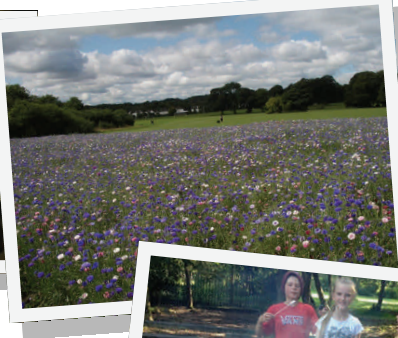
This will support the Making Music Memories project for older people who are vulnerable.

Are you involved in a community project? You can apply for a small grant of up to £1000, email west.north.west@leeds.gov.uk for more information.



Battle of the Bands 2015 was funded by ONW Community Committee

Our Community Projects in Pictures



Clockwise from above—

A fun day out for Aireborough Supported Activities

Wild Flower Meadow - Wayland Drive, Adel

Micklefield Skate Jam—Sk8 Safe

Otley Lantern Parade

Inters—Horsforth Youth Club

Focus on....

Social Isolation

Councillors in the Outer North West are continuing to support a range of projects aimed at reducing social isolation for older and vulnerable people.

OPAL (Older People's Action in the Locality) receive funding towards an Older Person's activity group. The group regularly has 15—20 older people attending to take part in table tennis, board games, knit and knatter, and more. Many of the attendees have memory issues so the activities are chosen so

that attendees do not have to remember details and they can be involved.

Councillors have also funded **Care and Repair** to subsidise the fit of new secure locks at homes in all four Outer North West wards with the aim of reducing the fear

of burglary amongst vulnerable residents.

The **Big Hoo-Ha** have been funded to deliver a project aimed at older people with memory issues to take part in music and chat sessions aimed at reducing feelings of isolation.

"I have met new people and made new friends. I used to just sit and watch TV and fall asleep but now I'm much more active and I feel so much better for it"

Vera (participant at OPAL)



Outer North West Round Up

Marking 100 years since the Great War

Lawnswood Cemetery have a wonderful new seat dedicated to the memory of those who lost their lives in the first World War. The seat was paid for by Outer North West Community Committee working with Friends of Lawnswood Cemetery. First World War Commemoration events are ongoing throughout Leeds until 2018 to mark the centenary and we will post any local events we are aware of on to our social media pages.



Extra Police in Horsforth

Outer North West Community Committee are working in collaboration with Horsforth Town Council and West Yorkshire Police to pay for two extra Police PCSOs in the Horsforth area, the two officers patrol the area, hold surgeries and provide a police presence at events in Horsforth.

Mothers of Otley group successfully awarded funding

A new group for mothers at Otley Children's Centre have been awarded funding by the Outer North West Community Committee. The group will provide support to women in the Otley area.



Oddballs takes young people on magical theatre journey

Outer North West Community Committee are continuing to fund the Oddballs Theatre (JP Productions) group in the Guiseley Theatre. These crazy sessions for young people aged 8—11 years old give children the change to act, write scripts, create costumes and produce plays all at Guiseley Theatre.

Your Community Committee

Leeds has 10 community committees, which meet at least 4 times a year. They are open to the public and provide a forum for residents to raise key issues of concern with local Councillors and help influence decisions about their area. In the past year, the Outer North West Committee has looked at a range of issues including road safety and neighbourhood planning.

Community Committee and Forum Meetings

Community Committees are held at least four times a year; ward forums are held throughout the year providing an opportunity for very local issues to be discussed, we welcome suggestions for future agenda items. We hold Forums in Yeadon, Guiseley and Holt Park we will publicise the dates a few weeks before the meeting on our Facebook and Twitter pages.

Why not email west.north.west@leeds.gov.uk or call 0113 3367856 to be added to our mailing lists to find out when the future meetings will be held.

Community Committee

The dates for the 2016/17 Community Committee will be decided at a special meeting in June. Keep an eye on our Facebook and Twitter pages to find out the dates.

Outer North West Community Committee

Adel & Wharfedale Ward



Cllr Barry Anderson
07940 477679
barry.anderson@leeds.gov.uk



Cllr Caroline Anderson
0113 395 1731
caroline.anderson@leeds.gov.uk



Cllr Billy Flynn
07810 640282
billy.flynn@leeds.gov.uk

Horsforth Ward



Cllr Brian Cleasby
0113 250 4318
brian.cleasby@leeds.gov.uk



Cllr Dawn Collins
0113 224 3201
dawn.collins@leeds.gov.uk



Cllr Chris Townsley
0113 259 0555
christopher.townsley@leeds.gov.uk

Guiseley & Rawdon Ward



Cllr Graham Latty
07973 323 105
graham.latty@leeds.gov.uk



Cllr Pat Latty
07855 545647
patricia.latty@leeds.gov.uk



Cllr Paul Wadsworth
0113 250 8187
paul.wadsworth@leeds.gov.uk

Otley & Yeadon Ward



Cllr Colin Campbell
01943 465909
colin.campbell@leeds.gov.uk



Cllr Ryk Downes
0113 247 4580
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Cllr Sandy Lay
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Get in touch

Why not contact us to find out more about the work of the Community Committee?

 [Facebook.com/LCCOuterNW](https://www.facebook.com/LCCOuterNW)

 [@_YourCommunity](https://twitter.com/_YourCommunity)

 west.north.west@leeds.gov.uk

Published by:

Leeds City Council

Communities Team

0113 3367856



ONW Feedback from the Children’s Engagement Event on 29th January 2016

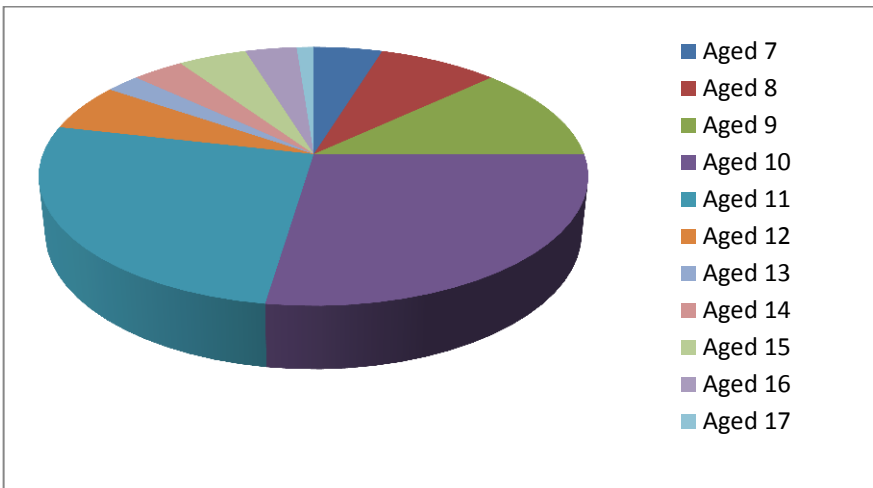
105 children and young people attended from 27 different schools across the 4 cluster areas.

We received a total of 87/104 feedback forms back.

Information was missing from some of the sheets so the totals do not reflect the number of forms.

All the feedback forms stated they thought the event was a good idea.

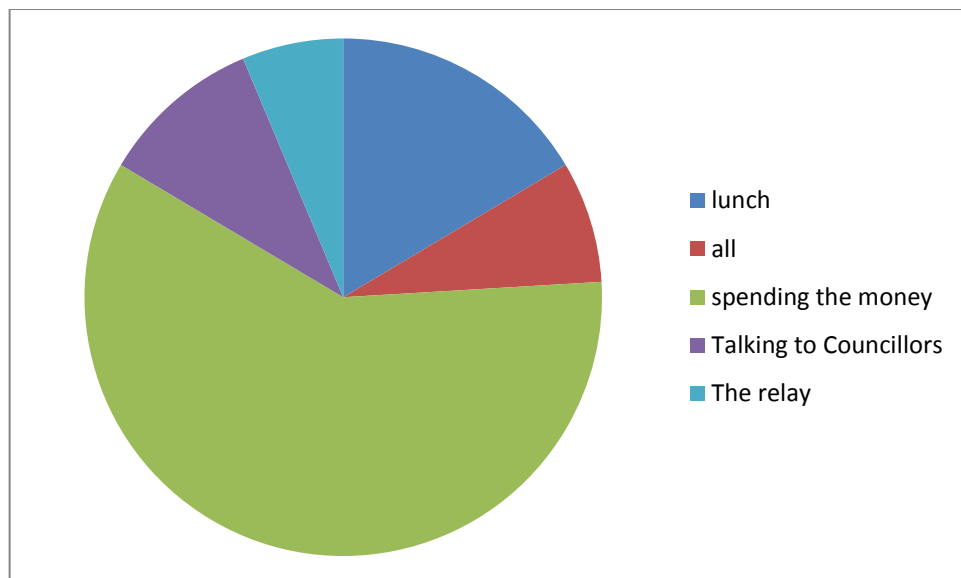
Ages and genders of the young people attending



Age Range	No.
Aged 7	4
Aged 8	7
Aged 9	10
Aged 10	23
Aged 11	22
Aged 12	5
Aged 13	2
Aged 14	3
Aged 15	4
Aged 16	3
Aged 17	1

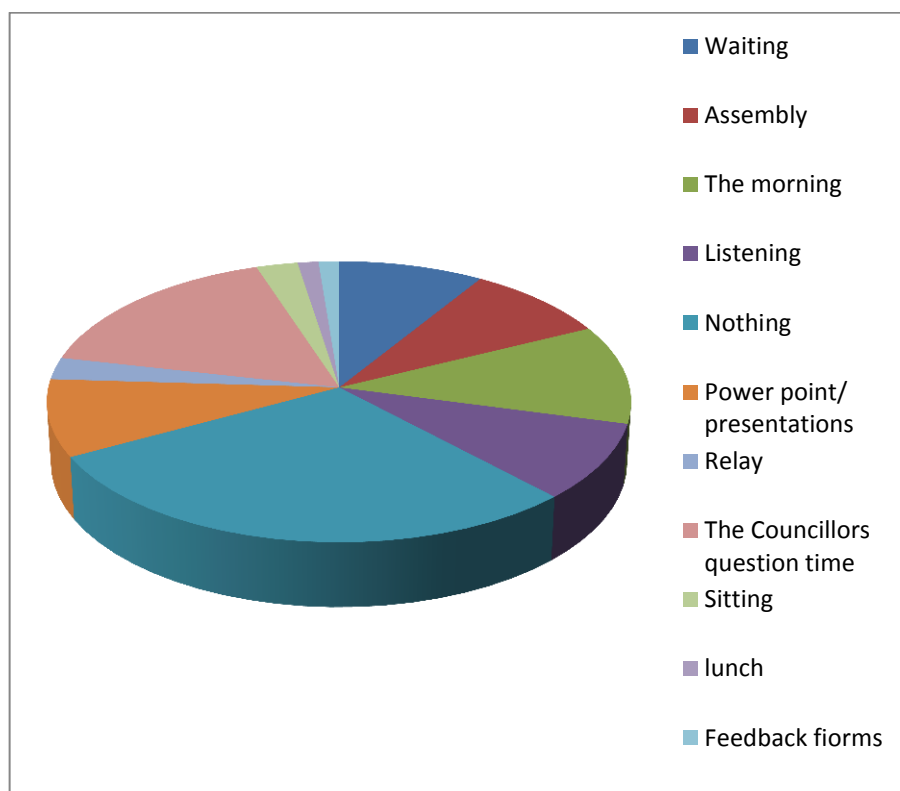
Boy	Girl
41	41

What did you like best?



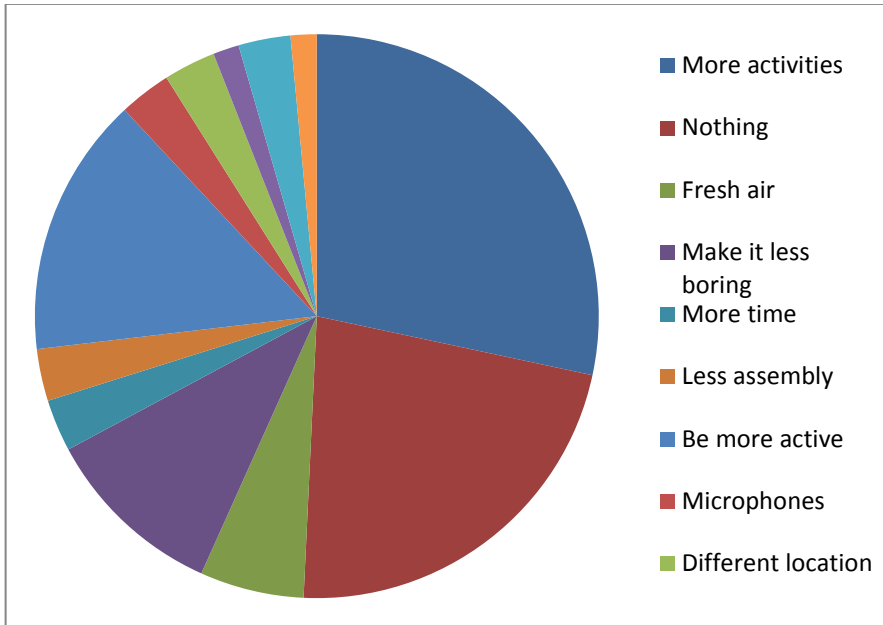
What did you like best?	
Lunch	13
All	6
Spending the money	47
Talking to Councillors	8
The relay	5

What did you like least?

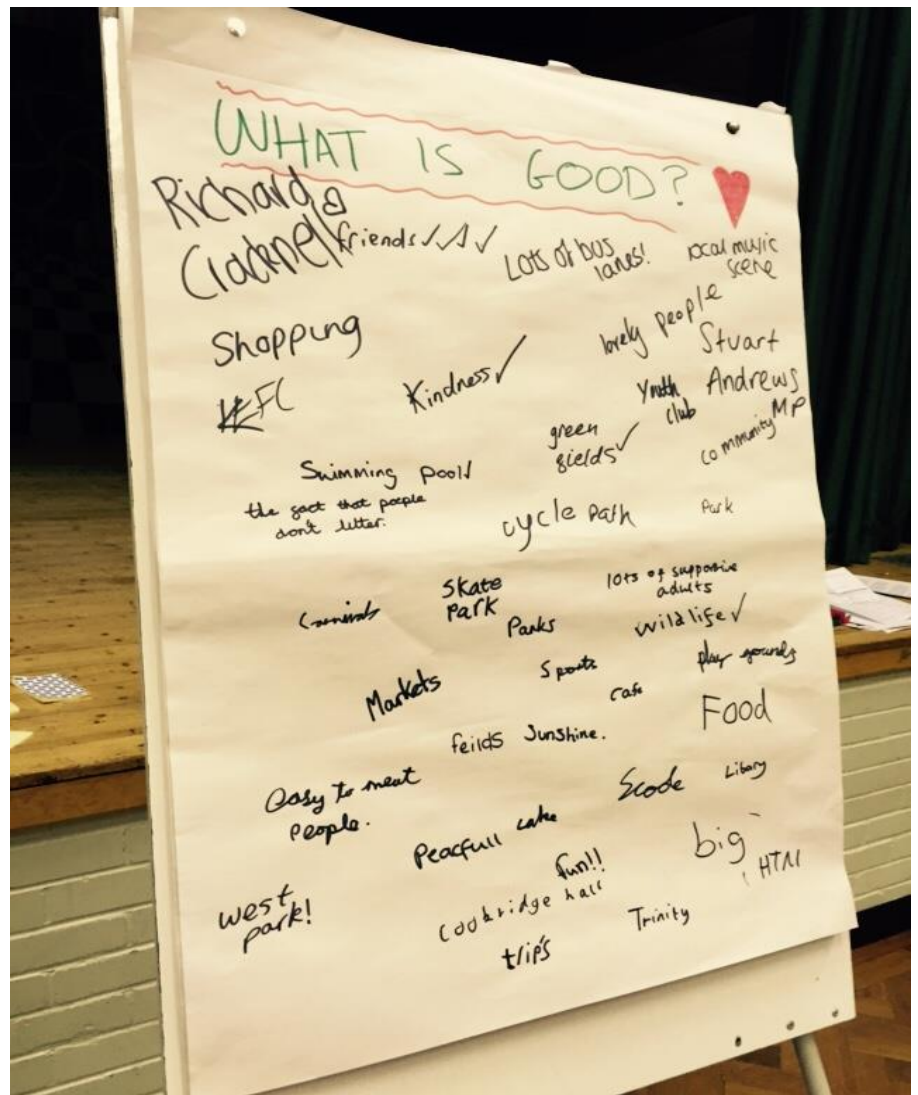


What did you like least?	
Waiting	7
Assembly	7
The morning	9
Listening	7
Nothing	23
Power point/presentations	7
Relay	2
The Councillors question time	13
Sitting	2
Lunch	1
Feedback forms	1

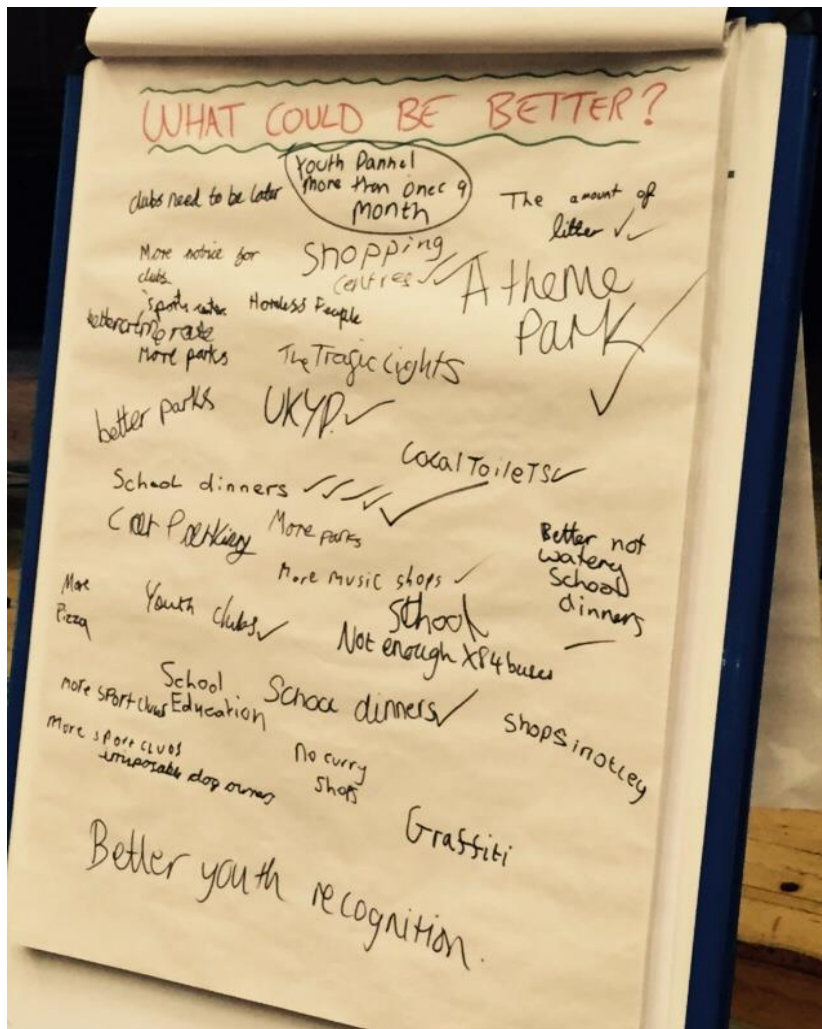
How could we make the event better?



How could we make the event better?	
More activities	19
Nothing	15
Fresh air	4
Make it less boring	7
More time	2
Less assembly	2
Be more active	10
Microphones	2
Different location	2
Less politics	1
More/less children	2



The children and young people were asked to put down what they liked and what was good about their area and what they didn't like and what could be improved.



Richard Cracknell from Leeds City Council Voice and Influence team led a discussion on local governance and representation opportunities for young people through school councils, the Youth Parliament and the Leeds Children’s Mayor.



Councillors from all four wards were asked a number of questions from the audience.

The children and young people were keen to question their local Councillors on a number of issues.

Only a few of the 80+ questions were able to be put to Councillors on the day and these included.

What was being done to help the LGBT community?

What did councillors do in their spare time?

How were young peoples' views gathered?

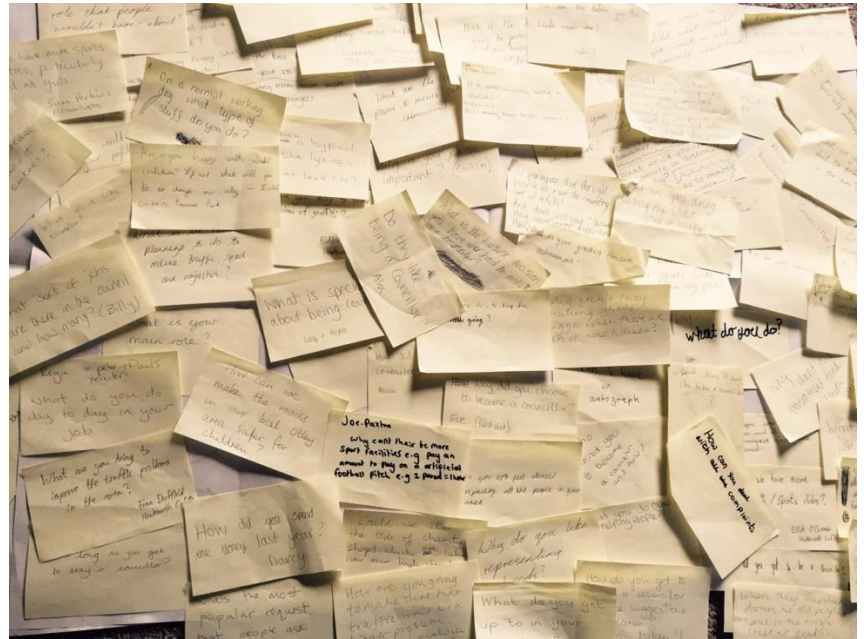
What was the favourite part of being a Councillor?

What did being a Councillor actually involve?





Just some of the many post it questions that young people completed to be put to the councillors! Sadly there was only time for a small selection.



In the afternoon a group of young people from Yeadon talked about their experiences of fundraising for local charities.



A great example of how young people can make a difference in their community.



In another fantastic example of participation and representation in the outer north-west, Charlotte Fletcher from Benton Park and Liberty Branston from Guiseley presented manifestos as part of their campaigns to be Members of the UK Youth Parliament. Both girls have subsequently been elected to represent Leeds!

The second afternoon session saw young people and councillors sitting down together talking about how to spend £56,000 of Youth Activity Fund (the budget for 2015/16). The children divided into 10 groups and looked at a menu of activity projects. They discussed these between themselves and decided which represented the best value for money and looked like they would be the most fun. They were also asked to list any ideas they had for activities that were not on the list provided



The groups were then asked to put their chosen activities in order of preference. This information will be used to look at priorities in the coming year and help councillors in allocating funding for activities for young people.





It was clear from the feedback we received this activity was the one that young people enjoyed most on the day. Preference forms were completed and returned with each groups favourite activities.

The results will be passed to the Children's Services sub group for consideration when funding is allocated for activities for young people in the outer north-west.

Other ideas that the children and young people would like to see are;

- **Contemporary dance group where you can choreograph your own dances**
- **Extreme Sports**
- **Sweet Making**
- **Art and Science Clubs**
- **Football Clubs**
- **Toy Clubs**
- **Exercise Clubs**
- **Science Clubs**
- **Trampoline clubs**
- **Ice Rink / Ice Skating**



Outer North West	Order of preference
Multi sports	1 st
Let's Get Cooking	2 nd
Youth Club	3 rd
Do you dare?	4 th
Mini Breeze	5 th
Bike Building	6 th
Movie Making	7 th
Drama Workshop	8 th
Making music	9 th
Lego Workshop	10 th
Walk on the wild side	11 th
Cricket Camp	12 th
Skateboard	13 th
Knitting and yarn	14 th
Rock it out	15 th
Adventures in Minecraft	16 th
Radio Festival	17 th
Dance workshop	18 th
Other: Extreme sports Boxing Gym sessions Netball club	19 th
Majorettes	20 th

The results in order of popularity

The groups' results were amalgamated and then put in order of popularity. There appears to be a mix of different types of activities featuring in the top 10.

For information the Outer North West Community Committee already supports a number of the more popular projects listed.

In 2015 our area hosted two Mini Breeze events near Holt Park and on Yeadon Tarn. Over 1400 young people visited them.

Let's Get Cooking are to run some sessions in Otley in 2016 from March to May.

There is a popular weekly Youth Club in Horsforth for 10 – 13 year olds.

A multi sports programme ran over two weeks of the summer holidays in 2015 at Ralph Thoresby school.

The Lazer Centre ran a number of activity days over the summer in Yeadon, Guiseley, Otley, Adel.

It was fantastic to see so many young people of different ages and from different schools getting together and making decisions about how money would be best spent on activities for children in the outer north-west. They were extremely well behaved on the day and a credit to both themselves and their schools.

All the young people received a certificate to thank them for attending and representing their school at the engagement event.



The WNW Communities Team did 14 tweets throughout the day with an average impression of 247 people, the total impressions number 3,463. The most successful tweet was “young people telling us what they would like to improve in their area #ONW #Voice” this had an impression/reach of 631 users with 1 retweet. There were 3 retweets, 384 impressions, for the tweet – “today the ONW Community Committee are meeting 92 young people from schools all around their area to hear their views #voice #engagement”.

Schools represented on the day.

No of children	School	Cluster
3	The Whartons	Otley, Pool Bramhope
4	Bramhope	Otley, Pool Bramhope
3	Pool	Otley, Pool Bramhope
4	Ashfield	Otley, Pool Bramhope
4	Westgate	Otley, Pool Bramhope
3	St Josephs	Otley, Pool Bramhope
4	All Saints	Otley, Pool Bramhope
3	Prince Henry's	Otley, Pool Bramhope
4	Hawksworth	Aireborough
3	Westfield Juniors	Aireborough
3	St Oswalds	Aireborough
4	SS Peter & Pauls	Aireborough
4	Benton Park	Aireborough
4	Queensway	Aireborough
5	Tranmere	Aireborough
5	Guiseley	Aireborough
2	Rufford Park	Aireborough
5	Youth Service	Aireborough
2	West End Primary	Horsforth
8	Horsforth School	Horsforth
3	Westbrook Lane	Horsforth
2	Newlaites Primary	Horsforth
2	Broadgate Primary	Horsforth
3	St Margaret's	Horsforth
2	St Marys	Horsforth
4	Cookridge Primary	ESNW
4	Adel Primary	ESNW
4	Cookridge Holy Trinity	ESNW



Young People's Engagement Event

29th January 2016

Welcome to our Young
People's Engagement Event
2016

You will be able to tell us
what you like about where
you live and what you don't
like

You can find out about your
local Councillors – who they
are and what they do

You can tell us what sort of
activities you enjoy and what
you want us to arrange for
you

We hope you enjoy the day
and have fun!



Children in the West North West

YOUR LOCAL WARD COUNCILLORS



Cllr Barry Anderson



Cllr Caroline Anderson



Cllr Billy Flynn

**Adel &
Wharfedale**

**Guiseley &
Rawdon**



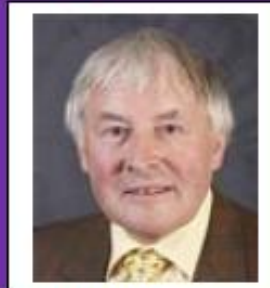
Cllr Graham Latty



Cllr Pat Latty



Cllr Paul Wadsworth



Cllr Brian Cleasby



Cllr Dawn Collins



Cllr Chris Townsley

Horsforth

**Otley &
Yeadon**



Cllr Colin Campbell



Cllr Ryk Downes



Cllr Sandy Lay

What is a Councillor?

A Councillor represents the people and children who live in an area (called a ward). They meet, and work with, a wide range of people and organisations to help improve their areas for you.

Councillors have money available to spend on projects that make life better for people. In particular they have money to spend on activities for young people to enjoy after school and during the holidays, we want to hear how you think they should spend this money!



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Leeds
CITY COUNCIL

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Report of the City Solicitor

Report to: Outer North West Community Committee, Guiseley and Rawdon, Otley & Yeadon, Adel & Wharfedale and Horsforth

Report author: Gerard Watson, Senior Governance Officer, 0113 395 2194

Date: 21st March 2016

For decision

Dates, Times and Venues of Community Committee Meetings 2016/2017

Purpose of report

1. The purpose of this report is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2016/2017 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

Main issues

Meeting Schedule

2. The Procedure Rules state that there shall be at least four ordinary or 'business' meetings of each Community Committee in each municipal year and that a schedule of meetings will be approved by each Community Committee. In 2015/16, this Committee held 5 meetings.
3. To be consistent with the number of meetings held in 2015/16, this report seeks to schedule 4 Community Committee business meetings as a minimum for 2016/17. Individual Community Committees may add further dates as they consider appropriate and as the business needs of the Committee require. The proposed schedule has been

compiled with a view to ensuring an even spread of Committee meetings throughout the forthcoming municipal year.

4. Members are also asked to note that the schedule does not set out any Community Committee themed workshops, as these will need to be determined by the Committee throughout the municipal year, as Members feel appropriate. During 2015/16, where such workshops were held, many took place either immediately before or after the Committee meetings. Therefore, when considering proposed meeting arrangements, Members may want to consider whether they wish to adopt a similar approach to the themed workshops in 2016/17, as this could impact upon final meeting times and venues.
5. The following provisional dates have been agreed in consultation with the Area Leader and their team. As referenced earlier, this report seeks to schedule a minimum of 4 Community Committee business meetings for 2016/2017 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require.
6. The proposed meeting schedule for 2016/17 is as follows:

13 June 2016 at 1.30pm

5 September 2016 at 1.30pm

28 November 2016 at 1.30pm

6 March 2017 at 1.30pm

Meeting Days, Times and Venues

7. Currently, the Committee meets on a Monday at 1.30pm - and the proposed dates (above) reflect this pattern
8. 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 i.e. members of the public, 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 working hours. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.

Options

9. Members are asked to consider whether they are agreeable with the proposed meeting schedule (above), or whether any further alternative options are required in terms of the number of meetings, start times or venue arrangements.

Corporate considerations

10a. Consultation and engagement

The submission of this report to the Community Committee forms part of the consultation process as it seeks the views of Elected Members with respect to the Community Committee meeting schedule and venue arrangements.

In compiling the proposed schedule of meeting dates and times, the current Community Committee Chair, the Area Leader and colleagues within Area Support have been consulted.

10b. Equality and diversity / cohesion and integration

In considering the matters detailed, Members may wish to give consideration to ensuring that the Community Committee meeting arrangements are accessible to all groups within the community.

10c. Legal implications, access to information and call in

In line with Executive and Decision Making Procedure Rule 5.1.2, the power to Call In decisions does not extend to decisions taken by Community Committees.

Conclusion

11. The Procedure Rules require that each Community Committee will agree its schedule of meetings and that there shall be at least 4 business meetings per municipal year. In order to enable the Committee's meeting schedule to feature within the Council diary for 2016/17, Members are requested to agree the arrangements for the same period.

Recommendations

13. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2016/17 municipal year (as detailed at paragraph 6), in order that they may be included within the Council diary for the same period.
14. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

Background information

- Not applicable

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