



# Outer North East Community Committee

Alwoodley, Harewood, Wetherby

**Meeting to be held in Civic Hall, Leeds (Committee Room 6 & 7) on Monday, 20th January, 2020 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;  |
| L Richards    | - Wetherby   |





## **Co-optees**

**Agenda compiled by:** John Grieve 0113 37 88662  
Governance Services Unit, Civic Hall, LEEDS LS1 1UR  
**East North East Area Leader:** Jane Maxwell Tel: 336 7627

*Images on cover from left to right:*

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

*Harewood - rural landscapes; Harewood Arms*

*Wetherby – bridge over the River Wharfe; racehorse sculpture*

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><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 meeting held on 23<sup>rd</sup> September 2019.</p> <p>(Copy attached)</p>	7 - 18

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>WASTE MANAGEMENT SERVICES - UPDATE ON THE REFUSE SERVICE REVIEW AND NATIONAL WASTE STRATEGY IMPLICATIONS FOR LEEDS</b></p> <p>To consider a report by the Deputy Chief Officer, Communities &amp; Environment which provides an update on progress with the review of the Refuse Service in Leeds; the report also provides a brief update on the development of a new National Resources and Waste Strategy and how that relates to Leeds.</p> <p>(Report attached)</p>	19 - 36
10	Alwoodley; Harewood; Wetherby		<p><b>OUTER NORTH EAST COMMUNITY COMMITTEE - UPDATE REPORT</b></p> <p>To consider a report by the Head of Stronger Communities which provides an update on the work of the Communities Team and the work it is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.</p> <p>The report also provides regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champions roles, Community engagement, partnership and locality working.</p> <p>(Report attached)</p>	37 - 52

Item No	Ward/Equal Opportunities	Item Not Open		Page No
11	Alwoodley; Harewood; Wetherby		<p><b>OUTER NORTH EAST COMMUNITY COMMITTEE - FINANCE REPORT</b></p> <p>To consider a report by the Head of Stronger Communities which provides an update on the budget position for the Wellbeing Fund, Youth Activity Fund, as well as the Community Infrastructure Levy Budget for 2019/20.</p> <p>(Report attached)</p>	53 - 62
12			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note that the next meeting will take place on Monday, 16<sup>th</sup> March 2020 at 5.30pm at Wetherby Town Hall.</p>	

## OUTER NORTH EAST COMMUNITY COMMITTEE

MONDAY, 23RD SEPTEMBER, 2019

**PRESENT:** Councillor N Harrington in the Chair

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

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

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

### **21 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.

### **22 LATE ITEMS**

There were no late items of business identified.

### **23 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor G Wilkinson

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

There were no declarations of any disclosable pecuniary interests.

### **25 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.

### **26 MINUTES OF THE PREVIOUS MEETING**

The minutes of the previous meeting held on 17<sup>th</sup> June 2019 were confirmed as a true and correct record.

Draft minutes to be approved at the meeting  
to be held on Monday, 20th January, 2020

## 27 MATTERS ARISING FROM THE MINUTES

### Community Committee Appointments 2019/2020 (Minute No.13 referred) –

With reference to the role of Community Committee Champions, the Chair reported that following discussion with Members it had been suggested that in addition to Employment, Skills and Welfare, Councillor M Robinson be also appointed as the Community Committee Champion for Environment & Community Safety.

**RESOLVED** – That Councillor M Robinson be appointed as the Community Committee Champion for Environment & Community Safety.

## 28 Outer North East Community Committee - Climate Emergency and Air Quality

The Chair introduced and welcomed Andrew Hickford, Project Manager, Resources and Housing who spoke on the recent Leeds Climate Emergency Declaration and “the Big Leeds Climate Conversation” which aims to raise awareness of the need to tackle climate change, find out whether individuals are willing to take action, and explore what residents think about a number of ideas to cut emissions.

Members were informed the Big Leeds Climate Conversation would help develop a citywide plan to work towards becoming a carbon-neutral city by 2030. Residents were being encouraged to take part in an online questionnaire and have had opportunity to take part in conversations about climate change events around the City. Council officers, members of the Leeds Climate Commission and volunteers have had a presence at a number of events and meetings held across the city as part of the campaign.

It is intended that a report summarising the findings of the conversation and an action plan arising from it will be presented to the council’s Executive Board in December 2019.

In offering comment, Members expressed the view that often the response to action was poor, a recent example was the granting of planning permission for 1100 houses in Wetherby. Ward Members said this was not a suitable location for such a large development, it did not meet the test of sustainability, all residents would require a motor vehicle to travel to and from the site, Ward Members, the Town Council and local residents were of the view that the development would be incompatible with the Council’s declaration of a Climate Change Emergency.

In responding, the Project Manager said people need to demonstrate their passion by completing the online questionnaire and put pressure on the Council’s programmes.



Members queried the involvement of local schools in the Air Quality Schools Programme and asked how other schools could become involved.

Members were informed that pupils from Allerton C of E, Wigton Moor and Brodetsky Primary Schools were involved in the Air Quality Schools Programme, participating in; transport surveys, workshops on air quality and anti-idling campaigns outside schools. In terms of reaching out to other schools, it was suggested that the Children and Families website would be able to provide details as to how to become involved together with the Family of Schools.

Commenting on the provision of electric vehicle charging point, it was noted that there were 4 in the Outer North East area. Members queried if there were any proposals to provide EV charging points at: Lotherton Hall and the Arium.

In responding the Project Manager said it was understood there were proposals for EV charging at Lotherton Hall, plans for the installation at the Arium were pending additional works to the site, the power supply being completed but installations were under review.

Referring to air quality, Members referred to the use Photocatalytic paint/materials which was claimed could help improve air quality and to keep surfaces looking cleaner for longer. It was understood that developers had approached the Council with a view to participating in trialing the materials but the offer had not been taken up.

The Project Manager confirmed that a number of developers were coming forward seeking the support of the Council to participate in trials, the difficulty was establishing the baseline measurements for NOX (Nitrogen Oxides) to evidence any potential benefits.

Members asked if hydrogen vehicles were a possibility in the not too distant future.

Members were informed that hydrogen as a fuel was very clean but there were a number of issues associated with hydrogen powered vehicles. At the moment car manufacturers were not producing hydrogen vehicles in large numbers.

Members queried who was taking the strategic lead on tree planting.

Members were informed that the Council were now in the process of delivering the Climate Emergency Action Plan with the Leadership Team taking the lead across directorates. The Project Manager said tree planting was a massive part of delivering carbon reduction and that actions needed to be considered in terms of resources and it was important that things were done in the right order to ensure maximum benefit from projects was derived.

Commenting on the responses received to date, 2,700 on the Big Leeds Climate Conversation, Members said the response rate appeared to be very low and suggested that most people were unaware of the survey.

In responding the Programme Manager said often with questionnaires/ surveys the general public choose not to engage, and in this particular instance the public do not recognise this as an emergency.

The Chair suggested that the Council could have done more to get the message out there. As a Community Committee we now need to take ownership for the Outer North East area.

In the discussion that followed it was suggested that a Climate Change Workshop be arranged as a priority, with a view to drawing up an action plan for the Outer North East Area. Participants for the workshop should include: Community Committee Members, Parish and Town Councillors and an appropriate Chief Officer.

Members were supportive of the suggestion.

The Chair thanked Mr Hickford for his attendance and presentation.

#### **RESOLVED –**

- (i) That the presentation be received and noted
- (ii) That a Climate Change Workshop be arranged as a priority, with a view to drawing up an action plan for the Outer North East Area. Participants for the workshop should include: Community Committee Members, Parish and Town Councillors and an appropriate Chief Officer.

#### **29 Get Set Leeds – Making Leeds a More Active City ([getsetleeds.co.uk](http://getsetleeds.co.uk))**

Prior to the start of the following item, the Chair apologised to officers for their delayed reporting, she thanked them for their patience explaining that the previous item had taking longer than anticipated.

The Chair introduced and welcomed Neil Jones, Active Leeds Partnership Manager and Martin Lee, Active Leeds Health Programme Manager, City Development who addressed the Committee on “Making Leeds a More Active City”.

In providing background information Members viewed a promotional video “Get Set Leeds”

The Active Leeds Partnership Manager explained that as part of the Best Council Plan, Health & Wellbeing Strategy and the Healthy Weight Declaration the City Council were committed to co-producing a physical activity ambition with the city.

Officers reported that the development of a new Physical Activity Ambition would set a long term agenda for change. It was founded on the basis that a more physically active city would help to deliver many of the city's outcomes and priorities as well as reflecting both the NHS 10 Year Plan and Prevention Green paper.

Members were informed that physical activity was cross cutting given its contribution to so many outcomes across council priorities. In particular the new Ambition would support the Health and Wellbeing Strategy, Leeds Health and Care Plan, Inclusive Growth, Climate Emergency outcomes and address findings of the Joint Strategic Assessment.

Officers said that increasing physical activity had the potential to improve the physical and mental health and wellbeing of individuals, families, communities and the city as a whole. As well as being physically active, it was important that all adults and children minimise the time spent being sedentary (sitting) for extended periods. It was the view of officers that there was strong evidence to suggest that an active lifestyle was essential for physical and mental health and wellbeing.

Commenting on the video, Members welcomed and were supportive of its contents, however, there was no association with Leeds included in the video and Members considered this to be an omission

In responding officers welcome the comments, suggesting more local people were likely to respond if they knew it was about Leeds.

Members noted that the rates of people recorded as having Diabetes was rising slowly across Leeds, however in the Outer North East the rates were lower than the Leeds average.

Members were informed that being active could reduce the risk of developing diabetes by 30-40%. People with diabetes could reduce their need for medication and the risk of complications by being more active.

Referring to the on-line survey Members suggested there was a higher rate of older people in the Outer North East Area, so could paper copies of the survey be provided.

Officers confirmed that some paper copies would be made available.

In offering ideas for engagement Members suggested: General Practitioners, Sport Clubs be approached and that the initiative should also be linked to the Climate Emergency Agenda.

In summing up the Chair said this was a key initiative, keeping active was very important and should be a city wide obsession.

**RESOLVED –**

- (i) That the contents of the report be noted
- (ii) To support the Get Set Leeds conversation and complete the online survey: [getsetleeds.co.uk](http://getsetleeds.co.uk)
- (iii) To engage with local networks and communities encouraging people to join the conversation
- (iv) That social media posts, links to promotional video and online surveys be promoted throughout the Outer North East Area

**30 Heavy Goods Vehicles in Wetherby**

The Chair introduced and welcomed Andrew Hall, Head of Transportation, City Development to the Outer North East Community Committee.

By way of background Councillor Robinson said that there was real concern from Ward Members and local residents that the A659 in the villages of Collingham and Harewood had particular worries about HGVs using this route as a “rat run” or “short cut” especially since the A1 upgrade, and other communities had raised concerns about HGVs using the A58 or town centres.

Other Members also expressed the view that the A61 Harewood junction was a bottle neck that didn't allow HGVs easy access due to the space limitations of houses close to the road and parked vehicles. HGVs parking in lay-bys around the area when there was a safer and more secure HGV parking available close by was also an issue.

In responding the Head of Transportation said that an analysis of the data distribution of HGVs across the whole of the city network suggested that HGV traffic accounted for 2-3% of the total amount of traffic on the network and that the data for the Outer North East area was no different to the rest of the city.

Members appreciated that in many instances vehicular access was required but many HGVs were using Collingham as a “rat run” when other routes were available.

Members were informed that it was the duty of highway officers to look at the network as a whole and there were very few restrictions on the majority of the network, other areas of the city had similar issues.

Members expressed the view that more weight should be given to the quality of life, some form of intervention was required HGV traffic needs to be influenced away from Wetherby or enforcement action should be considered.

The Head of Transportation suggested that the East Leeds Orbital Route (ELOR) would be on stream with a few years and this would provide alternative routes in and around the Outer North East area.

Members were of the view that some form of HGV management plan was required.

The Chair thanked Mr Hall for his attendance and contribution, commenting that it was the view of Members that HGVs in the Outer North East Area was a significant issue and would not go away.

### **31 Harewood & Wetherby Holiday Activity Programme 2019-2020 - Interim Report**

The Chair introduced and welcomed Shaun Mulhern, Partnership Development Manager, Boston Spa School Sport Partnership who provided an update on the Harewood & Wetherby Holiday Activity Programme 2019-20.

Members were informed that the Harewood & Wetherby Holiday Activity Programme operated throughout the North East Leeds cluster providing high quality physical education to students across 8 secondary schools.

It was reported that in 2018, 445 students participated in a variety of events, attendance for the 2019 period so far was significantly down with only 161 students having participated.

In offering comment, Members suggested that engagement needs to take place with the students to determine what type of activities/ events that should be held, the challenge was to make more people want to attend

Members queried how students were notified of the events.

Members were informed that information about the events/ activities was notified to the schools, it was then for the schools to inform the students.

It was suggested that the method by which students are notified may need be reviewed.

The Chair thanked Mr Mulhern for his attendance and presentation.

**RESOLVED** – That the update on the Harewood & Wetherby Holiday Activity Programme 2019-20 be noted

### **32 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.

Draft minutes to be approved at the meeting  
to be held on Monday, 20th January, 2020

The report highlighted:

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

- Alwoodley
- Bardsey-cum-Rigton
- Barwick in Elmet and Scholes
- Boston Spa
- Bramham-cum-Oglethorpe
- Clifford
- Collingham
- Linton
- Scarcroft
- Thorp Arch
- Walton

#### **Alwoodley**

##### **Stage: Made**

- The Parish Council is currently considering a review of the neighbourhood plan. Officers and a consultant have been advising on this.

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

##### **Stage: Made**

- The Parish Council does not have any immediate plans to carry out a review of the recently Made neighbourhood plan. The plan will be reviewed in 2022/3.

#### **Aberford and District**

##### **Stage: Post-Examination**

- The neighbourhood plan has been examined by Ann Skippers who has recommended that the plan, subject to modification, can proceed to a referendum.
- The referendum is scheduled to take place on Thursday 31 October.

#### **Wetherby**

##### **Stage: Examination**

- Terry Heselton has been appointed as the independent examiner for the Plan.

Draft minutes to be approved at the meeting  
to be held on Monday, 20th January, 2020

- At the request of the examiner, a number of the submission documents and maps were updated to reflect changes in legislation and national planning policy. Further consultation took place on the updated documents between 22<sup>nd</sup> July and 2<sup>nd</sup> September.
- It was anticipated that the draft examination report will be received within 6 weeks.

### **Other Neighbourhood Plans in Preparation**

- **Shadwell** Parish Council are preparing to submit their plan for independent examination, which is anticipated in the autumn. The Parish Council is currently working to ensure that the submission documents are robust and ready for the independent examination process.
- **East Keswick** Parish Council conducted pre-submission consultation between June and August. Officers will be meeting with the Parish Council in due course to work through the representations made and changes to make to the draft plan as appropriate.
- **Thorner**: Officers met with the Steering Group in July to agree next steps. The group are currently preparing a revised draft plan with support of officers.

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

### **33 Outer North East Community Committee - Update Report**

The Head of Stronger Communities submitted a report which provided an update of the work which the Communities Team are engaged in, based on priorities identified by the Community Committee. The report also provides opportunities for further questioning, or to request a more detailed report on a particular issue.

The report includes regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champions roles, community engagement, partnership and locality working.

Included within the report were details of the Leeds Compassionate City Awards. Members noted that the deadline for receipt of nominations (a person, group or organisation for one of the ten categories) was 30<sup>th</sup> September 2019.

In the discussion that followed Members suggested that any individual or group who had received a grant from this Committee should be nominated for the Leeds Compassionate City Awards

**RESOLVED** –

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

Draft minutes to be approved at the meeting  
to be held on Monday, 20th January, 2020

- (ii) That any individual or group who had received a grant from this Committee be nominated for the Leeds Compassionate City Awards

### 34 Outer North East Community Committee - Finance Report

The Head of Stronger Communities 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. Included within the report were:

- Details of the Wellbeing Budget position
- Wellbeing proposals for consideration and approval
- Details of projects approved via Delegated Decision
- Monitoring information of its funded projects
- Details of Youth Activities Fund (FAF) position
- Youth Activities Fund proposals for consideration and approval
- Details of the Community Infrastructure Levy Budget
- Period Poverty Briefing Note

Preet Kundhi, Localities Officer, presented the report and responded to Members comments and queries.

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

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

#### **RESOLVED –**

- (i) To note the Wellbeing Budget Position 2019/20 (Table No.1 referred)
- (ii) That the following Wellbeing Projects be determined as follows:

<b>Project</b>	<b>Organisation</b>	<b>Amount Granted (£)</b>
Anti-Vehicle/ Horse Friendly Barrier on Public Bridleway, Barwick No.44	Parks & Countryside, Leeds City Council	£2,000 (Harewood)
History Board for Walton Village	Walton Parish Council	£2,510 (Wetherby)

Draft minutes to be approved at the meeting to be held on Monday, 20th January, 2020



St Barnabas Church, Alwoodley Car Park, Re-surfacing and Line Marking	St Barnabas Church	£1,000 (Alwoodley)
Stables Lane CCTV	Safer Leeds	£1,488 (Wetherby)
Wetherby Arts Festival 2019	Wetherby Arts Festival	£2,000 (Wetherby)
Environmental Improvements to the Neighbourhood	Cleaner Neighbourhood Team, Leeds City Council	£630 (Wetherby)
Skips	Harewood Councillors	£600 (Harewood)
Period Poverty in Leeds	Children's and Families	£1,500 Alwoodley, Harewood & Wetherby)

- (iii) To note that since the last meeting on 17<sup>th</sup> June 2019, the following project had been considered and approved by DDN: "Chippies Quarry"
- (iv) To note the Monitoring information of funded projects
- (v) That the following Youth Activity Projects be determined as follows

<b>:Project</b>	<b>Organisation</b>	<b>Amount Granted (£)</b>
Tempo FM – Radio Academy	Wetherby Community Radio Ltd	£3,500 Wetherby
Harewood & Harewood Holiday Activity Programme 2019-2020	Boston Spa School Sport Partnership	£10,000 Harewood & Wetherby

Draft minutes to be approved at the meeting to be held on Monday, 20th January, 2020

Wetherby U13 Girls	Wetherby Athletic Junior Football Club	£600 Wetherby
Friends at Home	The Friendship Circle of Leeds	£500 Alwoodley

- (vi) To note the details of the skips approved (Table No.3 referred)
- (vii) To note details of the Community Infrastructure Levy, as referred to in paragraph 46 of the submitted report

### 35 Outer North East Community Committee - Forward Plan 2019/20

The Head of Stronger Communities submitted a report which provided an update on the Outer North East Community Committee Forward Plan for 2019/20. The report detailed the Community Committee meeting dates and set out proposed workshop themes, as well as providing an update on engagement with the local communities.

In addition to a workshop session on “Dementia Training” as suggested at the previous meeting, further workshop be arranged in respect of the following:

Climate Emergency  
Environment Tree Planting

In light of the Council’s declaration of a Climate Emergency, Members took the view that climate emergency was a key priority and the Workshop should be held at the earliest opportunity with the appropriate Chief Officer in attendance.

#### **RESOLVED –**

- (i) That the contents of the report by noted
- (ii) That arrangements be made for Members of the Outer North East Community Committee to receive a Workshop Session on the Climate Emergency at the earliest opportunity with the appropriate Chief Officer in attendance

### 36 Date and Time of Next Meeting

**RESOLVED –** To note that the next meeting will take place on Monday, 9<sup>th</sup> December 2019 at 5.30pm at Alwoodley Community Hall, The Avenue, Leeds, LS17 7NZ



**Report of: John Woolmer, Deputy Chief Officer, Communities & Environment**

**Report to: Outer North East Community Committee**

**Report author: John Woolmer (john.woolmer@leeds.gov.uk)**

**Date: 20 January 2020**

**To Note/Comment**

## **Waste Management Services – Update on the Refuse Service Review and National Waste Strategy implications for Leeds**

---

### **Purpose of report**

1. This report provides an update to the Community Committee on progress with the review of the Refuse Service in Leeds;
2. The report also takes the opportunity to provide a brief update the development of a new National Resources and Waste Strategy and how that relates to Leeds.

### **Main issues**

#### **Refuse Service Review**

##### **(a) Background**

3. The overall objective of the review is to update and where necessary redesign the current household kerbside collection service so it is better placed to meet the challenges of a growing and evolving city/population.
4. The review is being undertaken within the context of significant housing/population growth citywide since the current routes were designed nearly 10 years ago, and the further growth planned in the city for the next 10 years. In addition, the national Resources and Waste Strategy, still in formal consultation stages following publication in December 2018, talks about significant changes to be made in 2023. For example, the

Strategy sets out Government commitments to fully fund kerbside collection of food waste, as well as a national deposit return scheme for plastic and glass bottles by 2023.

5. We therefore need a service in Leeds that is not only future proofed for the forecast growth, but in the best position possible to evolve our recycling offer to residents in a way that complements how consumers, producers and the retail sector also change habits, materials and recycling offers.
6. In addition to “looking forward” there is also a recognition the service needs to better respond to existing localised challenges. The city has large areas of terrace housing with very little off road parking, transient populations (including a large student population), multi-occupancy housing, high/low rise accommodation and city centre living. There are often significant practical issues for both the service and the customer.
7. The review is therefore not just a technical exercise of redesigning routes, but one that also looks at processes that support the operational work, how we better support and involve staff, our interaction with and accountability to the residents of Leeds and how we can get more recycling out of our existing kerbside infrastructure.
8. A Terms of Reference (ToR) for the review was developed in conjunction with the two main Trade Unions representing the workforce (GMB and Unison). The ToR set out set 14 clear joint objectives to deliver on (see Appendix A).
9. The initial intention was to complete the review by late 2019, with a desire to agree and implement elements during that period where sufficient progress is made and determine an implementation timescale for the remaining elements.
10. This progress report reflects on what has been achieved with the review to date, the timescale for the review to be completed and likely implementation timescales of remaining key elements.

## **(b) Progress to date**

11. Significant progress has been made on each of the stated objectives of the Review. Both in terms of actions and agreement as to what the way forward/solutions are.
12. The initial phase of the review was to work through each agreed objective and develop/agree key principles and actions that if developed and put in place would deliver those objectives, a full list of these is provided in Appendix B.
13. The most significant principles/priorities for action agreed at this stage were:
  - ✓ agreement on how routes should be redesigned from scratch, and the key factors that need building in (e.g. new builds); with a key outcome being more effective and efficient use of the resources and staff feeling service finish times across crews are fair/equal;

- ✓ move to the core routes designed around 10 areas of the city, coterminous with Community Committees and to help embed more local working/pride between crews (and other relevant services such as Cleaner Neighbourhood Teams) in those areas;
- ✓ more bespoke solutions to be worked up for the city centre, high rise and areas of high population density/transiency;
- ✓ reducing the amount of missed scheduled bin collections through tacking causes of access problems – for example more yellow lines to reduce vehicle blockages, and smaller wagons where street designs and swathes of terrace housing without drives necessitate;
- ✓ the agreement that the daily use of in-cab technology is key to achieving many of the joint objectives and in empowering crews to do the job effectively;
- ✓ agreement on the importance of the proposed Crew Chargehand role and need to support staff in their successful development into that role;

14. The headline principle that perhaps will interest the Committee the most is that all routes covering the whole city will be redesigned for all waste streams, and the new routes will be designed as much as possible to be coterminous with the Community Committees.

15. This is seen as a key development so as to:

- Improve the accountability of the service
- Improve operational links/relationships with other localised services, such as Cleaner Neighbourhood Teams
- Improve connectivity and relationships with Councillors and local initiatives/people that have a shared desire to see improvements in recycling rates and tackle localised issues that affect the reliability of collections.
- Support crews to feel part of a local team

16. The technical work underpinning the route redesign element of the review has taken much longer than originally planned, mainly due to the ambitious scope of the project, including designing around Community Committee boundaries, specialist areas and factoring in new builds/developments.

17. However, in the meantime progress has been made on many of the objectives. The most significant being:

**(a) Introduction of a new Crew Chargehand role to the service**

In late spring/early summer consultation took place with Trade Unions and staff to agree and introduce this new role for every crew/vehicle. The recruitment has been successfully completed – with 98% of posts filled from existing Drivers. A training/development programme is currently being delivered. The new role includes responsibilities to:

- *lead on understanding and following the collection route/tasks assigned for each day's work and ensure completion to level of quality required – for example that assisted collections/wheel-outs are completed, access problems are safely overcome where possible and empty bins are returned in a safe and neat position;*
- *be responsible for ensuring the main in-cab recording system (currently Bartec) is operational at all times and where it is not that is reported immediately;*
- *be responsible for ensuring accurate input/recording of all necessary information on the in-cab system is being done; for example crew check-ins, missed collections and the reasons for the non-collection, damaged bins etc.*

#### **(b) Effective use of in-cab technology**

Historically when this task was divided amongst the crew, in-cab technology usage was as low as 10%. We are still in the early stages of training all our newly recruited Crew Chargehands; however effective in-cab usage (i.e. not just switching it on, but using it to properly record misses etc.) is already over 60% and producing good information that is helping us improve how we deliver the service. This level of in-cab technology use is consistently higher than we have ever achieved in the past, and will improve further as we complete the Crew Chargehand training programme currently underway, as well as deal with the hardware and software issues now being identified.

#### **(c) End of Day (EOD) Reports**

The two main areas for improvement were identified as reliability and quality of information provided. The reliability of information (which is mainly reassurance that the streets that crews have been unable to collect bins from that day are actually included on the report) has seen improvement over the last 2/3 months as Crew Chargehands get used to their role and as the use of in-cab technology grows. Contact from Members pointing out streets that have been reported to them but not on the EOD report has fallen considerably. The report itself has been redesigned and a new, consistent format will be used from December. This will include the “carry forward” of any recoveries not made from the previous day's report. In addition, once the necessary IT changes have been made to the in-cab and the case management system, a more useful range of reasons will be provided to explain why a particular street could not be collected that day.

#### **(d) Fleet renewal**

The replacement of well over half of the existing fleet (45 Refuse Collection vehicles) is on track to be in place by the end of December 2019 with 7 already delivered and operational. These vehicles will all be Clean Air compliant. The remainder of the fleet will be replaced in 2020 and 2021.

#### **(e) Traffic Regulation Orders**

Proposals have been worked up through consultation and involvement of Members and staff and using missed collections analysis. Technical assessments on over 100 sites has been completed by highways colleagues. The relevant Traffic Regulation Order is now ready to present to Executive Board for approval. However, due to the cancellation

of the December meeting due to the General Election, we are now working for this to be presented in January 2020. The intention is for the approval to allow additional locations to be added to the Order without further reference to Executive Board, subject to any necessary local consultation etc.

**(f) Proof of concept work for new route coterminosity with Community Committees**

Modelling has been completed to test the potential impact of redesigning routes across the city to fit as much as possible with Community Committee boundaries. This indicates that, at least in principle, the concept is workable, “makes sense” operationally and is not likely to add disproportionate cost/inefficiencies.

**(g) New Garden Waste Collection routes**

The citywide redesign of the garden waste collection routes has now been drafted. The next stage is consultation with staff to reality check the routes, and then with Ward Members to provide opportunity to make suggested collection day changes etc. The current plan is to introduce the new routes/collection days when the service reassumes in March 2020.

**(h) Scoping work for “specialist” teams/areas**

Route design work has begun to scope what delivery models would be deliverable in the areas where the current model simply cannot work effectively; particularly in large areas of concentrated terraced housing/no driveways, high occupancy/dense population, transient communities and poor recycling.

**(c) Next Steps**

18. The current expectations are for the following key milestones:

**By end of December:** half the refuse fleet replaced with new vehicles; garden waste routes ready to consult with Members; new End of Day reports being used; consultation with relevant ward members on “specialist team” models.

**By January 2020:** training programme of Crew Chargehands complete and 100% use of in-cab technology, approval for new TROs to help improve access.

**By March 2020:** introduction of new garden waste collection routes; consultation with ward members on draft new black and green bin collection routes, introduction of new routes for black and green bins in the “specialist team” areas.

**Late Spring 2020:** introduction of new black and green bin collection routes for remainder of the city.

**Summer 2020:** introduction of public “end of day” style information providing residents with “live” details on problems experienced that day and what the recovery plans are; new citywide depot/HQ operational

## National Resources and Waste Strategy and Leeds Waste Strategy

19. The Government published its National Resources and Waste Strategy in December 2018. At the time, the key headlines from the Department for Environment, Food and Rural Affairs (DEFRA) were:
- The introduction of extended producer responsibility (EPR) for packaging so business and industry pay the full net cost of recycling or disposing of their packaging waste.
  - EPR will include a review of producer responsibility schemes for items that can be harder or costly to recycle including cars, electrical goods and batteries. Extending EPR to textiles, fishing gear, tyres, certain materials from construction and demolition and bulky waste such as mattresses, furniture and carpets will also be explored.
  - Mandatory weekly separate collections of food waste for every household, subject to consultation.
  - A Deposit Return Scheme (DRS) will be brought in, subject to consultation, to increase the recycling 'on the go' of single-use drinks containers, including bottles, cans and disposable cups filled at the point of sale.
  - To increase recycling, a consistent set of recyclable materials collected from businesses and households will be instigated on a national basis together with consistent labelling on packaging.
  - Mandatory guarantees and extended warranties on products to encourage manufacturers to design products that last longer and drive up the levels of repair and reuse will be introduced.
  - Annual reporting of food surplus and waste by food businesses will be laid down. If progress is insufficient consultation will start on introducing mandatory targets for food waste prevention.
20. The initial consultation phase concluded in May 2019. DEFRA provided an update in late July which indicated no changes to the principle set out in the Strategy that any required changes to how Councils manage waste will be fully funded. The update stated the elements of the strategy that look to introduce greater producer responsibility for ensuring recyclability of packaging and a Deposit Return Scheme remain key. In July, DEFRA reported that it intends to bring forward fresh consultations on firm plans in early 2020.
21. In the meantime, the Government announced the Environment Bill 2019/20. This bill was due for its second reading towards the end of October 2019, but the dissolution of Parliament prevented that happening. The Bill makes reference to the Office for Environmental Protection's "25 Year Environmental Plan". This plan has a section "Minimising Waste" which includes statements such as: "*We will minimise waste, reuse materials as much as we can and manage materials at the end of their life to minimise the impact on the environment. We will do this by: working towards our ambition of zero avoidable waste by 2050, working to a target of eliminating avoidable plastic waste by end of 2042, meeting all existing waste targets – including those on landfill, reuse and recycling – and developing ambitious new future targets and milestones*"



22. Within the context of this emerging/evolving national strategy, the Waste Strategy for Leeds was approved at the July 2019 Executive Board. Appended to this report is the “plan on a page” summarising the agreed strategic approach (Appendix C).
23. The Council is in positive discussions with DEFRA in relation to the future recycling target for Leeds. There is recognition that the current position is reflective of a national trend, particularly in comparison to other core/large cities. Although it is not anticipated that the measure of success will change in the short term, there is an expectation that new/revised legislation that comes from the National Strategy will reflect both the tonnage based measures of amounts of waste recycled and a measure that recognises the carbon impact of actions taken. That is not yet stated however, and we await further guidance and detail from DEFRA in 2020. It is therefore difficult for the Council to be clear at this moment on what “the future recycling targets as defined by DEFRA” may be.
24. The Leeds Strategy and work being undertaken as part of the refuse service review, is however looking at ensuring we anticipate as much as possible what may be required, and ensure we move forward/improve on existing measures regardless.
25. In the meantime we continue to innovate and introduce new ways for residents to reduce, re-use and recycle, with a focus on supporting people to change habits/behaviours and to move our focus to carbon reduction. Recent examples include:
- ✓ From mid-November, the addition of new materials/items accepted in the green bin for the first time in Leeds (pots, trays, tubs and cartons). Resulting in the vast majority of household plastics now being accepted in Leeds green bins for recycling.
  - ✓ The innovative partnership with the charity Hubbub for the “recycling on the go” initiative in the city centre– with 60 new dedicated bins on the streets and 80 new bins inside places such as shopping centres. In the 8 months of the trial over 65,000 cans, 55,000 bottles and almost 600,000 coffee cups were collected for recycling. To help “mainstream” this initiative, we have now committed to continue to empty and take the bins for recycling as part of our city centre street cleansing offer.
  - ✓ Education/social media campaign to get back to basics with what goes in the green bin; for example clear, pictorial “what goes in your green bin” information on the leaflet that is being sent to all households to inform them of the Christmas collection arrangements/dates this year (attached as Appendix D for information) and the production of a social media friendly animation explaining what happens to green bin contents.
  - ✓ Expansion of bottle and textile banks in Leeds; there are currently 665 LCC bottle banks across the city, capturing around 9,500 tonnes of glass a year for recycling. Ward Councillors are being encouraged to help identify local sites where a new bank would be successful or where existing banks could be more effective. Longer term, the impact of national Deposit Return Scheme proposed in the National Resources and Waste Strategy on the amount of glass that residents would switch to taking to reverse vending or alternative “reimbursement” facilities is of course a consideration; and an example of the difficulty we have currently in predicting, planning for, prioritising and investing in recycling improvements for individual waste streams.
  - ✓ Development of better recycling service offers in areas of traditionally poor recycling; the refuse service review has identified areas such as Harehills, Headingley, Hyde Park, Woodhouse, City Centre and high rise flats as places where recycling rates are low and where a different approach would help residents recycle more.

- ✓ Improvements at Household Recycling and Waste Sites to encourage more recycling and re-use; for example, production of a social media friendly animation showing what can be taken to sites and promoting the re-use of items by charities, improved signage and layouts at sites and work with re-use charity partners to trial the use of volunteers at sites to advise customers/residents.
- ✓ We have begun trials at one of our Household Waste and Recycling sites, Kirkstall, to collect and dispose of polystyrene, crisp packets and coffee cups. If it's viable in terms of markets and cost we will be rolling out to other sites;
- ✓ Two successful bids have been made to the national Distributor Takeback Scheme, amounting to over £124,000 for Leeds. This will enable us to undertake activities and improve facilities to increase the amount of Waste Electric and Electronic Equipment (WEEE) we recycle by 130 tonnes and the amount that is re-used by 40 tonnes. We will be working on "amnesty" in schools, employing more staff at recycling sites, providing funding to our re-use partner charities to help with staffing and PAT testing and increase and improve our WEEE bring banks across the city;
- ✓ Closer working with Community Committees to better support local initiatives/opportunities; the Refuse Service review is looking at how the service can be better designed/structured, both operationally and accountability wise, so as to better link with Community Committees and local opportunities. The current route redesigns are being based on achieving as much coterminosity as possible with Community Committee boundaries. This of course is subject to affordability but is a priority of the review to try and achieve. The service is keen to engage with Community Committees on what local opportunities there are to better support those in the community who champion reduce, re-use and recycle.

26. However, it's worth summarising the key issues that until about which we receive further clarity from DEFRA makes it very difficult for us to make local decisions, at least until further clarity is provided by DEFRA, hopefully in 2020;

- Glass – a key part of the NRWS is to introduce a continental style Deposit Return Scheme (DRS) that would include glass bottles and possibly jars. The reason being to incentivise the public to take their glass back to facilities in shops/supermarkets that would accept the items and refund the customer in the form of a store credit or possibly money. This may take the form a "reverse vending machine" for example. An obvious consequence of a successful introduction of this requirement would be the amount of glass to collect from the kerbside would be far less. Indeed when launching the strategy for consultation, DEFRA said "Similar schemes already operate successfully in other countries – for example, total return rates of drinks containers in Denmark, Finland, Germany, Norway, the Netherlands and Sweden are at 90%, 92%, 98%, 92% and 85% respectively". Yet the NRWS still also talks about glass being on the list of proposed waste streams that Councils may be required to separately collect at the kerbside from 2023 - under the "consistent recycling collections" part of the strategy.
- Food – another key part of the NRWS is to require Councils to offer the kerbside collection of food waste to all residents. The rationale stated by DEFRA is to reduce the amount of food being landfilled and therefore contributing to greenhouse gas effect caused by the methane emissions. In Leeds, of course, any food placed correctly in the black bin goes to the RERF and is burnt to produce power and heating; so no food goes to landfill. In the NRWS it was initially clear that future food

collections should be collected and processed separate from any other waste stream. However, following the consultation period in 2019, DEFRA now indicates that the method of collection of food would be subject to what is “technically, environmentally or economically practicable” (known as the “TEEP” test). This is welcomed as it suggests that we can develop a solution that works the best for Leeds.

- Funding – as part of the NWRS consultation DEFRA stated “the government will ensure that local authorities are resourced to meet new costs arising from this policy”. The extension of a national producer responsibility system which could, for example, include the “world leading new tax” of any packaging that has less than 30% recycled content is a key part of the strategy. The Government states; “the management of packaging waste costs local authorities in the region of £820m per year. The proposals in this consultation mean that the funding to meet these costs will transfer from central government and local taxpayers to businesses”. Much of the cost to Council’s will of course be up-front, infrastructural costs (for example plant, machinery, vehicles). The Government. It is not clear when the clock starts ticking in this respect and DEFRA is yet to provide clarity on that issue. One interpretation is that means anything introduced by Councils after the strategy was approved in December 2018, another is that means once the appropriate legislation is approved, and some interpret as it as from 2023 when the strategy says the bulk of the requirements in the legislation will take effect from. Again, we look forward to further clarity on this in 2020.

## Conclusions

27. The review of the Refuse Service is wide ranging and ambitious – demonstrated by the agreed objectives set out in this report. The review is not just about bringing routes up to date and therefore more efficient; but about improvements to accountability, ethos, processes, communication, staff welfare and preparing for challenges to come. The review also seeks to develop solution to parts of the city where the current configuration neither works for the service or the customer.
28. Working collaboratively with Trade Unions, significant progress has been made on a number of key elements of the review. Action has already been undertaken to change roles in crews, improve the use of technology, produce more reliable end of day information, consult and agree a TRO proposal, redesign garden waste routes and
29. The broad ambitions set out in the National Resources and Waste Strategy are welcomed. Clarity about the future legal requirements on Councils and what exactly will be funded and from when is of course critical. It is clear that some of the detail will change as a result of the consultation period. Already for example, there appears to be some change on the food waste proposals.
30. In the meantime, as set out in the Leeds strategy, we will continue to prepare for what we anticipate to be future requirements, work with stakeholders across the city on influencing and supporting behavioral change to how people reduce and manage waste and make further improvements to our existing recycling and re-use offers.

## **Recommendations**

31. The Community Committee is asked to note and comment on the contents of this report and to help promote the reduction, re-use and recycling of waste locally; in particular to consider how best to support local groups wanting to make a difference and change people's behaviours.

## Appendix A: Review Objectives

Objective 1: *To make the rounds/routes more fair through the usual finish times of routes being much more equal. This will require us to establish and agree what a reasonable day's work looks like;*

Objective 2: *To add capacity into the rounds to be able to collect from new house builds now and planned in the next few years.*

Objective 3: *To add capacity to cover seasonal peaks in presentation of garden waste;*

Objective 4: *To increase the % bins collected on their due day and where that's not possible, to always recover multiple addresses within 48hrs (so having a clear and achievable solution to addressing how "slippage" is recovered);*

Objective 5: *To establish clearer lines of responsibility within crews for tasks undertaken during the day and how that relates to the role of supervisors/managers. This includes the introduction of a new Crew Chargehand role (see Appendix A for more detail on that proposed role);*

Objective 6: *To be more open and accountable as a service to customers, but at the same time being clearer about what is expected of customers in the presentation of their waste and the limitations of the service we provide;*

Objective 7: *To ensure we can reliably make collections in the more challenging locations and bring different solutions and resources to support collections in these areas;*

Objective 8: *To deal with changed travel patterns as the service moves to the new headquarters/depot from early 2020, including the facilitation of crew pick-ups.*

Objective 9: *To help inform decisions on future fleet requirements – reviewing types & numbers of vehicles needed now and in the future;*

Objective 10: *To ensure we have a reliable electronic record of what's gone on in each round, every day;*

Objective 11: *To build in time for proper staff appraisals and training and development*

Objective 12: *be a basis to build on as different kerbside collections are considered to increase recycling rates;*

Objective 13: *enable implementation of the Council's policies on excess bins, contamination and side waste;*

Objective 14: *ensure enhanced services (e.g. assisted collections/pull outs and medi-waste) are provided where justified.*



## Appendix B: Key Principles/Actions developed and agreed

- Citywide route redesign from a blank map;
- Routes designed around 10 operational areas based on Community Committee boundaries;
- Team approach to task and finish, with Crew Chargehands working together, helped by the same black/green waste stream being collected across each area where possible.
- Recently built new homes that are being covered by citywide crews will be designed into new local routes;
- All routes will include “future proofing” for known housing developments planned for the next few years, although the scale of some developments planned in Leeds is such that the new routes required for these may need to be designed and resourced at a later date;
- In the period prior to the additional homes being built, the crew will have a degree of spare capacity which may be used for additional tasks – such as helping do recoveries or assisting with area completion of daily collections;
- There is particular pressure with the degree of existing and forecast city centre (inc South Bank) growth and a dedicated city centre team will be created to have the capacity and resources to meet the specific service challenges. There is a recognition this may need bespoke solutions;
- One, separately managed, garden waste team/service for the city;
- Greater ability/flexibility to “double-up” garden waste routes in time of low presentation;
- Garden waste routes designed on higher average presentation rates than currently, so better able to cope in high demand weeks;
- During exceptional periods of high garden waste presentation an additional vehicle will be crewed-up;
- Explore whether offering a reduced garden waste service throughout winter is needed/feasible/affordable – possibly looking to try it out in a part of the city.
- local solutions to prevent illegally parked cars (e.g. Traffic Regulation Orders/yellow lines);
- the introduction of more, smaller size wagons;
- creating dedicated teams for city centre, high rise and densely populated/housing areas that also have high transiency levels (Harehills, Headingley/Hyde Park/Woodhouse has been identified as the largest areas of );
- introduction of a new Crew Chargehand role on every vehicle;
- ensuring in-cab technology is fit for purpose and being used by crews, overseen by the Crew Chargehand;
- a development programme for new Crew Chargehands;
- better use of in-cab technology used to empower crews to complete tasks and report issues;
- importance of good two-way communication between Team Leader and Crew Chargehand.
- working correctly and used effectively by staff, the use of in-cab technology to report/record issues the crew come across would help empower them to have frustrations such as repeat recycling bin contaminations dealt with.
- all staff need the appropriate training and support;
- the technology needs to be reliable/fit for purpose.
- allowing staff to have dedicated appraisal days is key to ensuring quality discussion;
- opportunities for Loaders to progress within the Council need to be highlighted;
- staff to be encouraged and supported to spend a day working with other services where they feel it would be a good/useful experience for them;

- mainly through the appraisal process, Loaders aspiring to become Team Leaders should be identified and opportunities to shadow Team Leaders (inc. in other services) offered.
- to ensure that we are getting the most out of the available resources/infrastructure to deliver a reliable service for Leeds with a workforce motivated and supported to do the best they can;
- excess bins – to develop a process to initially target and remove excessive black bins which will involve the identification of the bins by crews
- contaminated bins – to develop a process initially targeting green bins that have been contaminated with non-recyclable material. To involve the identification by crews and then an agreed process that makes clear what then happens to the bin, what the message to the resident is, what punitive action is taken and at what stage, and who does each element of this process (including evidence gathering).
- the Medi-waste service should be a priority and the most reliable service we provide;
- assisted wheel-outs should be reliable and the effective use of in-cab technology is key to that;
- there needs to be a better process for crews to report where they believe a change in occupier has taken place at an assisted wheel out address;
- to continue to work closely together following the review to consider what future changes to kerbside recycling requirements will mean and what would work best for Leeds.

This page is intentionally left blank



# WASTE STRATEGY FOR LEEDS 2019–2021

## Be the best city in the UK

- A world leader in eliminating unnecessary waste and its environmental impact
- Getting the most from our resources to benefit our local economy and communities



## Supporting the Best City priorities

### Sustainable Infrastructure

- Promoting a more competitive, less wasteful, more resource efficient, low carbon economy
- Strengthening digital and data 'Smart City' infrastructure and increasing digital inclusion

### Safe, Strong Communities

- Being responsive to local needs, building thriving, resilient communities



### All doing our part

#### Leeds will:

- support young people to lead change
- use simpler, clearer messages to help people recycle
- use social media and work with influencers
- adapt services where recycling rates are low
- connect locals with waste and recycling services
- proudly promote businesses who pledge to reduce their waste
- expect council resources to be managed sustainably
- recycle on-the-go
- ensure waste and recycling is considered in all new developments
- love where we live
- tackle waste crime such as fly-tipping
- #leedsbyexample

### Reducing excess

#### Leeds will:

- commit to reduce waste
- stop using so much plastic
- reduce food waste
- buy less and reuse more
- be heard nationally
- help businesses to find new ways to reduce their carbon footprint
- harness growing public interest in climate change

### Getting the most out of our resources

#### Leeds will:

- raise the profile of recycling centres and increase their use
- promote and support waste management at a local level to bring greater resource efficiency
- recycle and reuse more
- make reuse our first choice
- get ready to collect more recycling
- use energy from waste to heat homes
- understand our carbon footprint

NET  
ZERO  
CARBON  
BY 2030



## OUTCOMES

- Reduction in the carbon impacts of waste generated
- Reduction in waste volumes generated
- Increase in reuse and recycling, prioritising materials offering the greatest carbon savings
- Heightened public awareness and local community ownership of waste issues, with clear evidence of increased public action and demand for change
- A growing body of businesses and other key organisations in Leeds becoming exemplars of waste reduction, and exercising clear influence for change through their own activities
- Evidence of a growing culture of reuse over disposing and buying new
- Measurable economic benefits within the city, in particular benefiting the economically disadvantaged.



For full Strategy visit [www.leeds.gov.uk](http://www.leeds.gov.uk)

#LeedsByExample

This page is intentionally left blank



# CHRISTMAS bin collections 22 December – 5 January

**If your normal bin day is...**

**Your Christmas collection days and dates will be...**

<b>Monday</b>	Sunday 22 December	Monday 30 December
<b>Tuesday</b>	Monday 23 December	Tuesday 31 December
<b>Wednesday</b>	Tuesday 24 December	Thursday 2 January
<b>Thursday</b>	Friday 27 December	Friday 3 January
<b>Friday</b>	Saturday 28 December	Saturday 4 January
<b>Saturday</b>	Sunday 29 December	Sunday 5 January

Please put your bin out by 7am on your collection day and bring in again as soon as possible after emptying.

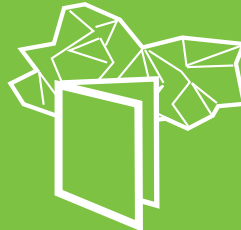


Open daily 8am–4pm. Closed Christmas Day, Boxing Day and New Year's Day. Additional waste, recycling and reusable items can be taken to recycling centres.

## Myth buster Handy green bin recycling tips:



Remove food waste from packaging or give items a rinse before recycling. Paper and cardboard has to be kept fairly clean and dry to be recycled.



Remove any glittery parts from cards and recycle the rest. If wrapping paper scrunches up it can be recycled.



All your glass bottles and jars can be recycled at one of over 700 glass banks across the city. Don't put glass in your green bin as the fragments spoil paper and cardboard, making it unrecyclable.



Donate any unwanted gifts to charity or drop them off at your local household waste recycling centre.



Black plastic can't be sorted out to be made into something new. Think black plastic = black bin.



Printed on 100% recycled paper.



Download the handy **Leeds Bins app**

[www.leeds.gov.uk/xmasbins](http://www.leeds.gov.uk/xmasbins)



RecycleForLeeds

# RECYCLE all of us in your GREEN BIN



Keep me as a quick reference for recycling





**Report of:** Head of Stronger Communities

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

**Report author:** Preet Kundhi – 0113 535 1239

**Date:** 20 January 2020

For consideration

## Outer North East Community Committee – Update Report

---

### Purpose of report

1. To bring to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.
2. This report provides regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champions roles, community engagement, partnership and locality working.

### Main issues

### Updates by theme

#### Environment & Community Safety: Councillor Robinson

1. The ONE Environmental Sub Group met on 21 October 2019 and on 14 January 2020. Representatives from Parks & Countryside, Waste Management and the Cleaner Neighbourhoods Team attended both meetings.
2. At the meeting held at the start of this year, the sub group heard a presentation Parks & Countryside in regards to the Leeds Parks & Green Spaces Strategy 2020 – 2030. The service is currently consulting on its vision for the future of Leeds City Council owned and managed public parks and green spaces beyond 2020, and a strategy for how to deliver that vision over the next 10 years.

- Cleaner Neighbourhoods Team update the sub group in regards to de-leafing programme and some of the challenges that they have experienced with heavy rainfall and broken machinery. Despite this, the service has given reassurance to ward members that all will be on track by the end of this month.

### **Leeds Anti-Social Behavioural Team Review**

- Following on from the service review, the triage process was set to go live in December 2019. All posts have been recruited to and training is being organised and the final scripts agreed. Briefing note will follow for all members to explain the finer workings and how their enquiries will be handled.
- The community MARAC process has been agreed, the final list of expected attendees is being drawn up and agreed. Invitees will be requested on a case by case basis depending on the requirements of the meeting.
- The Anti Social Behaviour Strategy and “service offer” has been agreed by the steering group. Out of Hours Noise Service remains under review with the service design team, further updates to follow.
- Three temporary CCTV schemes are coming to fruition to help prevent anti-social behaviour at three locations. These are; Sandringham Park, Boston Spa High Street and Stables Lane. All three schemes should be fully operational by the end of this month.
- Alwoodley – King Lane Park & Ride ASB – Crime Reduction Officers report recommends changes to Street lighting, CCTV and installation of barriers. This is being looked at and co-ordinated by West Yorkshire Police.
- ASB at the play area on King Lane opposite The Avenue – LASBT Officer linking in with PCSO’s and Youth Services to co-ordinate some outreach and diversionary work. Moortown Rugby Club have offered to help with this as the behaviour of this group is being linked to alleged ASB at club functions such as Bonfire Night.
- LASBT officers met with representatives from Moortown Rugby Club, Cllr Buckley and various council officers to discuss complaints about - ASB at functions, parking issues, littering issues and general disquiet between the club and some local residents. The club demonstrated that it is doing lots to try and negate the impact that its operations may have on the community but feel the behaviour of a group of youths in the area is tarnishing their reputation hence the action in the paragraph above.
- Other things have been put in place with their function booking policy which will improve things and they have been encouraged to try and build a better relationship with their immediate neighbours in the Alwoodley Community Association through dialogue and to also hold an open evening for local residents where they can showcase the amazing work they do with young people in the area. The association works with approximately 250 young people, through a wide range of age groups, which promotes physical exercise, discipline and respect through playing Rugby.

## Employment, Skills & Welfare: Councillor Matthew Robinson

### Benefits Claimants Data

12. Leeds moved onto the full Universal Credit (UC) digital claiming platform on 10<sup>th</sup> October 2018. This means that new claims by all those who would previously have claimed Jobseeker Allowance (JSA) or Employment Support Allowance (ESA), are now for UC. The Government has now begun a process of transition and migration to complete the roll out of UC for existing claimants, and is expected to take until 2022 to complete.

13. The table below shows the number of people age 16-64 from the Community Committee area claiming benefits:

	<b>JSA Claimants March 2019</b>	<b>ESA Claimants August 2018</b>	<b>UC Claimants (Not in Employment) March 2019</b>
<b>East North East</b>	<b>1,910</b>	<b>9,210</b>	<b>3,380</b>
<b>Outer North East</b>	<b>170</b>	<b>1,350</b>	<b>295</b>
Alwoodley	110	700	162
Harewood	25	255	53
Wetherby	35	395	80

### Accessing Services

14. The table below shows that number of people from the Community Committee area being supported by the Employment and Skills Service:

	<b>Accessing Services April – Sep 2019</b>	<b>Into Jobs April – Sep 2019</b>	<b>Improved Skills April – Sep 2019</b>
<b>East North East</b>	<b>4,135</b>	<b>1,177</b>	<b>2,058</b>
<b>Outer North East</b>	<b>287</b>	<b>85</b>	<b>158</b>
Alwoodley	194	52	102
Harewood	55	24	30
Wetherby	38	9	26

### Employment Hub

15. The Employment Hub is a new ESIF funded three year programme that will provide tailored and comprehensive support into employment or education to all unemployed Leeds residents. A team of over 20 Employment Advisors will deliver the programme providing one to one support for eligible residents. A total of 24 people from the Community Committee area are being supported by this programme. 7 people from the Community Committee area were supported into work. For further information please visit: <https://leedsemploymenthub.co.uk>

## Adult Learning

16. The new academic year for Adult Learning started in September 2019. Courses can develop new skills and build confidence and can lead to a qualification or help people back to work. There are more than 1,200 courses available at around 200 venues with places for over 6,000 adults aged 19 years and above. All courses are advertised on the Leeds Adult Learning Course Finder [www.leedsadultlearning.co.uk](http://www.leedsadultlearning.co.uk)

## Young Person's IAG Charter

17. Leeds Careers Charter aims to raise the bar on careers education, information, advice and guidance (CEIAG) for all young people in the city and bridge the gap between education and employment to support sustained positive outcomes. Supported by businesses, schools and colleges, the Charter sets out 8 commitments of practical support, which will be offered to inspire young people. This will help them make informed choices and plan their future careers.

18. The recently launched Start in Leeds supports the delivery of the Charter. This online and interactive careers guidance platform provides young people and families with up to-date information about local study and career options and opportunities. The platform also allows young people to build their own digital profile and CV and to search and apply for post-16 full-time education and apprenticeship opportunities. For further information please visit [Leeds Careers Charter or www.startinleeds.com](http://Leeds Careers Charter or www.startinleeds.com)

## Leeds Apprenticeship Seminars

19. Week commencing Monday 4 November 2019, six industry led Apprenticeship Seminars, Financial and Professional Services and Law; Health and Care; IT, Digital and Media; Construction and Infrastructure; Public Sector (including uniformed services), Manufacturing and Engineering will be delivered at Leeds Beckett University. The seminars will raise the profile of Apprenticeships within the city to young people and their parents / carers. For further information please visit: <https://apprenticeship industry led seminars>

## Recovery College

20. The Recovery College was launched in Leeds in September. One of over 85 recovery colleges in the UK and even more worldwide, it takes an educational approach to improving mental health and offers information based workshops and training courses that focus on living mentally and physically well. The first prospectus details a range of courses for people to learn about mental health, work out what keeps them well, and find ways to live better. Courses are open to all adults who live, work or study in the city including carers, family, friends and health and care staff too.

21. Typically, courses are free to attend and provide useful information and tips to make a difference to a person's life, work or study. The uniqueness of the Recovery College is that the offer is completely co designed and delivered by people with lived experience of mental ill health.

22. The college has a Steering Group and an Operational group to help shape, deliver and monitor the development of the offer and the Service is represented at both these to ensure that:

- the provision is aligned within the city's offer as a whole
- that we share best practice, experience and knowledge about reaching communities in some of our most disadvantaged communities
- the college benefits from the existing partnerships that exist within the city and which could support the development of this new provision



23. For further information please visit: <https://www.leedsandyorkpft.nhs.uk/leeds-recovery-college>

## **Community Engagement: Social Media**

24. **Appendix 1**, provides information on posts and details recent social media activity for the Outer North East Community Committee Facebook page.

25. A newsletter will be provided for the March community committee meeting.

## **Updates from Key Services**

### **Public Health**

#### **Winter Friends-Stay Well This Winter**

26. This campaign has just commenced to help the frail and vulnerable stay well and protected this winter within our wards. Below are six short films giving professional advice on topics such staying well, social isolation and how to access Primary Care services.

<https://youtu.be/mULxMgaMwmg> - getting the right care for you and your family.

<https://youtu.be/lx5sYkbnjnc> - protect yourself from infections.

[https://youtu.be/HTjRT6\\_97iQ](https://youtu.be/HTjRT6_97iQ) - poor weather and loneliness.

<https://youtu.be/09xxwUt3YFo> - stay warm and well in your house.

<https://youtu.be/Uk6uPrFSK7I> - keeping active to stay healthy and independent.

<https://youtu.be/wq9ls-FFHf4> - keeping infections at bay.

27. There is up to date training available for local organisations who look after older citizens, frail, vulnerable or those with learning disabilities this winter. For more information please contact; Rachel Brighton Rachel.Brighton2@leeds.gov.uk

#### **Physical Activity for our Children and British Cycling**

28. Go Ride for School is a free provision for schools and also local organisations. Sessions available at an introductory level and a more advanced outside of school four hour periods. With the current high level of interest with cycling in Yorkshire this is an opportunity to get local children more interested in cycling and thus increase their levels of physical activity. The scheme has up to twenty bikes to loan children for the sessions if they don't have their own. Cycle maintenance, up keep and general safety sessions are also available.

29. There is also a considerable amount of funding for local organisations and schools to develop their cycling offer from British Cycling.  
<https://www.britishcycling.org.uk/placestoride>

30. For more information on anything to do with these cycling initiatives please contact Harry Wood - [HarryWood@britishcycling.org.uk](mailto:HarryWood@britishcycling.org.uk)

### **Physical Activity for our Children and the Daily Mile**

31. This is an effective, evidence based initiative helping to get our primary school children moving more, maintaining a healthy weight and developing healthy habits for life. It involves teachers walking with children in every class every day to set up strong habitual healthy practices. The scheme is set up by the Yorkshire Sports Foundation and has its own dedicated officer to help schools start. <https://thedailymile.co.uk/>

### **Careview - The Social Isolation Tool - new features added.**

32. We are delighted to announce that the Leeds City Council health app has secured European Space Agency funding to carry on its research work and add new reporting features for the city's community development workers. This is a partnership project with Leeds, Wakefield Age UK, Bury Council and two European cities as yet undecided.

33. For details of the space agency project please contact Abhay Adhikari  
[contact@digitalidentities.info](mailto:contact@digitalidentities.info)

34. The signposting tool which is also loaded onto the app for non-health professionals developed by Sue Mulligan has been met with universal approval. For details of the support tool contact. [Sue.Mulligan@leeds.gov.uk](mailto:Sue.Mulligan@leeds.gov.uk)

### **SWIFt Service (Supporting Wellbeing and Independence for Frailty)**

35. The SWIFt service will support older people who are living with frailty with complex issues who are often (though not always) socially isolated to improve their wellbeing and independence. The SWIFt service has been running for two years as part of Time to Shine managed by Leeds Older Peoples Forum and funded by Big Lottery to tackle loneliness and isolation. To date the model included a citywide service and four locality based services, the existing delivery partners will continue to deliver in their localities with an additional six new local care partnership areas defined by having the greatest need in terms of moderate and severe frailty and deprivation. Delivered by the third sector and funded through IBCF/Public health, the service will offer;

36. Targeted support to older people living with frailty (as per target audiences identified in above section)

37. A holistic assessment of what matters to the person living with frailty, which encompasses identifying the individual's strengths and resilience factors. Key to this, is the SWIFt Worker having time to listen to people's stories and to understand their motivations and aspirations.

38. A person centred approach which involves working together with the individual to identify ways to address what matters to them and how to build on their strengths. This will result in developing an agreed plan with the individual and supporting them to implement it.
39. Practical support to enable the individual to engage with opportunities to improve their health and wellbeing.
40. Solutions that will aim to build on the individual's strengths and assets and improve their confidence, self-esteem and resilience.
41. Support to ensure that individuals are accessing the support services they require.

## **Housing**

### **Outer North East Housing Advisory Panel (ONEHAP) Midyear report 2019.**

42. The ONEHAP meet to consider the funding of environmental and community projects and services that benefit our housing Leeds tenants, in the wards Alwoodley, Harewood and Wetherby.

### **Funding Priorities:**

43. The 2019/20 priorities of the panel are outlines in the 'Plan on a page'
  - Enrich the environmental appearance of neighbourhoods including projects which address parking, fly-tipping, dog-fouling and overgrown shrubs and trees.
  - Support applications which will give tenants an overall better quality of life in terms of their general health and well-being, especially social isolation and mental health.
  - Champion joint initiatives with council teams, other statutory service providers and voluntary organisations to address social problems including burglary, ASB, drugs and domestic violence.
  - Assist tenants affected by universal credit and other welfare reforms through projects which include digital inclusion, work preparation and budgeting.

## **Budget**

44. ONEHAP received funding of £30,231.62. With the remaining funding from the previous year of £6,017.25. This gives a total budget for 2019/20 of £36,248.87.
45. The total spend for the year so far is £8,400.36 with match funding of £2,740. Match funders were Communities Committee – wellbeing fund.

Budget Summary Sheet 2019/20		Totals	2019/20 Budget Expenditure	HAP themes	Number of projects submitted	Number of projects approved	Other funding confirmed/given in kind	Amount Committed by Panel	% committed
Outer North East									
	Budget for 2019/20	£ 30,231.62	23.17%	Environment & Housing	5	2	£ -	£ 4,240.36	11.70%
	Carry Forward from 2018/19	£ 6,017.25		Health & Well-being	5	4	£ 2,740.00	£ 4,160.00	11.48%
	<b>TOTAL 2019/20 BUDGET</b>	<b>£ 36,248.87</b>	% available	Community Safety	2	0	£ -	£ -	0.00%
	Approved Budget Spend 2019/20	£ 8,400.36	76.83%	Employment & Skills	0	0	£ -	£ -	0.00%
	Available Budget	£ 27,848.51		Outer North East Total	12	6	£ 2,740.00	£ 8,400.36	23.17%

HAP Ref	Comments (free text)	Project Name/Description	Ward	HAP theme	Date Submitted to Panel	Panel Decision	Other funding confirmed/given in kind	Amount Agreed by Panel	Project Status
ONE_01_1920		Moor Allerton Festival 2019	Alwoodley	Health & Well-being	04/04/2019	Approved	£ 2,740.00	£ 2,740.00	In Progress
ONE_02_1920		First Aid Courses	Alwoodley	Health & Well-being	04/04/2019	Approved	£ -	£ 875.00	Complete
ONE_03_1920		Saxon Mount Access Steps/Walkway	Alwoodley	Environment & Housing	08/06/2019	Approved	£ -	£ 2,640.36	Complete
ONE_04_1920		Nursery Garth - Transport	Wetherby	Health & Well-being	04/04/2019	Approved	£ -	£ 295.00	In Progress
ONE_05_1920		20-54 Cranmer Bank - Gardens	Alwoodley	Environment & Housing	08/06/2019	Rejected	£ -	£ -	Cancelled
ONE_06_1920		Mini Libraries	Alwoodley	Health & Well-being			£ -	£ -	Concept Stage
ONE_07_1920		Mason House - Signs	Wetherby	Community Safety			£ -	£ -	Funded Elsewhere
ONE_08_1920		Transport	Wetherby	Health & Well-being	08/06/2019	Approved	£ -	£ 250.00	In Progress
ONE_09_1920		Rear of 20-54 Cranmer Bank - Gardens	Alwoodley	Environment & Housing	08/06/2019	Approved	£ -	£ 1,600.00	In Progress
ONE_10_1920		Alderton Heights - Bins	Alwoodley	Community Safety			£ -	£ -	Complete
ONE_11_1920		Sykes Road - Parking bays	Wetherby	Environment & Housing			£ -	£ -	Concept Stage
ONE_12_1920		Moorhaven Court - Seating	Alwoodley	Environment & Housing			£ -	£ -	Concept Stage

## Projects

46. Of the seven projects that were brought to panel; six were approved and one was rejected. Of the six approved projects; two were for housing and environment and four were for health and wellbeing projects.

## Working in Partnership

47. The Area Housing Manager continues to support the ONE HAP by attending meetings to provide up to date information about rent, voids and Annual Home Visits performance data so panel members are clear about what is happening in their area. Performance information is put in context both with issues affecting our communities in relation to citywide data and Key Performance Indicators (KPI). These reports indicate performance in Outer North East Leeds continues to be on track.

48. Working in partnership with the Community Committee continues to be an important objective for the ONE HAP. The details noted earlier regarding funding bids clearly shows this is working in practice as both groups make sure tenants and residents benefit from this joint working approach in the range of projects funded. The ONE HAP and Community Committee work carefully to make the best use of available funds, get value for money and use money wisely to benefit our communities.

## Outer North East HAP for 2019/20

49. The HAP are keen to help support and raise awareness about future Community Committee activity, work with officers to explore joint funding opportunities to tackle joint priorities and help the Committee with community engagement.

50. Following the HAP review there is a move towards the use of social media to promote the works and gain potential bids from the wider community. We continue to recruit HAP members across the city and, it is hoped, social media will play a strong role in this process and in appealing to our younger tenants. Each HAP area now has its own officer run HAP Facebook page. All consultations link into this and the page advertises for bids and panel members.

## **Cleaner Neighbourhood Team**

### **Overall**

51. Since September 2019, the CNT have continued to work on referrals from ward members, Parish Council, members of the public, the police and on proactive work around the ONE areas in regards to fly tipping, dog foul, blocked gullies, RTA's, overgrown vegetation and mud on road which is mostly from farm land.

52. An example of the type of work undertaken is on Scholes Lane, the team served a Highways Act Notice – 149. The Farmer complied with the Notice and ensured the mud on road was swept regularly through the harvesting period. This has come apparent through the wet weather causing muddy wet fields making it difficult to harvest.

### **De-leafing**

53. This year de-leafing started later than expected as the contractors did not come over to work with the CNT until November 2019. Also some of our vehicles were 'off the road' due to being faulty, which then left the service behind with some of the leafing referrals received. The aim is to be fully up to date with the de-leafing before Continentals leave the service on 15 January 2020.

### **Fly Tipping**

54. The service continues to remove fly tipping proactively and on receipt of referrals on a daily basis with our team going around the areas picking this up.

55. A breakdown of fly tipping for each area since September 2019 has been provided.

Alwoodley - 31  
Harewood - 33  
Wetherby - 25

### **Community Events**

55. The service has supported local schools by loaning out equipment for them to help them keep their area clean, the children have litter picked areas. The service has collected the bags of waste after the event.

### **December Elections 12 December 2019**

56. The team ensured that all the polling stations in the ONE area were gritted on the morning of the elections to ensure the safety of our constituents.

## **Corporate Considerations**

### **Consultation and Engagement**

56. The Community Committee has, where applicable, been consulted on information detailed within the report.

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

57. All work that the Communities Team are involved in is assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process for funding of projects complies with all relevant policies and legislation.

## **Council Polices and City Priorities**

58. Projects that the Communities Team are involved in are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

1. Vision for Leeds 2011 – 30
2. Best City Plan
3. Health and Wellbeing City Priorities Plan
4. Children and Young People's Plan
5. Safer and Stronger Communities Plan
6. Leeds Inclusive Growth Strategy

## **Resources and Value for Money**

59. Aligning the distribution of community wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

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

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

## **Risk Management**

61. Risk implications and mitigation are considered on all projects and wellbeing applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

## **Conclusions**

62. The report provides up to date information on key areas of work for the Community Committee.

## **Recommendations**

63. The Community Committee is asked to note the content of the report and comment as appropriate.

## Background documents<sup>1</sup>

64. None.

---

<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting Accordingly this list does not include documents containing exempt or confidential information, or any published works Requests to inspect any background documents should be submitted to the report author.

This page is intentionally left blank





## Outer North East Community Committee

### FACEBOOK Highlights

**23 September 2019 – 10 January 2020**

Since 23 September 2019 the Outer North East Community Committee Facebook page has **286 page 'likes'** (and currently has) **312 followers**.

This means that this is the 10<sup>th</sup> most popular Community Committee page.

There are two things to note in general:

'reach' is the number of people the post was delivered to

'engagement' is the number of reactions, comments or shares

Engagement tends to be a better way of gauging if people are interested and have read the posts because they wouldn't have interacted with it otherwise.

For example, a post might reach 1,000 people but if they all scroll past and don't read it, the engagement is 0 and it hasn't been an effective way for the Community Committee to communicate.

By far the most popular post since the 23 September 2019 was the posting regarding the Christmas bin collection schedule. The post has;

- **received 4 post clicks**
- **1 post share**
- **reached a total of 155 people**

The following are screenshots of the most popular three posts since the 23 September 2019. Alongside it are the figures for how many people were 'reached' and how many people 'engaged' with the post.

# 1st Place

## The Christmas Bin Collection Schedule

122 people had this post delivered to them and it had 4 post clicks

**Leeds City Council Outer North East Community Committee** · 17 December 2019 at 09:28 · 🌐

Changes to bin collection days 22 December – 5 January  
Collections will take place one day earlier or later than normal, with the exception of Monday 30 and Tuesday 31 December – when bins will be emptied on the usual scheduled day.

If your normal bin day is...	Your Christmas collection days and dates will be...	
Monday	Sunday 22 December	Monday 30 December
Tuesday	Monday 23 December	Tuesday 31 December
Wednesday	Tuesday 24 December	Thursday 2 January
Thursday	Friday 27 December	Friday 3 January
Friday	Saturday 28 December	Saturday 4 January
Saturday	Sunday 29 December	Sunday 5 January

Please put your bin out by 7am on your collection day and bring in again as soon as possible after emptying.

Additional waste, recycling and reusable items can be taken to recycling centres. Open daily 8am-4pm. Closed Christmas Day, Boxing Day and New Year's Day.  
[www.leeds.gov.uk/xmasbins](http://www.leeds.gov.uk/xmasbins)

Download the handy Leeds Bins app

No internet access? Your library, Community Hub or One Stop Centre can help

[/RecycleForLeeds](https://www.facebook.com/RecycleForLeeds)  
[@RecycleForLeeds](https://www.instagram.com/RecycleForLeeds)  
[www.leeds.gov.uk/xmasbins](http://www.leeds.gov.uk/xmasbins)

Leeds City Council · Leeds recycles

155 People reached · 5 Engagements · Boost Post

1 share

Like · Comment · Share

### Performance for your post

155 People Reached

1 Likes, Comments & Shares

0 Likes | 0 On Post | 0 On Shares

0 Comments | 0 On Post | 0 On Shares

1 Shares | 1 On Post | 0 On Shares

4 Post Clicks

3 Photo views | 0 Link clicks | 1 Other Clicks

#### NEGATIVE FEEDBACK

0 Hide post | 0 Hide all posts  
0 Report as spam | 0 Unlike Page

Reported stats may be delayed from what appears on posts



# 2<sup>nd</sup> Place

## Leeds Recycles

64 people had this post delivered, with 4 post clicks.

**Leeds Recycles**  
13 November 2019 · 🌐

Exclusive: we wanted our trusty followers to hear this first before it gets announced officially on Thursday - from tomorrow you can recycle pots, tubs, trays and cartons in your green bin!!! Keep an eye out for more details coming soon!!! 🍦🍦🍦🍦🍦

64 People reached      5 Engagements

1 share

Like   Comment   Share

### Performance for your post

64 People Reached

1 Likes, Comments & Shares ⓘ

0 Likes	0 On Post	0 On Shares
---------	-----------	-------------

0 Comments	0 On Post	0 On Shares
------------	-----------	-------------

1 Shares	1 On Post	0 On Shares
----------	-----------	-------------

4 Post Clicks

1 Photo views	0 Link clicks	3 Other Clicks ⓘ
---------------	---------------	------------------

#### NEGATIVE FEEDBACK

0 Hide post      0 Hide all posts

0 Report as spam      0 Unlike Page

Reported stats may be delayed from what appears on posts



# 3rd Place

## Leeds Homeshare

60 people had this post delivered.

 **Leeds City Council Outer North East Community Committee** ...  
29 October 2019 · 🌐

**HOMESHARE**  
Homeshare is about bringing two people together for peace of mind, support, company and helps to save money. If you have a spare room, Homeshare could be for you!

It certainly worked for Margaret. Margaret is 99 years old and has shared her home with Jon for over a year now. She enjoys playing scrabble with him and has the reassurance of him being in the house, especially overnight. She benefitted from the scheme so much that she asked for another sharer after ... [See more](#)



LEEDS.GOV.UK 

**Leeds Homeshare**  
Homeshare provides support and companionship to an older person.

**60** People reached      **0** Engagements      [Boost Post](#)

 Like       Comment       Share      

### Performance for your post

**60** People Reached

**0** Likes, Comments & Shares 

<b>0</b> Likes	<b>0</b> On Post	<b>0</b> On Shares
----------------	------------------	--------------------

<b>0</b> Comments	<b>0</b> On Post	<b>0</b> On Shares
-------------------	------------------	--------------------

<b>0</b> Shares	<b>0</b> On Post	<b>0</b> On Shares
-----------------	------------------	--------------------

**0** Post Clicks

<b>0</b> Photo views	<b>0</b> Link clicks	<b>0</b> Other Clicks 
----------------------	----------------------	---

#### NEGATIVE FEEDBACK

**0** Hide post      **0** Hide all posts

**0** Report as spam      **0** Unlike Page

Reported stats may be delayed from what appears on posts





**Report of:** Head of Stronger Communities

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

**Report author:** Preet Kundhi, 0113 53 51239

**Date:** 20 January 2020 For decision

## Outer North East Community Committee - Finance Report

---

### Purpose of Report

1. This report provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, as well as the Community Infrastructure Levy Budget for 2019/20.

### Main Issues

2. Each Community Committee has been allocated a wellbeing budget (revenue and capital) and Youth Activities Fund which it is responsible for administering. The aim of these budgets is to support the social, economic and environmental wellbeing of the area and provide a range of activities for children and young people, by using the funding to support projects that contribute towards the delivery of local priorities.
3. A group applying to the Wellbeing Fund must fulfil various eligibility criteria, including evidencing appropriate management arrangements and financial 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.
4. Wellbeing funding cannot be paid retrospectively. An application form must be submitted and approved by the Community Committee before activities or items being purchased through wellbeing funding are completed or purchased.
5. The amount of wellbeing funding provided to each committee is calculated using a formula agreed by Council, taking into consideration both population and deprivation of an area.

6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.
7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
8. For the Outer North East Community Committee CIL money for Alwoodley, Harewood and Wetherby will be administered by the following town and parish councils; Aberford & District, Alwoodley, Bardsey Cum Rigton, Barwick in Elmet & Scholes, Boston Spa, Bramham cum Oglethorpe, Bramhope and Carlton, Clifford, Collingham with Linton, East Keswick, Harewood, Scarcroft, Shadwell, Thorner, Thorp Arch, Walton, Wetherby.
9. It was agreed at the Outer North East Community Committee that CIL monies for Alwoodley, Harewood and Wetherby would be spent in the ward it was generated in.
10. Projects eligible for funding by the Community Committee 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.
11. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.
12. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.

13. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of wellbeing and youth activity budgets and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Community Committee. Alongside the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.
14. The Community Committee has previously approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when the following 'minimum conditions' have been satisfied
15. At the first meeting of the 2016/17 municipal year, the Committee agreed the following 'minimum condition' in order to reassure Members that all delegated decisions would be taken with appropriate Member consultation and only when such a condition has been satisfied:
16. *'That all 3 Ward Members must be in agreement (unanimous) for a delegated decision to be approved'*. (Minute No. 17(v), 13 June 2016). This was re-confirmed at the first meeting of 2019/20, that: *'all 3 Ward Members must give their unanimous approval for a delegated decision to be approved (via a Ward Member meeting or email)'*. (Minute No. 18(vi), 17 June 2019).
17. These conditions would need to be satisfied prior to an urgent delegated decision being taken in between formal Community Committee meetings in respect of the administration of Wellbeing and Youth Activity budgets and also the use of the CIL Neighbourhood Fund which has been allocated to the Committee.
18. Members are reminded that the necessary scrutiny of applications to satisfy our own processes, financial regulations and audit requires the deadline for receipt of completed applications to be at least five weeks prior to any Community Committee. Some applications will be approved via Delegated Decision Notice (DDN) following consultation with Members outside of the Community Committee meeting cycle.

## **Wellbeing Budget Position 2019/20**

19. The total revenue budget approved by Executive Board for 2019/20 was **£66,650** approved for the Outer North East Community Committee. **Table 1** shows a carry forward figure of **£116,047.69** which includes underspends from projects completed in 2018/19. **£104,313.84** represents wellbeing allocated to projects in 2018/19 and not yet completed. The total revenue funding available to the Community Committee for 2019/20 is therefore **£78,383.85**. A full breakdown of the projects approved or ring-fenced is available on request.



20. It is possible that some of the projects may not use their allocated spend. This could be for several reasons, including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement, or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified in Table 1.

21. The Community Committee is asked to note that there is currently a remaining balance of **£55,915.00**. A full breakdown of the projects is listed in Table 1 and is available on request.

**TABLE 1: Wellbeing Revenue 2019/20**

<b>INCOME: 2019/20</b>	<b>£66,650</b>
<b>Balance brought forward from previous year</b>	<b>£116,047.69</b>
<b>Less projects brought forward from previous year</b>	<b>£104,313.84</b>
<b>TOTAL AVAILABLE: 2019/20</b>	<b>£78,383.85</b>

Ward Projects	£	Ward Split		
		Alwoodley	Harewood	Wetherby
Moor Allerton Festival	£2,740	£2,740	£0	£0
Renewal of Riding & Safety Equipment	£968.85	£0	£968.85	£0
Boston Spa Weekend Festival	£1,000	£0	£0	£1,000
Grange Park Sports Club Refurbishment	£5,000	£0	£0	£5,000
Updating Our Flowerbeds and Encouraging Volunteers	£1,060	£1,060	£0	£0
Exercises Classes	£500	£500	£0	£0
St Johns Garth and Church Drive	£1,000	£0	£1,000	£0
Community Engagement - Wetherby	£1,000	£0	£0	£1,000
Small Grants - Wetherby	£1,000	£0	£0	£1,000
Grit Bins and Skips - Wetherby	£1,000	£0	£0	£1,000
Grit Bins and Skips - Alwoodley	£6,000	£6,000	£0	£0
Skips – Harewood	£600	£0	£600	£0
Chippie's Quarry	£1,200	£0	£1,200	£0
Anti-Vehicle/Horse-Friendly Barrier	£2,000	£0	£2,000	£0
History Board for Walton Village	£2,510	£0	£0	£2,510
St Barnabas' Church - Car Park Resurfacing	£1,000	£1,000	£0	£0
Stables Lane CCTV	£1,488	£0	£0	£1,488
Wetherby Arts Festival 2019	£2,000	£0	£0	£2,000
Environmental Improvements to the Neighborhood	£630	£0	£0	£630
<b>Totals</b>	<b>£32,696.85</b>	<b>£11,300</b>	<b>£5,668.85</b>	<b>£15,628</b>
<b>Balance remaining (Total/Per ward)</b>	<b>£46,240.70</b>	<b>£12,789.99</b>	<b>£18,441.49</b>	<b>£15,009.22</b>



## Wellbeing and Capital Projects for Consideration and Approval

22. The following projects are presented for Members' consideration:

23. **Project Title:** Boston Spa High Street Temp CCTV

**Name of Group or Organisation:** Safer Leeds, Leeds City Council

**Total Project Cost:** £1,488

**Amount proposed:** £1,488 from Wetherby ward pot

**Wards covered:** Wetherby

**Project Description:** To provide a temporary CCTV solution for Boston Spa High Street to prevent and detect crime and provide public reassurance in tackling reports of anti-social behaviour, vandalism and criminal damage.

**Community Committee Priorities:** Resilient Communities

24. **Project Title:** Sandringham Park Temp CCTV

**Name of Group or Organisation:** Safer Leeds, Leeds City Council

**Total Project Cost:** £1,488

**Amount proposed:** £1,488 from Wetherby ward pot

**Wards covered:** Wetherby

**Project Description:** To provide a temporary CCTV solution for Sandringham Park to prevent and detect crime and provide public reassurance in tackling reports of anti-social behaviour, vandalism and criminal damage.

**Community Committee Priorities:** Resilient Communities

25. **Project Title:** Environmental Improvement to the Neighbourhood

**Name of Group or Organisation:** Cleaner Neighbourhoods Team, Leeds City Council

**Total Project Cost:** £251

**Amount proposed:** £251 from Wetherby ward pot

**Wards covered:** Wetherby

**Project Description:** To purchase a litter bin for Rail Balk Lane in Wetherby.

**Community Committee Priorities:** Resilient Communities

26. **Project Title:** Community Events

**Name of Group or Organisation:** Moortown West Community Association

**Total Project Cost:** £1,200

**Amount proposed:** £1,200 from Alwoodley ward pot

**Wards covered:** Alwoodley

**Project Description:** To facilitate community festive events and parties for the disadvantaged.

**Community Committee Priorities:** Resilient Communities; Health & Wellbeing & Better Lives

27. **Project Title:** International Day of Older People 2019

**Name of Group or Organisation:** John Rylie Community Centre Social Club

**Total Project Cost:** £200

**Amount proposed:** £200 from Harewood ward pot

**Wards covered:** Harewood

**Project Description:** To run a cinema club as part of the International Day of Older People.

**Community Committee Priorities:** Health & Wellbeing & Better Lives

28. **Project Title:** Various Groups

**Name of Group or Organisation:** Moortown West Community Association

**Total Project Cost:** £3,600

**Amount proposed:** £3,600 from Alwoodley ward pot

**Wards covered:** Alwoodley

**Project Description:** Funding will be used on facilities to enable five projects to be provided to the local community

**Community Committee Priorities:** Resilient Communities, Health & Wellbeing & Better Lives

### **Delegated Decisions (DDN)**

29. Since the last Community Committee on 23 September 2019, there has been one project which has been considered and approved by DDN.

- St Edwards Catholic Primary School Car Park Extension.

### **Declined Projects**

30. Since the last Community Committee on 23 September 2019, the following projects have been declined.

- Drug Watch Foundation

### **Monitoring Information**

31. As part of their funding agreements, all projects which have had funding approved by the Community Committee are required to provide update reports on the progress of

their project. These reports are so that the Community Committee can measure the impact the project has had on the community and the value for money achieved.

32. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee in 23 September 2019.

**Name of project/s**

- a) Slaid Hill – Flowers Bed

**Youth Activities Fund Position 2019/20**

33. The total available for spend in Outer North East Community Committee in 2019/20, including carry forward from previous year, is **£78,434.62**

34. The Community Committee is asked to note that so far, a total of **£23,801.98** has been allocated to projects, as listed in **Table 2**.

35. The Community Committee is also asked to note that there is a remaining balance of **£40,132.64** in the Youth Activity Fund. A full breakdown of the projects is available on request.

**TABLE 2: Youth Activities Fund 2019/20**

	Total allocation	Alwoodley	Harewood	Wetherby
Income 2019/20	£	£	£	£
Carried forward from previous year	<b>£55,526.62</b>	£19,159.86	£17,756.04	£18,610.72
Total available (including brought forward balance) for schemes in 2019/20	<b>£91,746.62</b>	£32,198.86	£30,070.04	£ £29,477.72
Schemes approved in previous year to be delivered this year 2019/20	<b>£13,312</b>	£7,590	£1,440	£4,282
Total available budget for this year 2019/20	<b>£78,434.62</b>	£24,608.86	£28,630.04	£25,195.72

Projects 2019/20	Amount requested from YAF	Alwoodley	Harewood	Wetherby
Tea Time Tennis 2019	<b>£3,460</b>	£0	£3,460	£0
Summer Junior Cricket for Ages 7-13	<b>£780</b>	£0	£780	£0
Breeze Holiday Camps	<b>£1,877.50</b>	£1,877.50	£0	£0
Time Out Summer Scheme	<b>£6,684.48</b>	£6,684.48	£0	£0
Community Youth Summit 2019	<b>£11,000</b>	£0	£5,500	£5,500
Tempo FM - Radio Academy	<b>£3,500</b>	£0	£0	£3,500
Harewood & Wetherby Holiday Activity Programme	<b>£10,000</b>	£0	£5,000	£5,000

Wetherby U13 Girls	£500	£0	£0	£500
Friends at Home	£500	£500	£0	£0
<b>Total spend against projects</b>	<b>£38,301.98</b>	<b>£9,061.98</b>	<b>£14,740</b>	<b>£14,500</b>
<b>Remaining balance per ward</b>	<b>£40,132.64</b>	<b>£15,546.88</b>	<b>£13,890.04</b>	<b>£10,695.72</b>

## Youth Activity Funding Projects for Consideration and Approval

36. **Project Title:** Additional Youth Work - Wetherby

**Name of Group or Organisation:** Youth Service, Leeds City Council

**Total Project Cost:** £2,872.94

**Amount proposed:** £1,920.04

**Wards covered:** Wetherby

**Project Description:** To deliver additional youth work session and outreach sessions for 11 weeks and activities that will engage young people, who are aged 11-17 in positive activities and a trip as a reward.

**Community Committee Priorities:** Best City for Children & Young People

## Delegated Decisions (DDN)

37. Since the last Community Committee on 23 September 2019, no projects have been considered and approved by DDN.

## Declined Projects

38. Since the last Community Committee on 23 September 2019, no projects have been declined.

## Community Skips Budget 2019/20

39. **Table 3** outlines the skips the ward members have approved. The total cost is highlighted below.

**TABLE 3: Community Skips 2019/20**

Location of skip	Date requested	Total amount	Alwoodley	Harewood	Wetherby
Alwoodley Allotments	11/04/2019	£128.91	£128.91	-	-
Bramham in Bloom	11/06/2019	£178.33	-	-	£178.33
Boston Spa PC	11/06/2019	£149.16	-	-	£149.16
Scholes Bowling Club	28/06/2019	£149.16	-	£149.16	-
Scholes Bowling Club	23/07/2019	£149.16	-	£149.16	-

Bramham in Bloom	23/10/2019	£149.16	-	-	£149.16
<b>Total:</b>		<b>£903.88</b>	<b>£128.91</b>	<b>£298.32</b>	<b>£476.65</b>

## Capital Budget 2019/20

40. The Outer North East has a capital budget of **£16,601** available to spend, as a result of a new capital injections. Members are asked to note the capital allocation.

## Community Infrastructure Levy (CIL) Budget 2019/20

41. The Community Committee is asked to note that there is **£0** total payable to the Outer North East Community Committee.

## Corporate Considerations

### Consultation and Engagement

42. The Community Committee has previously been consulted on the projects detailed within the report.

### Equality and Diversity/Cohesion and Integration

43. All wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process complies with all relevant policies and legislation.

### Council Polices and City Priorities

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

1. Vision for Leeds 2011 – 30
2. Best City Plan
3. Health and Wellbeing City Priorities Plan
4. Children and Young People's Plan
5. Safer and Stronger Communities Plan
6. Leeds Inclusive Growth Strategy

### Resources and Value for Money

45. Aligning the distribution of community wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

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

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

## **Risk Management**

47. Risk implications and mitigation are considered on all wellbeing applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

## **Conclusion**

48. The finance report provides up to date information on the Community Committee's budget position.

## **Recommendations**

49. Members are asked to note:

- a. Details of the Wellbeing Budget position (Table 1)
- b. Wellbeing proposals for consideration and approval (paragraphs 23 – 28)
- c. Details of the projects approved via Delegated Decision (paragraph 29)
- d. Monitoring information of its funded projects (paragraph 32)
- e. Details of the Youth Activities Fund (YAF) position (Table 2)
- f. Youth Activities Fund proposals for consideration and approval (paragraph 36)
- g. Details of the skips approved (Table 3)
- h. Details of the Community Infrastructure Levy Budget (paragraph 42)