



Outer North East Community Committee

Alwoodley, Harewood, Wetherby

Meeting to be held in Civic Hall, Leeds, LS1 1UR
Monday, 11th September, 2017 at 6.00 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 37 88662
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 June 2017.</p> <p>(Copy attached)</p>	1 - 8

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	Harewood		<p>COMMUNITY COMMITTEE - OUTSIDE BODIES</p> <p>To consider a report by the City Solicitor which invites the Community Committee to consider a nomination to the Ancient Parish of Barwick in Elmet Trust as the current representative wishes to stand down.</p> <p>(Report attached)</p>	9 - 14
10			<p>EMPLOYMENT AND SKILLS UPDATE</p> <p>To consider a report by the Chief Officer Employment and Skills which provides an update on Employment and Skills Service activity and note key unemployment data for the Area.</p> <p>(Report attached)</p>	15 - 20
11	Alwoodley; Harewood; Wetherby		<p>NEIGHBOURHOOD PLANNING UPDATE</p> <p>To receive a presentation from Ian Mackay, Neighbourhood Planning Officer, which will provide an update on Neighbourhood Planning activity.</p>	
12	Alwoodley; Harewood; Wetherby		<p>OUTER NORTH EAST WELLBEING AND YOUTH ACTIVITY FUND BUDGET</p> <p>To consider a report by the Outer 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>	21 - 36

Item No	Ward/Equal Opportunities	Item Not Open		Page No
13	Alwoodley; Harewood; Wetherby		<p>COMMUNITY COMMITTEE UPDATE REPORT</p> <p>To consider a report by the Outer 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>	37 - 44
14	Alwoodley; Harewood; Wetherby		<p>OUTER NORTH EAST PARISH AND 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 20th April 2017.</p> <p>(Report attached)</p>	45 - 52
15			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that future meetings of the Committee will take place as follows:</p> <ul style="list-style-type: none"> • Monday 11th December 2017 • Monday 19th March 2018 <p>(All meeting to commence at 5.30pm, venues to be confirmed)</p> <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>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No

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OUTER NORTH EAST COMMUNITY COMMITTEE

MONDAY, 12TH JUNE, 2017

PRESENT: Councillor G Wilkinson in the Chair
Councillors N Buckley, D Cohen,
P Harrand, A Lamb and M Robinson

1 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

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

2 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 considered.

3 LATE ITEMS

There were no late items

4 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors: J Procter, R Procter and R Stephenson

5 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

There were no declarations of any disclosable pecuniary interests.

6 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 to 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.

7 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 20th March 2017 were confirmed as a true and correct record.

Draft minutes to be approved at the meeting
to be held on Monday, 11th September, 2017

8 MATTERS ARISING FROM THE MINUTES

There were no issues raised under Matters Arising.

9 Community Committee Appointments 2017/18

The City Solicitor submitted a report which invited the Committee to note the appointment of Councillor Gerald Wilkinson as the Chair of the Outer North East Community Committee for the 2017/18 Municipal Year as agreed at the recent Annual Council Meeting, and to make appointments to the following: those Outside Bodies listed in appendix A of the submitted report, the Community Committee “Champions”, Children’s Services Cluster Partnerships and the Corporate Parenting Board for the 2017/18 Municipal year.

The report provided background information and commentary on each of the categories to be appointed.

RESOLVED –

- (i) To note the appointment of Councillor Gerald Wilkinson as the Chair of the Outer North East Community Committee for the 2017/18 Municipal Year
- (ii) That appointments be made as follows:

Outside Bodies

Aberford Almshouses Trust (4 year appointment – Review 2020)
– Councillor R Stephenson

Community Committee Champions

- Environment & Community Safety – Councillor G Wilkinson
- Children’s Services – Councillor D Cohen
- Employment, Skills and Welfare - Councillor M Robinson
- Health, Wellbeing and Adult Social Care – Councillor N Buckley

Corporate Carers Board

Councillor D Cohen

Children’s Services Cluster Partnership Representative

Alwoodley (ARM) - Councillor D Cohen

EPOSS (Elmet partnership of schools and services) – Councillor A Lamb
(Wetherby) – Councillor R Stephenson (Harewood)

Draft minutes to be approved at the meeting
to be held on Monday, 11th September, 2017

10 Community Committee Nominations to Housing Advisory Panels (HAP)

The Chief Officer Housing Management submitted a report which sought Ward Councillor nominations from this Committee to the Outer North East Housing Advisory Panel (HAP)

In providing background information the report outlined the following key functions of the HAP:

- Be aware of the needs of local communities and wider Council priorities and use HAP funds to support a range of community and environmental projects that help support these.
- Work with local housing and other Council teams to help review and monitor the delivery of local services and help shape services that meet the local communities' needs.
- Support all forms of tenant engagement activity, linking local activities and projects with Community Teams and other partners

RESOLVED – That Councillor N Buckley (Alwoodley), Councillor R Stephenson (Harewood) and Councillor G Wilkinson (Wetherby) be appointed to the Outer North East Housing Advisory Panel for the 2017/18 Municipal year.

11 Appointment of Co-optees to Community Committees

The City Solicitor submitted a report inviting Members to give consideration to the appointment of Co-optees onto the Outer North East Community Committee for the 2017/18 Municipal year.

John Grieve, Governance Services, presented the report and responded to Members comments and queries.

It was the view of Members that in future there may be a need to appoint Co-optees for a particular issue/ topic, but it was not considered appropriate at this time.

RESOLVED – To not pursue the appointment of Co-optees onto the Community Committee at this stage, the option to appoint be revisited if the need arises.

12 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 15th March 2016(Appendix A referred)

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

- The Outer North East Environment Sub Group met on 23rd March and 18th May 2017.
- An Emmerdale Stakeholder Panel meeting was held on 29th March 2017 and considered 9 projects that had been put forward by eligible groups and organisations
- The expected re-opening of Linton Bridge was anticipated Summer 2017

Referring to the Emmerdale Stakeholder Panel meeting, Councillor Robinson requested if the details about the various projects approved by the panel could be circulated to all Members of the Committee.

The Area Leader said he would formally raise this request at the next meeting of the Panel

Commenting on the re-opening of Linton Bridge, the Chair suggested that late September was now the anticipated period for the bridge to re-open.

RESOLVED –

- (i) That the contents of the report be noted
- (ii) That a request for the details about the projects approved by the Emmerdale Stakeholder Panel be made and upon receipt be circulated to Members of the Community Committee

13 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 Revenue Funding and Youth Activity Funding.

The report also provided a draft budget position for the coming financial year 2017/18

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

- An explanation on capital funding and eligible schemes (Appendix A referred)
- Outer North East Community Committee Wellbeing Revenue Budget (Appendix B referred)

Draft minutes to be approved at the meeting
to be held on Monday, 11th September, 2017

- Outer North East Community Committee Youth Activity Funding (Appendix C referred)
- Outer North East Community Committee - Draft Community Committee priorities (Appendix D 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.

RESOLVED –

- To note the current budget position for 2017/18.
- That the following project requesting Wellbeing Funding be determined as follows:

Project	Organisation	Amount Granted (£)
Replacement Gas Boilerts at Boston Spa Village Hall	Boston Spa Parish Council	Deferred for further consideration by Ward Members
Wetherby Bike Trails – The Devil’s Toenail	Singletraction (Wetherby Bike Trails)	Deferred for further consideration by Ward Members
Wetherby Arts Festival 2017	Wetherby Arts Festival	Deferred for further consideration by Ward Members
Tour in the Town	Wetherby Town Council	Deferred for further consideration by Ward Members
Wetherby Riverside Bandstand Events 2017	Wethbery Riverside Bandstand Trust	Deferred for further consideration by Ward Members

- (iii) To note that the following applications had been approved since the Community Committee on 20th March 2017 under the delegated authority of the Director of Communities and Environment

Project	Organisation	Amount Granted (£)
Summer Schemes	Chabad Youth Organisation	£1,500 (Youth Activity Funding)
Leeds Rhinos Summer Camp	Leeds Rugby Foundation	£2,500 (Youth Activity Fund)
Disabled Toilets	Alwoodley Park Methodist Church	£2,000
Leeds Cambridge Initiative	Royal British Legion	£1,500
Scholes Gala Climbing Wall	Scholes Village Hall	£550 (Youth Activity Fund)
Climbing Wall	Barwick Maypole Trust	£750 (Youth Activity Fund)
Outreach Project	Scarcroft Junior Cricket Club	£2,790 (Youth Activity Fund)
Increasing Young People's Participation in Tennis 2017	Shadwell Tennis Club	£1,900 (Youth Activity Fund)
Wayside Mount Bridleway Enhancement	Residents of Wayside Mount	£2,837.50
Renovation & Repainting of 2 Tennis Court Playing Surfaces	Shadwell Tennis Club	£4,000

- (iv) To re-confirm that all three Ward Members must give their unanimous approval for a delegated decision to be approved (Via a Ward Member meeting or email)
- (v) That the draft Community Committee Priorities as listed in Appendix D of the submitted report be approved

14 Outer North East - Town & Parish Council Forum Minutes

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 20th April 2017.

RESOLVED –

- (i) That the Minutes of the latest meeting of the Outer North East Parish and Town Council Forum held on 20th April 2017, be noted.
- (ii) To support where appropriate, the Outer North East Parish and Town Council Forum in resolving any issues raised.

15 Neighbourhood Planning - Community Committee Discussion

Members received an update on Neighbourhood Planning Activity in the Outer North East area.

Ian Mackay, Neighbourhood Planning Officer, City Development attended the meeting and spoke briefly on:

- Neighbourhood Planning at National Level
- Housing White Paper and Neighbourhood Planning Act 2017
- “The Good Councillor’s Guide to Neighbourhood Planning”
- The Leeds Neighbourhood Planning Context
- Neighbourhood Area and Forum Designations in Leeds May 2017 (13 Forum Areas, 22 Parished Areas)

It was reported that 8 neighbourhood plans were currently being developed in the Leeds Outer North East area:

- Wetherby,
- Alwoodley,
- East Keswick, Walton,
- Aberford,
- Scarcroft,
- Thorne
- Bramham-cum-Oglethorpe

Addressing each of the neighbourhood plans, the Neighbourhood Planning Officer provided a detailed summary of each plan highlighting: the policies to be included within the plan, the proposed projects to be delivered, the consultation undertaken, the estimated submission date, the support from officers of the City Council, the support received from planning consultants and “the vision of the neighbourhood plan”

Representatives from each Neighbourhood Planning Team were in attendance and together with Members of the Committee contributed to the discussion.

The Chair expressed his thanks to the representatives from the neighbourhood planning teams, to Members of the Committee and to officers for their attendance and contributions, commenting that it have been a very interesting and worthwhile discussion.

RESOLVED – To note and welcome the progress made on the development of Neighbourhood Plans

16 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Monday, 11th September 2017 at 6.00pm in the Civic Hall, Leeds.



Report of the City Solicitor

Report to Outer North East Community Committee

Date: 11th September 2017

Subject: Community Committee – Outside Bodies

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

Summary of main issues

- 1 This report invites the Community Committee to consider an appointment in respect of the Ancient Parish of Barwick in Elemet Trust as the current representative wishes to stand down:-

Recommendations

- 2 The Community Committee is asked to consider the request from the Ancient Parish of Barwick in Elemet Trust to make a nomination to the Trust.

1 Purpose of this report

2 This report invites the Committee to consider an appointment in respect of the Ancient Parish of Barwick in Elemet Trust as the current representative wishes to stand down:-

3 Background information

3.1 Outside Bodies

3.2 Community Committees make appointments to Outside Bodies in accordance with The Appointments to Outside Bodies Procedure Rules and this appointment has been delegated to this Committee by the Member Management Committee.

4 Main issues

4.1 Outside Bodies

4.2 The Trust are seeking a new appointment to their organisation as the current representative is to stand down.

A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made.

4.3 Council policies and City Priorities

4.3.1 Council representation on, and engagement with Outside Bodies, partnerships and organisations to which the Community Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

4.4 Resources and value for money

4.4.1 There are neither resource, or value for money implications arising from this report.

4.5 Legal Implications, Access to Information and Call In

4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, the power to Call In decisions does not extend to those decisions taken by Community Committees.

5 Recommendations

The Community Committee is asked to consider the request from the Ancient Parish of Barwick in Elemet Trust to make a nomination to the Trust

6 Background documents¹

6.1 There are no Background Documents associated with this report.

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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The Ancient Parish of Barwick in Elemet Trust
Charity Number 1059263

Chairman:
Alan Stanley
Assbridge Lodge
Cattle Lane
Aberford
Leeds LS25 3BN
0113 281 2769
alan.stanley8@btinternet.com

Leeds City Council
Trustee Nominations
Civic Hall,
Calverley Street,
Leeds,
LS1 1UR
12th July 2017

Dear Sirs,

Miss Christine Hudson is a trustee of the above charity nominated by Leeds City Council. Miss Hudson, having swerved for many years, wishes to resign.

The trustees would like to invite the LCC to consider nominating Dr. Stella Walsh, 527 Leeds Road, Scholes, LS15 4DA. Dr Walsh is an elected member of the Barwick and Scholes Parish Council, is willing to be nominated, and is fully aware of the legal requirements of trusteeship and has the confidence of the present trustees.

If any further information is required please do contact me as above.

Yours faithfully,



Alan Stanley
Chairman.

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Report of: Sue Wynne, Chief Officer Employment and Skills

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

Report author: Keri Evans, Communities and Partnerships Senior Manager

Date: 16th August 2017

Title: Employment and Skills Update

Purpose of report

1. The purpose of this report is to update the Community Committee on Employment and Skills Service activity and note key unemployment data for the Area.

Main issues

2. Within the Community Committee area, there were 235 people claiming Job Seekers Allowance (JSA) in March 2017, which is a 18% (50 People) decrease compared to the same period last year. There were 1,350 people claiming Employment Support Allowance (ESA), in August 2016, which is a 3% (40 people) decrease compared to the same period last year. The breakdown by ward is below:

	JSA Claimants (16-64)		IB / ESA Claimants (16-64)	
	Mar 16	Mar 17	Aug 15	Aug 16
Outer North East	285	235	1,390	1,350
Alwoodley	185	165	725	710
Harewood	55	25	280	270
Wetherby	45	45	385	370

3. Take up of services has increased across the area. In 2016/17, for Outer North East 480 people accessed our services, a 18% increase on the previous year's total of 406. There have been 127 people (26%) supported into work, a 78% increase compared to the

same period last year, and 236 people have improved their skills, which is a decrease of 6%.

People Accessing the Service 2016/17 (April 2016 – March 2017)	Accessing the Service		People Into Jobs		People with Improved Skills	
	2015/16	2016/17	2015/16	2016/17	2015/16	2016/17
Alwoodley	280	360	55	92	156	159
Harewood	74	65	6	14	69	51
Wetherby	52	55	12	21	26	26
Total	406	480	73	127	251	236

4. **Jobshops:** The Personal Work Support Package (PWSP), requiring those unemployed residents in receipt of Council Tax Benefit to attend Jobshops for additional jobsearch support, is working well. Since it commenced in April 2015 (mandatory since October 2015), 2,052 people have started on the programme with 524 (26%) securing employment. From the Community Committee area, 48 have started the programme with 11 (23%) securing employment.
5. **European Structural and Investment Fund (ESIF) Programmes:** There have been a number of ESIF programmes focused on employment, social inclusion and skills that have started delivery in Leeds, details provided in Appendix 1. The Council's Skills, Training and Employment Pathways (STEP) programme that started May 2017 supports the long term unemployed with health barriers back into work now has 79 participants and 8 have already moved into work.
6. **Adult Learning** There were 229 people who reside in the area who accessed adult learning provision within adjacent wards. There is a commitment to ensuring that the offer remains relevant, and responsive to the needs and interests of learners. The current offer includes:
 - Brush up English, Maths and language skills
 - Computing at a range of different levels from courses targeting older learners to specific programmes to support jobsearch
 - Creative arts
 - Employability programmes
 - English for Speakers of other Languages (ESOL)
 - Entry level provision linked to future developments in retail, business administration and customer services.
 - Family Learning and Wider Family Learning programmes

The Leeds Adult Learning course finder which is a web based application will be launched in September 2017. The will improve the accessibility of information about adult learning courses by subject and / or geographical area, also enabling professionals to provide information, advice and guidance to their customers.

Business Engagement: Churchill Retirement Living, Deighton Road, Wetherby. redevelopment of 56 retirement apartments including lodge managers accommodation, communal facilities, access, car parking and landscaping. Completed end of March

2017. To date 6 people have secured jobs. **Linton Bridge Strengthening**, repair work at strengthening to the bridge. Started on site January 2017 and 3 people secured jobs.

Seacroft Hospital Site. A partnerships with Keepmoat, Strate and the HCA to develop 800 homes on the former Seacroft Hospital site. This is a 5 year construction programme which is due to complete by September 2022. The first entrance is complete and further roadworks to the north of the hospital to commence in 2 years, awaiting the timetable for the house building programme. The employment & skills obligations were agreed at 45 job outcomes and 6 Apprenticeships.

Thorpe Park. The site preparation for the retail and leisure units started on site April 2017. The retail and leisure units are due to be open in autumn 2018 in time for Christmas trading. There will be 36 individual units on the retail/leisure park – Arcadia, Next, TK Max, M&S food hall, Boots and Outfit have now signed leases. There is likely to be some transfer of existing staff, however, aiming to coordinate a recruitment event for other end user opportunities. The cinema operator is Odeon and the cinema will open in Spring 2019.

Redrow are the homebuilders of the planned 300 new houses. Redrow were recently asked by LCC plans panel to resubmit their plans in early 2018. The housebuilding programme has therefore been slightly delayed. A marketing suite will be on site by the end of 2017 and it is anticipated first show homes will be built by June 2018. Houses will be built in phases over 3-5 years. Employment and Skills service will meet Redrow later in this calendar year to discuss any E&S opportunities.

East Leeds Link Road. Tenders have recently been returned for the construction of the East Leeds Link Road. It is anticipated that the successful contractor will be on site in August 2017 and the road should be completed by September 2018.

Victoria Gate, redevelopment of Eastgate. the new John Lewis store along with an additional 30 units (mix of fashion and a restaurant/catering outlets) in the new Victoria Gate. There was also a casino as part of the development. To date:

- During construction 534 people have secured jobs and 17 Apprenticeships.
- The Casino opened in January 2017 and to date 250 people have secured jobs.
- Whilst there were no obligations on the fit out 9 people have secured jobs.
- John Lewis opened in October 2016 and 499 people secured jobs.

7. East North East Employment & Skills Board Activities. Councillor Robinson is the Employment & Skills Community Champion and is an active member of this Board. There are five priorities set by the Board for the East North East area that partners are developing activities to support.

1. Improve digital capacity
2. Improve the engagement of residents to connect to local provision
3. Improve business engagement
4. Availability of ESOL programmes
5. Support Employment Support Allowance (ESA) benefit claimants

There are three Learning Markets that will promote and raise awareness of Adult Learning and other opportunities that are available within the local area to improve skills and support residents into work:

- Monday 11th September – Compton Centre 1pm to 5pm
- Tuesday 12th September – Deacon House 1pm to 5pm
- Wednesday 13th September – Reginald Centre 1pm to 5pm

Additional Activities: For the second time the annual Leeds Apprenticeship Recruitment Fair was held at the First Direct Arena and was scheduled to coincide with the start of National Apprenticeship Week (Monday 6 March). Following the success of the 2016 event and the recommendation that the opening hours be extended, the fair opened at 4pm, an hour earlier than 2016, and closed at 8pm.

The final number of exhibitors present on the night was 132, an increase of 16% from 2016, and c6000 visitors attended the event, an increase of 20% on 2016. Once again this made it the biggest apprenticeship event in the North of England.

Conclusion

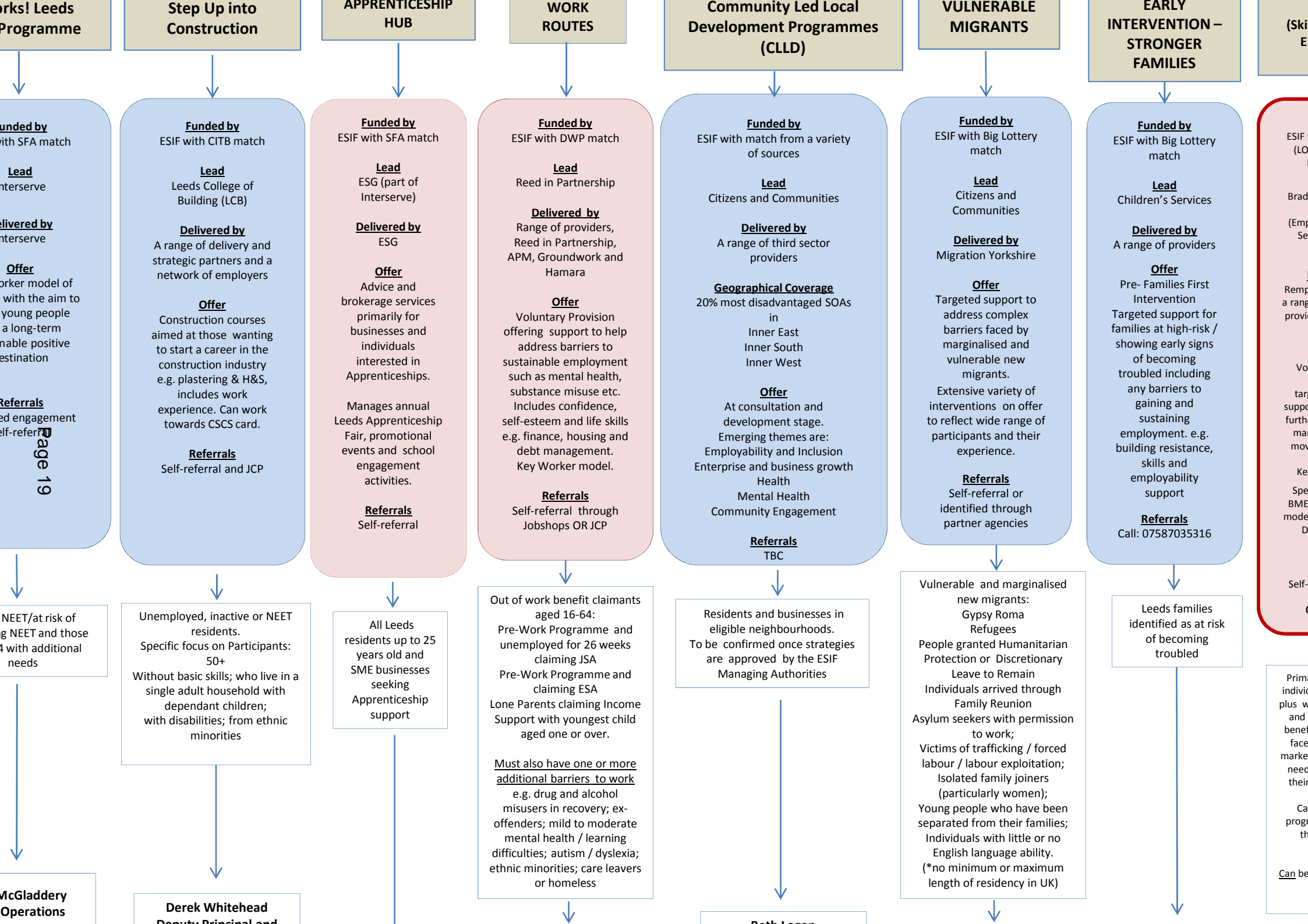
8. The Service has continued to support a number of residents from all wards across its provision. The employability support available to residents has increased significantly over the past couple of months as the city benefits from a number of initiatives funded through the European Structural and Investment Fund, ESIF. In combination, these programmes will offer employability and skills support to unemployed residents with specific and tailored support for those furthest from the labour market with multiple and complex needs.
- 10 Unemployment rates within the two main benefit types generally mirror the city picture. There has been a significant reduction over time in JSA volumes but a smaller reduction for those in receipt of health related work benefits particularly. The new programmes detailed above and the proposed new national Work and Health Programme will seek to address these challenges.

Recommendations

11. It is recommended that Members:
 - note the content of this report
 - receive a further update in 2018

Background information

12. Not applicable



Works! Leeds Programme

Funded by
ESIF with SFA match

Lead
Interserve

Delivered by
Interserve

Offer
Worker model of work with the aim to support young people to gain a long-term sustainable positive destination

Referrals
Self-referral and JCP

NEET/at risk of becoming NEET and those with additional needs

McGladdery Operations

Step Up into Construction

Funded by
ESIF with CITB match

Lead
Leeds College of Building (LCB)

Delivered by
A range of delivery and strategic partners and a network of employers

Offer
Construction courses aimed at those wanting to start a career in the construction industry e.g. plastering & H&S, includes work experience. Can work towards CSCS card.

Referrals
Self-referral and JCP

Unemployed, inactive or NEET residents.
Specific focus on Participants: 50+ Without basic skills; who live in a single adult household with dependant children; with disabilities; from ethnic minorities

Derek Whitehead Deputy Principal and...

APPRENTICESHIP HUB

Funded by
ESIF with SFA match

Lead
ESG (part of Interserve)

Delivered by
ESG

Offer
Advice and brokerage services primarily for businesses and individuals interested in Apprenticeships.

Manages annual Leeds Apprenticeship Fair, promotional events and school engagement activities.

Referrals
Self-referral

All Leeds residents up to 25 years old and SME businesses seeking Apprenticeship support

...

WORK ROUTES

Funded by
ESIF with DWP match

Lead
Reed in Partnership

Delivered by
Range of providers, Reed in Partnership, APM, Groundwork and Hamara

Offer
Voluntary Provision offering support to help address barriers to sustainable employment such as mental health, substance misuse etc. Includes confidence, self-esteem and life skills e.g. finance, housing and debt management. Key Worker model.

Referrals
Self-referral through Jobshops OR JCP

Out of work benefit claimants aged 16-64:
Pre-Work Programme and unemployed for 26 weeks claiming JSA
Pre-Work Programme and claiming ESA
Lone Parents claiming Income Support with youngest child aged one or over.

Must also have one or more additional barriers to work
e.g. drug and alcohol misusers in recovery; ex-offenders; mild to moderate mental health / learning difficulties; autism / dyslexia; ethnic minorities; care leavers or homeless

...

Community Led Local Development Programmes (CLLD)

Funded by
ESIF with match from a variety of sources

Lead
Citizens and Communities

Delivered by
A range of third sector providers

Geographical Coverage
20% most disadvantaged SOAs in Inner East Inner South Inner West

Offer
At consultation and development stage. Emerging themes are: Employability and Inclusion Enterprise and business growth Health Mental Health Community Engagement

Referrals
TBC

Residents and businesses in eligible neighbourhoods. To be confirmed once strategies are approved by the ESIF Managing Authorities

Beth Logan

VULNERABLE MIGRANTS

Funded by
ESIF with Big Lottery match

Lead
Citizens and Communities

Delivered by
Migration Yorkshire

Offer
Targeted support to address complex barriers faced by marginalised and vulnerable new migrants. Extensive variety of interventions on offer to reflect wide range of participants and their experience.

Referrals
Self-referral or identified through partner agencies

Vulnerable and marginalised new migrants:
Gypsy Roma Refugees
People granted Humanitarian Protection or Discretionary Leave to Remain
Individuals arrived through Family Reunion
Asylum seekers with permission to work;
Victims of trafficking / forced labour / labour exploitation;
Isolated family joiners (particularly women);
Young people who have been separated from their families;
Individuals with little or no English language ability.
(*no minimum or maximum length of residency in UK)

...

EARLY INTERVENTION - STRONGER FAMILIES

Funded by
ESIF with Big Lottery match

Lead
Children's Services

Delivered by
A range of providers

Offer
Pre- Families First Intervention Targeted support for families at high-risk / showing early signs of becoming troubled including any barriers to gaining and sustaining employment. e.g. building resilience, skills and employability support

Referrals
Call: 07587035316

Leeds families identified as at risk of becoming troubled

...

(Skills...)

Funded by
ESIF (LO...)

Lead
Brad...

Delivered by
(Emp...)

Offer
Remp... a rang... provi...

Referrals
Self-...

Prim... indivi... plus w... and benef... face market... need their... Can prog... th... Can be...

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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, Area Improvement Manager, 0113 3367642

Date: 11th September 2017

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.
3. The allocation for the Outer North East Community Committee for 2017/18 is £70,380. The Community Committee apportions this budget between the three wards on a population basis (Source: 2011 Census).
4. 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.
5. 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 **£31,400** in its Capital Wellbeing budget. A further explanation on capital funding and eligible schemes is attached at **Appendix A** for Members consideration.
6. Youth Activity Fund (YAF) – this funding is determined by the number of children and young people aged 8 – 17. The allocation for the Outer North East Community

Committee for 2017/18 is £32,490. The committee apportions this budget between the three wards using the 8 – 17 year old population figures (Source: GP Data 2012).

7. More detailed information about the spending against the 2017/18 budget is available in the appendices to this report. (**Appendix B** – Wellbeing Revenue; **Appendix C** - Youth Activity Funding).

Wellbeing Funding

Current Wellbeing budget position

8. A year end reconciliation of the Wellbeing budget has been completed and taking into account carry-forward figures, the current position for June 2017 is highlighted below:

Ward	Total carry forward (including schemes from 2016/17 to be paid for in 2017/18)	Total budget remaining (2017/18 allocation plus unallocated carry forward less new approvals)
Alwoodley	£24,377	£ 12,432
Harewood	£21,115	£ 33,081
Wetherby	£22,521	£ 28,250

9. The following seven Wellbeing applications are for consideration by the Community Committee from the 2017/18 budget:

Ward(s)	Organisation	Project	Total cost	Amount applied for
Alwoodley	Moor Allerton Hub - LCC	Moor Allerton – Community Defibrillator	£1,300	£1,300
Alwoodley	Moor Allerton Hub - LCC	Moor Allerton – Community Café	£2,000	£2,000
Alwoodley	Leeds City Council Parks & Countryside	Northwest Leeds Country Park & Green Gateways Trail	£1152.78 £4272.78	£1152.78 £4272.78
Wetherby	Wetherby In Support of the Elderly (WISE)	Activities for WISE	£4,000	£3,600
Wetherby	Boston Spa Parish Council	Replacement Gas Boilers at Boston Spa Village Hall	£16,374	£8,187
Wetherby	SingletrAction (Wetherby Bike Trails)	Wetherby Bike Trails – The Devil’s Toenail	£20,000	£5,000
Wetherby	Wetherby Arts Festival	Wetherby Arts Festival 2017	£38,562	£2,000

Youth Activity Fund

Current Youth Activity Fund budget position

10. 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 June 2017 is highlighted below:

Ward	Carry forward (including schemes from 2016/17 to be paid for in 2017/18)	Total budget remaining (2017/18 allocation plus unallocated carry forward less new approvals)
Alwoodley	£7,150	£ 7,696
Harewood	£11,047	£ 10,976
Wetherby	£9,747	£ 24,377

11. The following Youth Activity Fund application is for consideration by the Community Committee from the 2017/18 budget:

Ward(s)	Organisation	Project	Total cost	Amount applied for
Wetherby	Tempo FM	The Tempo FM Radio Academy	£4,233	£3,600

Delegated Decisions

12. The following three applications have been approved since the Outer North East Community Committee held on 12th June 2017.

Ward(s)	Organisation	Project	Total cost	Amount applied for	Amount approved
Alwoodley	Housing Leeds – Tenant & Community Engagement Team	Moor Allerton Festival	£7,000	£2,000	£2,000
Wetherby	Wetherby Town Council	Tour in the Town	£3,086	£2,000	£2,000
Wetherby	Wetherby Riverside Bandstand Trust	Wetherby Riverside Bandstand events 2017	£3,500	£1,000	£1,000

- a. These approvals were made under the delegated authority of the Director for Communities and Environment due to the need for a financial decision (Wellbeing Fund, Youth Activity Fund, Community Infrastructure Levy Neighbourhood Fund) to

be made before the next scheduled Committee round. Ward Members have been consulted and were supportive of the applications highlighted in paragraph 11.

- b. As agreed at June 2016 meeting (Minute No. 17v) 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.

Conclusion

13. The Wellbeing Fund programme supports the social, economic and environmental wellbeing of a Community Committee area by funding projects that contribute towards the delivery of local priorities (Outlined in **Appendix D**). A group applying to the Wellbeing fund must fulfil various eligibility criteria including evidencing appropriate management arrangements and finance controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equal opportunities; and be unable to cover the costs of the project from other funds.
14. Projects eligible for funding could be community events; environmental improvements; crime prevention initiatives or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010 projects funded at public expense should provide services to citizens irrespective of their religion, gender, marital status, race, ethnic origin, age, sexual orientation or disability; the fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.
15. The report has set out the current budget position, applications recently approved through delegated decisions in consultation with Ward Members and funding applications for the Community Committee's consideration.

Recommendations

16. The Community Committee is asked to:
 - a. Note the current budget position for 2017/18;
 - b. Consider the seven Wellbeing Revenue applications and one Youth Activity application set out at paragraphs 9 and 11 and approve, where appropriate, the amount of grant to be awarded;
 - c. Note the three applications that have been approved since the Community Committee met in June 2017 under the delegated authority of the Director of Communities and Environment.

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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Outer North East Community Committee - 11th September 2017

Appendix C

Funding / Spend Items	Alwoodley	Harewood	Wetherby	Ward 4	Area Wide	Total
Balance Brought Forward from 2016-17	£ 7,150.11	£ 16,739.42	£ 20,630.93	£ -	£ -	£ 44,520.46
New Allocation for 2017-18	£ 11,696.00	£ 11,047.00	£ 9,747.00	£ -	£ -	£ 32,490.00
Total available (inc b/f bal) for schemes in 2017-18	£ 18,846.11	£ 27,786.42	£ 30,377.93	£ -	£ -	£ 77,010.46
Schemes approved 2015-16 to be delivered in 2017-18	£ 7,150.00	£ 5,870.00	£ 6,000.00	£ -	£ -	£ 19,020.00
Total Available for New Schemes 2017-18	£ 11,696.11	£ 21,916.42	£ 24,377.93	£ -	£ -	£ 57,990.46

2016/17 Projects (b/f)	Alwoodley	Harewood	Wetherby	Ward 4	Area Wide	Total
After School Dance Clubs	£ -	£ 520.00	£ -	£ -	£ -	£ 520.00
Zone Engage	£ 2,350.00	£ -	£ -	£ -	£ -	£ 2,350.00
Lego Club	£ -	£ 350.00	£ -	£ -	£ -	£ 350.00
The Tempo FM Radio Academy	£ -	£ -	£ 1,000.00	£ -	£ -	£ 1,000.00
JIGSAW Ensuring the wellbeing of young people	£ 4,800.00	£ -	£ -	£ -	£ -	£ 4,800.00
EPOSS Holiday Activity Programme	£ -	£ 5,000.00	£ 5,000.00	£ -	£ -	£ 10,000.00
Total of Schemes Approved brought forward 2016-17	£ 7,150.00	£ 5,870.00	£ 6,000.00	£ -	£ -	£ 19,020.00

2017/18 Projects	Alwoodley	Harewood	Wetherby	Ward 4	Area Wide	Total
Thorner Junior Youth Provision Club	£ -	£ 4,900.00	£ -	£ -	£ -	£ 4,900.00
Scholes Village Gala	£ -	£ 550.00	£ -	£ -	£ -	£ 550.00
Climbing Wall at Barwick Maypole Festival 2017	£ -	£ 750.00	£ -	£ -	£ -	£ 750.00
Junior Outreach Programme	£ -	£ 2,790.41	£ -	£ -	£ -	£ 2,790.41
Increasing Young People's Participation in Tennis 2017	£ -	£ 1,950.00	£ -	£ -	£ -	£ 1,950.00
Chabad Lubavitch Summer Schemes	£ 1,500.00	£ -	£ -	£ -	£ -	£ 1,500.00
Leeds Rhinos Summer Camp	£ 2,500.00	£ -	£ -	£ -	£ -	£ 2,500.00
Total 2017/18 Projects	£ 4,000.00	£ 10,940.41	£ -	£ -	£ -	£ 14,940.41

Total Spend for 2017-18 (incl b/f schemes from 2016-17)	£ 11,150.00	£ 16,810.41	£ 6,000.00	£ -	£ -	£ 33,960.41
Total Budget Available for projects 2017-18	£ 18,846.11	£ 27,786.42	£ 30,377.93	£ -	£ -	£ 77,010.46
Remaining Budget Unallocated	£ 7,696.11	£ 10,976.01	£ 24,377.93	£ -	£ -	£ 43,050.05

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Outer North East Community Committee Priorities 2017/18

THEME - linked to the Best Council Plan 2017/18 (click here)	OBJECTIVES
Good Growth & Transport & Infrastructure	<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.
Resilient 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 Alwoodley 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 Outer North East Town and Parish Council Forum and providing information on activities, funding and volunteering opportunities. • Support the work of the Moor Allerton Partnership (MAP) network.
Child-Friendly City	<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.
Health & Wellbeing & Better Lives	<ul style="list-style-type: none"> • Support voluntary organisations including MAECare and Wetherby in Support of the Elderly (WISE), 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 and Wetherby Wards

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

Date: 11th September 2017

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 June and August.
3. 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.
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 Environment Sub Group met on 18th May and 7th September 2017. 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.

7. The minutes of the Outer North East Environment Sub Group meeting held on the 18th May 2017 are attached at **Appendix A**. Minutes of the September 7th meeting will be presented to a future meeting of the Community Committee.
8. A series of Ward Member meetings have been held since the last meeting of the Community Committee.
9. Alwoodley Ward Members have met on 20th June and 3rd August 2017. Local issues discussed included the ongoing highways maintenance programme, the environment, greenspace and funding support for local projects including the Moor Allerton Community Hub, youth activity programmes and the Moor Allerton Festival (see below).



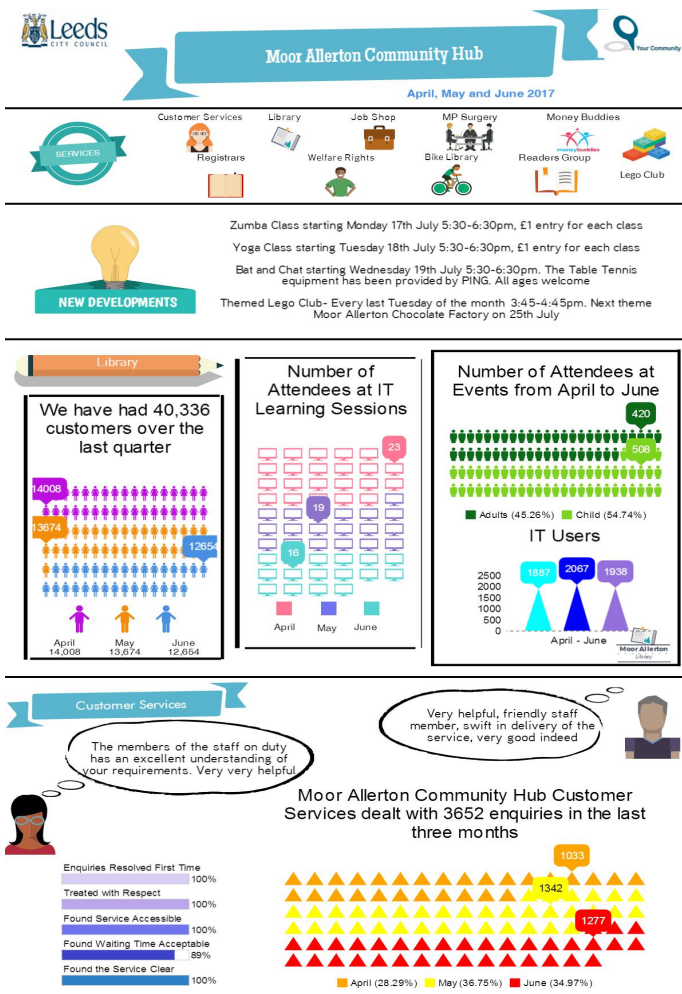
10. A Harewood Ward Members meeting is to be held on 13th September 2017. As well as Wellbeing finance, subjects for discussion will include traffic management issues and mobile library provision in the Harewood Ward.
11. Wetherby Ward Members met on 16th June and 24th August 2017. Items discussed included local development, greenspace, highways issues, school place forward planning and Wellbeing finance.

12. An Emmerdale Stakeholder Panel meeting was held on 5th July 2017. This panel considered five projects that had been put forward by eligible groups and organisations since the meeting in March 2017. The panel made the following decisions:

Name of project	Applicant	Amount applied for (£)	Panel decision (including amount awarded)
Renovation and painting of two tennis courts	Shadwell Tennis Club	£1,800 (original amount applied for was £6,270)	Approved - £1,800
Repairs project of Grade 2 listed building	St Oswalds Church, Collingham	£26,000	Site visit to be conducted by Stephen Bolton and Kate Hill. Findings to reported back to the next meeting.
Community Hub Inc. pop-up cinema, performance space, meeting space and upgraded kitchen	Collingham Methodist Church	£5,281 (original amount applied for was £8,200)	Approved - £5,281
Ginnel improvements as well as improvement works to section of Ebor Way (520m)	East Keswick Parish Council	£40,000	Applicant to be invited to the next meeting of the panel on 6 th September. More detail needed re highways, scope and quotes.
Cottage in the Wall enabling works	Harewood Estate	£50,000 (approx.) + VAT	Panel agreed to support the enabling works to allow a survey to take place. £50,000 (approx.) + VAT but more detail needed on exact price.

13. 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 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.

- 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> . The bridge will officially re-open on Saturday 2nd September 2017.
- A multiagency meeting took place in Collingham with regards to the flood damage caused by Storm Eva in December 2015. Led by Harewood Ward Councillors and local residents, the meeting saw representatives from Leeds City Council, the Environment Agency, Yorkshire Water, the Police and the West Yorkshire Fire and Rescue Service respond to the concerns raised.
- Work at the Moor Allerton Hub continues to move at a pace. The infographic below highlights some of activity that has taken place there since its launch in the spring.



Community Centres

- Following a consultation exercise carried out in March / April this year, a decision was taken to remove the option of free lettings in community centres to be replaced by a maximum 75% discount available for supported organisations. This was applied to new lettings from 2nd May and to existing lettings from 5th June. All existing free lettings were automatically offered the discounted rate. Separate arrangements were made to

account for costs relating to lettings made by Youth Services and Neighbourhood Networks.

18. The Outer North East Community Committee area has two community centres that are directly managed by Leeds City Council. The following table shows the number of groups affected by the change in policy at each centre, the number of groups that renewed / cancelled their existing lettings, the amount of additional income achieved in year (June – March) through the discounted letting policy and the overall projected income at each centre, including income from lettings at the full community and commercial rates.

Community Centre	No. of Former Free Lettings	No. of Renewals	No. of Cancellations	Additional Income 2017/18	Overall Projected Income 2017/18
Barleyfields Youth Centre *	3	3	0	£565.00	£642.50
Tree Tops Community Centre	5	4	1	£1,693.46	£7,448.55
Total	8	7	1	£2,258.46	£8,091.05

* Income from Children's Services use of Barleyfields is through an internal departmental arrangement separate from lettings income

19. All discounted lettings are due for renewal on 1st April 2018 and a process will start in the new year to determine approval of the discounted support for the following financial year.
20. Since the last meeting in June, 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.
21. At the time of writing the Outer North East Facebook page has 166 Likes. Since the June Community Committee, the Communities Team have posted over 36 items that have had a reach of over 2,485 (although it should be noted that this will include a high proportion of re-visits to site from the same people).
22. Posts on both Twitter and Facebook are on a variety of subjects relevant to the Outer North East area including job opportunities, funding support, open days, local service provision, consultations and sporting activities. For more details visit:
- 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

23. An example of the potential of social media as a means for engagement is highlighted below.



Leeds City Council Outer North East Community Committee added 4 new photos — with Cllr Dan Cohen.
Published by Preet Matharu [?] · 14 August at 18:00 · 🌐

TEA TIME TENNIS

We popped down to Shadwell Tennis Club recently to check out the Young People's Participation activity being run by the club.

The ONE Community Committee has funded Shadwell Tennis Club to run the Tea Time Tennis activity for 8 – 17 year old young people after school.

214 people reached Boost post

24. On the subject of social media campaigns, Leeds 2023 is calling on all Leeds residents to support the European Capital of Culture bid by pledging your support online. The #MakeLeeds2023 campaign was launched in the Summer to countdown to the city's bid submission. Residents, businesses and communities in Leeds are being asked to back our bid by making an online pledge to actively spread the word. You can pledge your support by visiting Leeds 2023 website - www.leeds2023.co.uk/shout - and by using the hashtag #MakeLeeds2023 on social media.

Conclusion

25. 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

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

Meeting Notes

1.0	Welcome, introductions, apologies	
	Attendees: Cllr Gerald Wilkinson; Susan Hardy; Paul Ackroyd; Beverley Kirk; Andrew Birkbeck Apologies: Graham Berwick; Cllr Matthew Robinson; Cllr Neil Buckley;	
2.0	Minutes of the Last Meeting and Matters Arising	Actions
2.1	3.6 - SH fed back that she had talked to the crew in question around a customer complaint. Whilst it wasn't clear what the source of the complaint was, SH had reminded the crew of the council's customer care offer.	
2.2	3.7 – SH updated that highways – following a request from Cllr Wilkinson - have conducted a site visit and are to distribute some planings on Barleyfields Lane to even out the surface in early July. Highways to look if this initiative can be rolled out in other parts of the city.	
2.3	6.5 –Still waiting feedback from Harewood Ward Members on possible dog waste bin bag dispenser locations.	
2.4	6.6 –BK said the issue of verge creep on Lortherton Lane could not be solved by the Locality Team but there were positive verge creep works happening on the A58 on 14 th May 2017.	
3.0	Waste and Recycling	
3.1	SH handed-out a briefing relating to the Refuse Services performance between February – April 2017.	
3.2	Complaints remain low in the Outer North East area but there was a spike in April in Wetherby due a missed bin round. This was rectified by a recovery team.	
3.3	SH informed the meeting that any excess brown bins across the city would now start to be clawed back and re-distributed.	
3.4	Cllr Wilkinson raised the issue of Poppyfield Court, Wetherby. SH said she should look into this.	SH
4.0	Parks & Countryside	
4.1	PA gave an update on issues relating to a new bin on King Lane greenspace, a land ownership issue in Collingham and a damaged bollard on Wetherby bypass. Work on the city's roundabouts was also now underway.	
4.2	PA gave an update on Redhall Nursery, which officially opens on 21 st September.	
4.3	Cllr Wilkinson asked if PA and his team could look into the issue of a bin and/or meshing being installed next to the River Wharfe in Wetherby.	PA
5.0	Grounds maintenance	
5.1	PA informed the meeting that the grass cutting season was now underway.	
5.2	PA said emergency strimming has been carried out in Stairfoot Lane in	

	Alwoodley in light of the recent crime scene.	
5.3	PA added that in light of the dozens of requests for daffodil grass to be cut, Continental are looking at this issue.	
6.0	Environmental Services Delegation	
6.1	A charge for bulky waste has been to be introduced since 9 th May (£20 per collection): http://www.leeds.gov.uk/residents/Pages/Bulky-item-collection-service.aspx	
6.2	BK said that some members of the Locality Team were now operating out of Redhall and this move had generated a very productive working relationship.	
6.3	Cllr Wilkinson raised the issues of a replacement bin at Stables Lane in Boston Spa. BK to look into this.	BK
7.0	A.O.B	
7.1	None.	
8.0	Date and Time of Next Meeting	
	To be confirmed.	



Report of: Jane Maxwell, East North East Area Leader

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

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

Date: 11th September 2017

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 John Rylie House in Barwick-In-Elmet on 20th April 2017.
4. Agenda items discussed included the Town and Parish Charter & links with Leeds City Council, highways maintenance, community safety and the environment.
5. The draft minutes of the meeting are attached at **Appendix A**.

6. The next meeting of the Forum will take place on 7th September at 7.30pm in Wetherby Town Hall.

Corporate Considerations

Consultation and Engagement

7. In their role as democratically accountable bodies, local councils offer a means of shaping the decisions that affect their communities.
8. 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

9. 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

10. 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.
11. 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%202016.pdf>
12. 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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Appendix A

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 20th April 2017 at 7:30pm
John Rylie House, Barwick-in-Elmet (Harewood Ward)
Chair: Cllr Matthew Robinson

Attendance

Cllr Matthew Robinson	Harewood Ward
Cllr Ruth Reed	Aberford & District PC
Cllr David Howson	Aberford & District PC
Cllr Claire Hassell	Barwick in Elmet & Scholes PC
Keith Langley (Clerk)	Barwick in Elmet & Scholes PC & Bramham PC
Cllr Neil Beaumont	Barwick in Elmet & Scholes PC
Cllr Marina Heum	Boston Spa PC
Cllr Nicholas Fawcett	Clifford PC
Cllr Julian Holmes	Collingham with Linton PC
Cllr Gwen Brown	Thorner PC
Cllr John Richardson	Thorp Arch PC
Helena Buck	Clerk, Walton PC
Cllr Harry Chapman	Wetherby Town Council
Cllr Debra Coupar	Executive Board Member for Communities, LCC
Shaid Mahmood	Chief Officer, Communities, LCC
Jane Maxwell	Area Leader ENE, Communities Team, LCC
Russell Martin	LCC Highways
Andrew Birkbeck	LCC Communities Team
Geoff Turnbull	LCC Communities Team
PC Stephen Lane	West Yorkshire Police
PC Ben Chamberlain	West Yorkshire Police
Bev Kirk	LCC Environmental Action Service

Apologies: Cllr John Procter, Cllr Gerald Wilkinson, Cllr Alan Lamb, Cllr Rachael Procter, Cllr Ryan Stephenson, Cllr Dan Cohen, Cllr Peter Harrand, Cllr Neil Buckley, Sgt. Iain McKelvey, Jessica Hodgson (LCC), Cllr Keith Dunwell (Aberford & District PC), Cllr Lyn Buckley (Alwoodley PC), Cllr Debbie Potter (Shadwell PC), Gina Carter (Scarcroft PC).

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1. Cllr Matthew Robinson welcomed everyone to the meeting and introductions were made.
2. **Apologies** given as above.
- 3 **Minutes of last meeting**
 - 3.1 Approved as an accurate record with the amendment that Cllr Lyn Buckley's apologies be noted at the Forum meeting held on 26th January 2017.
- 4 **Matters Arising**
 - 4.1 None.
5. **Cllr Coupar, Executive Board Member for Communities – An introduction**
 - 5.1 Cllr Coupar introduced herself as the Executive Board Member for Communities and explained the purpose of her visit to the Forum; to build relationships, understand issues in ONE and establish if there was an appetite to re-visit the Town and Parish Council Charter.
 - 5.2 The Forum fed back that they appreciated the visit – the first time an executive board member had come out to the ONE area to talk with the parishes – and they were keen to develop closer links with LCC that would be of mutual benefit.
 - 5.3 Further feedback included the need to for council services to treat Parish Councils with greater respect (follow in the example of both the Locality and Communities Teams) and also understand how they could add value (local intelligence, willing volunteers, etc).
 - 5.4 Shaid Mahmood suggested that a working group be convened to make the Town and Parish Charter more streamlined and relevant. This will include representatives from the Forum. AB to help co-ordinate this after the General Election.
- 6 **Police Update – PC Stephen Lane and PC Ben Chamberlain**
 - 6.1 PC Lane and PC Chamberlain presented a comprehensive report of police data relating to recorded crime in the ONE area (March 2017).
 - 6.2 PC Lane reminded members of the Forum to remain vigilant and to check the following link for all the latest information and developments regarding community safety matters in the Outer North East area:
<https://www.facebook.com/WYPLeedsOuterNorthEast/?fref=ts>
 - 6.3 Questions raised by the Forum included how to report domestic abuse and/or child abuse (PC Lane: via 999 if in progress, via 101 if intelligence); has drug

SM/AB

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related activity increased In Collingham (PC Chamberlain; No, but if you have any intel share via usual channels); parking issues remain a priority? (PC Lane: Yes, will enforce when staff resources allow).

- 6.4 Cllr John Richardson requested that the Police and Crime Commissioner be invited to a future meeting of the Forum.

7. Highways Update – Russell Martin (LCC Highways Maintenance Manager)

- 7.1 Russell explained his role, the Highways hierarchy and working processes of the highways maintenance team. In giving some context to the challenges facing the service, Russell stated that it would take £100m to fulfill the current highways maintenance backlog.

- 7.2 A number of questions were raised from the Forum; could budgets be made more transparent? (RM: We will look at improving this but the capital programme is a not a discretionary funding pot); can verge creep be prioritised? (RM: In the current financial climate this was not a priority but lessons can be learned regarding better partnership working); can we better supervise staff on how to finish jobs i.e. replacing white lines? (RM: Yes there is always room for improvement).

- 7.3 Russell suggested that Cllr Robinson’s highways log be utilised: <https://docs.google.com/spreadsheets/d/17j9vmBaTqPais8HEx3YXeCP-66yTm6GckZx2ELIZT5w/pubhtml> and that Russell regularly responds to the concerns raised (even if this was not positive news).

**RM/Cllr
MR**

- 7.4 The issue of drainage and the need to thoroughly clean the gullies in Aberford was articulated at length by Cllrs Reed and Howson. Russell Martin said gully cleansing was in the process of coming over to highways and he would investigate this issue.

RM

8. Environmental Issues – Bev Kirk (LCC, Environmental Action Service)

- 8.1 Bev gave an update on behalf of the Locality Team and made reference to supporting the areas In Bloom groups, preparing for the forthcoming Tour De Yorkshire event, fly-tipping and car litter initiatives (inc. re-cycling dash-cam footage).

BK

- 8.2 Bev furthered that work is on-going around verge creep in the ONE area and that dog waste bin bags are available if parishes will help with their distribution as well as the maintenance of the dispensers (contact Bev Kirk for more information).

- 8.3 The Forum thanked Bev and the wider Locality Team for all their efforts.

9. Update from Town and Parish Councils

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- 9.1 Barwick in Elmet's tri-annual Maypole Festival takes place on 29th May from 11am.
- 9.2 Bramham will be holding its second annual 10K run on Sunday 16th July 2017 at 10:30am. Details available from the Clerk, Clerk@BramhamParishCouncil.Org.UK

10. Any Other Business

- 10.1 Cllr Robinson made reference to the Street Trees project run by the Woodland Trust: <http://www.woodlandtrust.org.uk/get-involved/street-trees/> AB to circulate details to parishes via email.

AB

11. Date and Time of next meeting

- 11.1 Thursday 7th September 2017 at 7.30pm in a venue in Wetherby Ward (tbc)

DRAFT