



Outer North East Community Committee

Alwoodley, Harewood, Wetherby

**Meeting to be held in Wetherby Town Hall
(Deighton Room) on Monday, 16th March, 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 (Chair) | - Wetherby; |
| A Lamb | - Wetherby; |
| L Richards | - Wetherby; |





Co-optees

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

*Images on cover from left to right:
Alwoodley - MAECare (Moor Allerton Elderly Care); Moor Allerton shopping centre
Harewood - rural landscapes; Harewood Arms
Wetherby – bridge over the River Wharfe; racehorse sculpture*

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>No exempt items or information have been identified on the agenda</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence (If any)</p>	
5			<p>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2000 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7	Alwoodley; Harewood; Wetherby		<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the meeting held on 20th January 2020.</p> <p>(Copy attached)</p>	7 - 14

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8	Alwoodley; Harewood; Wetherby		<p>MATTERS ARISING FROM THE MINUTES</p> <p>To consider any matters arising from the minutes (If any)</p>	15 - 16
9	Alwoodley; Harewood; Wetherby		<p>URGENT TREATMENT CENTRES AND PUBLIC AWARENESS CAMPAIGNS - UPDATE REPORT</p> <p>To consider a report by the Head of Stronger Communities which provides an update on Urgent Treatment Centres and public awareness campaigns that will be of interest in the Outer North East Community Committee Area.</p> <p>(Report attached)</p>	17 - 22
10	Alwoodley; Harewood; Wetherby		<p>NEIGHBOURHOOD PLANNING - UPDATE</p> <p>To receive a report from the Chief Planning Officer which provides an update on the neighbourhood planning activity in the Outer North East area.</p> <p>(Report attached)</p>	23 - 24
11	Alwoodley; Harewood; Wetherby		<p>OUTER NORTH EAST COMMUNITY COMMITTEE - UPDATE REPORT</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 particular issues.</p> <p>The report also provides regular updates on some of the key activities between Community Committee meetings and functions delegated to the; Community Committee, Community Champions roles, Community engagement, partnership and locality working.</p> <p>(Report attached)</p>	25 - 36

Item No	Ward/Equal Opportunities	Item Not Open		Page No
12	Alwoodley; Harewood; Wetherby		<p>OUTER NORTH EAST COMMUNITY COMMITTEE - FINANCE REPORT</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>	37 - 46
13	Alwoodley; Harewood; Wetherby		<p>DATES, TIMES AND VENUES OF COMMUNITY COMMITTEE MEETINGS 2020/2021</p> <p>To consider a report by the City Solicitor which seeks the Community Committee's formal approval of a meeting schedule for the 2020/2021 Municipal year and to determine if there are any revisions to the current meeting and venue arrangements.</p> <p>(Report attached)</p>	47 - 50
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note that the next meeting will take place on Monday, 8th June 2020 at 5.30pm (Venue to be confirmed)</p> <p>Third Party Recording</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties– code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	

OUTER NORTH EAST COMMUNITY COMMITTEE

MONDAY, 20TH JANUARY, 2020

PRESENT: Councillor N Harrington in the Chair

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

CHAIR'S OPENING REMARKS

The Chair introduced and welcomed Councillor Linda Richards to her first meeting of the Outer North East Community Committee

37 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

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

38 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.

39 LATE ITEMS

There were no late items of business identified.

40 APOLOGIES FOR ABSENCE

There were no apologies for absence.

41 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

There were no declarations of any disclosable pecuniary interests.

42 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.

43 MINUTES OF THE PREVIOUS MEETING

RESOLVED – That the minutes of the previous meeting held on 23rd September 2019 were confirmed as a true and correct record.

44 MATTERS ARISING FROM THE MINUTES

Community Committee Appointments 2019/2020 – Further to Minute No. 27 of the previous meeting, Members considered vacant appointments within the Community Committee

RESOLVED –

- (i) That Councillor L Richards (Wetherby) be appointed to the Outer North East Housing Advisory Panel (HAP) for the remainder of the 2019/20 Municipal year.
- (ii) That Councillor L Richards be appointed to the Outer North East Community Committee Environmental Sub Group

45 Waste Management Services - Update on the Refuse Service Review and National Waste Strategy implications for Leeds

Members considered a report by the Deputy Chief Officer, Waste Management which provided an update on the Refuse Service Review currently being undertaken. The report also provided details of the development of a new National Resources and Waste Strategy and how that relates to Leeds

Members were informed of the actions/ progress made so far which included:

- Introduction of a new crew charge hand role to the service
- Effective use of in-cab technology
- End of Day Reports
- Fleet Renewal
- Experimental Traffic Regulation Order (Yellow Lines)
- Proof of concept work for new route co-terminosity with Community Committees
- New Garden Waste (Brown Bin) Collection Routes
- Scoping Work for “Specialist” Teams/ Areas
- New Black/ Green Bin Routes City Wide

In terms of the development of a new National Resources and Waste Strategy the following proposals were drawn to the attention of Members:

- Funding for additional recycling
- Glass deposit scheme
- Proposals for a food collection service

Referring to the refuse route for Aberford, Barwick and Scholes Members queried if there were any proposals for the route to be redesigned.

Members were informed that modelling had been completed to test the potential impact of redesigning routes across the city to fit, as much as possible with Community Committee boundaries. Many of the existing routes had not changed for up to 9 years and a review was necessary to “create greater presentation”. It was also reported that extra resources would be allocated to the brown bin collection service in the summer months to deal with the heavier presentations.

Members asked if a representative from the Waste Management Team could be invited to future Ward Member Briefing to discuss a possible review of the refuse collection routes for their particular area.

Referring to bottle bank locations, Harewood Members requested if it would be possible to move a bottle bank back to Collingham, near the Half Moon Public House, where a previous one had been located.

In responding the Deputy Chief Officer, Waste Management said that subject to a lorry being able to access the site and the need to be mindful of noise to local residents, such discussions about bottle bank locations would be welcomed

Referring to the emerging National Waste Strategy, it was noted that Leeds were still pressing ahead with their own Waste Strategy for Leeds without awaiting national guidance.

Members were informed that the Waste Strategy for Leeds was approved in July 2019, the intension was to continue with the new strategy and await Government guidance.

The Chair thanked the Deputy Chief Officer, Waste Management for his attendance and contribution

RESOLVED –

- (i) That the contents of the report by noted
- (ii) To support the reduction, re-use and recycling of waste locally
- (iii) That a representative from the Waste Management Team be invited to future Ward Member Briefings to discuss a possible review of refuse collection routes for their particular area.

46 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 meetings of the Committee's Environmental Sub Group held on 21st October 2019 and 14th January 2020, an update on the Leeds Anti-social Behaviour Team Review, Benefits Claimant Data, Outer North East Housing Advisory Panel (HAP) and the Community Committee's presence on social media.

Commenting on the Anti - Social Behaviour Review, Alwoodley Ward Members spoke of the ongoing vandalism to the local library. The youths involved in the vandalism were known to the authorities and the premises were also equipped with CCTV, the support in taking actions against the youths involved was seriously lacking.

Members were informed that the General Data Protection Regulations (GDPR) could often be a complication when evidence was captured via CCTV footage.

Reference was also made to the King Lane Park and Ride facility, noting that the Crime Reduction Officer had recommended changes to street lighting and the installation of night time barriers. It was understood that the late night closing and early morning re-opening of the barriers was a challenging issue.

Ward Members were of the view that this was a woeful situation and required addressing as soon as possible.

Members also raised concerns about an area of land near the former Middlethorpe Middle School Site, suggesting the area was now been used for anti-social behaviour.

Members asked if a nearby street light could be switched off thereby making the area darker and less attractive for youths to congregate.

Members were of the view that there were a number of Anti-Social issues to be addressed and requested if the Leeds Anti-Social Behaviour Team Manager could be invited to the next meeting

Reference was made to the Outer North East Housing Advisory Panel (HAP). Members were concerned that the HAP had not met for some considerable time and there was now an urgent need to have a meeting to consider the funding of environment and community projects and services that would benefit the housing tenants of Alwoodley, Harewood and Wetherby.

Members were of the view that failure to allocate funding to projects/ service may result in loss of budget.

Members were informed that recent staff changes within Housing Services may have led to some delays in HAP support

It was suggested that the Chair on behalf of the Community Committee, write to the Executive Member responsible seeking assurance that adequate resources would be allocated to provide HAP support or alternatively that the HAP budget be made available directly to the Community Committee

Referring to Community Events, the Committee heard from the Community Voice & Influence Officer, (Communities & Environment) who spoke about the outcome of last summer's youth summit and sought Members suggestions for the future funding of projects in the Harewood and Wetherby Wards.

In the discussion that followed Harewood and Wetherby Ward Members agreed to meet outside of the Committee to discuss a way forward.

The Community Voice & Influence Officer also raised the issue for a potential Youth Summit for all 3 Wards in the Outer North East area based on the model adopted by the other Community Committees

Alwoodley Ward Members were of the view that their existing arrangements for a Youth Summit in the area were working well and they would not like to change those arrangements.

Harewood and Wetherby Ward Members expressed a preference for a Joint Youth Summit for the two Wards.

The Chair made reference to the commemorations for VE and VJ day and asked that Members promote these events with local groups and residents. It was confirmed that funding would be available, if applied for from the Ward pots.

The Chair thanked Members for their contributions

RESOLVED –

- (i) That the contents of the report be noted
- (ii) That the Leeds Anti-Social Behaviour Team Manager be invited to the next meeting
- (iii) That the Chair on behalf of the Community Committee, write to the Executive Member responsible seeking assurance that adequate resources would be allocated to provide HAP support or alternatively that the HAP budget be made available directly to the Community Committee

47 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 Skips approved
- Details of the Community Infrastructure Levy Budget

The 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.

The Localities Officer also sought Members views for the potential for either a children's and families or a finance sub group to be in place to discuss youth activity funding applications that would be received during a commissioning round.

RESOLVED –

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

Project	Organisation	Amount Granted (£)
Boston Spa High Street – Temporary CCTV Solutions	Safer Leeds (LCC)	£1,488 (Wetherby)
Sandringham Park – Temporary CCTV Solutions	Safer Leeds (LCC)	£1,488 (Wetherby)
Environmental Improvements to the	Cleaner Neighbourhoods Team	£251 (Wetherby)

Neighbourhood	(LCC)	
Community Events	Moortown West Community Association	£1,200 (Alwoodley)
International Day of Older People 2019	John Rylie Community Centre Social Club	£200 (Harewood)
Various Groups	Moortown West Community Association	£3,600 (Alwoodley)

- (iii) To note that since the last meeting on 23rd September 2019, the following project had been considered and approved by DDN:

“St Edwards Catholic Primary School Car Park Extension”
- (iv) To note that since the last meeting on 23rd September 2019, the following project had been considered and declined
- (v) To note the Monitoring information of funded projects
- (vi) That the following Youth Activity Projects be determined as follows

:Project	Organisation	Amount Granted (£)
Additional Youth Work – Wetherby	Youth Service (LCC)	£1920.04 (Wetherby)

- (vii) To note the activity within the Community Skips Budget 2019/20 (Table No.3 referred)
- (viii) To note details of the Community Infrastructure Levy, as referred to in paragraph 41 of the submitted report
- (ix) That the suggestion to create a Children’s and Families or a Finance Sub Group to consider youth activity funding applications that would be received during a commissioning round, be declined

48 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Monday, 16th March 2020 at 5.30pm at Wetherby Town Hall.

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Cllr Norma Harrington
**Outer North East
Community Committee**

Councillor Debra Coupar
Deputy Leader
Executive Member for Communities

Tel: 0113 378 9004

Email: Debra.Coupar@leeds.gov.uk

4th March 2020

Dear Councillor Harrington

Re: ONE Housing Advisory Panel (HAP)

Thank you for your recent letter highlighting to me concerns about the Outer North East Housing Advisory Panel (HAP).

If I can share the following to help give you and your fellow Community Committee Members some reassurance.

Andrew Kyrover, Tenant Engagement Officer, is the lead officer for the ONE HAP and his support and management of the HAP is one of his key priorities. Andrew has now been in place for a number of months since Graham Berwick left the role last summer. After a period of initial support and familiarisation he is now more integrated with teams and others in the community to be better placed to work with HAP members to seek and develop funding proposals in the future.

I am aware that the August and December meetings were cancelled – for the August meeting a staff member was not available due to leave, and the December meeting was cancelled at the request of the Chair, due to the time of year and no new bids being made. It is not envisaged that any further meetings will be cancelled. The HAP will shortly be planning its meeting schedule for the year ahead, as we enter the new financial year, and Housing's support to the HAP will be planned to ensure that the HAP is proactively supported during the coming year.

Since April 2019, the HAP has committed just over half of its £36k budget allocation for the year on ten projects, with two applications to a value of £10.5k supported at the meeting a few days ago. I'm advised an additional meeting is also scheduled for the 19th March to help make up for any break in meetings earlier in the year. At the March meeting, the service is expecting to table a number of funding proposals for projects or activities across the three wards.

Subject to the HAP's support, this will reduce further the current remaining budget of £16.4k before the end of the financial year. However, should the HAP have any uncommitted funds after the March meeting, this can be carried forward into next year's budget so funding is not lost for the local area.

As with all HAPs, there is the opportunity to jointly fund activities or projects using both HAP and Community Committee resources, and if there are any proposals to this effect please do highlight this to Andrew and with local Communities Team staff for them to take forward, especially relevant perhaps when the budget is renewed in April.

The Service Manager for the Tenant Engagement Team has offered to meet with you to talk about ensuring good levels of support, to take forward any project ideas or joint funding opportunities and to explore other ways of working we could adopt to ensure good communication and integration between the HAP and the Community Committee.

Please let me know, or contact Ian Montgomery directly on ian.montgomery@leeds.gov.uk or 07891 271612 if this is something you would like to arrange.

I trust this helps go some way to allay your concerns and assure you of the continued support for the HAP, but please do contact me if you have any further queries.

Regards

Councillor Debra Coupar
Deputy Leader
Executive Member for Communities



Report of: The Head of Stronger Communities

Report to: Outer North Community Committee

Report author: Debra Taylor-Tate, Head of Unplanned Care, NHS Leeds Clinical Commissioning Group (CCG) 0113 84 35470

Date: 16 March 2020

To note

Update paper: Urgent Treatment Centers and public awareness campaigns

Purpose of report

1. To provide the Outer North East Community Committee with an update on Urgent Treatment Centres and public awareness campaigns that will be of interest in the Outer North East Community Committee Area.

Main issues

2. The report is provided at the specific request of the Community Committee
3. The report outlines the progress made by the CCG in establishing urgent treatment centers in Leeds as well as awareness campaigns that members may wish to support.
4. There will be an opportunity for questions from elected members and residents after the presentation.

Recommendations

5. The Outer North East Community Committee is asked to note the contents of the report that will be provided by NHS Leeds CCG, attendee to be confirmed
6. Members are asked to support the awareness campaigns and share within their networks

Purpose of paper

To provide Members with an update on our progress in delivering five urgent treatment centers in Leeds. In addition we're requesting the support of Members for our public awareness campaigns on a range of health topics.

Outcome of public engagement

7. In early 2019, we attended or provided update reports to Community Committees in Leeds about our proposals to establish five urgent treatment centres in the city. Before we could develop our programme further, in line with our statutory duties, we undertook a 12 week public engagement exercise running from 21 January 2019 to 15 April 2019.
8. The public engagement asked people about their experiences of using urgent care services, how they currently access those services and their views on our proposal to site the fifth centre in the Seacroft area. It's worth noting that the sites for the other four centres used existing estate – two being community-based at Wharfedale Hospital and St George's Centre in Middleton and two being hospital-based at Leeds General Infirmary and St James's University Hospital.
9. The key points, following an independent analysis of over 3,000 responses, are as follows:
 - 72% of people believed that Seacroft is the correct location for the fifth urgent treatment centre;
 - 77% of people believed the opening hours of 8am-11pm were right for the community-based urgent treatment centres; and
 - most people believe that the proposals will improve access.
10. Once the formal engagement was completed, we've continued to look for opportunities to involve local citizens in our work to set up urgent treatment centres in the city. Most recently we held an event on 27 September 2019 at Leeds City Museum where people had the opportunity to find out more about the results of our formal engagement that took place earlier this year.
11. We remain committed to making our urgent treatment centres as accessible as possible and will work with individual patients and patient representative groups to do this.
12. We've been actively working with and seeking guidance from elected members in the city primarily through the Scrutiny Board (Adults, Health and Active Lifestyles). We've also worked closely with the Health and Wellbeing Board. In addition we've provided updates to elected members through established routes including email updates where appropriate to do so.
13. All our engagement documents, including the final evaluation report can be accessed from the CCG's website: www.leedsccg.nhs.uk/get-involved/your-views/urgent-treatment-centres/
14. Our independent analysis of our engagement includes an equality impact assessment highlighting the likely positive or negative issues that could affect people belonging to the protected characteristics as defined by the Equality Act 2010.

Progress on community-based urgent treatment centers

15. St George's Urgent Treatment Centre received official designation from NHS England at the start 2019, although all necessary work to meet the mandate was completed in December 2018.

16. On 21 January 2020 we received official designation from NHS England for our urgent treatment centre at Wharfedale Hospital.
17. To manage demand we have only undertaken very local communication activities, when we are in a position to promote the urgent treatment centres more widely we would very much welcome your support.
18. At this stage we're encouraging people to use NHS 111 when they have an urgent, but not an emergency, care need. This means we can ensure people access the right service at the right time and with the right healthcare professional. NHS 111 can also offer direct booking into the urgent treatment centres. This reduces waiting times for people who may normally look to walk-in and wait to be seen.

Progress on co-located urgent treatment centers

19. We continue to work closely with Leeds Teaching Hospitals NHS Trust to develop plans to set up two co-located urgent treatment centres that sit alongside the city's two accident and emergency departments. As members will have noted, Leeds has now received confirmation of national funding for two new hospitals to be built at the Leeds General Infirmary site. This means the co-located urgent treatment centre at the LGI site will need to be included in the wider estates transformation work. At this stage we are unable to give an accurate estimate as to when this work will start and when it will be completed.
20. We are now considering having a single phase approach to creating an urgent treatment centre at St James's Hospital so that it is immediately based at its permanent location. This is the Ground Floor, Chancellor Wing. An options appraisal has been written regarding how best to migrate the walk-in centre from the Burmantofts Health Centre up the road into St James's Hospital. The project steering group has unanimously agreed that the best option is - for a very short period of approximately two to four weeks - of dual running the walk-in centre and the co-located urgent treatment centre at St James's before completely moving from Burmantofts Health Centre. This dual running will take place once any necessary refurbishment works have been completed and we can run an urgent treatment centre at St James's Hospital.
21. We would like to remind Members that once the services from the walk-in centre in Burmantofts have been migrated to St James's Hospital, we'll no longer be offering a walk-in service at Burmantofts Health Centre. Our proposals do not affect any other services provided from Burmantofts Health Centre. Prior to formalising our proposals we ran a six week public engagement exercise from October to November 2018, working closely with elected members for the Richmond Hill and Burmantofts and Harehills and Gipton wards.

Seacroft site

22. Following our formal engagement exercise earlier this year and the subsequent independent analysis, we are progressing our discussions regarding a fifth urgent treatment centre in the city of Leeds, within the Seacroft area. Our current timescales would see this site being the final one of the five urgent treatment centres to open in the city.

Timescales

January 2019	St George's Centre officially an urgent treatment centre
September 2019 to early 2020	Wharfedale Hospital site reconfigured so that it can receive official designation as an urgent treatment centre
September 2019 to March 2021	St James's Hospital site reconfigured so that we can set up a co-located urgent treatment centre. This is to include the migration of the walk-in centre (dates to be confirmed), including a short period where we will dual run both sites
September 2019 to TBC	Leeds General Infirmary site to host a co-located urgent treatment centre. Exact dates to be confirmed as a much larger estate project underway called 'Building the Leeds Way'.
September 2019 to TBC	Identify suitability of site in Seacroft to host an urgent treatment centre before starting any estate reconfiguration work. Project group yet to be established.

HEALTH AWARENESS CAMPAIGNS – WE WOULD WELCOME YOUR SUPPORT

Big Thank You campaign

23. The award winning Big Thank You campaign is back, encouraging people across the city to say thank you to others that help them when they need them the most. This is a great opportunity to say a very public thank you to anyone you think is deserving of one. This could be a neighbour or someone in your community that probably goes unrecognised for all they do. Alternatively you might want to say thank you to a service that's helped you – this could be an NHS service, a council service or indeed the wonderful work carried out by our community groups.

24. If you need inspiration, before you say thanks have a look at the gallery www.bigthankyouleeds.co.uk

Getting serious about antibiotics

25. With the overuse and misuse of antibiotics being seen as a serious threat to the effectiveness of future treatments even for common health conditions, it's time we all took action. In Leeds we have set up the Seriously Resistant campaign to get people thinking about how they can ensure antibiotics work for us and future generations. This nationally recognised campaign encourages people to find out how they can make the best use of antibiotics, when they're not needed and gives people a chance to pledge their support.

26. We have a number of resources available for any events you may be running in the community including our 'Doug the Bug' mascot, selfie frames and much more. If you're holding an event and would like to make use of the resources do get in touch Leedsccg.comms@nhs.net

27. Find out more and show your support www.seriouslyresistant.com

Looking out for our neighbours

28. We're very proud to be supporting West Yorkshire and Harrogate Health and Care Partnership's community campaign 'Looking out for our neighbours' with the latest phase focusing on helping prevent loneliness and social isolation this winter.
29. This phase builds on the success of the campaign earlier this year when local people carried out over 46,000 acts of kindness in their local neighbourhoods across Bradford district and Craven; Calderdale, Harrogate, Kirklees, Leeds and Wakefield. 72% of people believed that the campaign has made a positive difference to their neighbours' wellbeing and now the Partnership wants to encourage even more people to get involved.
30. Get involved today and download lots of useful resources, including winter warmer recipes to share with someone nearby, www.ourneighbours.org.uk

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Outer North East Community Committee, 16 March 2020

Neighbourhood Planning Update

Made Neighbourhood Plans in Outer North East:

- Aberford (15 November 2019)
- Alwoodley (25 July 2018)
- Bardsey-cum-Rigton (6 November 2017)
- Barwick in Elmet and Scholes (6 November 2017)
- Boston Spa (6 November 2017)
- Bramham-cum-Oglethorpe (5 March 2019)
- Clifford (22 March 2017)
- Collingham (21 June 2017)
- Linton (23 March 2018)
- Scarcroft (5 March 2019)
- Thorp Arch (24 January 2018)
- Walton (24 October 2018)
- Wetherby (27 February 2020)

Clifford

Stage: Made

- Officers are working with the Parish Council to informally review the implementation of the Clifford Neighbourhood Plan. This may lead into the plan being formally reviewed/updated in the future.

Walton

Stage: Made

- Planning permission has been given for part of the Hall Park Road housing allocation, application reference: 19/00345/FU. This is the first neighbourhood plan allocation in Leeds to receive planning permission.
- Officers have been working with Parish Council to bring forward emerging proposals for the larger housing allocation on Springs Lane. It is anticipated that a formal pre-application enquiry will be submitted in the spring.

Wetherby

Stage: Made

- The referendum on the Wetherby Neighbourhood Plan took place on 30 January 2020. The results were as follows:

Response	Votes
----------	-------

Yes	1973 (87.53%)
No	281 (12.47%)
Turnout	24.26%

The Wetherby Neighbourhood Plan was formally made on 27 February 2020.

Other Neighbourhood Plans in Preparation

- **Shadwell** Parish Council are preparing to submit their plan for independent examination, which is anticipated in March. Officers have attended a recent steering group meeting to lead a discussion on the submission and examination processes.
- **East Keswick** Parish Council are seeking to re-conduct the pre-submission consultation on the draft neighbourhood plan to seek a greater response from local residents. It is expected that the plan can progress to submission quickly after further consultation has taken place.
- **Thornor** Parish Council are currently revising the emerging draft plan. Officers will be meeting with the steering group shortly to discuss the draft and progress towards pre-submission consultation.



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: 16 March 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. Officers from Parks & Countryside have been attending ward member meetings 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. Consultation closed on 29 February 2020.
2. At the last community committee meeting on 20 January 2020, Cllr Richards was elected to sit on the Environmental Sub Group, as the representative from Wetherby.

Since the last Community Committee, the Environmental Sub Group has not met. However, a meeting is due to take place in the new financial year.

3. Leeds City Council Youth Service have recruited a new Team Leader and he has been attending ward members briefings to meet with the councillors, understand the areas and to discuss any concerns members may have.
4. On 4 March 2020 a climate emergency workshop was held. The workshop was to follow on from the climate emergency presentation received at the September 2019 community committee meeting. Present at the workshop was the Chief Officer for Climate Emergency and the Chief Officer from Waste Management. Also present was Ward Councillors, Town and Parish Councillors, local residents and local green groups.
5. The purpose of the workshop was to have a two way conversation between the local community and Leeds City Council Officers to discuss and share ideas on the topic. It was also helpful for the community to understand what support is available to implement initiatives to achieve the carbon neutral target. Conversation also took place, with the resources available to ensure, what could be done to help improve waste collections and recycling.

Employment, Skills & Welfare: Councillor Matthew Robinson

6. The Employment, Skills and Welfare service provide reports for the Community Committees twice a year during November and May. The service also provides detailed ward profiles to members twice a year.

Children and Families: Councillor Dan Cohen

7. The Voice and Influence Officer attended Harewood and Wetherby members meeting at the start of the New Year, to share the outcomes of the two youth summits that took place last year. The councillors have set aside an amount of Youth Activity Funding to fund out of school provision. All six councillors will be meeting at the end of February to decide how to commission out the funding.

Health, Wellbeing & Adult Social Care: Councillor Norma Harrington

Enhancing Access to Community Public Access Defibrillators

8. Alwoodley is included within this community defibrillator project, and is set to receive two CPAD installations in public access locations. Having consulted with Councillors for the ward, a shortlist of potential options to host the allocated devices were identified. The Localities Officer leading on the project has outlined his communications with the venues as follows:

MHA Yew Tree Court Residential Home

9. The home are very positive about the proposal and would be very interested in hosting a device. The site is new build so asbestos is not an issue, and there is suitable external wall-space. Their staff are very health & safety focused, and they would be on board with providing a Guardian for the device.

Wigton Moor Church – High Ash Drive

10. They are also very interested in hosting a device. They host many community events, and are trying to act as more of a community hub. They have sufficient external wall-space, and can provide asbestos documents.

Shadwell Dental Practice

11. The practice are happy to host a device, but the building is owned by a private landlord. This landlord is also happy to approve, but state they do not have an asbestos report. The practice are currently looking into whether they have one.

Locations not suitable:

12. MAE care charity shop due to the glass fronted. Coop Store, the proposals rejected by Coop head office

Community Engagement: Social Media

13. **Appendix 1**, provides information on posts and details recent social media activity for the Outer North East Community Committee Facebook page.
14. A newsletter will be provided for the March community committee meeting.

Updates from Key Services

Public Health

Get Set Leeds – Making Leeds a More Active City (getsetleeds.co.uk)

15. As part of the Best Council Plan, Health & Wellbeing Strategy and the Healthy Weight Declaration we are committed to co-producing a physical activity ambition with the city. The development of a new Physical Activity Ambition will set a long term agenda for change. It is founded on the basis that a more physically active city will 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.
16. In September 2018, the Physical Activity Ambition Project team was established to improve collaboration and connectedness across the city and begin a more in-depth dialogue with people that live and work in the city around physical activity.
17. Step one of this process involved getting the conversation about physical activity started which took a two-strand approach:
 1. Development of an online microsite with survey for completion.
 2. Focus group conversations with people across the city.

City Wide Conversations

18. A total of 2,437 individuals from Leeds completed the Get Set Leeds microsite personal survey.
19. A total of 381 individuals responded from a workplace perspective (i.e. as an employee or employer in Leeds)
20. A total of 1810 individuals participated in the focus groups with 1,701 unique responses. Focus groups were asked to respond to two questions: 1) what gets in the way of being physically active and 2) how to make Leeds more active.

Our next Steps?

21. Get Set Leeds academic partner Leeds Beckett University are currently analysing the data set. The first draft of the results are expected by the end of February. This initial evaluation will include a breakdown of what people said by postcode area as well as comparing inactive vs. active responses. The full evaluation and report to include more detailed comparisons by demographics such as ethnicity, age, sex as well as the analysis of responses from the workplace survey will follow in the next two months. We will report back to all Community committees early in the Summer the findings and recommendations from this analysis.
22. In addition, we have been successful in securing, from Sport England, £475,000 for Get Set Leeds – Local, which will enable us to build on our initial conversations and further engage with community partners and residents from some of most deprived neighbourhoods around embedding physical activity into everyday life.
23. In the meantime visit our website: getsetleeds.co.uk to find out what is happening or contact one of the team by emailing getset@leeds.gov.uk

Winter Wellbeing

Winter Friends

Workforce

24. In supporting the delivery of the public health winter plan and contributing towards reducing the number of excess winter deaths, 'Winter Friends' was developed by Public Health as a branding and a tool to engage the workforce (Leeds City Council (LCC) and broader) in the nine high-impact, evidence based interventions to support the most vulnerable residents during Winter. Winter Friends provides the workforce with key messages around cold weather and links to the variety of services in Leeds able to support those who are most vulnerable due to the drop in temperature. Winter Friends also provides resources and leaflets to support with positive conversations around services and support available.
25. Anyone working with or supporting people in Leeds can become a winter friend by watching the animation and collecting free resources from the Public Health Resource

Centre at Technorth. The animation can be circulated and used at team meetings.
<https://www.youtube.com/watch?v=ZZaWlinQD8A>

Public Facing Campaign – 2020

26. A public facing winter friend's campaign has been launched supporting people who are most at risk of poor health during winter to take positive actions to reduce their risk. This will be achieved by encouraging people to sign up to be a winter friend – they will then be supported to do informal volunteering, share key messages and refer and signpost to relevant services. Anyone can become a winter friend – once signed up, winter friends will receive a pack full of advice and inspiration.
27. People can find out more and sign up by visiting www.winterfriends.org. Follow @AgeFriendlyLDS for updates

Stay Well this Winter Grants

28. Public Health have once again worked with Leeds Community Foundation to administer grants to organisations offering additional support to communities over the winter period. There were 25 grants approved and these went to a number of organisations across the city. Visits are to be carried out between February and March to evaluate the projects and feedback will be included in the next report.

Community Hub

Moor Allerton

29. Moor Allerton Community Hub has set up a Toy Library. The scheme is aimed at families who cannot afford to purchase toys and will mean that each week a child will be able to borrow a different toy to play with.
30. Yorkshire Water attended a pop up at Moor Allerton. Their Community Engagement team promoted the different payment plans available to support customers on income based benefits. Customers who attended found it very informative.
31. Secret Cinema showed Christmas themed Duplo event on Wednesday 11 December 2019 and 50 people attended. The Greatest Showman was shown on Thursday 12 December and 20 people attended. The Grinch was shown on Thursday 19 December and 15 people attended.
32. A successful Recruitment Event took place with 13 potential employers speaking to customers about their vacancies. 46 people attended and feedback from both stall holders and customers was excellent. A further event will be planned later in the year due to its success.
33. A secret cinema club for adults took place on 23 January and showed 'I, Daniel Blake'. 18 people attended the event.
34. A recruitment fair took place in January with 15 potential employers giving advice about job vacancies. 46 people attended the event. Both customers and employers gave excellent feedback. Because of its success a further recruitment event will be planned for later in the year.

Wetherby Library

35. Christmas Carols sung by the year six class from Crossley Street Primary School. 10 attendees
36. Christmas Story time with a visit from Santa. 29 attendees.
37. Cards for Good Causes sold cards to the total of £5,405.14. Customer Access will get 10% of the takings.

Boston Spa Library

38. Christmas Story time at the Joon Café/Craft shop and 27 people attended.

Leeds Anti-Social Behavioural Team

39. LASBT review – the review is almost fully complete with the development of the new noise service awaiting completion. The Triage team and process are now up and running and all members have been sent a guide for how to send in future enquires regarding ASB. The new ASB Marac is now in place and will take cases and issues fed in through the tasking process which have not been able to be resolved.
40. Projects to install temporary CCTV to three locations – The Stables, Sandringham Park and Boston Spa are at various stage – The Stables is now installed, Sandringham Park is awaiting installation following funding approved in January 2020 and we are actively putting out literature to remind the public that in order to put these cameras to the best use we need to have any incidents reported in detail as soon as possible. In respect of Boston Spa the Data Privacy Impact Assessment has been queried by Information Governance, we have responded to their queries and this is now ready for sign off by our Head of Service. This will now go to CCTV Compliance who will progress the work with contractors.
41. Patrick Bird has returned to the LASBT East Team as Team Supervisor after a stint as acting manager in South. He is the main contact for operational issues in respect of ASB for the Outer North East Community Committee.

Cleaner Neighbourhoods Team

42. Litter in the ONE has been an issue but we are looking at ways to tackle this, although some community volunteers have already started clearing some areas, such as; Scholes, Wyke Lane and East Keswick etc.
43. The Great British Spring Clean is due to commence on the 20th March '2020 to the 13th April 2020 for which CNT are receiving requests from Community groups for litter picks, bags etc. For this event.
44. CNT have been very proactive in dealing with the recent floods especially at the Wilderness car park at Wetherby which was sadly flooded again at the weekend.

45. On 4 March 2020, at Civic Hall the Outer North East Town and Parish Council Forum took place. Updates were received from the Cleaner Neighbourhood Team and the Neighbourhood Policing Team. Other topics up for discussion were the outcomes from last year's youth summit, VE & VJ celebrations and Housing Advisory Panel funding.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

47. 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 Policies and City Priorities

48. 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

49. 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

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

Risk Management

51. 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

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

Recommendations

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

Background documents¹

54. None.

¹ 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.



Outer North East Community Committee

FACEBOOK Highlights

11 January 2020 – 6 March 2020

Since 11 January 2020 the Outer North East Community Committee Facebook page has **292 page 'likes'** (and currently has) **319 followers**.

This means that this is the 10th 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 11 January 2020 was the posting regarding the climate emergency workshop. The post has;

- **received 23 post clicks**
- **4 post share**
- **reached a total of 1,253 people**

The following are screenshots of the most popular three posts since the 11 January 2020. Alongside it are the figures for how many people were 'reached' and how many people 'engaged' with the post.

1st Place

Outer North East Community Committee Climate Emergency Workshop


Leeds City Council Outer North East Community Committee
 26 February at 13:21 · 🌐

CLIMATE EMERGENCY & AIR QUALITY WORKSHOP
 4 March 2020, 6pm at Civic Hall, Room 4

Leeds has declared a Climate Emergency, with an ambitious target to work towards the city ... [See more](#)

Outer North East Community Committee

Wednesday 4 March 2020, 6pm
Civic Hall, Committee Room 4,
Calverley St, Leeds, LS1 1UR



Climate Emergency & Air Quality Workshop

Leeds has declared a Climate Emergency, with an ambitious target to work towards the city becoming carbon neutral by 2030.

What does it mean for you and your local area?
 What will the benefits and the challenges be?
 How can we make net zero a reality?

Come and join the discussion

1,253 People reached 29 Engagements [Boost Post](#)

4 shares

👍 Like 💬 Comment ➦ Share 🌐

Performance for your post

1,253 People Reached		
6 Likes, Comments & Shares		
2 Likes	0 On Post	2 On Shares
0 Comments	0 On Post	0 On Shares
4 Shares	4 On Post	0 On Shares
23 Post Clicks		
14 Photo views	0 Link clicks	9 Other Clicks
NEGATIVE FEEDBACK		
1 Hide post	0 Hide all posts	
0 Report as spam	0 Unlike Page	

Reported stats may be delayed from what appears on posts




2nd Place

Council Budget Consultation 2020/21

63 people had this post delivered, with 1 post clicks.

Post Details Reported stats may be delayed from what appears on posts

 **Leeds City Council Outer North East Community Committee** ***
20 January · 🌐

"It's budget setting time for Leeds City Council, and we need your input. We are welcoming the views of anyone who works or lives in the city on how we should continue to financially support our services. In the face of continuing cuts in funding from central government, the budget proposal for 2020/21 puts forward ways for us to achieve a further £23.24m of savings whilst protecting our frontline services.

Tell us what matters to you by filling out our online survey at [www.l...](#)
[See more](#)

SURVEYS.LEEDS.GOV.UK ⓘ

Council Budget Consultation 2020-21

63 People reached	2 Engagements	Boost Post
-----------------------------	-------------------------	----------------------------

👍 Like 💬 Comment ➦ Share 🌐 ▼

Performance for your post

63 People Reached

1 Likes, Comments & Shares ⓘ

1 Likes	1 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
0 Shares	0 On Post	0 On Shares

1 Post Clicks

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

NEGATIVE FEEDBACK

0 Hide post	1 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on posts




3rd Place

Leeds Apprenticeship Recruitment Fair

52 people had this post delivered. With 2 post clicks

Leeds City Council Outer North East Community Committee •••
31 January · 🌐
<http://www.startinleeds.com/leeds-apprenticeship-recruitme.../>



STARTINLEEDS.COM
Leeds Apprenticeship Recruitment Fair 2020 | Start in Leeds
The largest apprenticeship exhibition in the north. Over 100 companies...

52 People reached **2** Engagements [Boost Post](#)

1 share

👍 Like 💬 Comment ➦ Share ⌵

Performance for your post

52 People Reached

2 Likes, Comments & Shares ⓘ

1 Likes	0 On Post	1 On Shares
0 Comments	0 On Post	0 On Shares
1 Shares	1 On Post	0 On Shares

0 Post Clicks

0 Photo views	0 Link clicks	0 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 535 1239

Date: 16 March 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 **£31,478.54**. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing Revenue 2019/20

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

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
Deighton Road Benches	£3,250	£0	£0	£3,250
Period Products	£1,500	£500	£500.00	£500
Car park refurb	£32,066.60	£0	£0	£32,066.60
Boston Spa High Street temp CCTV	£1,488	£0	£0	£1,488
Sandringham park temp CCTV	£1,488	£0	£0	£1,488
Environmental Improvement to the Neighbourhood	£251	£0	£0	£251
Community Events	£1,200	£1,200	£0	£0

International Day for Older People	£200	£0	£200	£0
Various groups	£3,600	£3,600	£0	£0
Deighton Road Benches	£3,250	£0	£0	£3,250
Period Products	£1,500	£500	£500.00	£500.
Car park refurb	£32,066.60	£0	£0	£32,066.60
Boston Spa High Street temp CCTV	£1,488	£0	£0	£1,488
Sandringham park temp CCTV	£1,488	£0	£0	£1,488
Environmental Improvement to the Neighbourhood	£251	£0	£0	£251
Totals	£77,448.70	£16,525.26	£6,251.84	£54,671.60
Balance remaining (Total/Per ward)	£31,278.54	£7,571.43	£17,741.49	£5,965.62

Wellbeing and Capital Projects for Consideration and Approval

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

23. **Project Title:** Harewood Ward Environmental Fund

Name of Group or Organisation: Communities Team

Total Project Cost: £10,000

Amount proposed: £10,000

Wards covered: Harewood

Project Description: funding has been ring fenced specifically for environmental projects in the Harewood ward.

Community Committee Priorities: Resilient Communities

24. **Project Title:** Crossley Street Primary School

Name of Group or Organisation: Nursery gates

Total Project Cost: £1,550

Amount proposed: £1,550

Wards covered: Wetherby

Project Description: to fund the installation of secure gates to make the entrance to our Nursery safe.

Community Committee Priorities: Resilient Communities

25. **Project Title:** Wetherby - VEVJ Celebrations 2020

Name of Group or Organisation: LCC Communities Team

Total Project Cost: £3,000

Amount proposed: £3,000

Wards covered: Wetherby

Project Description: Wetherby ward member have offered a maximum of £500 to each of the six parish council in the ward, towards the VE May Day celebrations.

Community Committee Priorities: Resilient Communities

26. **Project Title:** Barwick-in-Elmet Maypole Festival

Name of Group or Organisation: Barwick-in-Elmet Maypole Trust

Total Project Cost: £500

Amount proposed: £500

Wards covered: Harewood

Project Description: To fund the climbing wall, as part of the Maypole festival

Community Committee Priorities: Resilient Communities

27. **Project Title:** Blackmoor Lane Bin

Name of Group or Organisation: LCC – Cleaner Neighbourhood Team

Total Project Cost: £300

Amount proposed: £300

Wards covered: Harewood

Project Description: To fund a litter bin to be located at Blackmoor Lane

Community Committee Priorities: Resilient Communities

Delegated Decisions (DDN)

28. Since the last Community Committee on 20 January 2020, there has been one project which has been considered and approved by DDN.

- Bardsey Bowling Club
- Chuck Drive Bird Mouth Fencing

Declined Projects

29. Since the last Community Committee on 20 January 2020, no projects have been declined.

Monitoring Information

30. 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.

31. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee in 20 January 2020.

Name of project/s

- a) History Board for Walton Village
- b) Anti-Vehicle / Horse Friendly Barrier

Youth Activities Fund Position 2019/20

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

33. The Community Committee is asked to note that so far, a total of **£40,222.02** has been allocated to projects, as listed in **Table 2**.

34. The Community Committee is also asked to note that there is a remaining balance of **£38,912.60** 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	£55,526.62	£19,159.86	£17,756.04	£18,610.72
Total available (including brought forward balance) for schemes in 2019/20	£91,746.62	£32,198.86	£30,070.04	£ 29,477.72
Schemes approved in previous year to be delivered this year 2019/20	£13,312	£7,590	£1,440	£4,282
Total available budget for this year 2019/20	£78,434.62	£24,608.86	£28,630.04	£25,195.72

Projects 2019/20	Amount requested from YAF	Alwoodley	Harewood	Wetherby
Tea Time Tennis 2019	£3,460	£0	£3,460	£0
Summer Junior Cricket for Ages 7-13	£780	£0	£780	£0
Breeze Holiday Camps	£1,877.50	£1,877.50	£0	£0
Time Out Summer Scheme	£6,684.48	£6,684.48	£0	£0
Community Youth Summit 2019	£11,000	£0	£5,500	£5,500
Tempo FM - Radio Academy	£3,500	£0	£0	£3,500
Harewood & Wetherby Holiday Activity Programme	£10,000	£0	£5,000	£5,000
Wetherby U13 Girls	£500	£0	£0	£500
Friends at Home	£500	£500	£0	£0

O.N.E Additional Youth Work - Wetherby	£1,920.04	£0	£1,920.04	£0
Total spend against projects	£40,222.02	£9,061.98	£14,740	£16,420.04
Remaining balance per ward	£38,912.60	£15,546.88	£13,890.04	£10,695.72

Youth Activity Funding Projects for Consideration and Approval

35. **Project Title:** Junior Cricket Coaching

Name of Group or Organisation: Scarcroft Cricket Club

Total Project Cost: £3,804

Amount proposed: £2,875

Wards covered: Harewood

Project Description: To develop cricket skills for up to 48 primary aged children. To provide cricket coaching each week for up to three hours from 15 May until 25 September 2020.

Community Committee Priorities: Best City for Children & Young People

36. **Project Title:** Tee Time Tennis 2020

Name of Group or Organisation: Shadwell Tennis Club

Total Project Cost: £4,925

Amount proposed: £4,925

Wards covered: Harewood

Project Description: to fund tennis sessions after school during term time and during the school holidays

Community Committee Priorities: Best City for Children & Young People

Delegated Decisions (DDN)

37. Since the last Community Committee on 20 January 2020, no projects have been considered and approved by DDN.

Declined Projects

38. Since the last Community Committee on 20 January 2020, 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
Tenterhill Allotments Association	18/02/2020	£149.16	-	-	£149.16
Aberford Village Hall	18/02/2020	£149.16	-	£149.16	-
Bardsey Parish Council	28/02/2020	£149.16	-	£149.16	-
Total:		£1,348.19	£128.91	£596.64	£625.81

Capital Budget 2019/20

40. The Outer North East has a capital budget of **£18,501** 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 – 27)
- c. Details of the projects approved via Delegated Decision (paragraph 28)
- d. Monitoring information of its funded projects (paragraph 31)
- e. Details of the Youth Activities Fund (YAF) position (Table 2)
- f. Youth Activities Fund proposals for consideration and approval (paragraph 35)
- g. Details of the skips approved (Table 3)
- h. Details of the Community Infrastructure Levy Budget (paragraph 41)



Report of the City Solicitor

Report to: Outer North East Community Committee

(Alwoodley, Harewood and Wetherby Wards)

Report author: Gerard Watson, Senior Governance Officer, 0113 37 88664

Date: 16th March 2020

For decision

Dates, Times and Venues of Community Committee Meetings 2020/2021

Purpose of report

1. The purpose of this report is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2020/2021 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

Main issues

Meeting Schedule

2. The Procedure Rules state that there shall be at least four ordinary or 'business' meetings of each Community Committee in each municipal year and that a schedule of meetings will be approved by each Community Committee. In 2019/20, this Committee is scheduled to hold four meetings.
3. To be consistent with the number of meetings being held in 2019/20, this report seeks to schedule four Community Committee business meetings as a minimum for 2020/21. Individual Community Committees may add further dates as they consider appropriate and as the business needs of the Committee require. The proposed schedule has been

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

4. Members are also asked to note that the schedule does not set out any Community Committee themed workshops, as these can be determined by the Committee throughout the municipal year, should Members feel appropriate.
5. The following provisional dates have been agreed in consultation with the Localities team. As referenced earlier, this report seeks to schedule a minimum of four Community Committee business meetings for 2020/21 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require.
6. For this municipal year, efforts have been made to try and avoid scheduling multiple Community Committee meetings on the same day, in order to allow for attending officers to be present at as many Committees as possible when taking reports to all 10 Committees during a cycle.
7. The proposed meeting schedule for 2020/21 is as follows:
 - Monday 8th June 2020
 - Monday 14th September 2020
 - Monday 7th December 2020
 - Monday 22nd March 2021

Meeting Days, Times and Venues

8. Currently, the Committee meets on a Monday at 5.30pm and the proposed dates (above) reflect this pattern.
9. Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal working hours. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.
10. Members may also wish to take this opportunity to consider and agree any appropriate meeting venue arrangements for the forthcoming municipal year.

Options

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

Corporate considerations

10a. Consultation and engagement

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

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

10b. Equality and diversity / cohesion and integration

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

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

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

10d Climate Emergency

When considering potential meeting venues, Members may want to take into consideration the accessibility of venues via public transport / active travel links, in line with the wider consideration being given to addressing the Climate Emergency, as previously declared by the Council.

Conclusion

11. The Procedure Rules require that each Community Committee will agree its schedule of meetings and that there shall be at least 4 business meetings per municipal year. In order to enable the Committee's meeting schedule to feature within the Council diary for 2020/21, Members are requested to agree the arrangements for the same period.

Recommendations

13. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2020/21 municipal year (as detailed at paragraph 7), in order that they may be included within the Council diary for the same period.
14. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

Background information

- Not applicable