



Outer North East Community Committee

Alwoodley, Harewood, Wetherby

**Meeting to be held in The Deighton Room,
Wetherby Town Hall, Market Place, Wetherby,
LS22 6NE**

Monday, 12th December, 2016 at 5.30 pm

Councillors:

N Buckley	Alwoodley;
D Cohen	Alwoodley;
P Harrand	Alwoodley;

R Procter	Harewood;
M Robinson	Harewood;
R. Stephenson	Harewood;

A Lamb	Wetherby;
J Procter	Wetherby;
G Wilkinson	Wetherby;





Co-optees

Agenda compiled by: John Grieve 0113 224 3836
Governance Services Unit, Civic Hall, LEEDS LS1 1UR
East North East Area Leader: Jane Maxwell Tel: 336 7627

Images on cover from left to right:

Alwoodley - MAECare (Moor Allerton Elderly Care); Moor Allerton shopping centre

Harewood - rural landscapes; Harewood Arms

Wetherby – bridge over the River Wharfe; racehorse sculpture

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).</p> <p>(*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> <p>No exempt items or information have been identified on the agenda</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</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>	
4			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
5			<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 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>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community 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>	
7			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the meeting held on 12th September 2016</p> <p>(Copy attached)</p>	1 - 12

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8			<p>MATTERS ARISING FROM THE MINUTES</p> <p>To consider any matters arising from the minutes (If any)</p>	
9	Alwoodley; Harewood; Wetherby		<p>EAST NORTH EAST DIVISIONAL LOCALITY SAFETY PARTNERSHIP PERFORMANCE REPORT</p> <p>To consider a report by the East North East Locality Safety Partnership which provides an overview of the performance of the East North East Locality Safety Partnership for the period 1st April to 13th November 2016.</p> <p>(Report attached)</p>	13 - 16
10	Alwoodley; Harewood; Wetherby		<p>ENVIRONMENTAL SERVICE LEVEL AGREEMENT 2016/17</p> <p>To consider a report by the Chief Officer, Environmental Action Service which seeks to confirm the continuation of the current Service Level Agreement (SLA) between the Committee and the Environmental Action Service, as overseen by the Environmental Sub Group</p> <p>The report also provides an opportunity for the Committee to refer related issues to the sub group to look at; including any potential changes in local priorities and service development requests for the 2017/18 SLA and any current performance related issues.</p> <p>(Report attached)</p>	17 - 24
11	Alwoodley; Harewood; Wetherby		<p>COMMUNITY COMMITTEE UPDATE REPORT</p> <p>To consider a report by the East North East Area Leader which provides an update on the on-going work programme of the Outer North East Community Committee.</p> <p>(Report attached)</p>	25 - 34

Item No	Ward/Equal Opportunities	Item Not Open		Page No
12	Alwoodley; Harewood; Wetherby		<p>OUTER NORTH EAST WELLBEING AND YOUTH ACTIVITY FUND BUDGETS</p> <p>To consider a report by the East North East Area Leader, which provides an update on the current position of the Outer North East Community Committee's budgets and sets out details of applications seeking Wellbeing Revenue Funding or Youth Activity Funding.</p> <p>(Report attached)</p>	35 - 50
13	Alwoodley; Harewood; Wetherby		<p>OUTER NORTH EAST PARISH & TOWN COUNCIL FORUM</p> <p>To consider a report by the East North East Area Leader which provides the minutes from the latest meeting of the Outer North East Parish and Town Council Forum held on 13th October 2016</p> <p>(Report attached)</p>	51 - 58
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that future meetings of the Committee will be arranged as follows:</p> <ul style="list-style-type: none"> • Monday 20th March 2017 <p>(All meetings to commence at 5.30pm, venue to be confirmed)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p>Third Party Recording</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	

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OUTER NORTH EAST COMMUNITY COMMITTEE

MONDAY, 12TH SEPTEMBER, 2016

PRESENT: Councillor G Wilkinson in the Chair

Councillors N Buckley, D Cohen,
P Harrand, A Lamb, J Procter, M Robinson
and R. Stephenson

19 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

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

20 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

There were no items identified where it was considered necessary to exclude the press or public from the meeting due to the confidential nature of the business to be transacted.

21 LATE ITEMS

Although there were no formal late items, the Chair did accept the inclusion of an additional appendix to the Wellbeing and Youth Activity Fund Budgets Report which would be considered as supplementary information (Minute No.31 refers)

22 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor R Procter

23 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

There were no declarations of any disclosable pecuniary interests.

24 OPEN FORUM

In accordance with Paragraphs 4.16 and 4.17 of 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.

On this occasion, there were no matters raised under this item by Members of the Public.

25 MINUTES OF THE PREVIOUS MEETING

Draft minutes to be approved at the meeting
to be held on Monday, 12th December, 2016

RESOLVED – That the Minutes of the previous meeting held on 13th June 2016, were confirmed as a true and correct record.

26 MATTERS ARISING FROM THE MINUTES

The following issues were raised under Matters Arising:

- (i) Environmental Service Delegation 2016/17 (Minute No.56 referred)
– With reference to resolution (iv) “To include within the Service Agreement the reclaiming of sections of footpaths and pavements across the area as a consequence of verge creep”

Councillor Buckley said he had raised this matter on a number of occasions but had not received any details as to how this issue was been addressed.

That the Locality Manager, Environment and Housing be reminded that the requested information was still outstanding.

- (ii) Community Committee Update Report (Minute No.16 referred) –
With reference to resolution (ii) “That the Area Leader be requested to raise with the Chief Planning Officer the concerns expressed by the Committee in respect of neighbourhood planning activity”

Mr Tim Hill, Chief Planning Officer was in attendance at the meeting.

In addressing the Committee the Chief Planning officer said it was his understanding that Members were concerned about the lack of consultation during the preparation of Neighbourhood Plans and that more formal consultation was required prior to the pre-submission stage.

Councillor J Procter said it was his understanding that Community Committees would provide an overview function, and would automatically be built in as Consultees; this was not happening, Neighbourhood Groups were working in isolation and bringing forward questionable proposals in some instances.

Councillor Procter suggested that without proper overview, the Community Committee could be put in the unwanted position of objecting to some of the proposals being put forward.

In responding the Chief Planning Officer said that was a move to create a model neighbourhood plan (template) and it may be possible to include the necessary consultation within the timetable.

The Chair thanked the Chief Planning Officer for his attendance and his suggestion as to how the Community Committee overview may be achieved.

It was agreed that neighbourhood planning activity be included as a standard item at each Community Committee.

27 LEEDS TRANSPORT CONVERSATION

The Chief Officer Highways and Transportation submitted a report which advised Members of the Transport conversation and engagement process.

The report sought feedback and input from the Community Committee on the future strategic approach to transport in the city and the development of a proposition and delivery plan for the £173.5 million fund due to be allocated following the cancellation of the NGT project.

Gary Bartlett, Chief Officer Highways and Transport presented the report and responded to Members comments and queries

Detailed discussion ensued on the contents of the report which included:

Summary of Key Transport Challenges

- Significant population growth of up to 15% by 2028
- Falling bus usage
- Most congested part of the Leeds highway network was to the north west
- Distribution of new housing towards eastern side of Leeds
- Distribution of proposed new employment was predominantly to the City Centre and east of the city

A Vision for Transport in Leeds

- Supports the growth of the economy
- Creates a place where people want to live and work
- Everyone can access
- Has a positive effect on people's health and wellbeing
- Is less harmful to the environment

Strategic Themes

- Connecting people and Communities
- Connecting people to jobs and businesses to businesses
- Building a World Class connected City Centre
- Promoting Health, Wellbeing, Clean and Safe Transport System

In terms of what happens next, the Chief Officer Highways and Transport said the aim was: identifying and prioritising options, to overcome challenges, deliver in partnership, continue the conversation with Community Committees and continue to develop the transport strategy into next year.

The Chair thanked the Chief Officer Highways and Transport for his presentation and sought the views of Members

Councillor Harrand referred to the proposed new orbital road for East Leeds, suggesting that only recently Members had become aware of the proposed route. He said there were some major issues which needed to be better understood before moving on with the new transport strategy.

Councillor Lamb suggested that improved connectivity in the outer areas was essential. Residents living for example in; Scholes, Barwick and Aberford had to travel into Leeds to get a bus to the next village.

It was suggested that pressure needed to be put on the bus operators to obtain better connectivity in the outer areas.

Councillor Robinson said that Leeds was a “car only city” we need to have vision, move forward, be more ambitious / aspirational and consider schemes such as a monorail or an underground system. The intention would be to start with one line and expand over time; other core cities already had such schemes

Questioned about the views of officers, the Chief Officer Highways and Transport said expansion of park & ride, new stations, new link roads and junction improvements could influence the strategy.

In summing up the Chair said improved connectivity in the outer areas was essential, however, there was a general view that the strategy needs to be more ambitious.

On a final note the Chair said the Parish Council Forum would be meeting on 13th October 2016, could an officer from Highways be in attendance to deliver a similar presentation.

The Chief Officer Highways and Transport confirmed that the appropriate arrangements would be made.

RESOLVED –

- (i) To note the wider strategic context of the Transport conversation which would extend beyond a first phase conversation into spring/summer of next year, informing a wider transport strategy for the City and the Outer North East area over the next 20 years.

- (ii) To note the Department of Transport £173.5million offer for public transport improvements, in the context of a currently planned report to Executive Board on the 19th October and the planned submission of strategic investment case to the Department of Transport

28 EMPLOYMENT AND SKILLS UPDATE

The Chief Officer Employment and Skills submitted a report which provided an update on the Employment and Skills Service activity and set out key unemployment data for the Outer North East area.

Keri Evans, Communities and Partnership Senior Manager presented the report and responded to Members comments and queries

Detailed discussion ensued on the contents of the report which included:

- The take up of the service showed a minimal decrease across the area, 406 people accessed the service compared to 530 the previous year
- Jobshops – 2,571 people attended these events with 31% securing employment
- Adult Learning - Continued to thrive in the area with in excess of 250 courses being delivered or planned.
- Business Engagement - Employment opportunities continued to be explored; new developments including: Victoria Gate, John Lewis and the new Casino all planned to be open in late 2016.
- East North East Employment & Skills Board Activities
- Additional Activity – Over 5,000 young people attended the Leeds Apprenticeship Recruitment Fair on 14th March 2016 with in excess of 1,100 expressions of interest forms being completed

Referring to employment opportunities, the Chair said he was aware that there were proposals to open a new Aldi Store in Wetherby by spring of 2017.

Ms Evans offered to contact Aldi with a view to making the necessary inquiries.

Councillor Stephenson referred to the European Structure Investment Fund. He said he was aware that £5.7m was available, split between Leeds and Bradford but what time period did this cover?

In responding officers confirmed the fund was set up for a three year period.

The Chair thanked Ms Evans for her attendance and presentation.

RESOLVED –

- (i) That the contents of the report be noted

- (ii) To receive a further update in 2017, including detail and progress on the ESIF

29 LEEDS CULTURE STRATEGY (2017-2030) & LEEDS' BID TO BECOME EUROPEAN CAPITAL OF CULTURE 2023

The Director of City Development submitted a report which provided an update on the approach taken to develop the new Cultural Strategy for Leeds 2017 – 2030 and also the development of a bid for the title of European Capital of Culture 2013.

Sarah Priestley, Principal Cultural Officer and Leanne Buchan, Principal Officer Cultural & Sport presented the report and responded to Members comments and queries

Detailed discussion ensued on the contents of the report which included:

Leeds 2013 European Capital of Culture Bid

- What is European Capital of Culture
- The benefits of being awarded the title
- What would be the implications following Britain's exit from the European Union
- Engage with local community groups and cultural providers
- Deliver a bid that is reflective and inclusive of the whole city

Leeds Cultural Strategy 2017 - 2030

It was reported that the city was required to have a current Culture Strategy, from which the bid takes its steer. The strategy should also link closely to the city's wider development ambitions according to the criteria of the competition.

Officers said that over the next six to nine months the Culture and Sport team would continue to work with the people to 'co-produce' a new Culture Strategy, setting the underpinning values, defining and shaping our cultures, articulating the value of culture across a range of policy areas and supporting the future creators of the city's vibrant cultural offer.

It was reported that the new Culture Strategy for Leeds 2017-2030 would set the tone for the Leeds bid to become European Capital of Culture 2023, and provide the framework for its delivery should Leeds be successful in its bid.

The Chair thanked the officers for their presentation and sought the views of Members.

Referring to engagement with local community groups, Councillor J Procter asked if any groups in Wetherby had been contacted.

In responding Ms Buchan said that she was seeking the assistance of the Community Committee in identifying groups/ individuals and supplying the necessary contact details/ introductions to allow a discussion to begin.

In offering comment Councillor Cohen said it was really important from an engagement point of view that the outer areas of the city were consulted.

Councillor Stephenson asked about the cost of bidding.

Responding, Ms Buchan said the cost could vary depending the city. Some cities choose to build a programme of events, marketing and engagement around the bid, others take a more administrative approach. In Leeds we would like to build a more open and engaging approach to the bid and will invest in community engagement as we did with the consultation in 2014, marketing and working with the cultural sector to demonstrate a proven track record. As this is a competition exact figures are confidential but we can confirm the city council is already a minority funder of the bid with financial support pledged from all three universities, Leeds College of Art, Leeds College of Music, Leeds City College and Leeds BID – all ahead of the official sponsorship packages being released.

RESOLVED –

- (i) That the contents of the report be noted.
- (ii) To support the approach in developing the new Cultural Strategy for Leeds 2017-2023
- (iii) To identify any groups, networks, organisations and individuals who could contribute to the new Cultural Strategy and the bid for European Capital of Culture 2030

30 COMMUNITY COMMITTEE UPDATE REPORT

The Area Leader submitted a report which provided an update on the Work Programme for the Outer North East Community Committee

The following document was appended to the report for information/ comment of the meeting:

- The minutes of the Outer North East Environmental Sub Group held on 7th June 2016 (Appendix A referred)
- Neighbourhood Planning update (Appendix B referred)

Andrew Birkbeck, Area Officer, presented the report and highlighted the main issues which included:

- Neighbourhood Planning activity in the Outer North East area

Referring to the Environmental Sub Group minutes, Councillor Wilkinson said that as Chair of the Sub Group he had the opportunity to attend a meeting at the new east Leeds incinerator. He said he had found the visit fascinating and encouraged other Members to visit the facility if the opportunity arose.

Commenting on neighbourhood planning activity, Councillor Procter echoed his earlier comments in that it was important for Community Committees to have overview of the neighbourhood plan process and they should be automatically built in as Consultees.

RESOLVED – That the contents of the report be noted

31 OUTER NORTH EAST WELLBEING AND YOUTH ACTIVITY FUND BUDGETS

The East North East Area Leader submitted a report which provided an update on the current position of the Outer North East Community Committee's budgets and set out details of applications seeking Wellbeing Funding and Youth Activity Funding.

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

- Outer North East Community Committee Wellbeing Revenue (Appendix A referred)
- Outer North East Community Committee Youth Activity Funding (Appendix B referred)
- Outer North East Community Committee Priorities 2016/17 (Appendix C referred)

Andrew Birkbeck, Area Officer, presented the report and responded to Members comments and queries.

Detailed discussion ensued on the contents of the report together with the appendices which included:

- Available funding for the current financial year.
- Clarification around some of the projects seeking financial assistance.

Referring to Section No. 4 of the submitted report, Councillor J Procter queried the sum of £16,800 within the Capital Wellbeing budget, and asked what did these monies represent?

In responding officers said the monies represented this Committees share of Council asset sales

It was the wish of Members that further details about this scheme be circulated to Members

RESOLVED –

- (i) To note the current budget position for 2016/17 financial year.
- (ii) That the following project requesting Wellbeing Funding be determined as follows:

Project	Organisation	Amount Granted (£)
Grit Bin Programme	LCC Highways Services	£10,200
Bardsey Scout Hut Renovation	Bardsey Scout Group	Deferred pending further consultation
Save Scholes Pool	Save Scholes Pool Fundraising Team	Deferred pending further consultation
Activities for WISE	Wetherby In Support of the Elderly (WISE)	Deferred pending further consultation
Wetherby Arts Festival 2016	Wetherby Arts Festival	£500

- (iii) That the following projects requesting Youth Activity Funding be determined as follows:

Project	Organisation	Amount Granted (£)
Alwoodley Family of Schools Project 2016/17	Next Generation Arts	£13,432
Thorner Junior Youth Club	Thorner Junior Youth Club Management	Deferred pending further consultation
Youth Services Project – (Harewood & Wetherby Wards) Autumn and Winter Activities Programme	Herd Farm Residential Activity Centre	Declined from Wetherby Ward Members Deferred from Harewood Ward Members pending

		further consultation
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- (iv) To note that the following applications had been approved since the Community Committee met on 13th June 2016 under the delegated authority of the Assistant Chief Executive (Citizens and Communities)

Project	Organisation	Amount Granted (£)
Building Capacity and Developing	Moor Allerton elderly Care (MAECare)	£1,000 (Additional to £6,280 approved in April 2016)
Lego Board and Activities	Leeds Libraries Service – Moor Allerton Hub	£400 (YAF)
Junior Coaches and Training Sessions	Collingham & Linton Cricket Club	£6,500 (YAF)
Shadwell Independent Library Café and Arts Centre	Shadwell Independent Library	£3,108
Tempo FM Radio Academy	Tempo FM	£2,500
Wetherby District Scout Camp 2016	Wetherby District Scout Group	£1,000 (YAF)
Wetherby Festive Motifs 2016	Leeds Lights	£2,400
Wetherby Bunds Project	LCC Parks & Countryside Service	£5,250

- (v) To note that all 3 Ward Members must be in agreement (unanimous) for a delegated decision to be approved.
- (vi) That further details about Council asset sales be circulated to Members

32 OUTER NORTH EAST PARISH & TOWN COUNCIL FORUM

The East North East Area Leader submitted a report which provided the Minutes from the latest meeting of the Outer North East Parish and Town Council Forum held on 9th June 2016.

In offering comment Councillor Lamb said the number of Parish Councillors in attendance at the meeting was surprisingly low.

In responding officers suggested that issues which covered a number of Parish Council areas may attract greater attendance.

RESOLVED –

- (i) That the contents of the minutes be noted.
- (ii) To support where appropriate, the Outer North East Parish and Town Council Forum in resolving any issues raised.

33 Date and Time of Next Meeting

RESOLVED – To note that future meetings of the Committee had been arranged as follows:

- Monday 12th December 2016
- Monday 20th March 2017

(All meetings to commence at 5.30pm)

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Report of: East North East Locality Safety Partnership

Report to: Outer North East Community Committee - Alwoodley, Harewood and Wetherby Wards

Report author: Beverley Yearwood - Area Community Safety Co-ordinator (07891 271076)

Date: 12th December 2016

East North East Divisional Locality Safety Partnership Performance Report

Purpose of report

1. This report provides Members of the Outer North East Community Committee with an overview of the performance of the East North East Locality Safety Partnership.
2. The report focuses on the period between 1st April 2016 and 13th November 2016.

Main issues

Performance Framework

The Locality Community Safety Partnership will continue to develop activity and manage performance against the strategic outcomes of the city.

Safer Leeds has agreed the following three shared priorities for 2016/17, Promoting Community Tolerance and Respect, Keeping People Safe from harm and Protecting property and the rights of citizens. Our priorities are:

- Anti-social behaviour (ASB)
- Domestic violence and abuse
- Hate crime/ community tensions
- Offending behaviours
- Serious acquisitive crime
- Vulnerable victims

Cross-cutting issues

- *Drugs*
- *Alcohol*
- *Mental Health*

Performance Highlights

Overall Crime

3. Total recorded crime across Outer North East to date is 1,808 offences recorded compared with 1,622 recorded offences at the same time in the previous year. A total increase of 186 offences reported to date.

Ward Breakdown

Ward	Crime type	01/04/2015 - 13/11/2015	01/04/2016- 13/11/2016	Change
Alwoodley	Burglary Dwelling	49	74	25
	Burglary Elsewhere	25	53	28
	Criminal Damage	91	105	14
	Drugs Offences	13	26	13
	Other Theft	130	119	-11
	Robbery	9	4	-5
	Theft From Motor Vehicle	42	40	-2
	Theft Of Motor Vehicle	7	13	6
	Violent Crime	198	258	60
	ALWOODLEY Total	564	692	128
Harewood	Burglary Dwelling	32	52	20
	Burglary Elsewhere	67	79	12
	Criminal Damage	45	63	18
	Drugs Offences	6	6	0
	Other Theft	69	59	-10
	Robbery		1	1
	Theft From Motor Vehicle	40	46	6
	Theft Of Motor Vehicle	8	7	-1
	Violent Crime	81	88	7
	HAREWOOD Total	348	401	53
Wetherby	Burglary Dwelling	32	29	-3
	Burglary Elsewhere	55	34	-21
	Criminal Damage	81	123	42
	Drugs Offences	47	19	-28
	Other Theft	277	158	-119
	Robbery	2	2	0
	Theft From Motor Vehicle	69	32	-37
	Theft Of Motor Vehicle	5	6	1
	Violent Crime	142	312	170
	WETHERBY Total	710	715	5
Outer North East Total		1622	1808	186

As illustrated in the table above, all wards in the Outer North East have seen an increase in reported crime. The Alwoodley Ward has seen the greatest increase followed by Harewood Ward whereas Wetherby has only seen a minor increase in recorded crime.

Anti-Social Behaviour (ASB)

4. Total recorded Anti-social behaviour incidents reported to WYP across the Outer North East to date is 457 incidents compared with 352 recorded incidents at the same time in the previous year. A total increase of 105 incidents reported to date.

Ward Breakdown

Ward	ASB Category	01/04/2015 - 13/11/2015	01/04/2016- 13/11/2016	Change
Alwoodley	Adult Nuisance - Non Alcohol Related	32	19	-13
	Alcohol	9	7	-2
	Fireworks/Snowballing	18	20	2
	Littering/Drugs Paraphernalia	1	0	-1
	Neighbour Related	37	62	25
	Nuisance Car/Van	9	12	3
	Nuisance Motorcycle/Quad Bike	23	33	10
	Traveller Related	1	0	-1
	Youth Related	63	68	5
	ALWOODLEY Total	193	221	28
Harewood	Adult Nuisance - Non Alcohol Related	7	14	7
	Alcohol	3	4	1
	Fireworks/Snowballing	1	0	-1
	Littering/Drugs Paraphernalia	1	1	0
	Neighbour Related	12	19	7
	Nuisance Car/Van	0	3	3
	Nuisance Motorcycle/Quad Bike	1	7	6
	Traveller Related	2	1	-1
	Youth Related	26	16	-10
HAREWOOD Total	53	65	12	
Wetherby	Adult Nuisance - Non Alcohol Related	14	18	4
	Alcohol	4	10	6
	Fireworks/Snowballing	2	3	1
	Littering/Drugs Paraphernalia	1	5	4
	Neighbour Related	16	29	13
	Nuisance Car/Van	9	11	2
	Nuisance Motorcycle/Quad Bike	10	8	-2
	Traveller Related	6	6	0
	Youth Related	44	81	37
WETHERBY Total	106	171	65	
Outer North East	352	457	105	

As illustrated in the table above all wards have seen an increase during this period in recorded ASB incidents to West Yorkshire Police. The Wetherby ward has seen the greatest increase in incidents to date.

Corporate Considerations

Consultation and Engagement

5. The North East Locality Safety Partnership works in partnership with the voluntary and community sector and, when necessary, carries out statutory consultation as appropriate.

Equality and Diversity/Cohesion and Integration

6. Consideration is given to the equality impact of delivering the Safer Leeds strategy across North East Locality Safety Partnership. Where a negative equality impact is identified action will be taken to mitigate the impact or risk.

Council Policies and City Priorities

7. The North East Locality Safety Partnership delivers directly against the Safer Leeds priorities and city wide strategic outcomes.

Resource and Value for Money

8. The work undertaken by the Locality Safety Partnership is underpinned by maximisation of resources through effective partnership work.

Conclusion

9. Overall an increase of overall crime and ASB recorded across the Outer North East wards at Week 33 (13th November 2016) compared with the previous year. It is to be noted that some changes have been made to how some offences are recorded which should be considered.

Recommendations

10. Members are asked to continue supporting the Locality Community Safety Partnership in relation to continuing to deliver against the priorities set out by Safer Leeds for 2016/17.



Report of: Helen Freeman, Chief Officer, Environmental Action Service

Report to: Outer North East Community Committee (Alwoodley, Harewood and Wetherby Wards)

Report author: John Woolmer, Head of Service (john.woolmer@leeds.gov.uk)

Date: 12th December 2016

To Approve

Title: Environmental Service Level Agreement 2016/17

Purpose of report

- To confirm the continuation of the current Service Level Agreement (SLA) between the Committee and the Environmental Action Service, as overseen on its behalf and recommended by the Environmental Sub Group (Chaired by Councillor Wilkinson).
- To provide opportunity for the Committee to refer related issues to the sub group to look at on its behalf; including any potential changes in local priorities and service development requests for the 2017/18 SLA and any current performance related issues.

1.0 Main issues

- 1.1 The Committee is responsible for agreeing and overseeing a local Service Agreement between itself and the Environmental Action Service. This covers a number of environmental functions that that are mostly delivered by the Locality Team for the East North East area.
- 1.2 These functions include street cleaning and litter removal (mechanical and manual), investigating and removal as appropriate of graffiti and flytipping, delivery of a household bulky item collection service, appropriate responses (including potential legal action/prosecution) to reports of waste in gardens, obstructions to the highway (including illegal advertising) and containment of commercial waste.
- 1.3 In addition to the functions set out in the SLA, the service also has responsibility to respond to referrals to bring gardens back into an acceptable horticultural condition for new council tenants and similar requests for gardens of vulnerable council tenants. The service receives payment from the Housing Revenue Account for this element of what it does.
- 1.4 The oversight of the performance of the SLA is the responsibility of the Environmental Sub Group. The Sub Group meets up to 5 times a year and the SLA/Locality Team is a standard agenda item. Any elements of the SLA or issues that the Sub Group feels are not being

adequately delivered/resolved/responded to will be referred to the Committee for further discussion.

- 1.5 The Sub Group will negotiate with the service on any changes it feels necessary to the SLA (in-year or for future years) and make recommendations to the Committee as appropriate.

2.0 Conclusion

- 2.1 The SLA approved during 2015 year included a number of key improvements/ additions to the local service. These included:

- new locally delivered functions of household bulky item collection, needle picking and graffiti removal;
- introduction of new, zonal teams – each run by a dedicated Team Leader and Chargehands and with their own operational staff delivering a 7 days/wk service;
- responsibility to deliver elements of ALMO/Housing Services functions previously undertaken by Estate Caretaking teams – including void gardens, vulnerable gardens and general estate environmental management (excl. high rise/apartment blocks and land).

- 2.2 2016/17 is the first full year that these changes have been delivered by the teams/service.

- 2.3 Across the city, the service and 17 zonal teams have been continuing to deliver on the SLAs agreed last year.

- 2.4 The Outer North East Sub Group has received updates on service delivery at each of its meetings and discussed/resolved any related issues and concerns. No SLA performance issues have been raised to refer to the Committee and the sub group remains satisfied at the overall performance of the service.

- 2.5 However, concern has been expressed about the progress dealing with “verge creep”. This was an additional, local “bolt-on” commitment for the Outer NE, and the service accepts that the amount of work that it’s been able to do has meant less progress than had been hoped. The work has proven more time consuming/labour intensive than envisaged and staff shortages this year have meant a focus on the core elements of the SLA. In future a realistic programme of work will set out which street is to be done each month and members kept up to date on progress. There was recognition though that where staff had undertaken such work it was of a high standard and effective (see photo for work on Alwoodley Lane in October) .



- 2.5 The Sub Group discussed the SLA at its November meeting and its recommendation to the Community Committee is to continue with the existing SLA for 2016/17.

3.0 Recommendations

- 3.1 The Community Committee is asked to

- a) approve the continuation of the existing Service Agreement;
- b) consider any changes to current priorities it would like the service to consider this year;
- c) consider if there are any changes it would like to see in the SLA for 2017/18, in order to give the service time to consider and respond through the sub-group.

Appendix A: Proposed 2016/17 Service Level Agreement for Outer NE.

**Service Agreement between
Outer North East Community Committee
and
Environmental Action Service (East North East Locality Team)**

To work with residents, other services and community based groups/organisations across the Outer North East area to achieve clean and tidy neighbourhoods.

In relation to the council function of Street Cleansing & Environmental Enforcement Services ¹, the Council's Community Committee Executive Delegation Scheme requires Committees on behalf of the Executive Board:

1. to develop and approve a Service Agreement which determines the principles of deployment of the available resources by:
 - the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered);
 - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality;
2. to be responsible for monitoring and reviewing the delegated activities in relation to the service outcomes specified in the SLA;
3. to be responsible for negotiating amendments to the SLA with service providers to accommodate unforeseen events or patterns of service failure, during the course of the SLA.

This Agreement sets out how the above delegated responsibilities will be met.

The Agreement also sets out how the Locality Team will deliver enhanced, environmental services in areas of council owned housing in order to meet additional needs of its tenants. This is to be delivered in a way that makes best use of this additional resource and complements work of other services in these neighbourhoods.

Agreement effective from: June 2016 (subject to ratification at Committee)

Mid-year review due: November 2016 (by Outer North East Environmental Sub-Group)

Next annual refresh due: June 2017 (first Committee meeting of the 2016/17 municipal year)

¹ The description "Street Cleansing and Enforcement Services" covers a variety of functions as set out on the next page

1. Scope of the Agreement – Responsibility, Influence and Support

It is the aim of this Service Agreement to help the Community Committee play a lead role in the environmental cleanliness and appearance of its neighbourhoods; whilst also making clear how functions it has a direct responsibility for are to be delivered.

The following table summarises key contributors to the appearance of our neighbourhoods (the first column lists those functions that are within the direct scope of this agreement):

Functions delivered directly by the Service delegated to the Community Committee to oversee:	Functions mainly delivered by services that are not delegated, but have a significant impact on the appearance of the local environment:	Functions delivered by local groups and organisations led by residents:
Litter bin emptying	Grounds maintenance contract – including litter picking of grass/shrub bed prior to each cut (contract delivered by Continental Landscapes and overseen by P&C)	In-bloom groups
Litter picking and associated works	Maintenance of community parks and playgrounds – including litter picking and emptying of litter bins (P&C)	Friends of groups
Street sweeping and associated works	Cutting back of LCC trees and enforcement of non-LCC tree related obstructions (P&C)	Local action groups
Leaf clearing	Garden waste collection - brown bins (Waste Services)	Tenant and Resident Associations
Ancillary street cleansing functions including Graffiti removal, Gully and Ginnel cleansing.	Household refuse collection – black and green bins (Refuse Services)	Wetherby Town Council
Dog Controls (fouling, straying, dogs on leads, dog exclusions)	Household Waste Sort Sites (Waste Management Services)	Outer NE Parish Councils
Fly tipping enforcement	Recycling Bring Facilities (Waste Management Services)	
Enforcement of domestic & commercial waste issues	Schools	
Household Bulky Collection		
Litter-related enforcement work		
Enforcement on abandoned & nuisance vehicles		
Overgrown vegetation		
Highways enforcement (placards on streets, A boards, cleanliness/mud on road)		
Graffiti enforcement work		
Proactive local environmental promotions.		

2. Roles & responsibilities in relation to the Service Agreement

2.1 Elected Members:

- (a) Outer NE Community Committee: responsibility delegated from Executive Board to develop and agree the SLA each year and to monitor the delivery of the service against the agreed specifications and outcomes. To negotiate changes to the SLA to address unforeseen issues/events and address service failure/inefficiencies.
- (b) Outer NE Community Committee Chair: to liaise with the Locality Manager to ensure that decisions on service delivery are being made in accordance with the SLA and that timely and accurate reports/information are provided for the Community Committee and relevant sub/ward meetings in order for the Community Committee to meet its responsibilities. To work in partnership with other Chairs across the relevant 'wedge' and the city as a whole as required (for example at the Area Chairs' meeting).
- (c) Outer NE Environment Champion: to work collegiately with the other Environmental Champions and the Executive Member for Environmental Protection and Community Safety to help change attitudes and behaviours across the city that will improve the environment at a local level. To increase the understanding of the barriers and issues faced at locality level to improving local environmental quality and promote the delivery of solutions through partnership working.
- (d) Outer NE Environmental Sub-group: to receive quarterly reports on the delegated services and closely monitor the performance and outcomes of the SLA. To consider in-year variations to the SLA, where necessary making recommendations to the Community Committee for the Locality Manager to implement. To undertake an annual review of the SLA and the development of a new/refreshed SLA for 2017/18. To consider equality, diversity, community cohesion and community safety matters in relation to the delegation of environmental services.

2.2 Environmental Locality Manager

- To deliver services under the delegation in line with the preferences and guidance set out by Members within this SLA;
- To maintain records of service activity as necessary to monitor performance against the SLA outcomes.
- To report on service activity against the requirements of this SLA, in line with the review and performance monitoring framework;
- To establish and maintain productive relationship with Members to achieve the best outcomes from the available resources;
- To lead the SLA's annual review process, including the development of a refreshed agreement for the following municipal year.
- To work with other services/organisations delivering environmental services and improvements to the appearance of neighbourhoods, e.g. Housing Services, Parks & Countryside, Refuse and Re-use/Recycling Services, Civic Enterprise Leeds, West Yorkshire Police - to ensure a holistic approach regardless of land ownership.

3. Outer North East Priorities:

"The identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)".

Outer North East Community Committee: Environmental Services Agreement

Plan on a Page for Alwoodley Ward

This plan is in addition to the day to day work of the service to empty litter bins and respond to issues referred by customers/residents to the Council for action. The purpose of this page is to set out clearly the areas of work the service will prioritise its remaining resource/efforts at.

Area this plan covers:

<p>Alwoodley ward sits on the northern side of the Ring Road is predominantly an area of mixed housing with plenty of green/open spaces and verges to manage. There is a sizeable area of council housing stock in the Lingfield and Cranmer Bank neighbourhoods the team will need to provide void garden and vulnerable tenant support to. In addition there is the hamlet of Eccup to serve. The ward has arterial roads of King Lane and Harrogate Road running through it, with the Ring Road bordering the southern part of the ward – with car-thrown litter, flytipping, illegal advertising and car park/layby maintenance issues to be dealt with. Being a part-rural ward, there are also sight lines and occasional mud on road issues to keep on top of. The northern and western borders of the ward have significant woodland and green areas. The ward is partly covered by an active Parish Council, who employ a “lengthsman” to do small environmental jobs within the parish.</p>	<p><i>Map here</i></p>
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Top priority for Alwoodley Ward

This year will we focus on removing and getting on top of “verge creep” throughout the ward

Priority Streets/Villages for Programmed Sweeping and Litter Picking

The team will deliver a fortnightly programme of mechanical pathsweeping across Outer NE (supported as needed by manual sweeping and litter picking).

As part of this, every week the Alwoodley Ward will receive a full day of sweeping supported by litter picking and other work as needed. This is currently scheduled for every Monday. The focus of the day’s work will alternate between the two halves of the ward each week. Shopping parades will be included in the programmed work.

Additional sweeps, litter picks and clean ups will be provided on a needs/service request basis. Priority may need to be given to leaf clearance requests during the Autumn/early Winter months.

Priority places for team clean-up days

The following spots/streets will be regularly checked and cleaned-up as necessary:

1. Cranmer Bank Shops
2. Recycle centre at Moor Allerton Centre
3. Park & ride car park
4. Garage site on sandringhams
5. Blackmoor Road
6. Stairfoot lane
7. Lingfield shops & garage site
8. Nursery Lane
9. Birkdale Drive
10. Saxon Mount
11. Saxon Road
12. Harrogate Road

Out of the grass cutting season, the service will monitor the verges, central reservations and other green spaces along King Lane, Harrogate Rd and the Ring Road and ensure additional litter picking/clean-ups take place.

Prevention - priority issues and places for enforcement and education work

Stairfoot Lane – flytipping; King Lane park and ride – littering; Moor Allerton recycling facility – littering/flytipping

Expected Council housing workload (Outer NE)

Garden prep for new tenants	3 hrs/week
Vulnerable tenants gardens	10 hrs/week
Council owned bin-yards	n/a

Expected household bulky item workload

Outer North East area	47 households/week
Expected flytipping workload	
Outer North East area	7 jobs/week

Working with the community

The team will support/work with local groups wanting to improve/maintain the environment. In particular we will work with Alwoodley in Bloom, Friends of Adel Woods, Alwoodley Parish Council (in particular to complement and support the work of the Parish Lengthsman), Slaid Hill in Bloom and Cranmercall.

The Team Leader will work with local school on environmental action weeks/days and visit the school with an environment officer and/or pathsweeper to meet the children.

Outer North East Community Committee: Environmental Services Agreement

Plan on a Page for Harewood Ward

This plan is in addition to the day to day work of the service to empty litter bins and respond to issues referred by customers/residents to the Council for action. The purpose of this page is to set out clearly the areas of work the service will prioritise its remaining resource/efforts at.

Area this plan covers:

<p>Harewood ward is large in geographical area and is a rural area with several villages, the largest being Barwick in Elmet. The ward has arterial roads of Harrogate Road, Harewood Road/Avenue and Wetherby Road running through it - with car-thrown litter, flytipping, illegal advertising and car park/layby maintenance issues to be dealt with. Being a rural ward, there are also sight lines and mud on road issues to keep on top of. The various Parish Councils play a very active role in the appearance/upkeep of the villages and are key partners to work with and support. Harewood House is a major visitor/tourist attraction, and plays host to many events. Leaf fall is a significant issue in the villages during Autumn/early winter.</p>	<p><i>Map here</i></p>
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Top priority for Harewood Ward

This year will we focus on removing and getting on top of “verge creep” throughout the ward and that we have the right litter bins in the right places being emptied at the right time

Priority Streets/Villages for Programmed Sweeping and Litter Picking

The team will deliver a fortnightly programme of mechanical pathsweeping across Outer NE (supported as needed by manual sweeping and litter picking). The following villages in the Harewood ward should expect half a day visit in this two week period each (Parish Councils will be told which days of the week):

- East Keswick
- Harewood
- Bardsey
- Aberford
- Collingham with Linton
- Thorne
- Barwick in Elmet and Scholes (full day)
- Shadwell
- Scarcroft

Additional sweeps, litter picks and clean ups will be provided on a needs/service request basis. Priority may need to be given to leaf clearance requests during the Autumn/early Winter months.

Priority places for team clean-up days

The following spots/streets will be regularly checked and cleaned-up as necessary:

1. Brandon Crescent
2. Rakehill
3. Wike Hill and Lane
4. Backstone Gill Lane
5. Wike Ridge Lane
6. Main Street (Aberford)
7. Cattle Lane/ Aberford Road
8. Coal Road between A58 & Skelton Lane
9. Potterton Lane
10. Kiddal Lane
11. King fisher Lane
12. Aberford Road laybys
13. Harewood Road laybys

Out of the grass cutting season, the service will monitor the verges, laybys and other green spaces along Harrogate Road, Wetherby Road and Harewood Road/Avenue and ensure additional litter picking/clean-ups take place.

Prevention - priority issues and places for enforcement and education work

We will work with Parish Councils to support local interventions/campaigns to reduce dog mess problems

Expected Council housing workload (Outer NE)

Garden prep for new tenants	3 hrs/week
Vulnerable tenants gardens	10 hrs/week
Council owned bin-yards	n/a

Expected household bulky item workload

Outer North East area	47 households/week
Expected flytipping workload	
Outer North East area	7 jobs/week

Working with the community

The team will support/work with local groups wanting to improve/maintain the environment. In particular we will work with the Parish Councils and In-Bloom groups.

Where wanted, the Team Leader will work with local schools on environmental action weeks/days and visit the school with an environment officer and/or pathsweeper to meet the children.

Outer North East Community Committee: Environmental Services Agreement

Plan on a Page for Wetherby Ward

This plan is in addition to the day to day work of the service to empty litter bins and respond to issues referred by customers/residents to the Council for action. The purpose of this page is to set out clearly the areas of work the service will prioritise its remaining resource/efforts at.

Area this plan covers:

<p>The Wetherby ward features the historic market and tourist town of Wetherby. The service needs to respond to the challenges of market days, weekends, summer months, race days and night-time economy. There is a small area of council housing stock in Wetherby that the team will need to provide void garden and vulnerable tenant support to. Boston Spa has similar service issues as Wetherby to support. In addition there are the Parish Villages of Bramham, Clifford, Thorp Arch and Walton to serve. The area hosts the annual Leeds Festival, as well as many local village events. The ward has the A58, A168 and A659 running through it – with car-thrown litter, flytipping, illegal advertising and layby maintenance issues to be dealt with. Being a rural ward, there are also sight lines and mud on road issues to keep on top of.</p>	<p><i>Map here</i></p>
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Top priority for Wetherby Ward

To be agreed with ward members

Priority Streets/Villages for Programmed Sweeping and Litter Picking	Priority places for team clean-up days
<p>The team will deliver a fortnightly programme of mechanical pathsweeping (supported as needed by manual sweeping and litter picking). So every 2 weeks the Wetherby Ward will receive:</p> <ul style="list-style-type: none"> • Walton - 0.5 day • Wetherby (inner town centre) – 0.5 day weekly • Wetherby - outer town centre – 1 day • Thorp Arch – 0.5 day • Clifford - 0.5 day • Bramham - 0.5 day • Boston Spa – 0.5 day weekly <p>Additional sweeps, litter picks and clean ups will be provided on a needs/service request basis. Priority may need to be given to leaf clearance requests during the Autumn/early Winter months.</p>	<p>The following spots will be regularly checked and cleaned-up as necessary:</p> <ol style="list-style-type: none"> 1. Walton Road 2. Freemans way tunnel 3. Boston Road 4. Wilderness car park 5. Moor Lane near Whattle Syke road 6. Roman Road 7. Thorner Road 8. Milner Lane 9. Moor End parking area 10. Steps at Tenter Hill
<p>There will be additional programmed litter picking and litter bin emptying in Wetherby and Boston Spa main streets to support the tourist, commercial, markets and night-time economy.</p>	<p>Out of the grass cutting season, the service will monitor arterial routes and other grassed areas and ensure additional litter picking/clean-ups.</p>

Prevention - priority issues and places for enforcement and education work

Zero tolerance for illegal advertising on the highway (unsightly and distracting for motorists)

Dog mess at specific locations?

Expected Council housing workload (Outer NE)	
Garden prep for new tenants	3 hrs/week
Vulnerable tenants gardens	10 hrs/week
Council owned bin-yards	n/a

Expected household bulky item workload	
Outer North East area	47 households/week
Expected flytipping workload	
Outer North East area	7 jobs/week

Working with the community

The team will support and work alongside community clean-ups/action days organised by Ward Councillors, Parish Councils and in-bloom groups etc. This may be practical help and/or provision of free bags/litter grabbers.

The Team Leader will work with any local school on environmental action weeks/days and visit the school with an environment officer and/or pathsweeper to meet the children.



Report of: Jane Maxwell, East North East Area Leader

Report to: Outer North East Community Committee – Alwoodley, Harewood and Wetherby Wards

Report author: Andrew Birkbeck, Acting Area Improvement Manager, Tel: 0113 3367642

Date: 12th December 2016

To Note

Community Committee Update Report

Purpose of report

1. This report provides an update on the on-going work programme of Outer North East Community Committee.

Main issues

2. Tasking meetings for both Alwoodley and Harewood & Wetherby Wards have taken place in both September and November. Tasking meetings are an opportunity for the Police, Ward Members, council officers and partner agencies to discuss and co-create actions to address emerging and on-going crime and environmental issues in the local area.
3. The latest Partnership Working Area report for Outer North East Leeds (November 2016) has re-affirmed that crime in the area remains low compared to other areas of the city, however there are issues around youth related nuisance and ASB that continue occur in hotspots in Alwoodley Ward, Bramham and Wetherby Town Centre.
4. For all the latest information and developments regarding community safety matters in the Outer North East area please visit:
<https://www.facebook.com/WYPLeedsOuterNorthEast/?fref=ts>
5. The Outer North East Environmental Sub Group met on both 1st September and 24th November. The sub group is chaired by Cllr Gerald Wilkinson, the Outer North East Community Champion for Environmental Services.

6. Ward Members, officers from the Communities Team, Housing Leeds, East North East Locality Team, Parks and Countryside and Waste Management Services were all in attendance. Items discussed included refuse collection, environmental enforcement action, grounds maintenance, parks and countryside issues as well as the Environmental Service Level Agreement (SLA).



Caption: On 1st September 2016 the Environmental Sub Group visited the RERF Facility off Pontefract Lane

7. The minutes of the September 1st meeting are attached at **Appendix A**. The minutes of the November 24th meeting will be circulated at the next available Community Committee.
8. A series of Ward Member meetings have been held for Alwoodley, Harewood and Wetherby since the last meeting of the Community Committee.
9. Alwoodley Ward Members met on 13th October, 26th October and 16th November and discussed local issues including highways maintenance, parks & greenspaces, the environment, the North Leeds Greenway Proposal and Wellbeing finance.
10. A Harewood Ward Members meeting was held on 11th October. As well as Wellbeing finance, subjects for discussion included parks and greenspaces, East Leeds Orbital Road (ELOR) and local school provision.
11. Wetherby Ward Members met on 10th November Issues discussed included neighbourhood planning, the former Primrose HOP site and wellbeing finance.
12. Attached at **Appendix B** is an update from council's Forward Planning and Sustainable Development Team regarding neighbourhood planning activity in the Outer North East area. This follows on from the Outer North East Community Committee held in September, at which it was agreed that updates on neighbourhood planning activity would be regularly reported to Elected Members.
13. The Chief Executive and Leader of Council visited both Alwoodley and Harewood Wards on the afternoon of 14th November 2016. Accompanied by both sets of Ward Members, the Chief Executive and Leader Council enjoyed a packed schedule (highlighted overleaf):

Time	Event
13:00pm	**** Tom Riordan (Chief Executive, LCC) & Cllr Blake (Leader, LCC) picked up from the Civic Hall ****
13:20pm	Tom Riordan, Cllr Blake & Alwoodley Ward Members to visit MAEcare on Cramner Bank (http://www.maecare.org.uk/) for short talk with: <ul style="list-style-type: none"> • Staff • Provision users • Chairman & Deputy Chairman of Alwoodley Parish Council • Moortown Baptist Church Minister
13:50pm	**** DEPART FOR NEXT STOP ****
14:00pm	Tom Riordan, Cllr Blake & Alwoodley Ward Members to visit Leeds Jewish Free School - Brodetsky Campus (http://www.brodetsky.leeds.sch.uk/) - to talk to: <ul style="list-style-type: none"> • Executive Head of Brodetsky & LJFS • Chair of Slaid Hill in Bloom • President of Leeds Jewish Representative Council • Representatives from the Baab ul IIm Mosque and Community Centre
14:30pm	**** DEPART FOR NEXT STOP ****
14:40pm	Tom Riordan, Cllr Blake, Jane Maxwell (Area Leader for ENE)& Harewood Ward Members to commence a bus tour of key Harewood sites: <ul style="list-style-type: none"> • Shadwell Library and Dementia Café (Start point for the bus tour) LS17 8HL • Bracken Lodge & Ling Lane, Scarcroft LS14 3JQ • Linton Bridge LS22 5LZ • The Avenue, Collingham LS22 5BU • HGVs on A659 Collingham • Proposed 'ELOR' route impact on villages of Scholes and Barwick
15:45pm	**** RETURN TO CIVIC HALL ****

14. Themes discussed during the course of the three hour visit included:

- the work of the local voluntary & community sector
- children and young people
- community cohesion
- development & planning
- flooding
- traffic congestion and the infrastructure needs of the area

The Wetherby Ward visit is scheduled for 31st January 2017.

15. A site allocations drop in event was held on 20th October at the John Rylie Centre in Barwick-in-Elmet. This consultation formed part of the re-visited site allocations consultation for the Outer North East area: <http://www.leeds.gov.uk/council/Pages/Site-Allocations-Plan-Revised-Publication-Draft-Outer-North-East.aspx> . It is hoped that the revised site allocations plan will go the council's development plans panel early in the New Year.

16. An Emmerdale Stakeholder Panel meeting was held on 5th October. This panel considered 17 projects that had been put forward by eligible groups and organisations since the panel AGM in July.

17. The purpose of the panel is to help steer and allocate the S106 funding stream that has arisen to help mitigate any impact that the Emmerdale film set may have. The new Chair, Cllr Rachel Procter, has resolved to utilise this funding stream to its full potential over the coming years to best benefit not only the Harewood estate and its environs, but also the wider Harewood Ward.
18. Work on the Moor Allerton hub revamp is edging towards completion. The final elements of the ground floor work will re-commence w/c 21st November. A passenger lift which will make the building DDA compliant (this will be where the current book lift is located) is also being installed. As this takes place there will be some minor disruptions to customers (posters are being displayed in advance informing them of this). However the Hub Manager has assured Ward Members that this shouldn't affect either the speed or the quality of the customer service they receive.



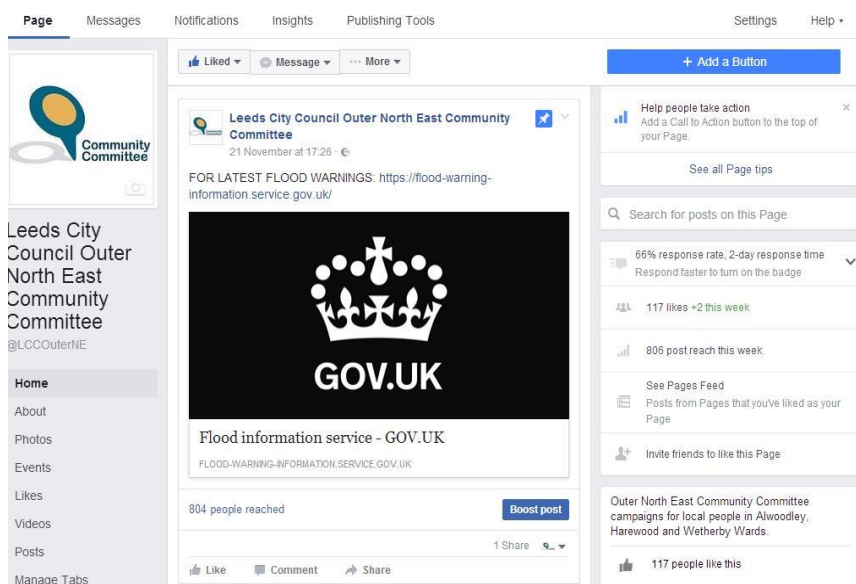
Caption: Moor Allerton Hub which is currently undergoing a revamp

19. The Alwoodley Family of Schools drama project, supported and funded by Ward Members, continues to provide exciting opportunities for local children to experience first-hand all aspects of the production process including filming & photography, storytelling & script writing as well as a back stage tour of the City Varieties Theatre.



Caption: Practitioner Emma Gordon from Next Generation Arts with pupils from Highfield Primary School

20. Information on Linton Bridge, which has been closed since 27th December 2015 is regularly updated via the following link: <http://www.leeds.gov.uk/residents/Pages/Linton-Bridge.aspx> . It is expected that the bridge will be full re-open in Summer 2017.
21. Since the last meeting in September, members of the Communities Team (ENE) have been managing and populating the Facebook page that has been established for the Outer North East Community Committee as a means for communicating with partners, 3rd sector organisations and local residents.
22. At the time of writing the Outer North East Facebook page has 119 Likes. Since the September Community Committee, the Communities Team have posted over 38 items that have had a reach of over 1,897 (although it should be noted that this will include a high proportion of re-visits to site from the same people).
23. An example of the potential of social media as a means for community engagement is highlighted below.



Caption: This post from 21st November on the subject of flood warnings very quickly managed to get a reach of 804 people.

Conclusion

24. There are a number of actions on-going to achieve the Community Committee priorities and fulfil its work programme but despite this, the Community Committee recognises that there is still a significant amount of work to be done.

Recommendations

25. That Members note the contents of the report and make comment where appropriate.

Background information

- Link to the Facebook Page for the Inner East Community Committee: <https://www.facebook.com/LCCOuterNE>

- Link to the Your Community Twitter Page: https://twitter.com/@_YourCommunity

Meeting Notes

1.0	Welcome, introductions, apologies	
	Attendees: Cllr Gerald Wilkinson; Cllr Matthew Robinson; Mark Gray; Paul Ackroyd; Graham Berwick; Andrew Birkbeck; Steve Walpole Apologies: Cllr Neil Buckley; John Woolmer; Jessica Hodgson; Susan Hardy	
2.0	Minutes of the Last Meeting and Matters Arising	Actions
2.1	2.1 – Bin sensor data will be reported to the next meeting of the sub group (if available).	JW/MG
2.2	2.3 – Recycling rates for ONE. SH to supply. Further issue is whether these can be incentivised in any way.	SH
2.3	2.4 – Potential bin locations to be circulated to sub group members.	MG
2.4	3.5 – Bottle bank contact details for Cluster of Nuts Car Park and York Place car parks. Emails sent to LB and DB but no answer forthcoming. Needs chasing	SH
2.5	6.1 – SLA needs to be a discussed at the next sub group meeting. Possible submission to December Community Committee for sign off.	JW
2.6	6.5 – Verge creep. Some clarity sought from sub group members re this issue. JH to feedback to Ward Members.	JW/JH
2.7	6.6 –Cigarette butts in Wetherby Town Centre. Bev Kirk to attend a future Pub Watch meeting.	
2.8	6.8 – Ginnel on Ainsty Road and Poplar Road (Wetherby). Cllr Wilkinson to meet with Bob Buckenham re this issue.	CllrGW
3.0	Waste and Recycling	
3.1	Five Cllr contacts in the last quarter. The complaints related to 4 missed green bins and 1 brown bin.	
3.2	Collection rates city-wide are at 99.3%.	
3.3	SW reported that there was a staff shortage over the bank holiday, though this did not affect the ONE area specifically.	
3.4	SW referenced that elsewhere in Leeds – Harehills – the Refuse Service were looking at introducing an opt-in scheme similar to the one piloted in Headingley.	
3.5	GB raised the issue of York Place sheltered accommodation and the lack of recycling facilities on site. SW said he would look into this and meet GB onsite.	SW/GB
4.0	Parks & Countryside	
4.1	PA gave an update on how the Redhall decant was progressing; the glass house contract had now been awarded and work was anticipated to start on site on 12 th September. The build was anticipated to take 12 weeks.	
4.2	PA suggested that in the future the sub group should have a site visit to the Redhall.	
4.3	Cllr Wilkinson mentioned that he had chased Glen Gerner about an issue relating to LCC-owned trees encroaching on a constituent's garden in Wetherby Ward but had no response. PA said he would take this up with his colleague.	PA
5.0	Grounds maintenance	
5.1	PA reported that there had been no specific issues to report back on	

	other than 'rough linear cuts' had now come in house and the service had improved as a result.	
6.0	Environmental Services Delegation	
6.1	MG reported that there had been some changes in the ENE Locality Team staffing structure but these had a minimum impact in ONE (a Charge Hand had now left).	
6.2	MG said the team were preparing for their Autumn work programme, including leaf fall. MG said this year's approach would be more joined-up and they would utilise Continental staff during this busy period.	
6.3	MG mentioned Leeds Festival and the impact this had on the ONE area. Cllr Robinson said he would try and ensure that members of the locality team are included in the Festival debrief by contacting the organizer Melvin Benn.	Cllr MR
6.4	MG said he would disseminate the location of new bins to the sub group when he had more details.	MG
6.5	MG also informed the sub group that were currently between 40-60 civic collections taking place in the ONE area per month.	
6.6	Cllr Wilkinson asked if MG could look into the issue of a footpath between Thorp Arch and Walton that had an overgrown hedge and was causing a health and safety hazard.	MG
7.0	A.O.B	
7.1	None.	
8.0	Date and Time of Next Meeting	
	Thursday 24 th November at 4pm (Reginald Centre)	AB

EAST NORTH EAST AREA

Outer North East Community Committee 12th December 2016

Appendix B

NP AREA	PROGRESS AND SUPPORT			ESTIMATED REFERENDUM
	Designation	Progress	Support	
Linton	17/09/2012	Referendum 17th Dec 2015. 2 High Court rulings in Council's favour (Jan & Oct 2016). Plan to be formally made at Exec Board at earliest opportunity	IM/HS	N/A
Wetherby	17/09/2012	Draft pre-submission plan	IM, David Gluck	2018
Walton	17/09/2012	Policy intentions prepared	IM, David Gluck	2018
Thorp Arch	17/09/2012	Pre-submission consultation complete	IM	2018
Boston Spa (Pilot area)	17/09/2012	Pre-submission consultation complete. Submission for examination Dec 2016.	IM/SW	2017
Clifford	17/09/2012	Examiner's report received Sept 2016. Decision statement to be published Dec 16. Referendum Jan 2017.	IM/HS, Alyson Linnegar	2017
Bramham cum Oglethorpe	17/09/2012	Revisiting approach	IM	tba
Aberford and District	26/06/2013	Policy intentions prepared	IM, David Gluck	2017/2018
Barwick in Elmet & Scholes	26/06/2013	Pre-submission consultation complete. Submission for examination Dec 2016	IM/SW, David Gluck	2017
Thornor	31/01/2013	Draft policy intentions	IM, Alyson Linnegar	2017/2018
Shadwell	17/09/2012	Draft policy intentions	IM	2017/2018
Scarcroft	31/01/2013	Draft policy intentions	IM	2017/2018
Bardsey cum Rigton	17/09/2012	Pre-submission consultation complete. Submission for examination Dec 2016.	IM	2017
Collingham	15/08/2013	Examiner's report received Oct 2016. Decision statement to be published Dec 2016.	IM	2017
East Keswick	07/10/2013	Pre-submission consultation complete.	IM, David Gluck	2018
Harewood	22/08/2013	Unlikely to progress		
Alwoodley	24/02/2014	Pre-submission consultation complete. Submission for examination expected Spring 2017.	IM, David Gluck	2018

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Report of: Jane Maxwell, East North East Area Leader

Report to: Outer North East Community Committee – Alwoodley, Harewood & Wetherby Wards

Report author: Andrew Birkbeck, Acting Area Improvement Manager, 0113 3367642

Date: 12th December 2016

For Decision

Outer North East Wellbeing and Youth Activity Fund budgets

Purpose of report

1. The report provides Members with an update on the current position of the Outer North East Community Committee's budgets and sets out applications for Wellbeing Revenue Funding and Youth Activity Funding for consideration by the Community Committee.

Main issues

2. Wellbeing Revenue – the amount of revenue funding for each Community Committee is determined by a formula based on 50% population and 50% deprivation in each area. The allocation for the Outer North East Community Committee for 2016/17 is £79,270, a reduction of just over 10% on the 2015/16 budget. The Community Committee apportions this budget between the three wards on a population basis (Source: 2011 Census).
3. Capital Wellbeing – this is allocated through the council's Capital Receipts Incentive Scheme (CRIS). 20% of receipts generated are retained locally up to a maximum of £100,000 per capital receipt. 15% is retained by the ward as additional Ward Based Initiative (WBI) funding and 5% is pooled across the Council and transferred to the Community Committees on the basis of need.
4. Of this pooled CRIS funding the Outer North East Community Committee receives an allocation of 6.1%. Currently the Outer North East Community Committee has **£20,400** in its Capital Wellbeing budget. A further explanation on capital funding and eligible schemes is attached at **Appendix A** for Members consideration.
5. Youth Activity Fund (YAF) – this funding is determined by the number of children and young people aged 8 – 17. The allocation for this committee for 2016/17 is £36,790. The

committee apportions this budget between the three wards using the 8 – 17 year old population figures (Source: GP Data 2012).

6. More detailed information about the spending against the 2016/17 budget is available in the appendices to this report. (**Appendix B** – Wellbeing Revenue; **Appendix C** - Youth Activity Funding).

Wellbeing Funding

Current Wellbeing budget position

7. A year end reconciliation of the Wellbeing budget has been completed and taking into account carry-forward figures, the current position for December 2016 is highlighted below:

Ward	Total carry forward (including schemes from 2015/16 to be paid for in 2016/17)	Total budget remaining (2016/17 allocation plus unallocated carry forward less new approvals)
Alwoodley	£10,189	£13,678
Harewood	£28,722	£23,167
Wetherby	£70,494	£11,375

Youth Activity Fund

Current Youth Activity Fund budget position

8. The year-end reconciliation of the Wellbeing budget and Youth Activity Fund has been completed and taking into account carry-forward figures, the current position for December 2016 is highlighted below:

Ward	Carry forward (including schemes from 2015/16 to be paid for in 2016/17)	Total budget remaining (2016/17 allocation plus unallocated carry forward less new approvals)
Alwoodley	£17,738	£ ALLOCATED IN FULL
Harewood	£16,419	£14,008
Wetherby	£18,089	£18,126

9. The following Youth Activity Fund application is for consideration by the Community Committee:

Ward(s)	Organisation	Project	Total cost	Amount applied for
Harewood & Wetherby Wards	Elmet Partnership of Schools and Services (EPOSS)	EPOSS Holiday Activity Programme	£35,100	£10,000

Delegated Decisions

10. The following five applications have been approved since the Outer North East Community Committee held on 12th September 2016.

- a. These approvals were made under the delegated authority of the Assistant Chief Executive (Citizens and Communities), due to the need for a decision to be made before the next scheduled Committee round. Ward Members have been consulted and were supportive of the following applications.
- b. As agreed at June 2016 meeting of the Outer North East Community Committee, in order for a delegated decision to be enacted, all three Ward Members must unanimously agree to support an application either at a Ward Members meeting or via email.

Ward(s)	Organisation	Project	Total cost	Amount applied for	Amount approved
Alwoodley	The Zone	Jigsaw – Ensuring the wellbeing of young people	£9,990	£6,390 (YAF)	£4,800 (YAF)
Alwoodley	Moor Allerton Elderly Care	MAECare Online	£1,470	£1,470 (Wellbeing Revenue)	£1,470 (Wellbeing Revenue)
Alwoodley	Moortown Social Club Over 60s Section	Transport & Catering Costs for Over 60s	£3,100	£1,200 (Wellbeing Revenue)	£1,200 (Wellbeing Revenue)
Wetherby	Wetherby Town Council	Wetherby Christmas Lights	£9,150	£3,000 (Wellbeing Revenue)	£3,000 (Wellbeing Revenue)
Wetherby	Friends of Sandringham Park in Partnership with Barleyfields Youth Club	Youth Engagement 2016	£500	£500 (YAF)	£500 (YAF)

Conclusion

11. The Wellbeing Revenue fund provides financial support for projects in the Outer North East area which help to deliver the priorities of the Community Committee (attached for reference at **Appendix D**).
12. The report has set out the current budget position, applications recently approved through delegated decisions in consultation with Ward Members and a funding application for the Community Committee's consideration.

Recommendations

13. The Community Committee is asked to:
 - a. Note the current budget position for 2016/17;
 - b. Consider the Youth Activity Fund application set out at paragraph 9 and approve, where appropriate, the amount of grant to be awarded;
 - c. Note the five applications that have been approved since the Community Committee met on under the delegated authority of the Assistant Chief Executive (Citizens and Communities);

WBI guidance notes for ward councillors 2015

1. Introduction

- 1.1 The Ward Based Initiative (WBI) scheme was first introduced in 2008-09, to provide councillors with funding to progress minor capital schemes within their wards.
- 1.2 The establishment of a Capital Receipts Incentive Scheme (CRIS), approved by Executive Board in October 2011, is being administered under the WBI scheme. The key feature of CRIS is that 20% of each eligible receipt generated will be retained locally for re-investment, subject to a maximum per receipt of £100k, with 15% retained by the respective ward and 5% pooled across the council and distributed to wards on the basis of need via community committees. Some receipts are excluded from the scheme and these are largely receipts that are already assumed to fund the council's budget or are earmarked in some other way to previous or future spend. Any land sale valued less than £10,000 is, by statute definition, revenue income and is therefore not eligible for CRIS.
- 1.3 CRIS injections to the capital programme are made half yearly and are allocated equally to each councillor within the respective ward.

2. Eligible schemes

- 2.1 The expenditure must be for the acquisition or improvement of any council asset or, in the case of a grant to a community or voluntary organisation, must be for works to their premises that will result in reduced running costs and must fall within the definition of capital expenditure as set out in the capital finance regulations. This includes:
- the purchase or laying out of land
 - the purchase or refurbishment of buildings to enhance the building rather than maintain it
 - the purchase of equipment for council use (schools, libraries, community centres – for schools, see paragraph 5.8)
 - CCTV.
- 2.2 Schemes must be consistent with existing targets and priorities set out in the council's policy framework and with departmental asset management plans.
- 2.3 Schemes must provide benefit to whole wards or communities and not confer private benefit to individuals or small groups of individuals. Councillors should consider whether the scheme is one in which they have a disclosable pecuniary interest (DPI). The categories of DPI are:
- Employment, office, trade, profession or vocation
 - Sponsorship
 - Contracts
 - Land
 - Licences
 - Corporate tenancies
 - Securities.

The Localism Act came into force on the 1 July 2012. This removed the personal and prejudicial elements from the National Code of Conduct and replaced them

with a declaration of any DPI. Councillors (or their spouse or civil partner) are no longer under any obligation to declare their involvement with any organisation unless they work for the organisation or have shares of more than £25,000 in the organisation. Where councillors have a DPI they should also ensure that it is recorded in the register of interests.

3. Financial criteria

- 3.1 The total scheme cost will be inclusive of fees for design and supervision and any other associated costs (planning permissions, building regulations).
- 3.2 Schemes must result in no additional revenue costs for the council, unless these can be met from within existing departmental budgets.
- 3.3 Joint sponsorship of projects can be made with other ward members.

4. Joint funded schemes

- 4.1 Departments can joint fund WBI schemes, only if such a programme of works is included in the capital programme. Any such matched funding by the sponsoring department would require that additional authority to spend be obtained independently of the WBI scheme in line with normal governance procedures.

5. Initiating schemes

Work on LCC land or property

Applications must be made through the relevant sponsoring department and should be made on a WBI scheme submission form, attached at appendix A.

- 5.1 It is essential that proposals complement existing departmental service plans and strategies. Therefore, councillors should discuss the scheme proposals with the head of service or nominated officer. That officer will be able to advise on:
 - the council's legal powers for such expenditure
 - the estimated capital costs
 - the potential revenue costs (and the likely ability of the service to meet those costs)
 - whether the proposals are likely to secure approval.
- 5.2 The formal submission document, signed by the councillor(s) is to be forwarded to the sponsoring department. Where the form is signed by 1 or 2 councillors, the form should indicate whether the other ward councillor(s) have been made aware of the proposals. The head of service with responsibility for the asset must approve it as being within current council policies, in the interests of the council and as involving no more expenditure than is proportionate to the benefit to be achieved and is satisfied that there are no other reasons (including alternative proposals) which make it inappropriate to approve the proposal.
- 5.3 Full details of the scheme should be provided to determine:
 - whether and how the proposal meets the WBI eligibility criteria
 - whether and how the proposal meets the WBI financial criteria
 - whether and how proposals are consistent with existing targets and priorities set out in the council's policy framework and with departmental asset management plans

- whether any CCTV project meets the community safety criteria, details of which are available from the community safety officer
- that schemes relating to schools meet the criteria (see paragraph 5.8)
- that schemes with matched funding identify that the funding has been agreed by all parties.

Any useful background information such as site drawings, plans and photographs in support of the application should also be provided. Insufficient details can unfortunately delay the progress of a scheme whilst clarification is sought.

Work to non-LCC land or property (for example a community or voluntary organisation)

These applications should be made on the same WBI scheme submission form, attached at appendix A. However, the community or voluntary organisation must complete a WBI grant application form, attached at appendix B.

- 5.4 There is no need to directly involve a sponsoring department when making an application to provide a grant to a community or voluntary organisation. It is the responsibility of the community or voluntary organisation to evidence the savings on running costs.
- 5.5 Once an application is approved, the grant payment will be processed on the condition that evidence of expenditure incurred is subsequently provided in line with the following conditions:
- Grant payment under £5,000 – payment will be made directly to the community or voluntary organisation, which must then provide evidence of expenditure as soon as they are able, after the works have been completed.
 - Grant payment over £5,000 – evidence of expenditure must be supplied before payment is made. In special cases, part payment can be made if this causes financial difficulties to smaller organisations.

5.6 CCTV schemes

All WBI proposals for CCTV schemes must comply with the council’s criteria for CCTV schemes as advised by the community safety officer.

5.7 Energy efficiency schemes

In order to support the sustainability agenda, match funding from the council’s energy efficiency reserve is available for eligible WBI schemes. The reserve was established to provide pump priming funding to energy efficiency initiatives. All proposals should be discussed in the first instance with the sponsoring department who will advise on the merits of the proposal and on whether match funding would be available. In the majority of cases, funding will be made available as a loan, with a maximum payback period of five years. After the payback period, the service area will benefit from the ongoing efficiencies and the energy efficiency reserve will ultimately become self-sustaining.

Another priority area is renewable energy technologies. For advice on such capital investment, please contact the climate change officer.

5.8 Schools

All WBI proposals relating to schools must be assessed by the built environment service within children's services using the six criteria set out as follows (the criteria will rank equally in determining whether the proposal will be supported):

1. Condition

The proposal should relate to building condition issues categorised as poor and identified as priority 1 or 2 as identified by the condition surveys carried out as part of developing education's asset management plan.

2. OFSTED identified premises deficiencies

The proposal should address premises deficiencies identified in the school OFSTED report that would directly contribute to the raising of standards.

3. Curriculum computers

A priority for support would be for schools which fall below a minimum ratio of computers to pupils of
1:12 in Primary Schools and
1:8 in High Schools.

Proposals should be justified in terms of the overall deficiency of equipment at a school or to support the essential renewal or replacement of equipment in line with the school ICT development plan.

4. Capital for revenue savings

Proposals should be cost effective in reducing future revenue expenditure, for example energy efficiency schemes, and may also contribute to improving the learning environment.

5. School security

Proposals should improve the security and safety of pupils, staff, premises or equipment. Evidence of priority need should be supported by a high level of reported incidents.

6. Developments or improvements to facilities

Proposals to contribute to improved educational standards or to promote social inclusion will require the endorsement of Childrens Services Asset Management Board (CSAMB).

5.9 Grants for facilities co-located with schools

Proposals which are for a facility based on a school site, for example a sports facility or a community centre, will not automatically be subject to the same prioritisation criteria as school schemes. The position will depend on the particular arrangements in force on each site. Where a grant is proposed for such facilities, then officer advice should be sought at the outset to clarify the position.

6. Approvals process

6.1 When received, the application will be checked to make sure:

- there are sufficient funds available for the proposal to qualify within the financial limits
- that the proposal meets the eligibility and financial criteria outlined above
- that it is within the legal powers of the council to make the grant

- external organisations in receipt of grant awards will be required to enter into a legal agreement with the council to protect the council's investment in the future. Legal requirements will be scaled dependant on the level of council investment.

6.2 The proposal will then be submitted to the deputy Chief executive or, under the scheme of delegation, chief officer audit and investment for approval.

Until all necessary approvals have been obtained, no firm commitments of funding can be given.

7. Final approval scheme

7.1 Following the above approvals, a scheme will be set up in the council's capital programme under the sponsoring service area and the scheme will proceed like any other council capital scheme. This means that the council's financial procedure rules and contract procedure rules must be followed with regard to tendering and appointment of contractors.

7.2 If, during the WBI process, it becomes apparent that the WBI element of a joint funded scheme exceeds or will exceed the approved amount, the head of the sponsoring service will seek agreement from the councillor(s) to the revised cost before proceeding further (subject to the additional funds being available).

7.3 Schemes that do not meet the WBI criteria will get the option of funding the scheme by other funding sources such as through the Members Improvements in the Community and the Environment (MICE) Scheme. MICE Funding is used for low value schemes and can be used on both capital and revenue projects. If a WBI submission does not get approved then MICE may be suggested as an option.

8. Position statements

8.1 The chief officer audit and investment will maintain a record of the value of schemes relating to each ward, will undertake scheme monitoring and will provide other financial monitoring information as required.

9. Contact points

9.1 WBI matters will be co-ordinated by the same staff that administer the MICE Scheme. They are within the capital and treasury section of audit and investment, part of the strategy and resources directorate

2 Floor West
Civic Hall
LS1 1UR

Tel: 0113 24 74770
Email: MICE@Leeds.gov.uk

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Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
Wellbeing Balance b/f 2015/16	£ 10,189.63	£ 28,722.60	£ 70,494.31	£ 109,406.54
Wellbeing New Allocation for 2016/17	£ 29,618.00	£ 24,141.00	£ 25,511.00	£ 79,270.00
Total Wellbeing Spend	£ 39,807.63	£ 52,863.60	£ 96,005.31	£ 188,676.54
2015-16 approved b/f for paying in 2016/17	£ 1,406.18	£ 7,688.00	£ 69,880.00	£ 78,974.18
Amount budget available for schemes 2016/17	£ 38,401.45	£ 45,175.60	£ 26,125.31	£ 109,702.36

2015/16 Projects (b/f)	Alwoodley	Harewood	Wetherby	Total
Wetherby & District Development Fund	£ -	£ -	£ 69,880.00	£ 69,880.00
Northcall Welfare and Benefit Worker	£ 806.18	£ -	£ -	£ 806.18
Renovation of Court 2 and Surrounding Areas	£ -	£ 4,000.00	£ -	£ 4,000.00
Upgrade of pathway and disabled access ramp	£ -	£ 2,500.00	£ -	£ 2,500.00
Transport & Catering costs for over 60s	£ 600.00	£ -	£ -	£ 600.00
New flooring & kitchen equipment	£ -	£ 1,188.00	£ -	£ 1,188.00

Total of schemes approved in 2015-16	£ 1,406.18	£ 7,688.00	£ 69,880.00	£ 78,974.18
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2016/17 Projects Approved	Alwoodley	Harewood	Wetherby	Total
Skips and Grit Bins	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 3,000.00
Small Grants	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 7,500.00
Community Engagement	£ 100.00	£ 100.00	£ 100.00	£ 300.00
Scarcroft Village Playground	£ -	£ 7,000.00	£ -	£ 7,000.00
Renovation of Court 2 & Surrounding Area including footpath & steps	£ -	£ 3,300.00	£ -	£ 3,300.00
Building Capacity and Developing Skills	£ 7,280.00	£ -	£ -	£ 7,280.00
Out with the Old, in with the New	£ 973.42	£ -	£ -	£ 973.42
Scarcroft Village Playground	£ -	£ 5,000.00	£ -	£ 5,000.00
Wetherby Festive Motifs	£ -	£ -	£ 2,400.00	£ 2,400.00
Shadwell Independent Library Café	£ -	£ 3,108.00	£ -	£ 3,108.00
Wetherby Bunds Project	£ -	£ -	£ 5,250.00	£ 5,250.00
Grit Bin Programme	£ 10,200.00	£ -	£ -	£ 10,200.00
Wetherby Arts Festival 2016	£ -	£ -	£ 500.00	£ 500.00
Transport and catering costs for the over 60's section	£ 1,200.00	£ -	£ -	£ 1,200.00
Wetherby Christmas Lights	£ -	£ -	£ 3,000.00	£ 3,000.00
MAECare online	£ 1,470.00	£ -	£ -	£ 1,470.00

Total of schemes approved in 2016-17	£ 24,723.42	£ 22,008.00	£ 14,750.00	£ 61,481.42
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Total Spend for 2016-17 (incl b/f schemes from 2015-16)	£ 26,129.60	£ 29,696.00	£ 84,630.00	£ 140,455.60
Total Budget Available for projects 2016-17	£ 39,807.63	£ 52,863.60	£ 96,005.31	£ 188,676.54
Remaining Budget Unallocated	£ 13,678.03	£ 23,167.60	£ 11,375.31	£ 48,220.94

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Outer North East Community Committee - 12th December 2016

Appendix C

Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
Balance Brought Forward from 2015-16	£ 17,738.11	£ 16,419.69	£ 18,089.93	£ 52,247.73
New Allocation for 2016-17	£ 13,244.00	£ 12,509.00	£ 11,037.00	£ 36,790.00
Total available (inc b/f bal) for schemes in 2016-17	£ 30,982.11	£ 28,928.69	£ 29,126.93	£ 89,037.73
Schemes approved 2015-16 to be delivered in 2016-17	£ 12,350.00	£ 7,520.00	£ 7,000.00	£ 26,870.00
Total Available for New Schemes 2016-17	£ 18,632.11	£ 21,408.69	£ 22,126.93	£ 62,167.73

2015/16 Projects (b/f)	Alwoodley	Harewood	Wetherby	Total
Olympic & Paralympic Legacy Archery Programme	£ -	£ 1,500.00	£ 1,500.00	£ 3,000.00
Northcall Nights	£ -	£ -	£ -	£ -
After School Dance Clubs	£ -	£ 520.00	£ -	£ 520.00
Creative Production Project Planning Year	£ 10,000.00	£ -	£ -	£ 10,000.00
Zone Engage	£ 2,350.00	£ -	£ -	£ 2,350.00
Eposs Holiday Activity Programme	£ -	£ 5,000.00	£ 5,000.00	£ 10,000.00
Autism Support Group	£ -	£ 500.00	£ 500.00	£ 1,000.00
Total of Schemes Approved brought forward 2015-16	£ 12,350.00	£ 7,520.00	£ 7,000.00	£ 26,870.00

PROJECTS 2016/17	Alwoodley	Harewood	Wetherby	Total
Lego Club	£ -	£ 350.00	£ -	£ 350.00
Scholes Village Gala	£ -	£ 550.00	£ -	£ 550.00
Lego and Board Game Activities	£ 400.00	£ -	£ -	£ 400.00
The Tempo FM Radio Academy	£ -	£ -	£ 2,500.00	£ 2,500.00
Scout Camp	£ -	£ -	£ 1,000.00	£ 1,000.00
Junior Coaching and Training Services	£ -	£ 6,500.00	£ -	£ 6,500.00
Creative Production project	£ 13,432.00	£ -	£ -	£ 13,432.00
Youth engagement 2016	£ -	£ -	£ 500.00	£ 500.00
JIGSAW Ensuring the wellbeing of young people	£ 4,800.00	£ -	£ -	£ 4,800.00
Total 2016/17 Projects	£ 18,632.00	£ 7,400.00	£ 4,000.00	£ 30,032.00

Total Spend for 2016-17 (incl b/f schemes from 2015-16)	£ 30,982.00	£ 14,920.00	£ 11,000.00	£ 56,902.00
Total Budget Available for projects 2016-17	£ 30,982.11	£ 28,928.69	£ 29,126.93	£ 89,037.73
Remaining Budget Unallocated	£ 0.11	£ 14,008.69	£ 18,126.93	£ 32,135.73

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Outer North East Community Committee Priorities 2016/17

THEME	OBJECTIVES
Best City for... Business	<ul style="list-style-type: none"> • Improve the opportunities for local people seeking work by offering local information and advice. • Link up with local businesses to encourage their support for local communities. • Help people to broaden their horizons and develop new skills through volunteering opportunities. • Encourage shoppers and visitors to the historic town of Wetherby by promoting the town and improving car parking. • Support town and parish councils in the production of Neighbourhood Development Plans which enable local communities to shape and influence future development. • Encourage efficient, reliable public transport to improve access to services and employment for local people. • Support highways improvements which meet the needs of the local communities. • Improve the business and leisure environment for local communities through working with partners to improve broadband connectivity.
Best City... for Communities	<ul style="list-style-type: none"> • Offer support to local organisations to enable them to offer a range of sports, arts and leisure activities for everyone. • Reduce crime and anti-social behaviour levels through a partnership approach to problem solving and information sharing in the Wetherby & Harewood, and Roundhay, Alwoodley, Moortown Neighbourhood policing areas. • Work in partnership with the local community to sustain a clean and tidy streetscape and high quality public green spaces that the whole community can enjoy and take pride in. • Provide regular support for town and parish councils through servicing the quarterly Wetherby & Harewood forum and providing information on activities, funding and volunteering opportunities. • Support the Moor Allerton Partnership (MAP) to deliver services to address the needs of the communities of Moor Allerton.
Best City for Children & Young People	<ul style="list-style-type: none"> • Offer young children the best start in life through the services and activities offered by Alwoodley, Boston Spa and Wetherby Children's Centres. • Reduce the numbers of young people at risk of becoming NEET (not in education, employment or training) through providing appropriate advice and guidance in learning, training and employment. • Improve children's behaviour, school attendance and academic results by providing support and activities for children, young people and their families. • Provide opportunities for young people to have fun. • Give young people the opportunity to have their say about what happens in their local community.
Best City For Health and Wellbeing	<ul style="list-style-type: none"> • Support voluntary organisations including MAECare, Northcall and Wetherby in Support of the Elderly, who provide services for vulnerable people. • Advise people on living safely in their own homes through promotion of schemes such as home security checks and fire safety checks. • Encourage active lifestyles for everyone through supporting and promoting local advice sessions and activities.

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Report of: Jane Maxwell, East North East Area Leader

Report to: Outer North East Community Committee – Alwoodley, Harewood & Wetherby Wards

Report author: Andrew Birkbeck, Acting Area Improvement Manager, 0113 3367642

Date: 12th December 2016

To Note

Outer North East Parish and Town Council Forum

Purpose of this report

1. The purpose of this report is to provide the Community Committee with the minutes from the latest meeting of the Outer North East Parish and Town Council Forum.

Background information

2. The Outer North East Parish and Town Council Forum provides an opportunity for the parish and town councillors from Alwoodley, Harewood and Wetherby Wards to:
 - Receive presentations and hold discussions on issues of common interest;
 - Share information and good practice;
 - Raise any issues of concern;
 - The forum meets quarterly, with the position of chair rotating between the Wards.

Main issues

3. The most recent meeting of the Forum took place at Shadwell Independent Library in Harewood Ward. Agenda items discussed included community safety, Leeds' transport strategy and the environment.
4. The draft minutes of the meeting are attached at **Appendix A**.
5. The next meeting of the Forum will take place on 26th January 2017 at 7.30pm in a venue in Alwoodley Ward.

Corporate Considerations

Consultation and Engagement

6. In their role as democratically accountable bodies, local councils offer a means of shaping the decisions that affect their communities.
7. Parish and town councillors and their officers possess local knowledge which can help decision makers in the City Council to make more informed decisions and parishes have made it clear that they would like more influence on services which affect their communities. They offer a means of decentralising the provision of certain services and of revitalising local communities. In turn, the local councils recognise the strategic role of the Leeds City Council and the equitable distribution of services which it has to achieve.

Equality and Diversity / Cohesion and Integration

8. Attendance at the meeting is open to all town and parish councillors and the meetings are held a variety of venues throughout the three wards of Alwoodley, Harewood and Wetherby.

Council Policies and City Priorities

9. Leeds City Council and the local councils within its area share the common belief that working closely together plays a vital contribution to the wellbeing of the communities they serve.
10. To this end, Leeds City Council and the local councils in the Leeds City Council area have a Charter which sets out how they aim to work together for the benefits of local people:
<http://www.leeds.gov.uk/docs/Parish%20and%20Town%20Council%20Charter%202015.pdf>
11. Leeds City Council and the local councils are committed to the principles of democratic local government. They are keen to see continued efforts made to improve our system of local democracy and to see greater public participation in and appreciation of this system.

Resources and Value for Money

- 10 The Parish and Town Council Forum is supported by an officer from the Communities Team (East North East).

Legal Implications, Access to Information and Call In

- 11 There are no significant legal implications.

Risk Management

- 12 There are no significant risks identified in this report.

Conclusions

13 The Outer North East Parish and Town Council Forum provides a place for the local councils to discuss issues of common interest and concern. It is supported by Ward Members and the Communities Team (East North East).

Recommendations

14 The Community Committee is requested to note the minutes of the Forum and, where appropriate, support the Outer North East Parish and Town Council Forum in resolving any issues raised.

Background documents¹

15 None.

¹ 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.

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Outer North East
Parish and Town Council Forum

Aberford and District; Alwoodley; Bardsey cum Rigton; Barwick in Elmet & Scholes; Boston Spa; Bramham cum Oglethorpe; Clifford; Collingham with Linton; East Keswick; Harewood; Scarcroft; Shadwell; Thorner; Thorp Arch; Walton; Wetherby;

Thursday 13th October 2016 at 7:30pm
Shadwell Independent Library (Harewood Ward)
Chair: Cllr Ryan Stephenson

Attendance

Cllr Neil Buckley
Cllr Matthew Robinson
Cllr Ryan Stephenson

Alwoodley Ward
Harewood Ward
Harewood Ward

Cllr Lyn Buckley
Cllr Claire Hassell
Keith Langley (Clerk)
Cllr Glyn Davies
Cllr Marina Heum
Cllr Nicholas Fawcett
Cllr Peter Lord
Cllr Debbie Potter
Lesley Hoff (Clerk)
Cllr Gwen Brown
Cllr John Richardson

Alwoodley PC
Barwick in Elmet & Scholes PC
Barwick in Elmet & Scholes PC & Bramham PC
Barwick in Elmet & Scholes PC
Boston Spa PC
Clifford PC
East Keswick PC
Shadwell PC
Shadwell PC
Thorner PC
Thorp Arch PC

Andrew Birkbeck
Sgt. Susan MacLachlan
PC Stephen Lane
Jessica Hodgson
Gary Bartlett
Paul Russell
Douglas Chapman
Vanessa Allen

LCC ENE Communities Team
West Yorkshire Police
West Yorkshire Police
LCC Environmental Action Service
LCC Highways
LCC Highways
LCC Highways
LCC Highways

Apologies: Cllr Rachel Procter, Cllr Alan Lamb, Cllr John Procter, Cllr Gerald Wilkinson, Cllr Dan Cohen, Cllr Peter Harrand, Ruth Reed, Keith Dunwell and David Howson (Aberford PC), Judith Pentith (East Keswick PC), Kevin Sedman (Harewood PC), Gina Carter (Scarcroft PC), Jane Maxwell (Communities Team, Area Leader); John Woolmer (LCC, Environment Action Service).

1. Cllr Ryan Stephenson welcomed everyone to the meeting and introductions were made.
2. **Apologies** given as above.
3. **Minutes of last meeting**

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- 3.1 Cllr Stephenson asked that the minutes be amended to note under 4.3 Harewood Ward Members did not welcome blanket 20 MPH zones as stated in the minutes, but preferred targeted zones near to village schools. Other than that amendment, the minutes were approved as an accurate record.

4 Matters Arising

- 4.1 Sgt. MacLachlan informed the Forum that there was no update at this with regards to the CCTV pilot in Thorner. In response to Cllr Buckley's question relating to who was the best contact for CCTV enquiries, Sgt. MacLachlan said Leeds Watch and Jayne Russell - Jayne.Russell@leeds.gov.uk (<http://www.leeds.gov.uk/c/Pages/saferleeds/Closed-Circuit-Television%20CCTV.aspx>)
- 4.2 On the subject of a proposed the site allocations meeting, Cllr Stephenson said this was not the appropriate juncture and reminded the Forum that the consultation exercise was now live and parishes (and residents) should respond with their views via: <http://www.leeds.gov.uk/council/Pages/Site-Allocations-Plan-Revised-Publication-Draft-Outer-North-East.aspx>

5. Police Update – Sgt. Susan MacLachlan, West Yorkshire Police

- 5.1 Sgt. MacLachlan circulated a breakdown of the crime statistics for Outer North East Leeds for the last six weeks (period between 30/09/16 – 06/10/16). Sgt. MacLachlan drew attention to the need to take greater precautions with the darker nights but reassured the Forum that crime in the area remained low and the main source of local issues were traffic-related.
- 5.2 On other policing matters, Sgt. MacLachlan informed the Forum that there had been two “clown” related issues in the patch; at both Allerton High and on King Lane (Alwoodley Ward). On the subject of recorded crime including incidents at HMP Wealstun, Sgt. MacLachlan confirmed the prison issues were dealt with in-house and police officers were not deployed.
- 5.3 Sgt. MacLachlan outlined that staffing resources remains a challenge for the Outer North East policing team after another officer (Lisa Tait) had left on medical capability.
- 5.4 Sgt MacLachlan in response to questions from the Forum said there had been no reported rise in the number of attacks on police officers though the perception was it was more dangerous for staff; Sgt. MacLachlan said CCTV footage would be admissible as evidence for youth-related ASB in the Barwick & Scholes area; Regarding reports of vandalism and ASB in Bramham (specifically Bramham House) Sgt. MacLachlan said the increase in activity was due to the properties reputation for being haunted. In terms of progress with Bramham House, Keith Langley said a site visit had been held earlier in the day with local councilors and officers from Leeds City Council that had proved very positive.
- 5.5 Sgt. MacLachlan concluded by saying that this was her last Forum meeting as she was returning to being a detective in the safeguarding team. Sgt. MacLachlan is to be replaced Sgt. Iain McKelvey who can be contacted via e-mail at iainmckelvey@westyorkshire.pnn.police.uk. Cllr Stephenson, on behalf of the Forum, thanked Sgt. MacLachlan for all her hard work.

6 Leeds Transport Strategy Discussion – Gary Bartlett (Chief Highways Officer, LCC)

6.1 Gary Bartlett talked through a PowerPoint presentation relating to the 'live' Leeds Transport Conversation, which included the interim findings of the consultation to date.

6.2 Following the conclusion of the presentation issues raised by the Forum included:

- Need to increase parking at local train stations (i.e. Garforth)
- Micklefield as a potential transport hub
- Explore Park & Ride options in north of the City
- Wetherby bypass in light of new development
- Need to progress the stalled cycle super highway scheme
- Link to airport from ONE Leeds, which currently is non-existent
- Greater influence over bus companies as links were poor in the ONE villages to Wetherby, Leeds and vital services like hospitals, medical centres, etc.
- Be ambitious and bold with this investment – why limit to just £173m?
- Link in with colleagues in North Yorkshire and their plans
- Anxiety around the introduction of a congestion charge in city centre for commuters and shoppers
- Need for better integration between all modes of transport i.e. Leeds Railway Station and Leeds Bus Station being un-connected
- Investment in things like community bus services where demand is high but volume of passengers is low

6.3 Overall the discussion was well received and the parishes were asked to disseminate information about the consultation to their constituents, encouraging them to take part: <http://www.leeds.gov.uk/residents/Pages/Leeds-transport-conversations.aspx>

6.4 Cllr Stephenson asked for further information on the cycle super highway scheme, which Gary Bartlett said he would provide (a similar request had already been made by Cllr Andrew Carter, Leader of the Conservative Group regarding delays to this scheme). **GB**

6.5 Gary Bartlett concluded the conversation with a plea to the Forum to feedback any ideas they had via the online survey. Feedback that would help influence the £173m earmarked for transport improvements.

6.6 Gary Bartlett further confirmed there were no plans to introduce a congestion charge in Leeds for public vehicles.

7. Environmental Issues – Jessica Hodgson (LCC, Environmental Action Service)

7.1 Jessica Hodgson gave an update on the work programme of Environmental Action Service in the Outer North east area, which included; de-leafing key hotspots in the patch; enforcement cases; CCTV operations; pro-active patrols with PCSOs and issuing Fixed Penalty Notices (FPNs)

7.2 Cllr Buckley of Alwoodley Parish Council raised the issue of dog waste dispensers being installed in her area. Jessica confirmed this would be done on October 14th.

7.3 On the issue of the last brown bin collection of the year, Jessica directed members of the Forum to visit: <http://www.leeds.gov.uk/residents/Pages/Bins-and-recycling.aspx>

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- 7.4 Cllr Potter of Shadwell Parish Council raised an issue regarding a threatening letter relating to contaminated bins to a resident suffering with dementia. Harewood Ward Cllrs said they would raise this on her behalf with officers in the council's refuse service.
- 7.5 Keith Langley representing Bramham Parish Council said he would send through an issue regarding bins in the village.
- 7.6 Other issues discussed included dog fouling hotspots, specifically; The Green (Thorner); an alley on Parlington Mews (Aberford - opposite village hall); Church Hill (Thorner).

8. Update from Parish and Town Councils

- 8.1 The Standard Bearer for Berwick in Elmet and Scholes Branch has been selected to parade at the televised Service of Remembrance at the Royal Albert Hall, Saturday 12th November 2016.

9. Any Other Business

- 9.1 None.

10. Date and time of next meeting

Thursday 26th January 7.30pm. Venue in Alwoodley Ward (Tbc)