



# Outer North East Community Committee

Alwoodley, Harewood, Wetherby

**Meeting to be held in The Civic Hall, Leeds on  
Monday, 11th June, 2018 at 5.30 pm**

**Councillors:**

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

S Firth - Harewood;  
M Robinson - Harewood;  
R. Stephenson - Harewood;

N Harrington - Wetherby;  
A Lamb - Wetherby;  
G Wilkinson - Wetherby;





## **Co-optees**

**Agenda compiled by:** John Grieve 0113 37 88663  
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><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, 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><b>RESOLVED</b> – 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><b>No exempt items or information have been identified on the agenda</b></p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
5			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2000 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct</p>	
6			<p><b>OPEN FORUM</b></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><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the previous meeting held on 19<sup>th</sup> March 2018.</p> <p>(Copy attached)</p>	1 - 12

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8			<p><b>MATTERS ARISING FROM THE MINUTES</b></p> <p>To consider any matters arising from the minutes (If any)</p>	
9	Alwoodley; Harewood; Wetherby		<p><b>COMMUNITY COMMITTEE APPOINTMENTS 2018/2019</b></p> <p>To consider a report by the City Solicitor which invites the Committee to note the appointment of Councillor Gerald Wilkinson as the Chair of the Community Committee for 2018/19 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to the following, as appropriate:-</p> <ul style="list-style-type: none"> <li>• Those Outside Bodies as detailed at section 19 / Appendix 1 of the submitted report;</li> <li>• One representative to the Corporate Parenting Board;</li> <li>• Community Committee Champions, as listed; and</li> <li>• Those Children’s Services Cluster Partnerships, also as listed.</li> </ul> <p>(Report attached)</p>	13 - 22
10	Alwoodley; Harewood; Wetherby		<p><b>COMMUNITY COMMITTEE NOMINATIONS TO HOUSING ADVISORY PANELS (HAP)</b></p> <p>To consider a report of the Chief Officer Housing Management which seeks Ward Councillor nominations from the Community Committee to the Outer North East Housing Advisory Panels (HAP).</p> <p>(Report attached)</p>	23 - 28
11	Alwoodley; Harewood; Wetherby		<p><b>APPOINTMENT OF CO-OPTES TO COMMUNITY COMMITTEES</b></p> <p>To consider a report by the City Solicitor which invites Members to give consideration to appointing co-optes to the Community Committee for the duration of the 2018/2019 municipal year.</p> <p>(Report attached)</p>	29 - 32

Item No	Ward/Equal Opportunities	Item Not Open		Page No
12	Alwoodley; Harewood; Wetherby		<p><b>FINANCE REPORT</b></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 and Youth Activity Funding.</p> <p>(Report attached)</p>	33 - 50
13	Alwoodley; Harewood; Wetherby		<p><b>COMMUNITY COMMITTEE UPDATE REPORT</b></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>	51 - 64
14			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note that future meetings of the Committee will take place as follows:</p> <ul style="list-style-type: none"> <li>• Monday 17<sup>th</sup> September 2018</li> <li>• Monday 10<sup>th</sup> December 2018</li> <li>• Monday 11<sup>th</sup> March 2019</li> </ul> <p>(All meetings to commence at 5.30pm, venues to be confirmed)</p>	

## OUTER NORTH EAST COMMUNITY COMMITTEE

**MONDAY, 19TH MARCH, 2018**

**PRESENT:** Councillor G Wilkinson in the Chair

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

### **48 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS**

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

### **49 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.

### **50 LATE ITEMS**

Although there were no formal late items the Chair did accept the inclusion of supplementary information in respect Items Nos: 7 Leeds District Neighbourhood Policing Enhanced Model (Minute No.54 referred) and 12 Outer North East Wellbeing and Youth Activity Fund Budgets (Minute No.59 referred).

### **51 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors: John Procter and Rachael Procter.

### **52 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

There were no declarations of any disclosable pecuniary interests.

### **53 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.

Draft minutes to be approved at the meeting  
to be held on Monday, 11th June, 2018

## 54 Leeds District Neighbourhood Policing Enhanced Model

The Leeds Neighbourhood Policing Chief Inspector, West Yorkshire Police submitted a report which informed Members of the enhancements to the neighbourhood policing model in North East Leeds which would be implemented from 26th March 2018.

The Chair introduced and welcomed to the meeting Chief Inspector Anwar Mohammed, Inspector Richard Horn, Sergeant Iain McKelvey and Sergeant Jon McNiff from West Yorkshire Police.

Addressing the report Chief Inspector Anwar Mohammed provided a summary of the proposed changes:

- An increase of 1 Ward Officer and 1 PCSO in North East Leeds
- An uplift from 100 to approximately 110 Ward Officer PC's, the appointment of a named Partnership Working Area (PWA) Inspector and an increased number of PWA Police Sergeants across Leeds
- An appointment single strategic lead to oversee neighbourhood policing across the district – Chief Inspector A Mohammed
- Inner and Outer PWA's merge to create area PWA's, resulting in a reduction from 11 PWA's to 6
- Consistent deployment of PWA Ward Officers – dedicated to partnership working to solve local problems
- Linking problem solving to wider policing aims, reinforced by strengthened supervisory model and improvements in I.T.
- Ward Officers and PCSO's allocated defined geographic areas
- Continued recruitment and training of PCSO's
- Bespoke training to support PWA officers and equip those working in neighbourhood policing for the first time.
- Development of a corporate community engagement framework

Members sought clarification as to where the base of operation would be located for officers working in the North East Area

It was confirmed that Stainbeck Police Station would be the base of operation for officers working in the North East Area of the city.

Would the number of police vehicles remain at the same level.

It was confirmed that the number of police vehicle would remain at the same level.

Members suggested that following the retirement of the Area Community Safety co-ordinator the connection between the City Council and the Police appeared to be reduced.



Chief Inspector Mohammed gave an undertaking that co-ordination meetings with the police and officers from LCC would take place on a quarterly basis.

The Chair said it would be ideal if the first of these quarterly meetings could be arranged for the end of May.

On the issue of police recruitment in the West Yorkshire district it was reported that 500 officers would be recruited within the next 18 months, but it was understood that approximately 250 existing officers would be lost as a result of natural wastage.

Members noted that 167 would be deployed to the Leeds District, but where would the remainder be allocated.

Members were informed that the requested information was currently not available but it would be supplied to all Members of the Committee as soon as it became available.

Members raised the issue of cyber-crime suggesting that it appeared to be a growing trend and questioned if any additional resources were been allocated to tackle this issue.

Chief Inspector Mohammed reported that a lot of investment was going into cyber-crime for every district. At a national level a central fraud reporting mechanism had been established to report: scams, fishing and hate crimes. Locally some PCSO's had been trained to explain to elderly/ vulnerable people the dangers of internet fraud.

Members queried if the Council could do more in the prevention of internet fraud.

In responding Chief Inspector Mohammed suggested that engaging with local people / training sessions to highlight the dangers of cyber-crime/ internet fraud would certainly be beneficial.

Members queried if the City Council could do more to prevent "terror threats"

Inspector Richard Horn said lonely/ vulnerable individuals within the community required protecting. It was therefore essential that the Council engage with the community and build cohesion in order to prevent individuals from feeling isolated, if this was done correctly it could have a huge impact.

The Chair thanked Chief Inspector Mohammed and his colleagues for their attendance and participation commenting it had been an informative discussion.

**RESOLVED –**

- (i) That the report and accompanying presentation be noted.

- (ii) That details about police recruitment and deployment across the Wes Yorkshire district be circulated to Members once the information becomes available

## 55 Neighbourhood Planning Update

The Neighbourhood Planning Officer submitted a report which provided an update on the neighbourhood planning activity in the Outer North East area of the city.

Ian Mackay, Neighbourhood Planning Officer, City Development addressed the Committee providing an update and commentary on the following:

### **Bardsey cum Rigton**

#### Stage: Plan Made

- The Plan went to referendum on 12<sup>th</sup> October and the results were as follows:

Response	Votes
Yes	<b>745 (93.82%)</b>
No	<b>49 (6.18%)</b>
Turnout	<b>40.12%</b>

- The Plan was made by the Council on 6<sup>th</sup> November 2017.

### **Boston Spa**

#### Stage: Plan Made

- The Plan went to referendum on 12<sup>th</sup> October and the results were as follows:

Response	Votes
Yes	<b>865 (89%)</b>
No	<b>107 (11%)</b>
Turnout	<b>27.17%</b>

- The Plan was made by the Council on 6<sup>th</sup> November 2017.

### **Barwick in Elmet and Scholes**

#### Stage: Plan Made

- The Plan went to referendum on 12<sup>th</sup> October and the results were as follows:

Response	Votes
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<b>Yes</b>	<b>1335 (92.77%)</b>
<b>No</b>	<b>104 (7.23%)</b>
<b>Turnout</b>	<b>35.72%</b>

- The Plan was made by the Council on 6<sup>th</sup> November 2017.

**Linton**

It was reported that the Court of Appeal had rejected a developer's claim that Collingham with Linton Parish Council had no power to modify a neighbourhood plan in a manner that had not been recommended by a planning inspector.

In offering comment the Neighbourhood Planning Officer said that this Court of Appeal Judgement would be helpful to many local planning authorities. It was reported that advice from Legal Services was currently being sought as to whether the “plan could be made” or was there a period of time required to elapse before doing so.

**Thorp Arch**

Stage: Plan Made

- The Referendum took place on 7<sup>th</sup> December and the results were as follows:

The results were as follows:

<b>Response</b>	<b>Votes</b>
<b>Yes</b>	<b>236 (92.19%)</b>
<b>No</b>	<b>20 (7.81%)</b>
<b>Turnout</b>	<b>39.2%</b>

- The Thorp Arch Neighbourhood Plan was made by the Council on 24<sup>th</sup> January 2018.

**Alwoodley**

Stage: Post-Examination

- The Plan was examined by Chris Collison, who recommended that the Plan, subject to modifications, should proceed to Referendum. The final examiner’s report was received on 15<sup>th</sup> December 2017.
- Due to the scheduled Local Elections and associated resources required (increased through the review of Ward Boundaries coming into effect), the Referendum will be held on Thursday 28<sup>th</sup> June 2018.
- The Parish Council are using this time to publicise the Referendum date as much as possible and were reassured by recent updates to the Legislation introduced by the Neighbourhood Planning Act, which gives

greater weight to NPs in the planning application process once they have been through the independent examination.

### **Walton**

#### **Stage: Examination**

- The Plan has been submitted for examination, with the Regulation 16 Publicity taking place between 5<sup>th</sup> February and 19<sup>th</sup> March.
- Rosemary Kidd has been appointed to undertake the examination, the Parish Council considered her recent examination of the Thorp Arch NP and understanding of local issues to be appropriate.
- It is anticipated that the final examiner's report will be published by mid-April, Members will receive a copy once it has been sent to officers.
- It was reported that Publicity had closed with 20 representations having been received; 17 in support, 3 objections. It was understood that a "statement of common ground" would be produced to reserve a position

### **Wetherby**

#### **Stage: to be Submitted for Examination**

- Terry Heselton has been appointed as the independent examiner for the Plan.
- The Town Council intend to submit the Plan in May/ June, it is understood that they are finalising the Consultation Statement that must be submitted alongside the Plan.
- The Council has offered to check the submission documents before formal submission as has been done with other neighbourhood plans.

### **Scarcroft**

#### **Stage: to be Submitted for Examination**

- Terry Heselton has been appointed as the independent examiner for the Plan.
- The Parish Council plan to submit the Plan for Regulation 16 Publicity and independent examination on 20<sup>th</sup> March, so it is expected that the examination will commence in mid-May.
- The Council has offered to check the submission documents before formal submission as has been done with others.

### **Others**

- Aberford are finalising the Submission Draft Plan, it is anticipated that the Parish Council will sign off the content of the Plan at their March meeting. Submission of the Plan is likely to be in late April / early May.

- East Keswick are currently re-drafting their Plan and are going to conduct the Pre-Submission Consultation on the changes being made in May / June before submitting the Plan later in the year.
- Bramham completed the Pre-Submission Consultation on 12<sup>th</sup> February. Officers are meeting with members of the Steering Group on 16<sup>th</sup> March to discuss the Council's formal comments, other representations, and to provide advice on finalising the submission draft Plan.
- Shadwell Parish Council are finalising the first draft of their Plan, which will be sent out for informal comments in mid- to late March. The Parish Council will also be holding an engagement event to provide the opportunity for the local community to agree the intended policies. The Plan will then be re-drafted in preparation for Pre-Submission Consultation later this year.
- Thorner Parish Council have contacted officers to say that they are struggling to pull a Pre-Submission Plan together. Officers have undertaken a review of the Plan and evidence with a view to providing additional support in future, and are meeting with the Steering Group on 7<sup>th</sup> March to discuss a way forward and agree a project plan.

The Chair thanked the Neighbourhood Planning Officer for his attendance and for providing the latest information available.

**RESOLVED** – That the update on neighbourhood planning activity be noted and welcomed

## **56 MINUTES OF THE PREVIOUS MEETING**

**RESOLVED** – That the minutes of the previous meeting held on 11<sup>th</sup> December 2017 were confirmed as a true and correct record.

## **57 MATTERS ARISING FROM THE MINUTES**

Leeds Transport Conversation Update (Minute No. 40 referred) – For information it was reported that a Cross Party Transport Meeting was taking place later in the week which may be of particular interest to Alwoodley Ward Members.

It was also noted that the Wetherby Transport Group intended to take a deputation to a future meeting of full Council.

## **58 Dates, Times and Venues of Community Committee Meetings 2018/2019**

The City Solicitor submitted a report which sought the Community Committee's formal approval of a meeting schedule for the 2018/2019 Municipal year and to determine if there are any revisions to the current meeting and venue arrangements.

**RESOLVED** –

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

Draft minutes to be approved at the meeting  
to be held on Monday, 11th June, 2018

- (ii) That the proposed scheduled of meetings for 2018/19 be determined as follows:
- Monday 11<sup>th</sup> June 2018 – 5.30pm
  - Monday 17<sup>th</sup> September 2018 – 5.30pm
  - Monday 10<sup>th</sup> December 2018 – 5.30pm
  - Monday 11<sup>th</sup> March 2019 – 5.30pm
- (iii) That the meeting venues continue to alternate between the Civic Hall during the winter months and at various venues held within the three wards during the summer months. All meetings to commence at 5.30pm

## **59 Outer North East Wellbeing and Youth Activity Fund Budgets**

The Localities Programme Manager 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 2018/19

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

- An explanation of capital funding and eligible schemes (Appendix A referred)
- Outer North East Community Committee Wellbeing Revenue Budget (Appendix B referred)
- Outer North East Community Committee Youth Activity Funding (Appendix C referred)
- Outer North East Community Committee Priorities 2018/19 (Appendix D referred)
- Outer North East Community Committee – Draft Wellbeing Budget 2018/19 (Appendix E referred)

Andrew Birkbeck, Localities Programme Manager, 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 –**

- (i) To note the current budget position for 2017/18.
- (ii) To note the CIL Neighbourhood balance for the Outer North East Community Committee as referred to in paragraph No.8 of the submitted report
- (iii) That the following project requesting Wellbeing Funding be determined as follows:

<b>Project</b>	<b>Organisation</b>	<b>Amount Granted (£)</b>
Building Capacity and Developing Skills (Anticipated start date April 2018)	MAECare	£3,279 (From 2017/18 budget)
Mind and Body – Emotional and Physical Wellbeing (Anticipated start date April 2018)	MAECare	£3,000 (From 2017/18 budget)
Health Champions	Saheli Women’s Group	£1,000 (From 2017/18 budget)
Transport and Catering costs	Moortown Social Club Over 60s section	£1,000 (From 2018/19 budget)
Adding Sunshine to our Borders (Anticipated start date May 2018)	Slaid Hill in Bloom	£872.70 (From 2018/19 budget)
Barwick in Elmete & Scholes Allotments	Barwick in Elment & Scholes Parish Council	£5,000 (From 2018/19 budget)
Collingham Christmas Village Project	Collingham with Linton Parish Council	£2,575 (From 2018/19 budget)
Thorner Lane & Weardley Lane improvement works	Leeds City Council Highways Maintenance	£2,000 (From the Wellbeing Capital budget)

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

Project	Organisation	Amount Granted (£)
Chabad Lubavitch Summer Schemes (Anticipated start date July 2018)	Chabad Lubavitch Youth Organisation	Deferred to await further information from Ward Members
Let's Play Tennis (Anticipated start date April 2018)	Shadwell Tennis Club	£3,150 (From 2018/19 budget)

- (v) To note that the following applications had been approved since the Community Committee on 11<sup>th</sup> December 2017 under the delegated authority of the Director for Communities and Environment)

Project	Organisation	Amount Granted (£)
Thorp Arch Speed Indication Devices (SIDS)	Thorp Arch Parish Council	£3,375
Thorp Arch Heritage Information Board	Thorp Arch Parish Council	£3,000

- (vi) To note the draft budget position for 2018/19 as set out in appendix E of the submitted report

## 60 Community Committee Update Report

The Localities Programme Manager 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 23rd November 2017 (Appendix A referred).

Andrew Birkbeck, Localities Manager, presented the report and highlighted the main issues which included:

Draft minutes to be approved at the meeting  
to be held on Monday, 11th June, 2018



- It was noted that the Outer North East Environment Sub Group had recently met on 23rd November 2017
- The ongoing issues around highways maintenance, grit bins, greenspace and the environment
- A summary of the decision taken at the Emmerdale Stakeholder Panel on 29<sup>th</sup> November 2017
- The Alwoodley Youth Summit scheduled to take place on Friday 23<sup>rd</sup> March 2018 at Moor Allerton High School. Hosted and co-designed by Councillor Dan Cohen and officers from the Council's Voice and Influence Team, the objective of the event is to help steer the Youth Activity Fund for Alwoodley Ward for 2018/19 and to explain the role of Councillors and how young people could get involved in local democracy.
- Work at the Moor Allerton Hub continues to flourish with many activities taking place over the winter period (October – December 2017)

**RESOLVED** – That the contents of the report be noted

#### **61 Outer North East Parish and Town Council Forum**

The Localities Programme Manager submitted a report which provided the Minutes from the latest meeting of the Outer North East Parish and Town Council Forum held on 25<sup>th</sup> January 2018.

**RESOLVED** –

- (i) That the Minutes of the latest meeting of the Outer North East Parish and Town Council Forum held on 25<sup>th</sup> January 2018, be noted.
- (ii) To support where appropriate, the Outer North East Parish and Town Council Forum in resolving any issues raised.

#### **62 Date and Time of Next Meeting**

**RESOLVED** – To note that the next meeting will take place on Monday, 11<sup>th</sup> June 2018 at 5.30pm, venue to be confirmed at a later date.

#### **63 Chair's Closing Remarks**

The Chair reported that today's meeting would be the final occasion the Committee would meet before the forthcoming Local Elections.

Although not in attendance it was announced that both Councillor John and Rachael Procter were not seeking re-election.

In paying tribute the Chair asked that his thanks and appreciation be conveyed to both Members for their contribution over the years.

Members joined the Chair in expressing their best wishes to John and Rachael in their future endeavours.



**Report of: City Solicitor**

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

**Report author: John Grieve, Governance Services, Tel (0113) 37 88662**

**Date: 11<sup>th</sup> June 2018**

**For decision**

## **Community Committee Appointments 2018/2019**

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### **Purpose of report**

- 1 The purpose of this report is to note the appointment of Councillor Gerald Wilkinson as Chair of the Community Committee for 2018/19 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to the following, as appropriate:-
  - Those Outside Bodies as detailed at section 19 / Appendix 1 of this report;
  - One representative to the Corporate Parenting Board;
  - Community Committee Champions, as listed; and
  - Those Children's Services Cluster Partnerships, also as listed.

### **Main issues**

1. **Noting Appointment of Community Committee Chair for 2018/19**
2. Members are invited to note the appointment of Councillor Gerald Wilkinson as Chair of the Community Committee for 2018/19, as agreed at the recent Annual Meeting of Council.
3. **Appointments to Outside Bodies**
4. Member Management Committee annually determines which Outside Bodies will be delegated to Community Committees for appointment. Attached at Appendix 1 are those organisations.
5. **Appointments to Community Committee 'Champions'**

6. The Constitution requires that Community Committees appoint Member 'Champions' in several designated areas. Currently, these areas are: 'Environment & Community Safety'; 'Children's Services'; 'Employment, Skills & Welfare'; and 'Health, Wellbeing & Adult Social Care'.
7. **Appointments to Children's Services Cluster Partnerships**
8. Previously, Member Management Committee has resolved that the nomination of Elected Member representatives to the local Children's Services Cluster Partnerships be designated as a 'Community & Local Engagement' appointment, and therefore be delegated to Community Committees for determination.
9. **Appointment to Corporate Parenting Board**
10. In recent years Community Committees have been used as the appropriate body by which local Elected Member representatives are appointed to the Corporate Parenting Board.

## Options

11. **Outside Bodies**
12. The Community Committee is invited to determine the appointments to those Outside Bodies as detailed within section 19 / Appendix 1. The Council's Appointments to Outside Bodies Procedure Rules can be made available to Members upon request, however, a summary of the rules can be found at sections 11-16:
13. The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder<sup>1</sup> either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
14. Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Community Committee as a whole.
15. All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
16. Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Community Committee and agreement sought as to whether the vacancy will be filled.
17. A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles described above.

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<sup>1</sup> For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

18. Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to Member Management Committee.
19. Please note, any appointments to those Outside Bodies detailed in Appendix 1 / section 19 which are made by the Committee at today's meeting are subject to Member Management Committee approving at its first meeting of the municipal year, that arrangements for such appointments remain unchanged and that they continue to be made by this Community Committee.

20. **Outside Body Appointments 2018/2019**

21. This year there are no appointments which are due for review/determination in relation to the following organisations:-

Aberford Almshouse Trust (Review July 2020)

Ancient Parish of Barwick In Elmet Trust (Review March 2019)

**Local Housing Advisory Panels**

22. As was the case in 2017/18, a dedicated report regarding Elected Member representation on the Local Housing Advisory Panels can be found elsewhere on the agenda.

23. **Community Committee 'Champions'**

24. The Community Committee Champions role aims to provide a local "lead" perspective and further facilitate local democratic accountability; particularly in conjunction with the relevant Executive Member. It is formally defined as covering the following areas:

- To provide local leadership and champion the agenda at the Community Committee.
- To represent the Community Committee at relevant meetings, forums and local partnerships.
- To build links with key services and partners.
- To provide a link between the Community Committee and the Executive Member to ensure local needs are represented, issues are highlighted, best practice is shared and to facilitate local solutions to any issues.
- To maintain an overview of local performance.
- To consult with the Community Committee and represent local views as part of the development and review of policy.

25. As set out in the Constitution, the Community Committee is invited to appoint to the following Community Lead Member roles, in respect of:

- **Environment & Community Safety**
- **Children's Services**
- **Employment, Skills and Welfare**
- **Health, Wellbeing and Adult Social Care**

26. Given that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting two of the roles namely:

- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.
- Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

## **27. Corporate Parenting Board**

28. Under the Children’s Act 1989, all local Councillors are corporate parents, this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after).
29. Executive Board has previously agreed a clearer framework for the corporate parenting role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Parenting Board'. This core group includes representation from each of the 10 Community Committees and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children.
30. In February 2015, Executive Board approved a report that proposed a number of developments to enhance the Corporate Parenting Board, including a better link to the ‘Care Promise’ for looked after children and more regular involvement from senior leaders and partners both within and outside of the Council. The Board considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Community Committee and champion the importance of effectively supporting those children. This is an important role within the overall framework of support and accountability for looked after children’s services. The March 2015 Ofsted report for Leeds highlighted the positive benefits and impact of the Board’s work.
31. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the 2018/19 municipal year. The Committee may consider it appropriate to combine the role with that of the Committee’s Children’s Services ‘Champion’.
32. It should be noted that membership of the Corporate Parenting Board is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Parenting Board, or make the relevant officers aware.

## **33. Children’s Services Cluster Partnerships**

34. Clusters are local partnerships that include, amongst others: the Children’s Social Work Service, schools, governors, Police, Leeds City Council youth service, Youth Offending Service, Children’s Centres, Housing services, third sector, health, local elected members and a senior representative from children’s services. Local clusters are key to the Children & Families Trust Board partnership and delivery arrangements.
35. They aim to:

- enable local settings and services to work together effectively to improve outcomes for children, young people and their families;
- build capacity to improve the delivery of preventative and targeted services to meet local needs;
- create the conditions for integrated partnership working at locality level;
- promote the Children & Young People’s Plan and the ambition of a child friendly city across the locality.

36. A “well-coordinated locality and cluster approach results in early identification and extensive work with families according to need.” (Ofsted report, March 2015).
37. Clusters began life as extended services for schools and have grown to engage a wide range of partners who provide early help and early intervention and prevention. In April 2011, the Children & Families Trust Board and Schools Forum agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships, which included elected members as standing members of the governance group for each partnership.
38. Elected Members also sit alongside a senior leader (Local Authority Partner) from the Children’s Services directorate to be part of the Council’s representation on each cluster partnership.
39. In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children’s Services Cluster partnerships to Community Committees. This was with the aim of establishing a clear formal link between those Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.
40. The Committee is invited to nominate Members to each cluster partnership within their area for the 2018/19 municipal year. The table below sets out the suggested numbers, Ward links and current representation as a basis for discussion:

<b>Cluster</b>	<b>Number of Elected Members suggested</b>	<b>Suggested Ward link</b>	<b>Current Elected Member Representation</b>
Alwoodley	3	1 Alwoodley	D Cohen
Roundhay		1 Roundhay	
Moortown (ARM)		1 Moortown	
EPOSS (Elmet Partnership of schools and services)	2	1 Harewood 1 Wetherby	R Stephenson A Lamb

## **Corporate considerations**

### **a. Consultation and engagement**

This report facilitates the necessary consultation and engagement with Community Committee Members in respect of appointments to the designated positions and Outside Bodies. Given that the Community Committee is the relevant appointing

body, there is no requirement to undertake a public consultation exercise on such matters.

#### **b. Equality and diversity / cohesion and integration**

Both the Community Committee Champion roles and the Corporate Parenting role aim to champion, address and monitor issues arising in their respective fields, whilst also providing clear links with the relevant Executive Member, Council officers and partner agencies. As such, these roles would also look to address any equality, diversity, cohesion or integration issues arising in their specific areas.

Also, Council representation on Outside Bodies and Children's Services Cluster Partnerships will enable those appointed Members to act as a conduit in terms of promoting the Council's policies and priorities. As such, this would potentially include matters relating to equality, diversity, cohesion or integration.

#### **c. Council policies and city priorities**

Council representation on, and engagement with those 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.

#### **d. Legal implications, access to information and call in**

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.

#### **e. Risk management**

In not appointing to those Outside Bodies or Cluster Partnerships listed within the report, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

### **Conclusion**

41. The Community Committee is asked to consider and determine the appointments to those designated Outside Bodies, partnerships and organisations as detailed within the report and appendix.

### **Recommendations**

42. The Community Committee is asked to consider and confirm appointments to the following:-

- (i) The Elected Member representatives to work with the Outside Bodies identified above/at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as summarised in this report;



- (ii) Member representatives to those Community Committee Champion roles, as listed;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee, as listed; and
- (iv) One Member representative to the Corporate Parenting Board. (Further Members can be involved in the Corporate Parenting Board, should they wish – please see section 30 for further details).

43. The Committee is also invited to note the appointment of Councillor Gerald Wilkinson, as Chair of the Community Committee for the duration of 2018/19, as agreed at the recent Annual Meeting of Council.

**Background information**

- None

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Community Committee Appointments to Outside Bodies (North East Outer)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Clr Y/N	Review Period
Aberford Almshouses Trust	Yes	1	Jul-20		Councillor R Stephenson	Y	4 years
Ancient Parish Of Barwick In Elmet Trust	Yes	1	Jul-19		Christine Hudson	N	4 years
<b>Local Housing Advisory Panel(s) - Dedicated report on the Member appointment to these bodies can be found elsewhere on the agenda</b>							

	4	2	4
Number of places	2		
Places held pending review	0		
Places currently filled beyond July 14	2		
Number of places to fill	0		

Number of Members in the Committee Area	9	Percentage of Members on the Committee	Notional Places Allocated
Labour	0	0	0
Liberal Democrat	0	0	0
Conservative	9	100	4
<i>Other to list</i>			
Total	9		4

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**Report of: Jill Wildman, Chief Officer Housing Management**

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

**Report author: Ian Montgomery, Service Manager – Tenant Engagement 07891 271612**

**Date: 11 June 2018**

**For decision**

## **Community Committee nominations to Housing Advisory Panels (HAP)**

---

### **Purpose of report**

1. To seek Ward Councillor nominations from the Community Committee to the Outer North East Housing Advisory Panels (HAP).

### **Main issues**

2. There are 11 HAPs across the city, in geographical alignment with Community Committee's, with the exception of the East Inner Community Committee – which is split into two HAPs due to the large number of Council homes.
3. During 2017/18, Housing Leeds undertook a review of HAPs that included the views of Ward Members, tenants and others. A key theme of the review was to explore how HAPs can work more closely with Community Committees.
4. Ward Members play an important role in helping the HAPs undertake their role and helping tackle shared local priorities, this may include:
  - a. Sharing with local HAPs the Community Committee priorities, giving updates about key pieces of work or projects that the HAP may be able to help support.
  - b. Helping the HAP establish their priorities, sharing local knowledge and insight about local community or environmental issues.

- c. Encouraging tenants on the HAP to be involved and contribute to Community Committee meetings and workshops.
  - d. When appropriate, helping join up HAP funding with local Community Committee funding and other funding sources.
  - e. To support the overall focus on the community, helping bring Tenant Engagement forums together with Community Committee led activity.
5. Community Committees in their June 2018 round of nominations are therefore requested to:
- a. Nominate up to 1 Ward Member per Ward within the HAP area (with the exception of Outer East which has 1 Ward, where 2 nominations from the same Ward are welcomed).
  - b. To undertake the above on the basis that all nominations are for full members, with HAP voting rights.
  - c. Take into account the number of Council homes in each Ward. For Wards with relatively few Council homes nominations are sought on an optional basis (see Appendix 1)
6. Council nominations to the panel will continue to help develop local working relationships, especially between the local housing teams, the Tenant Engagement Service and the local Communities Teams.

## **Corporate considerations**

7.

### **a. Consultation and engagement**

This report facilitates the necessary consultation and engagement with Community Committee Members in respect of appointments to the designated positions and Outside Bodies. Given that the Community Committee is the relevant appointing body, there is no requirement to undertake a public consultation exercise on such matters

### **b. Equality and diversity / cohesion and integration**

Council representation on Housing Advisory Panels enables those appointed Members to act as a conduit in terms of linking the Council's policies and priorities. It also encourages joint working between services to support local projects; these would potentially include matters relating to equality, diversity, cohesion or integration.

### **c. Council policies and city priorities**

Council representation on, and engagement with Housing Advisory Panels, to which the Community Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

**d. Resources and value for money**

Council representation on the HAPs encourages closer working relationships, in particular the opportunities for the joint funding of projects that meet local needs.

**e. Legal implications, access to information and call in**

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.

**f. Risk management**

In not appointing to the HAPs, there is a risk that the Council's designated representation would not be fulfilled and the opportunities and benefits to local tenants and residents not maximised.

## **Conclusion**

8. The Housing Service is seeking nominations to Outer North East Housing Advisory Panel. Community Committees are requested to nominate up to 1 Ward Councillor per Ward within the HAP area. The nominations to the HAPs will continue to help the service build positive working relationships with the Committee and to ensure local priorities are reflected in panel activity.

## **Recommendations**

9. The Community Committee is requested to nominate up to 1 Ward Member from each of the Alwoodley, Harewood and Wetherby Wards within the Outer North East HAP area.

## **Background information**

- The key functions of Housing Advisory Panels remain in principle the same as during 2017/18, and are to:
  - 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 community needs.

- More information is available from [www.leeds.gov.uk/hap](http://www.leeds.gov.uk/hap) or from the Tenant Engagement Service, 0113 378 3330 or email [housingadvisorypanel@leeds.gov.uk](mailto:housingadvisorypanel@leeds.gov.uk)



<b>Housing Advisory Panel</b>	<b>Homes</b>	<b>Wards</b>	<b>Homes</b>
Inner East	7193	Burmantofts & Richmond Hill	4469
		Gipton & Harehills	2724
Inner North East	3079	Chapel Allerton	1959
		Moortown	495
		Roundhay	623
Inner North West	6302	Headingley & Hyde Park	509
		Little London & Woodhouse	1965
		Kirkstall	2489
		Weetwood	1339
Inner South	6478	Beeston & Holbeck	2472
		Hunslet & Riverside	1824
		Middleton Park	2182
Inner West	5697	Armley	2708
		Bramley & Stanningley	2989
Outer East	4478	Killingbeck & Seacroft	4478
Outer North East	2384	Alwoodley	1141
		Harewood	390
		Wetherby	853
Outer North West	3660	Adel & Wharfedale	648
		Guiseley & Rawdon	708
		Horsforth	900
		Otley & Yeadon	1404
Outer South	4230	Ardley & Robin Hood	898
		Morley North	938
		Morley South	1110
		Rothwell	1284
Outer South East	5470	Crossgates & Whinmoor	1888
		Garforth & Swillington	894
		Kippax & Methley	1140
		Temple Newsam	1548
Outer West	5041	Calverley & Farsley	735
		Farnley & Wortley	2555
		Pudsey	1751

May-18

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**Report of: City Solicitor**

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

**Report author: John Grieve, Governance Services, Tel (0113) 37 88662)**

**Date: 11<sup>th</sup> June 2018**

**For decision**

## **Appointment of Co-optees to Community Committees**

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### **Purpose of report**

1. This report invites Members to give consideration to appointing co-optees to the Community Committee for the duration of the 2018/2019 municipal year.

### **Main issues**

2. In considering this issue, the committee is invited to have regard to the following rules associated with Community Committee co-optees:
3. Article 10 of the Constitution states that by resolution Community Committees may appoint or remove non-voting Co-opted Members who may participate in the business of the Community Committee.
4. The relevant Community Committee Procedure Rules state that:
5. Co-opted members may participate in the debate in the same way as Elected Members, (but will be non-voting members of the Committee).
6. No co-opted member shall be appointed for a period beyond the next Annual Meeting of the Council.
7. With regard to participation on financial matters, in line with Section 102(3) of the Local Government Act 1972, the procedure rules state that, 'Co-optees will not ... participate in (the) business of the committee which regulates or controls the finance of the area'. This would preclude co-optees participating on matters such as Wellbeing funding applications for example.

## Options

8. Members are invited to give consideration to the possible appointment of the following nominees as co-opted members of the Community Committee for the duration of the 2018/19 municipal year:
9. XXXXXXXX

## Corporate considerations

### a. Consultation and engagement

This report provides Community Committee Members with the opportunity to formally consider the possible appointment of non-voting co-optees to the Committee for the remainder of the municipal year.

The provision of co-opted representatives on Community Committees enables representatives of the local community to engage in the Committee's decision making processes.

### b. Equality and diversity / cohesion and integration

In considering the appointment of co-optees, Members may wish to give consideration to ensuring that any co-options are representative of the neighbourhoods that the Community Committee covers.

### c. Council policies and city priorities

Co-opted representation on Community Committees, which enables representatives of the local community to engage in the decision making process is in line with the Council's Policies and City Priorities.

### d. Legal implications, access to information and call in

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

## Conclusion

10. Given the provisions within the Constitution regarding the appointment of co-opted representatives to Community Committees, the Community Committee is invited to determine the appointment of non-voting co-optees for the duration of the 2018/19 municipal year.

## Recommendations

11. The Community Committee is requested to approve the appointment of those proposed non-voting co-optees, as named within the report, for the duration of the 2018/19 municipal year, in order to support the work of the Committee.

## **Background information**

- **Not Applicable**

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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, Localities Programme Manager, 0113 3367642**

**Date: 11th June 2018**

**For Decision**

## **Outer North East Finance Report**

---

### **Purpose of report**

1. The report provides Elected 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 2018/19 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 **£21,300** in its Capital Wellbeing budget. A further explanation on capital funding and eligible schemes is attached at **Appendix A** for Members consideration.

6. At the September 2017 meeting of the Outer North East Community Committee, Members agreed to split this funding allocation equally between the three Wards. The current breakdown of this funding pot is:

- **Alwoodley Ward - £1,100**
- **Harewood Ward - £9,100**
- **Wetherby Ward - £11,100**

7. On the 21<sup>st</sup> October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6<sup>th</sup> April 2015 do not qualify for a CIL contribution. As part of this payment schedule, Leeds City Council retains up to 70-80% centrally, 5% for administration and 15-25% goes to a Community Committee or the relevant Town or Parish Council. This 15-25% of the CIL receipt (25% if there is an adopted neighbourhood plan, 15% if there isn't) is known as the 'Neighbourhood Fund'. In the absence of a Town or Parish Council, the Neighbourhood Fund element of CIL is allocated to the Community Committee.

8. In the case of the Outer North East Community Committee the committee's CIL Neighbourhood Funding stream is only generated by receipts from the part of Alwoodley Ward that isn't parished. All other parts of the Outer North East area are parished and thus the CIL Neighbourhood Fund will be paid directly to the geographically relevant Town and Parish Council.

9. The Current CIL Neighbourhood Fund balance for the Outer North East Community Committee is highlighted in the table below:

	CIL Invoiced				CIL Collected			
	2015/16	2016/17	2017/18	Total	2015/16	2016/17	2017/18	Total
<b>Community Committee</b>								
<b>Outer North East</b>	0.00	£140,462	£154,169	£294,632	0.00	£37,551	0.00	£37,551

10. 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 2018/19 is £32,490. The committee apportions this budget between the three wards using the 8 – 17 year old population figures (Source: GP Data 2012).

11. More detailed information about the spending against the 2018/19 budget is available in the appendices to this report. (**Appendix B** – Wellbeing Revenue; **Appendix C** - Youth Activity Funding).



## Wellbeing Funding

### Current Wellbeing budget position

12. A year end reconciliation of the Wellbeing budget has been completed and taking into account carry-forward figures, the current position for June 2018 is highlighted below:

Ward	Total budget remaining
Alwoodley	£ 23,961
Harewood	£ 11,269
Wetherby	£ 28,096

13. The following seven Wellbeing applications are for consideration by the Community Committee from the 2018/19 budget:

Ward(s)	Organisation	Project	Total cost	Amount applied for	Ward Member recommendation
Alwoodley	Leeds City Council's Breeze Team	Moortown Monday Night Project	£16,220	£7,345	
Alwoodley	Leeds North & West Foodbank	Cranmer Community Centre & Foodbank	£23,000	£5,000	
Alwoodley	Housing Leeds	Moor Allerton Festival 2018	£5,480	£2,740	
Alwoodley	Moor Allerton Hub	Exercise Classes	£3,120	£3,120	
Alwoodley	Moor Allerton Hub	Artist Club Extended	£400	£400	
Wetherby	Boston Spa Bowling Club	Boston Spa Bowling Club Extension	£17,815	£6,815	
Wetherby	Clifford Village Hall	Clifford Village Hall extension	£120,000	£5,000	

## Youth Activity Fund

### Current Youth Activity Fund budget position

14. 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 2018 is highlighted below:

Ward	Total budget remaining
------	------------------------

Alwoodley	£ 19,392
Harewood	£ 19,614
Wetherby	£ 21,114

15. The following two Youth Activity Fund applications are for consideration by the Community Committee from the 2018/19 budget:

Ward(s)	Organisation	Project	Total cost	Amount applied for	Ward Member Recommendation
Alwoodley	Chabad Lubavitch Youth Organisation	Chabad Lubavitch Summer Schemes	£11,450	£3,600	
Alwoodley (This application is cross Ward)	Leeds Rugby Foundation	Leeds Rhinos Summer Camps	£12,090	£7,590	

### Delegated Decisions

16. The following three applications have been approved since the Outer North East Community Committee held in March 2018.

Ward(s)	Organisation	Project	Total cost	Amount applied for	Amount approved
Alwoodley	Leeds City Council Parks & Countryside Service	Alwoodley Playgrounds	£50,000	£10,000 Capital Funding	£10,000 Capital Funding
Wetherby	Wetherby Riverside Bandstand Trust	Wetherby Bandstand Concerts	£3,920	£1,250	£1,000
Wetherby	Boston Spa Parish Council	Boston Spa Festival Weekend	£2,000	£1,000	£1,000

- 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 16.

- 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**

17. 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.
18. 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.
19. 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**

20. The Community Committee is asked to:
- Note the current budget position for 2018/19;
  - Note the CIL Neighbourhood Fund balance for the Outer North East Community Committee as highlighted in paragraph 9.
  - Consider the seven Wellbeing Revenue & Capital applications and two Youth Activity applications set out at paragraphs 13 and 15 and approve, where appropriate, the amount of grant to be awarded;
  - Note the three applications that have been approved since the Community Committee met in March 2018 under the delegated authority of the Director of Communities and Environment.

- Reconfirm their commitment to the approvals process for delegated decisions relating to the allocation of funding between Community Committee meetings. Currently, to enact a delegated decision, unanimous approval is needed from all three Elected Members in a Ward.

# 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](mailto:MICE@Leeds.gov.uk)

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Funding / Spend Items	Alwoodley	Harewood	Wetherby	Area Wide	Total
Balance Brought Forward from 2017-18	£ 14,846.11	£ 11,717.55	£ 12,398.00	£ -	£ 38,961.66
New Allocation for 2018-19	£ 11,696.00	£ 11,047.00	£ 9,747.00	£ -	£ 32,490.00
Total available (inc b/f bal) for schemes in 2018-19	£ 26,542.11	£ 22,764.55	£ 22,145.00	£ -	<u>£ 71,451.66</u>
Schemes approved 2017-18 to be delivered in 2018-19	£ 7,150.00	£ -	£ 1,030.07	£ -	£ 8,180.07
Total Available for New Schemes 2017-18	£ 19,392.11	£ 22,764.55	£ 21,114.93	£ -	<u>£ 63,271.59</u>

2017-18 Projects (b/f)	Alwoodley	Harewood	Wetherby	Area Wide	Total
Zone Engage	£ 2,350.00	£ -	£ -	£ -	£ 2,350.00
JIGSAW Ensuring the wellbeing of young people	£ 4,800.00	£ -	£ -	£ -	£ 4,800.00
The Tempo FM Radio Academy	£ -	£ -	£ 1,030.07	£ -	£ 1,030.07
Professional Interviewing Skills Training	£ -	£ -	£ -	£ -	£ -
<b>Total of Schemes Approved brought forward 2017-18</b>	<b>£ 7,150.00</b>	<b>£ -</b>	<b>£ 1,030.07</b>	<b>£ -</b>	<b>£ 8,180.07</b>

2018-19 Projects	Alwoodley	Harewood	Wetherby	Area Wide	Total
Let's Play Tennis 2018	£ -	£ 3,150.00	£ -	£ -	£ 3,150.00
<b>Total 2018-19 Projects</b>	<b>£ -</b>	<b>£ 3,150.00</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 3,150.00</b>

Total Spend for 2018-19 (incl b/f schemes from 2017-18)	£ 7,150.00	£ 3,150.00	£ 1,030.07	£ -	<u>£ 11,330.07</u>
Total Budget Available for projects 2017-18	£ 26,542.11	£ 22,764.55	£ 22,145.00	£ -	<u>£ 71,451.66</u>
Remaining Budget Unallocated	£ 19,392.11	£ 19,614.55	£ 21,114.93	£ -	<u>£ 60,121.59</u>

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## Outer North East Community Committee Priorities 2018/19

<a href="#">Priority - linked to the Best Council Plan 2018/19 (click here)</a>	OBJECTIVES
<b>Inclusive Growth</b>  <b>Housing</b>  <b>21<sup>st</sup> Century Infrastructure</b>	<ul style="list-style-type: none"> <li>• Improve the opportunities for local people seeking work by offering local information and advice.</li> <li>• Link up with local businesses to encourage their support for local communities.</li> <li>• Help people to broaden their horizons and develop new skills through volunteering opportunities.</li> <li>• Encourage shoppers and visitors to the historic town of Wetherby by promoting the town and improving car parking.</li> <li>• Support Town and Parish councils in the production of Neighbourhood Development Plans which enable local communities to shape and influence future development.</li> <li>• Encourage efficient, reliable public transport to improve access to services and employment for local people.</li> <li>• Support highways improvements which meet the needs of the local communities.</li> <li>• Improve the business and leisure environment for local communities through working with partners to improve broadband connectivity.</li> </ul>
<b>Safer, Stronger Communities</b>	<ul style="list-style-type: none"> <li>• Offer support to local organisations to enable them to offer a range of sports, arts and leisure activities for everyone.</li> <li>• Reduce crime and anti-social behaviour levels through a partnership approach to problem solving and information sharing in the Wetherby &amp; Harewood and Alwoodley neighbourhood policing areas.</li> <li>• 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.</li> <li>• 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.</li> <li>• Support the work of the Moor Allerton Partnership (MAP) network.</li> </ul>
<b>Child-Friendly City</b>  <b>Culture</b>	<ul style="list-style-type: none"> <li>• Offer young children the best start in life through the services and activities offered by Alwoodley, Boston Spa and Wetherby Children's Centres.</li> <li>• 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.</li> <li>• Improve children's behaviour, school attendance and academic results by providing support and activities for children, young people and their families.</li> <li>• Provide opportunities for young people to have fun.</li> <li>• Give young people the opportunity to have their say about what happens in their local community.</li> </ul>
<b>Health &amp; Wellbeing</b>	<ul style="list-style-type: none"> <li>• Support voluntary organisations including MAECare and Wetherby in Support of the Elderly (WISE), who provide services for vulnerable people.</li> <li>• Advise people on living safely in their own homes through promotion of schemes such as home security checks and fire safety checks.</li> <li>• Encourage active lifestyles for everyone through supporting and promoting local advice sessions and activities.</li> </ul>

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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, Localities Programme Manager, Tel: 0113 3367642**

**Date: 11<sup>th</sup> June 2018**

**To Note**

## **Community Committee Update Report**

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### **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 continue to regularly take place.
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. An Emmerdale Stakeholder Panel meeting was held on 15<sup>th</sup> March 2018. This panel considered three projects that had been put forward by eligible groups and organisations since the last meeting in November. The panel made the following decisions:

<b>Name of project</b>	<b>Applicant</b>	<b>Amount applied for (£)</b>	<b>Panel decision (including amount awarded)</b>

Landscaping Works	Aberford Bowling Club	£672	Supported in principle subject to details on more natural landscaping coming forward from the applicant.
Linton Beck	Collingham with Linton Parish Council	£3,867.25 (Total cost of the project - £9,860)	Declined as in breach of number of applications any one organisation can submit per financial year (Two is the limit).
Court Resurfacing	Bardsey Tennis Club	Estimate is in the region of £25,000	Panel requested more details.

6. 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.
7. The Alwoodley Youth Summit was held on Friday 23<sup>rd</sup> March 2018. A full event report for the summit, produced by the council's Voice and Influence Team, is attached as **Appendix A** for Members consideration. Also highlighted below is an infographic illustrating the feedback received citywide from children and young people on what activities they would like to see funded in their areas:



8. After the success of last year's event, the Moor Allerton Hub, will again be holding another Great Get Together event on Sunday 24 June 2018, from 11am – 3pm. At the event there will be face and henna painting, along with the following:
- 11 -11.45pm- Little Gym Taster session – Fun parent and child fitness challenges. Open to 4months – 12 years.
  - 12 -1pm- Lindyhop Demonstrations & Taster class
  - 12 -2pm- Family cupcake decorating
  - 1.30 -3pm - Come along to create matchbox houses and crafts to reflect our community.



9. Neighbourhood Planning activity in Outer North East Leeds continues to progress. Officers from the council's City Development Department have produced a briefing paper attached as **Appendix B** for Members consideration.
10. At the time of writing the Outer North East Facebook page has 200 Likes. Since the March Community Committee, the Communities Team have posted over 77 items that have had a reach of over 4,200 (although it should be noted that this will include a high proportion of re-visits to site from the same people).
11. Since the last meeting in March, 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, 3<sup>rd</sup> sector organisations and local residents.
12. 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](https://twitter.com/@_YourCommunity)

## Conclusion

13. 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

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

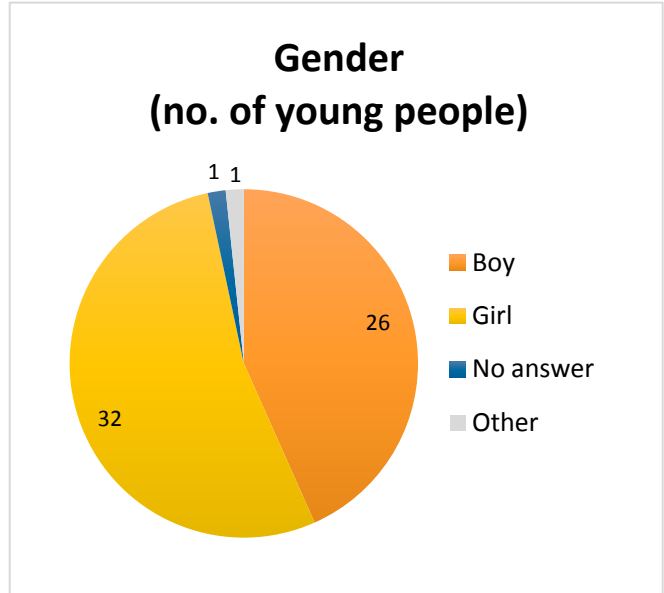
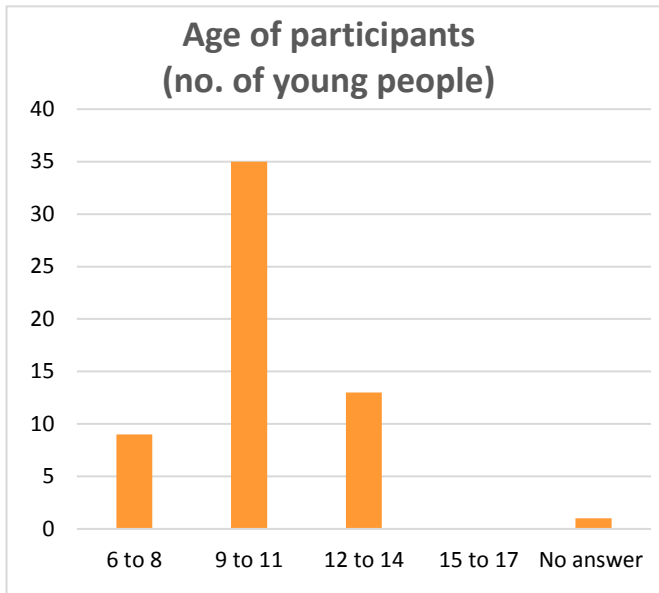
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## **Alwoodley Community Youth Summit – Youth Activity Consultation**

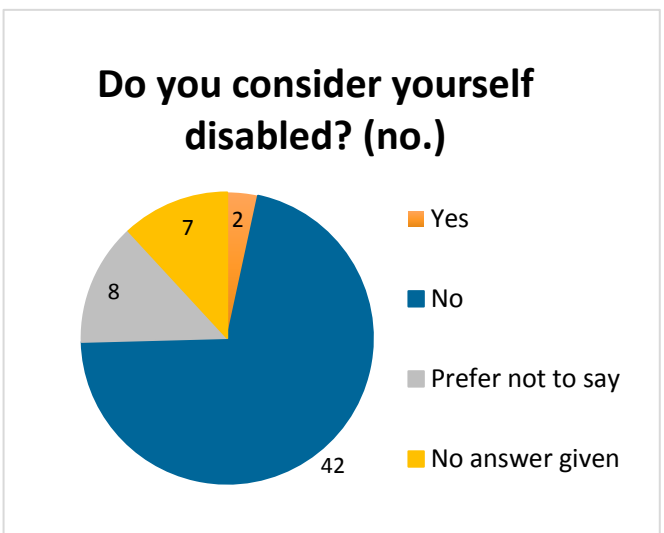
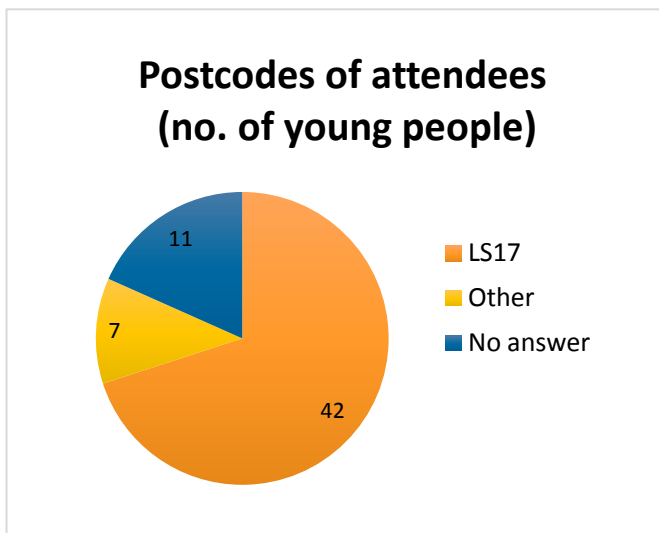
1. The delegated youth activity fund requires the engagement and participation of children and young people in the decision making and evaluation of the fund. The Alwoodley Ward councillors, via their Wellbeing fund, agreed for the Communities Team Voice and Influence Officer to organise a Youth Summit to consult local children and young people with the support of local schools.
2. The inspiring event engaged with local schools to support their pupils to attend the event as representatives of children and young people in their area, a lot of the pupils were on their own school councils. Pupils learnt about local democracy and council services through a presentation led by Richard Cracknell, Voice and Influence Coordinator, as well as learning about previously funded activities through a video.
3. The Youth Summit was held at Allerton High School during the daytime of Friday 23<sup>rd</sup> March 2018. A total number of 66 children and young people were in attendance with pupils from 5 primary schools and 2 secondary schools. Schools that participated in the event were; Allerton CE Primary School, Alwoodley Primary School, Brodestsky Primary School, St Paul's Catholic Primary School, Wigton Moor Primary School, Allerton High School and Leeds Jewish Free School.
4. Pupils from the secondary school also facilitated their tables; supporting and assisting the younger members of their group to take part in the different activities and also shared their experiences of attending high school.
5. The schedule of the event included a consultation exercise carried out in groups with pupils. The exercise included having a budget of £20,000 in monopoly money and a range of real activities and costings that are available across the city as examples. The young people had to spend their £20,000 and prioritise the activities. This gave an indication of the types of activities young people would like in the Alwoodley and their preferences have been included in the **Findings (below)**.
6. The focal point for the event took place in the afternoon with young people working in groups to design their own project. The groups were given a brief of things to consider, for example, cost, venue, when/where the activity should take place and include how to promote and engage young people. The groups designed a poster and presented their ideas to the rest of the pupils attending the event. Attendees then had a chance to 'vote' for their favourite activity, standing next to the poster of their favourite activity. The most popular activity was 'PASS' a parkour and survival skills project. The projects have been collated into a table below.  
**Appendix 2.**

## Findings

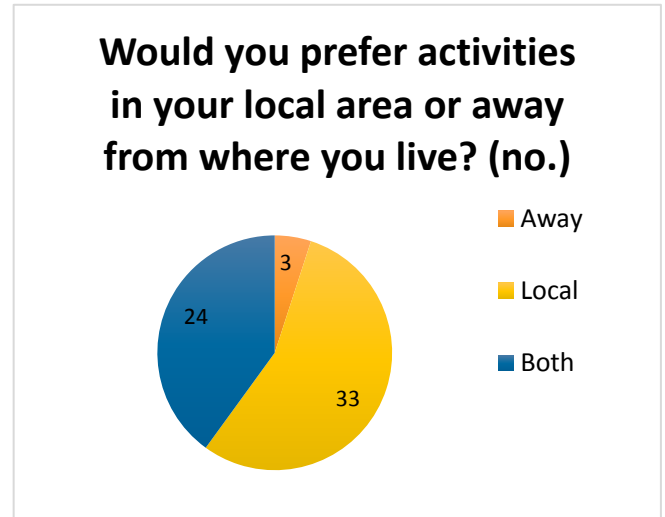
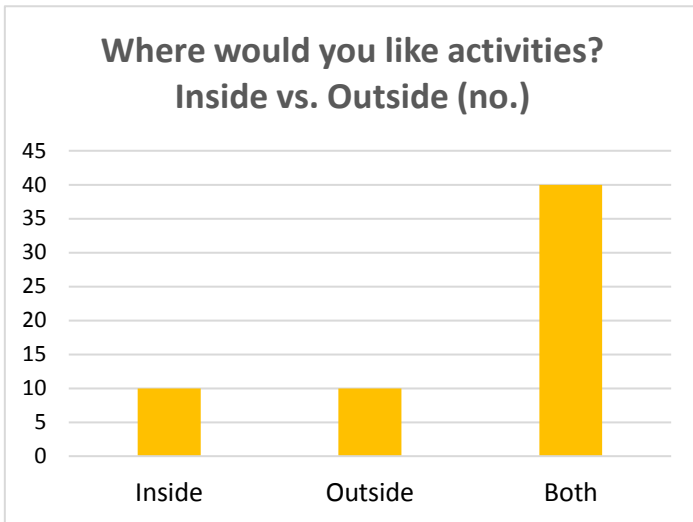
7. Young people were asked to feedback when and where they would like activities to take place, including their individual preference of activities. 60 young people completed the feedback forms and used a Ballot box to 'vote' or submit their forms. The following data was compiled from the feedback including demographic information:



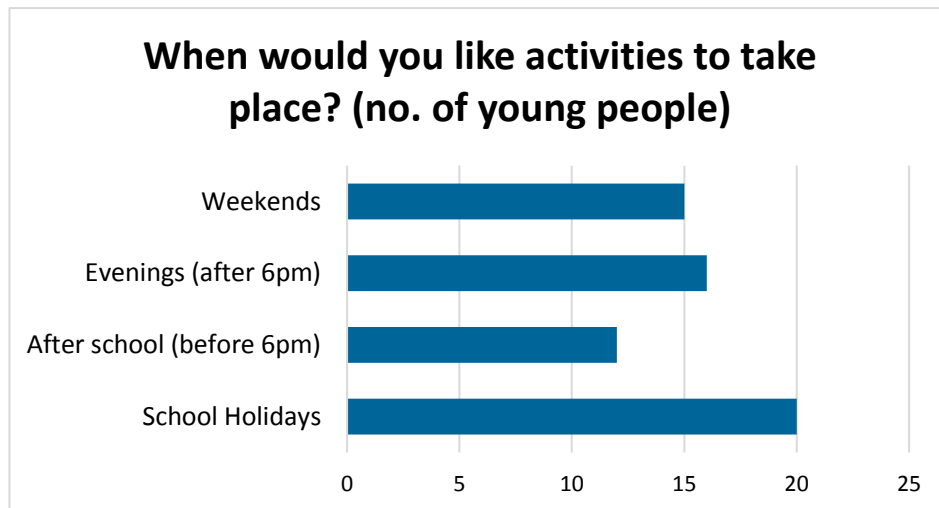
16% of the young people were age 6-8 years, 60% of young people were age 9-11 years, 22% were age 12-14 and 0% were 15-17 years of age (2% did not provide an answer). 43% boys attended the event and 53% girls (2% responded with other and 2% did not provide an answer).



70% of attendees live in LS17, 7% live in other Leeds postcodes and 11% of attendees did not provide their postcode. 3% of young people considered themselves disabled, 71% did not, 14% preferred not to give an answer and 12 % did not provide answer.



5% would like the activities in their community, 5% would like activities away from where they live and 40% wanting activities both in and away from their community. 17% of young people would like activities outside, 17% would like activities indoors and 67% would like them both indoors and outdoors.



32% would like activities in the school holidays, 19% would like them after school, 25% would like activities in the evening and 24% would like activities on a weekend.

When asked, 'What makes an activity good for you?' participants responded with 14 different responses. The top reasons given were that they can be with friends (20%) they can take part (17%) and that there is an opportunity to meet new people (15%).

What activity do you like? Group consultation results
1. Do you dare? (Outdoor adventure)
2. Playscheme
3. Youth club
4. Multi sports
5. Let's get cooking
6. Scrap art
7. Fun days with Inflatables
8. Movie making
9. Drama workshop
10. Skateboard jam

What activity do you like to do? Individual preference
1. Cooking
2. Sport
3. Outdoor adventure
4. Drama
5. Music
6. Coding/Minecraft
7. Dance
8. Art & Crafts
9. Play scheme
10. DJ/Production

## Recommendations

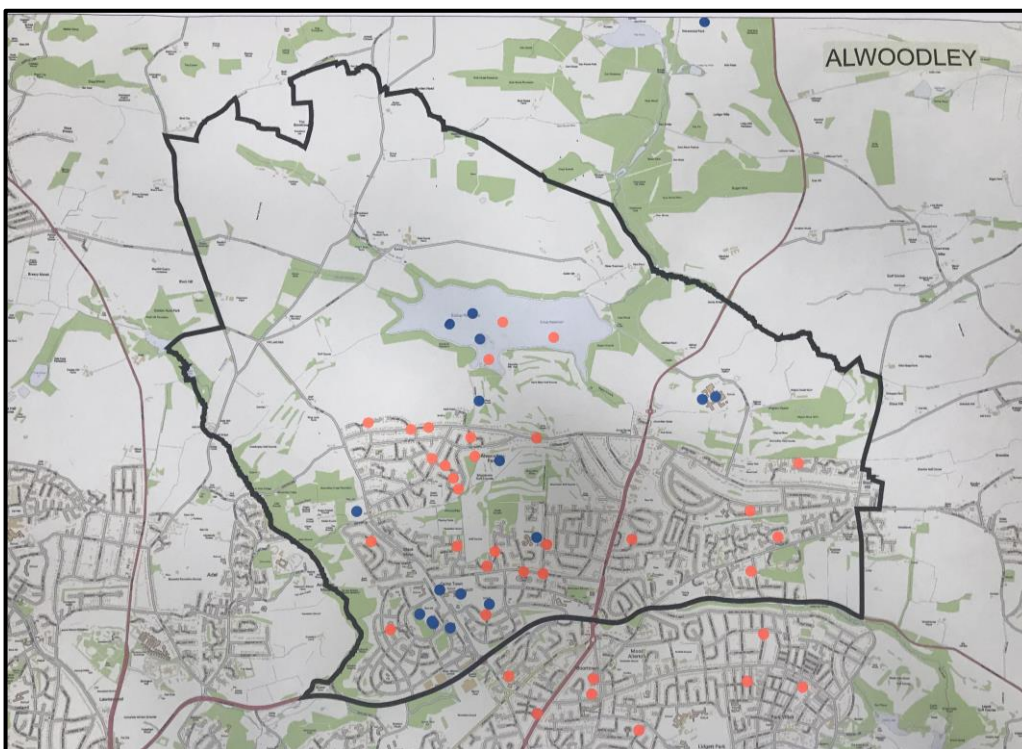
8. The results of the consultation suggested a focus on the following youth activity fund priorities for 2018/19:
  - a. A variety of projects inside and outdoors utilising green spaces and school facilities.
  - b. Activities predominantly in the local area with some away from where young people live.
  - c. Deliver activities at different times throughout the year, ensuring that young people can access projects during school holidays.
  - d. Ensure the activities are inclusive so that young people can take part, attend with their friends and meet new people.
  - e. Commission projects based on the activities that young people have designed. **Appendix 2.**

An emphasis on the top 10 activities which include:

1. Outdoor Adventure
2. Cooking
3. Play scheme
4. Multi sports
5. Youth club
6. Drama
7. Music.
8. Arts and Crafts
9. Coding and Minecraft
10. Fun days with inflatables

It is recommended that members note the content of the report and use the feedback of young people to influence how the Youth Activity is spent for the young people of Alwoodley.

### Appendix 1: Ward Map



Young people mapped where they live (orange dots) and where they hang out (blue dots). The majority of young people play in parks, green spaces and explore nature in their area as well as using school sites. Not all attendees took part in this activity.



## Appendix 2: Activities designed by young people

Table of projects designed by young people. The winning project was 'PASS' (Parkour and survival skills).

What?	Where/when	Costing	Attendance	What makes it fun?
<p><b>PASS - Parkour and Survival Skills:</b> Learn how to make tents in the wood and learn parkour with a qualified instructor.</p>	<p>Location: Park with clubhouse and woods.</p> <p>When: School Holidays, 3 sessions in each week of the holidays.</p>	<p>Project Costs: Maintenance of woods.</p> <p>Charge: No entry fee but donations welcome.</p>	<p>Who: Up to 30 young people (8-17years)</p> <p>Promotion: Posters, social media</p>	<p>Exercise and make new friends</p>
<p><b>Alwoodley's Got Talent:</b> Talent competition at Wigton Moor Football club with stalls and activities around the event, such as football matches, powder paint run, bouncy castles, inflatables. Students will perform their talents from singing to artwork. Smaller talent shows in schools to help decide who will perform at this event. The people who attend will vote and famous people from Leeds will give comments as judges. Every school does a talent show - very school winner competes.</p>	<p>Location: Wigton Moor Football Club</p> <p>When: One time event at the weekend during July, preferably a Saturday.</p>	<p>Project Costs: Printing posters and flyers, prizes for 1st, 2nd and 3rd place.</p> <p>Charge: Stalls cost money but entry is free. Picnics can be brought alternatively for free.</p>	<p>Who: Over 1,000 people of all ages</p> <p>Promotion: On social media, in schools, posters in local shops.</p>	<p>The stalls and activities at the event. Young people will be with friends and family. It is for people of all ages.</p>
<p><b>All in 1 fun:</b> Huge community fun fair with lots of stalls all with a variety of different activities to do. Raise all the money for charity, ask for donations and volunteers from the local community. Joke stalls, nail spa, sports challenge, karaoke etc. Refreshments including ice-cream, drinks, cakes etc.</p>	<p>Where: Local Park</p> <p>When: A couple of times during the summer school holidays</p>	<p>Project Costs: Refreshments, we will ask to hire the venue for free and the equipment for stalls.</p> <p>Charge: Enter for free or donations, stalls cost money.</p>	<p>Who: A big event with well over 100 people. 5-17years old.</p> <p>Promotion: Online (social media, and posters in local shops.</p>	<p>Fun stalls, enjoyment for everyone, refreshments, huge social opportunity.</p>

<p><b>Multi-Athlon:</b> The Multi-Athlon activity includes running, cycling, go-karting. You are in teams and it is time based. Football is an additional activity for points.</p>	<p>Where: Alwoodley Primary and the nearby park</p> <p>When: Annually, during School holidays 1-6pm</p>	<p>Project Costs: Staff and refreshments. Bikes, Go Karts, Equipment.</p> <p>Charge: £21 per person</p>	<p>Who: 40 young people (9-17years)</p> <p>Promotion: Adverts and posters</p>	<p>Refreshments, go karts, getting to work with friends, Team building</p>
<p><b>Animal Adventure:</b> Indoor/Outdoor, petting animals, learning about animals, den building, first aid survival courses, how to put up a tent/sleeping in a tent. Food around the camp fire. Woodland activities.</p>	<p>Where: Community Hall, local woods, park.</p> <p>Where: School Holidays/ Weekends. 8 sessions (take over 2 days as stay over)</p>	<p>Project Costs: Venue hire, staff, equipment, refreshments = £5,000 Charge: £3.00 but if they can't afford it can still go.</p>	<p>Who: 15 people (ages 9-15) Promotion: Posters, social media, bill boards, school leaflets.</p>	<p>Friendly helpers, Meet new friends, Learn about animals and learn new skills. Make new memories with friends. Experience new things.</p>
<p><b>DAFT- Drama Art Fashion Technology:</b> Arts and Crafts, DT groups, Drama club. There will be shows/competitions, expeditions e.g. art gallery. Make your own clothes. Design t-shirts and costumes, work with fabrics. Use 3D printers, iPads and lights. Snack bar. Everyone works together to create a big fashion show and art expedition.</p>	<p>Where: Leeds City Centre, The Grand Theatre (Art room downstairs that's council run)</p> <p>When: Saturday morning 2.5 hours with a 15 minute break. 9-11:30am. Weekly sessions for a year.</p>	<p>Charge: 50p or £1 for a week's session</p>	<p>Who: 5-18 years old</p>	<p>Making new friends, combining everyone's skills and talents.</p>
<p><b>Imagine Everything</b> - play scheme with different activities including petting animals, sand pit, slide</p>				

## Outer North East Community Committee, 11<sup>th</sup> June 2018

### Neighbourhood Planning Update

#### Made Neighbourhood Plans in Outer North East:

Bardsey-cum-Rigton  
Barwick in Elmet and Scholes  
Boston Spa  
Clifford  
Collingham  
Linton  
Thorp Arch

#### Linton

- Following the Hearing on 30<sup>th</sup> November 2017, the Court of Appeal dismissed the Appeal lodged by Kebbell Developments Ltd against the City Council's decision to allow the Linton NP to proceed to a referendum. The Judgement was given on 14<sup>th</sup> March 2018.
- The Linton Neighbourhood Plan was therefore made by the Council on 23<sup>rd</sup> March 2018.

#### Alwoodley

##### Stage: Post-Examination

- The Plan was examined by Chris Collison, who recommended that the Plan, subject to modifications, should proceed to Referendum. The final examiner's report was received on 15<sup>th</sup> December 2017.
- Preparations are underway to enable the Referendum to proceed on 28<sup>th</sup> June. The Notice of Referendum and Information Statement will be published on 18<sup>th</sup> May.
- Officers have been in regular contact with members of the Alwoodley Steering Group in the lead up to the Referendum.

#### Walton

##### Stage: Examination ongoing

- The Plan has been submitted for examination, with the Regulation 16 Publicity taking place between 5<sup>th</sup> February and 19<sup>th</sup> March. Rosemary Kidd is undertaking the examination.
- On Thursday 19<sup>th</sup> April, Rosemary Kidd issued a set of questions and matters for clarification. On 5<sup>th</sup> May the Parish Council and City Council issued a joint response to those questions.
- The final examiners report is expected by the end of May. Owing to the examination taking longer than anticipated, it is likely that the referendum will be held in August. There has been an indication from the Parish Council that they may wish to wait until after the summer holidays to hold the Referendum to maximise turnout.

## **Scarcroft**

### **Stage: Submission and Examination**

- Terry Heselton has been appointed as the independent examiner for the Plan.
- The Parish Council submitted the NP on 25<sup>th</sup> April 2018.
- Officers are liaising with the PC over dates for the Regulation 16 Publicity period. The examiner has been kept informed.

## **Bramham-cum-Oglethorpe**

### **Stage: Submission and Examination**

- Bramham completed Pre-Submission Consultation on 12<sup>th</sup> February. Officers provided advice on finalising the Submission documents in advance of the formal Submission.
- The Plan was submitted on 14<sup>th</sup> May 2018.
- The Regulation 16 Publicity period will commence on Monday 28<sup>th</sup> May and will close on Monday 9<sup>th</sup> July.
- Chris Collison has been appointed as the Independent Examiner in agreement with Bramham Parish Council.

## **Wetherby**

### **Stage: to be Submitted for Examination**

- Terry Heselton has been appointed as the independent examiner for the Plan.
- The Town Council will be submitting the Plan shortly, the Council has offered to check the submission documents before formal submission as has been done with other neighbourhood plans.

## **Others**

- Aberford are finalising the Submission Draft Plan, the Parish Council are due to sign off the content of the Plan shortly. The Parish Council expects to submit their Plan during the first week of June. Officers have submitted an application for an independent examiner.
- East Keswick are currently re-drafting their Plan and are going to conduct the Pre-Submission Consultation on the changes being made in June / July before submitting the Plan later in the year.
- Shadwell Parish Council conducted an informal consultation on their draft Plan. The Council provided informal comments and subsequently met with the Steering Group on 24<sup>th</sup> April to discuss feedback. The PC will now start to re-draft the Plan with ongoing support from officers.

- Thorne Parish Council have resolved to continue working on the NP with the support of officers. Officers are in regular contact and are providing support with mapping, evidence and re-drafting of the NP document.
- Harewood Parish Council are not continuing with a Neighbourhood Plan.

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