



Outer North West Community Committee

Adel & Wharfedale, Guiseley & Rawdon, Horsforth,
Otley & Yeadon

**Meeting to be held in Robert Craven Memorial Hall
- Old Lane, Bramhope, Leeds LS16 9AZ
Monday, 26th November, 2018 at 1.30 pm**

Councillors:

B Anderson	- Adel and Wharfedale;
C Anderson	- Adel and Wharfedale;
B Flynn	- Adel and Wharfedale;
G Latty	- Guiseley and Rawdon;
P Latty	- Guiseley and Rawdon;
P Wadsworth	- Guiseley and Rawdon;
D Collins	- Horsforth;
J Shemilt	- Horsforth;
J Taylor	- Horsforth;
C Campbell	- Otley and Yeadon;
R Downes	- Otley and Yeadon;
S Lay	- Otley and Yeadon;





Co-optees

Agenda compiled by: Debbie Oldham on 0113 37 88656
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Facebook: facebook.com/LCCOuterNW

Images on cover from left to right:

Adel & Wharfedale - Golden Acre Park

Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre

Horsforth – Town Street and Olympic letter box

Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS 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). (*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)	
2			EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC 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. 2 To consider whether or not to accept the officers recommendation in respect of the above information. 3 If so, to formally pass the following resolution:- 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:-	
3			LATE ITEMS To identify items which have been admitted to the agenda by the Chair for consideration (The special circumstances shall be specified in the minutes)	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS' To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.	
5			APOLOGIES FOR ABSENCE To receive any apologies for absence.	
6			OPEN FORUM 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 Community 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.	
7			MINUTES - 24TH SEPTEMBER 2018 To approve the minutes of the Outer North West Community Committee meeting held on 24 th September 2018.	1 - 8
8	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		CAREVIEW APP To receive the report of Jon Hindley (Advanced Health Improvement Specialist) to provide the Outer North West Community Committee with an update on the Careview App. (Report attached)	9 - 10

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			THIRD PARTY RECORDING PROTOCOL Third Party Recording 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. Use of Recordings by Third Parties – code of practice 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. 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.	

OUTER NORTH WEST COMMUNITY COMMITTEE

MONDAY, 24TH SEPTEMBER, 2018

PRESENT: Councillor P Wadsworth in the Chair

Councillors B Anderson, C Anderson,
C Campbell, D Collins, R Downes, B Flynn,
G Latty, P Latty, S Lay and J Taylor

11 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents.

12 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

There were no exempt items.

13 LATE ITEMS

There were no formal late items. However, there was supplementary information relating to the following:

Item 10 – Finance update report

- Appendix 1 supplementary information was circulated to Members prior to the meeting
- Additional Wellbeing applications which were tabled at the meeting. Minute 20 refers.

All Members had received this information

14 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'

There were no declarations of disclosable pecuniary interests.

15 Apologies For Absence

An apology for absence was received from Cllr. Shemilt

16 Open Forum

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 Community 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.

On this occasion Neil O'Brien and Ian Lister of Arthington Parish Council were in attendance at the meeting. Mr O'Brien asked a question about capital injection for the East of Otley relief road.

Cllr. Campbell and Cllr. Lay in response explained that the Council had applied for a grant and that £6.3 million had been committed for the East of Otley relief road. It was noted that the relief road is due to be completed by March 2021 before the new houses are occupied.

Kirsty McKay of Guiseley and Rawdon Labour Party attended to inform the Committee that as part of the Jo Cox Community Spirit the Guiseley and Rawdon Labour Party were holding a Christmas Dinner at Church Hall, Trinity Church on Christmas day.

It was noted that there would be 40-60 places, with dinner, packed box to take home and a present. Letters were to be sent out to local organisations asking for referrals. Ms McKay was attending to let the Community Committee know in case they were aware of anyone who might benefit from such a day to get in touch. It was also noted that a mini bus would be available to transport people to and from the venue.

Members thought this was a nice idea.

17 Minutes - 25th June 2018

RESOLVED – The minutes of the meeting held on 25th June 2018 be approved as a correct record.

18 Outer North West Community Committee Briefing Neighbourhood Teams

The report of the Chief Officer Access & Care Delivery, Adult Social Care provided the Community Committee with an update on the progress with Strengths Based Social Care across the city and focused on local features of this new approach to service delivery.

Members were shown a short film and papers were tabled at the meeting.

In attendance at the meeting were:

- Shona McFarlane, Deputy Director, Social Work and Adult Social Care Service
- Kim Adams, Program Manager, Service Transformation
- Amy Butcher, Team Manager, Holt Park Neighbourhood Care Management Team
- Jo Browning, South Service Delivery Manager

Members were informed that the new strengths based model establishes a way of delivering adult social work practice that is:

Draft minutes to be approved at the meeting
to be held on Monday, 26th November, 2018

- Values driven
- Community focused in achieving outcomes
- Empowering of staff
- A partnership with local people
- Builds on the asset based approach already in place in Leeds

The model moves away from eligibility and assessment towards a strengths based and person centred approach. Looking at what someone can do rather than what they can't do.

Members were informed of the following points:

- Talking Points for the Outer North West are currently located at Yeadon Library and Horsforth Library
- Venues need to be free not necessarily council owned, have access to WiFi, be easily accessible both in terms of accessing the building and transport links
- There are currently 15 Talking Points across the city
- The Social teams work collaboratively with services in the area including those services in the third sector.
- Assessment forms had been reduced from 28 pages to 2 pages
- Although most of the conversations were held at the Talking Point centres should a home visit be requested this would still take place.
- During the initial call customers are given more clarity about options open to them and 'The What's Out There Guide' enables call handlers to connect customers to beneficial services in their community
- A Rapid Response Team is now in place to deal with all crisis situations with the focus on making the person safe, and to look at short term work
- The average wait for an appointment to meet with a social worker at a Talking Point centre is currently 10 days. This is much reduced timescales
- Teams meet to 'peer review' cases which provides better support plans and increases team knowledge, understanding and introduces creative solutions
- The teams work with a number of health partners across the city

In response to Members questions and comments the following information was provided:

- Venues for Talking Points will constantly be reviewed to ensure that they are in accessible locations and that there is the demand.
- It was acknowledged that Otley should have a Talking Point. However Otley library had not been able to accommodate the team but arrangements have now been put in place for the team to be located at Otley library one day a month. It was noted that Otley library is currently being refurbished.
- Links to GP's were well established and had been for a number of years, this was just another 'string to a big bow'

- At present the team do not link into Children's Services. However they do link in if the customer has a family. It was suggested that they may wish to look at working with the clusters.
- The social workers work within the neighbourhood networks and use the knowledge to support their work and colleagues.

The Chair thanked the officers for their presentation.

RESOLVED – To:

- a) Note the update report
- b) Note the desire to return to the Community Committee Chairs Forum with a summary of this round of updates.
- c) Consider how we further build relationships between Adults and Health and local communities and benefit from Members' expert local knowledge

19 To discuss future plans for Leeds Bradford Airport

At the invitation of the Chair, Charles Johnson Head of Planning Development at Leeds Bradford Airport attended the meeting to discuss future terminal extension proposals.

Mr Johnson gave a presentation to the Community Committee which highlighted the following points:

- Leeds is the 3rd biggest city in the UK, LBA is the 15th biggest airport.
- Currently the airport is focused on leisure flights there are no facilities for long haul, wide bodied aircraft or freight.
- There has been a long period of under investment, the airport has an ageing infrastructure and facilities and the terminal is nearing capacity.
- An increase in passengers and this looks as if it will continue.
- Proposals are to redesign terminal front; provide new lounges; offer new franchises; parking; airspace change.
- Terminal expansion would improve immigration area and provide more UK border force desks, increase baggage reclaim capacity, provide additional departures gates, provide more café/ bars and more seating.
- The consent to expand in 2009 has limitations in capacity of passengers, no facility to accommodate long haul wide bodied aircraft and no provision for additional departure gates.

Members viewed a number of architect's drawings for the proposals.

Members acknowledged the benefits if the expansion proposals

It was hoped that completion would be summer 2020.

Responding to Members questions and comments Mr Johnson informed the Community Committee that for the size of the city LBA was small in comparison to airports located in other large cities.

Draft minutes to be approved at the meeting
to be held on Monday, 26th November, 2018

Mr Johnson provided some clarity on airspace change and Members requested more information in relation to the Airspace Change Strategy.

Members also requested consultation with residents on all the proposals.

Members were advised of the following points:

- The design of the new terminal will allow for the airport to expand if necessary.
- There would still be constraints on the size of the aircraft landing at LBA
- There was no plan to extend the runway
- Still considering night flights
- Section 106 agreement of £1m in place to traffic issues including bus routes and a travel plan

The Committee suggested that issues in relation to airspace change and the impact on roads be discussed at the next Transport sub group.

RESOLVED – To note the presentation and for comments to be collated and passed to the airport.

20 Finance update report

The report of the Area Leader provided the Community Committee with an update on the budget position for the Wellbeing fund 2018/19, and the current position of the Small Grants and Skips pot, and the small grants and skips which had been approved since the last meeting.

The report also provided an update on the Youth Activity Fund and the Youth Activity fund projects which had been approved since the last meeting.

Members were requested to review the minimum conditions for delegated decisions which were outlined at point 7 of the report.

Members were informed that after deducting commitments of and taking into account the 2017/18 carry forward position, the Community Committee currently has £39,712 of funding available for allocation.

Members acknowledged that Table 1 in the submitted report showed a breakdown of spend per ward.

Members were asked to consider wellbeing applications which had been deferred from the previous meeting these were:

- Otley Chevin Park Run - £1,500
- Money Buddies – £2,476
- Provision of Speed Indication Devices £3,965.52

Members were also requested to consider additional Wellbeing applications which were tabled at the meeting as supplementary information:

- Woodside recreation Ground – Parks and Countryside £6,482
- OPAL – Refurbishment of Welcome In Activity Room £10,000
- Pool Recreation Ground Trust River - Wharfe Tree Management £4,950. Minute 13 refers.

Members acknowledged tables 2 and 3 which set out the small grants and skips approved since the last meeting and the remaining balances.

Members discussed the Community Infrastructure Levy (CIL) and requested that a table showing breakdown of CIL money be included in future finance updates.

It was acknowledged that Appendix 1 of the report had some errors and that Members would be sent the correct figures.

RESOLVED - To:

- a) Approve the minimum conditions in relation to delegated decisions as set out at point 7 of the submitted report
- b) Note the current budget position for the Wellbeing Fund for 2018/19 (Table 1)
- c) Consider the pending Wellbeing large grant applications detailed at 15-17 of the submitted report and note the approved late items from the last committee
 - Otley Chevin Park Run - £1,500 - APPROVED
 - Money Buddies – £2,476 - APPROVED
 - Provision of Speed Indication Devices £3,965.52 - DEFERRED
 - Woodside recreation Ground – Parks and Countryside £6,482 - APPROVED
 - OPAL – Refurbishment of Welcome In Activity Room £10,000 - APPROVED
 - Pool Recreation Ground Trust River - Wharfe Tree Management £4,950. - APPROVED
- d) Note the small grants and skips remaining budget (Table 2) and those small grants and skips that have been approved since the last meeting (Table 3)
- e) Note the current budget position for the Youth Activity Fund for 2018/19
- f) Note the current budget position for the Capital Wellbeing Fund for 2018/19 (Table 4)
- g) Note the current budget position for the CIL balance 2018/19

Cllr. Flynn left the meeting during discussions of the above item.

21 Community Committee Update

The report of the Area Leader updated the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and

Family Health; Adult Social Care, Health & Wellbeing; Highways and Transportation and Policy.

Cllr. Anderson provided an update on the Environment and Community Safety sub group which included:

- Gulley cleaning to take place every 22 months
- Issues still with refuse not being collected on housing estates
- Grit bins will be filled once, unable to refill on an adhoc basis
- De-leafing program
- Issue with bulky waste and an increase in fly-tipping
- It had been noted that there were beggars in Horsforth and it was thought to be as a consequence of the Displacement Policy moving beggars out of the city centre
- Still awaiting information on CCTV
- Strategy needed for Speed Indication Devices and to look at enforcement of 20mph zones

Members raised concerns in relation to road safety in the outer north-west area.

Cllr. Lay provided the update on Health sub group which included:

- Feedback on Cookridge Court saying that progress was ongoing
- Frailty agenda and how to address this issue
- Dentistry in the locality for both adults and children. It was acknowledged by Members that dental health of children in particular need to be considered as a priority.
- Visits to Wharfedale Hospital, Old Suffolk Court – Recovery Hub and Virtual Ward were all planned for the forthcoming year with an invite for all Members to attend if they wished.

Cllr. Latty updated the Committee on the work of the Children's sub group which included information about the Youth Summit which will take place in the Banquet Suite in the civic Hall on 12th February 2019. There would be a talk on spending of Youth Activity Fund, lunch at the Rosebowl, meeting the Lord Mayor, and shown round the Civic Hall.

Cllr. Latty asked Members to consider the use of their MICE money to provide the lunches at the Rosebowl. It was proposed that there would be about 90 children attending. The Lord Mayor had already offered to provide for the refreshments at break.

It was suggested that the Children's and Health sub group hold a joint meeting to discuss dental health care for children.

Members also discussed CAREVIEW it was noted that this service using an app had been started by the outer North West Community Committee and had proved to be a good service, it was suggested that all Members should put the CAREVIEW app on their phones.

The transport sub group is due to be arranged in the near future

Members heard that the Guiseley and Rawdon Forum had taken place, the Police were in attendance at the meeting to provide local information. Also discussed at the meeting was the presentation on the future plans for Leeds Bradford Airport.

Members' attention was drawn to point 16 of the submitted reports which provided an update on the community hubs and the activities that had been taking place over the summer.

RESOLVED – To:

- a) Note the work of the sub groups and areas of partnership working since the last Community Committee meeting;
- b) Note the updates from the community hubs.

22 Date and time of next meeting

The next meeting of the Outer North West Community Committee to be held on Monday 26th November 2018 at 1.30pm, at the Robert Craven Memorial Hall.



Report of: Jon Hindley (Advanced Health Improvement Specialist)

Report to: Outer North West Community Committee

Report author: Jon Hindley, 0113 3367597

Date: 26/11/2018

To note

Careview

Purpose of report

1. To provide the Outer North West Community Committee with an update on the Careview App.

Main issues

2. Careview is an app which aims to use crowdsourcing to detect signs of neglect in the built environment, to which outreach teams can then respond to. The hypothesis is that such signs of neglect help predict the presence of a socially isolated resident.
3. Jon Hindley Advanced Health Improvement Specialist Officer will update the committee on the current evaluation of the app and show a short presentation.

Recommendations

4. The Outer North West Committee is asked to note and comment upon the presentation.

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Report of: Simon Kilshaw, Green doctor Manager, Groundwork

Report to: Outer North West Community Committee

Report author: Simon Kilshaw, 0113 238 0601

Date: 26/11/2018

To note

Home Plus Update

Purpose of report

1. To provide the Outer West Community Committee with an update on Home Plus (Leeds) from Groundwork.
2. to receive the presentation from Groundwork and note the content of the presentation

Main issues

3. The attached slide show is provided at the request of the chair of Outer North West Community committee.

Recommendations

4. To note the contents of briefing note and receive the presentation from Groundwork.

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Our Aims

- Preventing excess winter deaths
- Improving health and wellbeing among vulnerable groups
- Reducing 'fuel poverty'
- Improving the energy efficiency of homes
- Reducing pressure on health and social care services
- Reducing social Isolation
- To provide Advice & Information



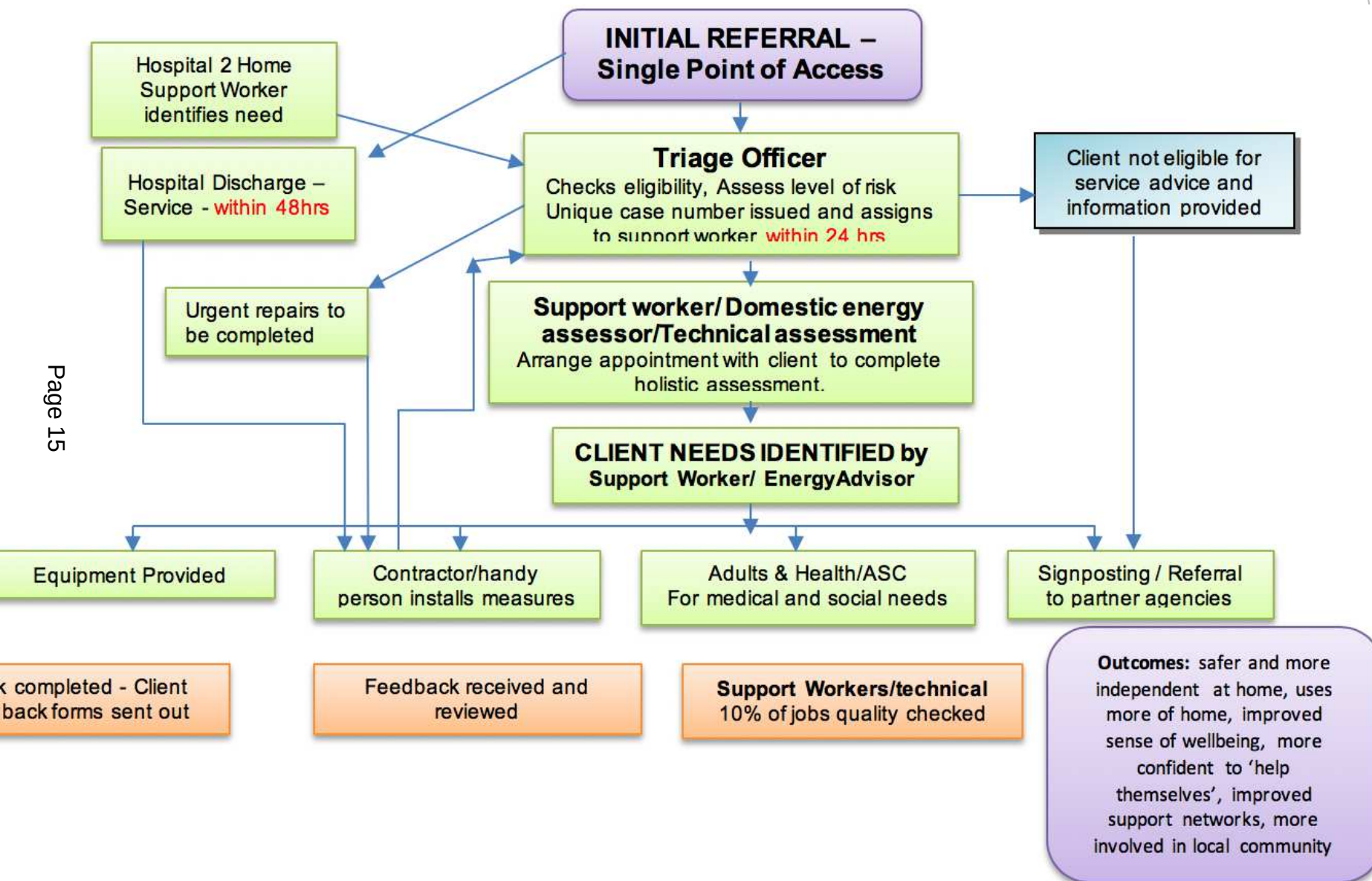


What do we offer?

- We can offer a choice of practical, yet flexible solutions to help maintain independence.
- We provide home visits and advice and information to everyone
- We aim to offer a service to everyone, regardless of income and means 'No Wrong Door'
- everyone



Referral Process



Criteria

Qualifying criteria for falls prevention service – client must be aged 18 or over and meet at least one of the criteria from Group A and at least one of the criteria from Group B.

Page 16

Group A

To prevent admission to care home

To prevent admissions to hospital

To prevent the need for increasing the cost of a care package

To enable hospital discharge

Group B

- Risk of falls where there is evidence of previous recurrent falls
- Inability of a person to use toilet
- Impact of rapidly deteriorating health condition
- Impact of an end of life health condition



HOME PLUS (LEEDS)

making homes safe, suitable & warm

Falls Prevention in the community

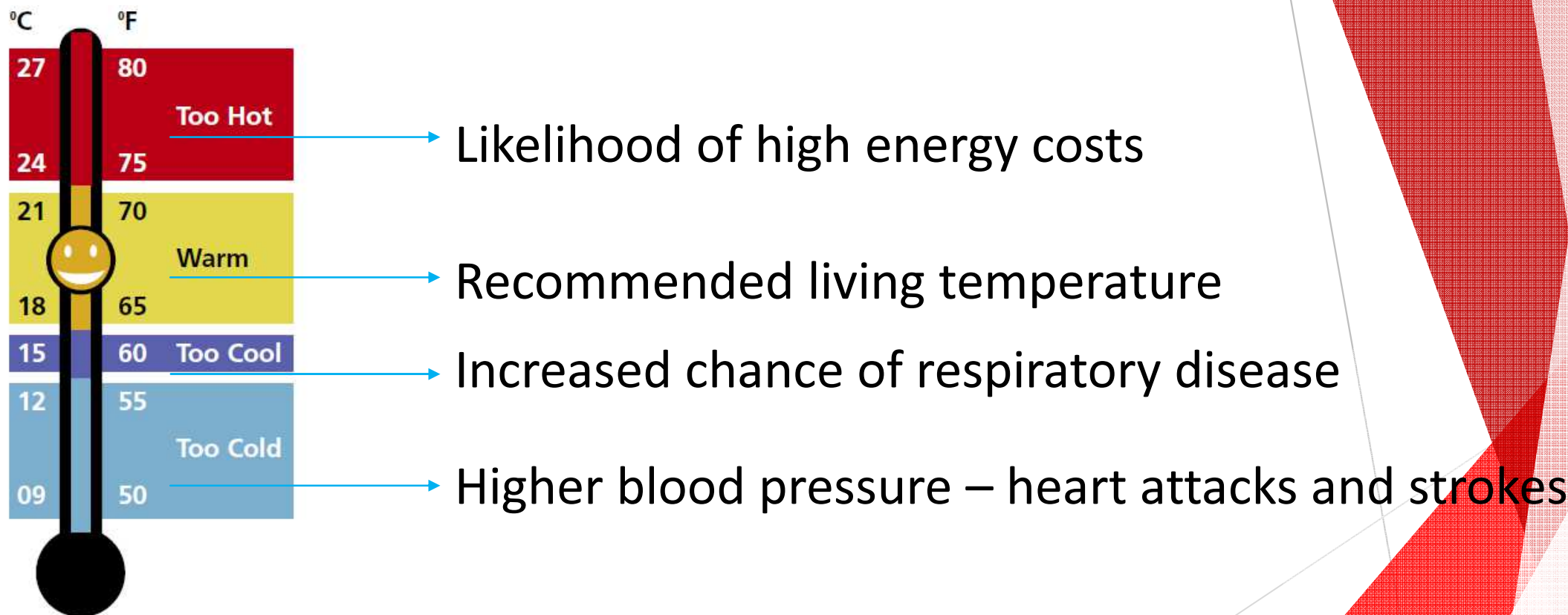
- Page 17
- Falls prevention advice
 - Bathing assessment and equipment
 - Rails
 - Checking for falls hazards



Criteria for warmth and repairs services

Household Income of less than £21,000, and savings of less than £16,000, and
over 65 years of age or
Expecting or have dependent children up to 18yrs living in the same property or,
Has a disability or long-term health condition

How warm should a home be?



<9°C can mean a risk of hypothermia



Characteristics of Fuel Poor Homes

Combinations of the following can lead to household fuel poverty:

Dwellings

- Solid Walls structures
- Older and larger buildings
- No boiler or a non-condensing boiler
- Not connected to the Gas grid

Household

- Privately rented homes
- Single parent households
- Households aged 75 and over
- Unemployed households
- Prepayment meters

Energy-efficient measures



HOME PLUS (LE

making homes safe, suitable

Servicing and
repairs of heating
appliances
Carbon monoxide
detectors
Energy efficiency
advice
Gas safety checks



- Fit energy saving LED lightbulbs
- Draught –proofing window and doors
- Reflective radiator panels
- Water-saving measures



Impacts of living in a cold home

- Increased risk of heart attacks/stroke
- Respiratory illnesses
- Pneumonia
- Worsening of existing health condition/slow recovery
- Falls/injuries
- Affects mental health





Hazard Repairs

- Electrical work
- Joinery
- Plumbing
- Emergency Repairs





HOME PLUS (LEEDS)
making homes safe, suitable & warm

Scenario

Homeowner
Disability benefits
Council Tax Support
Low income
Respiratory disease
Lives in a cold house
Struggles to pay the bills
and make repairs to her
home



Support and Advice with:

- Bereavement or loss
- Divorce, separation or relationship breakdown.
- Health problems.
- Increased care needs.
- Changes in housing needs or a change in housing circumstances.
- Identifying, assessing and reporting housing repairs
- Changes in financial circumstances.
- Accessing welfare benefits
- Finding the cheapest tariffs
- Negotiating debt repayment plans where necessary



Summary

- Working in partnership with trusted and longstanding community organisations
- Holistic assessments and support
- Professional, Friendly and Experienced teams



HOME PLUS (LEEDS)

making homes safe, suitable & warm

Get in touch

Our friendly customer service team will be pleased to help with all enquires

Phone: 0113 240 6009

Email: enquiries@care-repair-leeds.org.uk

homeplus@care-repair-leeds.org.uk

3 Roundhay Road

Leeds

LS4HT



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Report of: Area Leader

**Report to: Outer North West Community Committee - Adel and Wharfedale,
Guiseley and Rawdon, Otley and Yeadon, Horsforth**

Report author: Jenna Robinson 0113 378 5475

Date: 26th November 2018

For decision

Finance Update Report for 2018/2019 Q3

Purpose of report

1. This report provides the Community Committee with an update on the budget position for the Wellbeing fund for 2018/19, and the current position of the Small Grants and Skips pot, and the small grants and skips which have been approved since the last meeting.
2. This report provides and update on the Youth Activity Fund and the Youth Activity fund projects which have been approved since the last meeting.
3. Also attached at appendix 1 is the Finance Statement which provides members with details of the current financial and monitoring position of the Wellbeing Fund and the Youth Activity Fund.

Main issues

4. The Wellbeing Fund Large Grant programme supports the social, economic and environmental wellbeing of a Community Committee area by funding projects that contribute towards the delivery of local priorities. A group applying to the Wellbeing fund must fulfil various eligibility criteria including evidencing appropriate management arrangements and finance controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equality

and diversity; and be unable to cover the costs of the project from other funds. Projects eligible for funding could be community events; environmental improvements; crime prevention initiatives or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010 projects funded at public expense should provide services to citizens irrespective of their religion, gender (including Trans), marital status, race, ethnic origin, age, sexual orientation or disability; under the Public Sector Equality Duty the Council must have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities. Funding for projects specifically targeted at certain groups is allowed under the Equality Act provided there is a clear evidence base for doing so (such as activities to promote women's health through sport projects or a project targeted at people with hearing impairments, or one for new migrants to help integration); further advice on these can be given on a case by case basis if required. 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.

5. Community Committees have a delegated responsibility for the allocation of area Wellbeing funding. 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. The Outer North West Community Committee operates a pre-sift process for Wellbeing fund applications. This involves discussions with appropriate ward members for that particular project in the context of the current area priorities; where projects do not have support from all three ward members they are not progressed. All applicants are offered further discussions and feedback if helpful. In order to provide further assurance and transparency to all applicants where schemes do not garner support these will be reported to a subsequent Community Committee meeting for noting.
7. 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 Committee. Concurrently with the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions. 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 such conditions have been satisfied:

a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken; b. a delegated decision must have support from a majority of the community committee elected members represented on the committee (or in the case of funds delegated by a community committee to individual wards, a majority of the ward councillors), and; c. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.

8. Budget Statement 2018/19

The Budget Statement for 2018/19 is included at Appendix 1 to this report. The statement details the overall budget position of all Wellbeing and Youth Activity Fund projects funded in the current financial year as well as those funded in previous years which still have funding left to spend.

9. Wellbeing Budget

The Outer North West Community Committee has a Wellbeing allocation of £93,930 for the financial year 2018/19. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£23,482 per ward). Taking into consideration the bring forward from 2017/18 of £101,611 the total wellbeing spend is £195,541.

10. After deducting commitments of and taking into account the 2017/18 carry forward position, the Community Committee currently has £27,772 of funding available for allocation.

11. Table 1 includes details per ward of the total Wellbeing revenue available for allocation in 2018/19 including any carry forward from previous years, and the amount of Wellbeing Fund currently available to spend per ward

12. Table 1 – Wellbeing Budget

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
2018/19 allocation	£23,482	£23,482	£23,482	£23,482
Unallocated 2017/18	£8,352	-£1,188	£2,928	-£2,706
Allocated to projects in 2018/19	£29,727	£10,621	£12,649	£20,511
Current funds available to spend	£2,073	£11,672	£13,761	£264

13. Pending Wellbeing Large Grant Projects for Consideration

14. Netherfield Road Car Park temporary CCTV (Guiseley and Rawdon)

Delivery organisation	Leedswatch CCTV and security services
Revenue funds requested	£1,500
Details of match funding	N/A
Project Details	To provide a temporary CCTV solution for the car park to prevent and detect crime and provide public reassurance in tackling reports of ASB and drug dealing at the site
Previous wellbeing funding received	Has provided funding previously for permanent CCTV's in area but not in Guiseley and Rawdon.

15. Provision of Speed Indication Device (SID) (Adel and Wharfedale)

Delivery organisation	Arthington Parish Council
Revenue funds requested	£3,965.52
Details of match funding	N/A
Project Details	The fund will be used to pay for the installment of a speed indication device on Arthington Lane and cover ongoing costs. At the 25th June and 24th September committee this was deferred for further information on other SIDs in the area.
Previous wellbeing funding received	None

16. Summer bands in Leeds Parks 2019 (Otley & Yeadon, Guiseley & Rawdon)

Delivery organisation	Leeds International Concert Season
Revenue funds requested	£1,600 total – Otley and Yeadon - £640 & Guiseley and Rawdon - £960
Details of match funding	N/A
Project Details	For the following concerts as part of 'Summer Bands in the Parks' series: 1 Tarnfield Park, Yeadon 1 Wharfemeadows Park, Otley 1 Nunroyd Park, Guiseley 1 Micklefield Park, Rawdon 1 Springfield Park, Guiseley
Previous wellbeing funding received	Otley and Yeadon - £600 – Approved in 2015 Otley and Yeadon - £640 – Approved in 2016

17. Wellbeing Budget – Small Grants & Skips

Table 2 below details the amounts available for allocation on small grant and skips for 2018/19, the amount allocated this financial year and the remaining balances. There is currently £5,417 available for allocation on small grants and skips.

18. Table 2 – Small Grant & Skip remaining balances (at 08/11/18)

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon	Total
Available for allocation 2018/19	£3,000	£3,000	£2,000	£2,138	£10,138
Total allocated 2018/2019	£698	£1,420	£448	£2,153	£4,719
Available to spend	£2,301	£1,579	£1,551	£- 15	£5,417

19. Table 3 - Small Grants and skips approvals (24/09/2018- 26/11/2018)

Project	Organisation	Ward	Amount approved
Moor Lane Allotments skip	Moor Lane Allotments	Guiseley and Rawdon	£370
Victoria Garden allotment skip	Victory Garden Allotment Association	Horsforth	£195

20. Youth Activity Fund Budget

The budget for the Outer North West Youth Activity Fund for 2018/19 was £70,307 including bring forward from 2017/18. The committee has since approved 11 new YAF projects totalling £47,198 including 10 YAF projects approved in 2017/18 totalling £22,148. This equates to a total spend of £69,346. The remaining budget for YAF is £961.

21. Wellbeing Budget – Capital Receipts Programme

At its meeting on 17th July 2013, the council's Executive Board approved that future CRIS receipts available for allocation across wards, be allocated to the Community Committees based on the existing area wellbeing needs based formula. Following an injection of £31, 600 from September 2018, the current available balance is £45,017.

22. As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2018/19 under the current arrangements.

23. Table 4 below provides details of the amount of capital available to spend in 2018/19 per ward.

24. Table 4 Capital Remaining Balances

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon	Total
Allocation currently available	£8,389	£16,765	£3,467	£16,394	£45,017

25. Community Infrastructure Levy (CIL)

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

26. The Community Committee have previously agreed that any funds raised through CIL is retained by the ward or parish in which it is generated. The current CIL budget available to allocate is £99,010. Please see Appendix 2 and Appendix 3 for additional breakdown of CIL figures and guidance document.

27. Table 5 CIL Budget (breakdown by ward)

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Allocation currently available	£7,237	£91,150	Parished	£622

28. Corporate Considerations

Consultation and Engagement

29. The community committee has previously been consulted on the projects detailed within the report

30. The Community Committee has previously been consulted on the projects detailed within the report. Local priorities are set through the Community Committee Plan process and the commissioning round began with a communication to all Community Committee contacts.

31. Equality and Diversity / Cohesion and Integration

All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Community Committee Wellbeing process is currently being reviewed citywide, which will include undertaking a new Equality Impact Assessment to ensure the Wellbeing process continues to comply with all relevant policies and legislation.

Council policies and City Priorities

32. 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:

- Vision for Leeds 2011 – 30
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

Resources and value for money

33. Aligning the distribution of Community Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

In order to meet the Community Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well Being budgets.

Legal Implications, Access to Information and Call In

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

Risk Management

35. Risk implications and mitigation are considered on well-being applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

Conclusions

36. The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to service. This report provides members with an update on the Wellbeing programme for 2018/19.

Recommendations

37. The Outer North West Community Committee is asked to:

- Note the current budget position for the Wellbeing Fund for 2018/19 (Table 1) and attached at appendix 1.
- Consider the pending Wellbeing large grant applications detailed at sections 14-16.
- Note the small grants and skips remaining budget (Table 2) and small grants and skips that have been approved since the last meeting (Table 3).
- Note the current budget position for the Youth Activity Fund for 2018/19
- Note the current budget position for the Capital Wellbeing Fund for 2018/19 (Table 4).
- Note the current budget position for the CIL balance 2018/19.

Background information

Appendix 1. The Budget Statement for 2018/19

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1.0 Revenue

1.1 Revenue Budget Calculation

The table below describes the revenue budget calculation for the 2018-19 financial year. It shows the amount allocated to each ward of the Outer North West Community Committee, details of the carry forward from 2017-18 and any existing commitments.

2018/19 ONW Revenue Budget	Outer North West Community Committee
Balance Brought Forward from 17-18	£ 101,611.34
ONW Revenue Allocation for 2018-19	£ 93,930.00
Total	£ 195,541.34
Schemes Approved from 2017-18 budget to be paid in 2018-19	£ 94,259.18
Projects approved in 18-19	£ 73,510.00
Total Commitments	£ 167,769.18
Remaining to Allocate (Wellbeing)	£ 27,772.16
Remaining to Allocate (Youth Activities)	£ 965.96

1.2 Revenue Project Statement

The table below provides a current revenue project statement; most grants are paid retrospectively, so grants shown as unpaid at this point in the year do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Approved	Actual	Remaining	Adel & Wharfedale	Guiseley	Horsforth	Otley & Yeadon
Horsforth Counselling 2016/17	Horsforth Counselling 2016/17	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Target Hardening 2017/18	Target Hardening 2017/18	£ 81.72	£ -	£ 81.72	£ 27.24	£ 27.24	£ 27.24	£ -
Small Grants & Skips 2017/18	Small Grants & Skips 2017/18	£ 575.00	£ 175.00	£ 400.00	£ 175.00	£ -	£ 400.00	£ -
Sporty Tots	Sporty Tots	£ 154.14	£ -	£ 154.14	£ 154.14	£ -	£ -	£ -
Featherbank Lane Zebra Crossing	Featherbank Lane Zebra Crossing	£ 6,000.00	£ -	£ 6,000.00	£ -	£ -	£ 6,000.00	£ -
Care & Repair Additional funds	Care & Repair Additional funds	£ 106.32	£ -	£ 106.32	£ 106.32	£ -	£ -	£ -
Christmas in Pool in Wharfedale	Christmas in Pool in Wharfedale	£ 1,500.00	£ 1,500.00	£ -	£ 1,500.00	£ -	£ -	£ -
Bramhope Village Hall	Bramhope Village Hall	£ 20,000.00	£ 20,000.00	£ -	£ 20,000.00	£ -	£ -	£ -
Site Based Gardener 2018	Site Based Gardener 2018	£ 12,491.00	£ -	£ 12,491.00	£ -	£ 7,007.00	£ 5,484.00	£ -
Grit Bin Refills	Grit Bin Refills	£ 1,394.00	£ -	£ 1,394.00	£ 650.00	£ 480.00	£ 264.00	£ -
CPAD St Helena's Caravan Park	CPAD St Helena's Caravan Park	£ 1,641.00	£ 1,641.00	£ -	£ 1,641.00	£ -	£ -	£ -
North West Country Park Green Gateway Trail	North West Country Park Green Gateway Trail	£ 9,927.00	£ -	£ 9,927.00	£ 3,094.00	£ 3,094.00	£ 645.00	£ 3,094.00
Aireborough Supported Activities Scheme 2018	Aireborough Supported Activities Scheme 2018	£ 7,389.00	£ -	£ 7,389.00	£ 1,739.00	£ 2,318.00	£ 434.00	£ 2,898.00
Low Lane – Pedestrian Refuges	Low Lane – Pedestrian Refuges	£ 18,000.00	£ -	£ 18,000.00	£ -	£ -	£ 18,000.00	£ -
Horsforth Ballroom Improvements	Horsforth Ballroom Improvements	£ 15,000.00	£ -	£ 15,000.00	£ -	£ -	£ 15,000.00	£ -
				£ -				
				£ -				
Totals:		£ 94,259.18	£ 23,316.00	£ 70,943.18	£ 29,086.70	£ 12,926.24	£ 46,254.24	£ 5,992.00

1.3 Revenue Projects Live from Previous Years

The table below provides a revenue project statement of grants funded in previous years that are still live.

Project Name	Lead Organisation	Approved	Actual	Remaining	Adel & Wharfedale	Guiseley	Horsforth	Otley & Yeadon
Small Grants and skips	Area Team	£ 10,138.50	£ 2,789.59	£ 7,348.91	£ 3,000.00	£ 3,000.00	£ 2,000.00	£ 2,138.50
Refurbishment of carpark and drainage	Cookridge Village Hall	£ 5,000.00	£ -	£ 5,000.00	£ 5,000.00	£ -	£ -	£ -
Aireborough Masterplan – Academy of Urbanism	Aireborough Neighbourhood Development Forum (ANDF)	£ 7,000.00	£ -	£ 7,000.00	£ -	£ 6,000.00	£ -	£ 1,000.00
Horsforth Christmas Lights, Switch-on Event and Christmas Trees	Horsforth Town Council	£ 3,414.00	£ -	£ 3,414.00	£ -	£ -	£ 3,414.00	£ -
CCTV Otley & Yeadon	Safer Leeds/Leedswatch	£ 8,000.00	£ -	£ 8,000.00	£ -	£ -	£ -	£ 8,000.00
Pitch drainage improvements	Pool AFC	£ 2,280.00	£ -	£ 2,280.00	£ 2,280.00	£ -	£ -	£ -

Leeds Modernians Cricket Club Net Cage 2018	Leeds Modernians Cricket Club	£	14,100.00	£	-	£	14,100.00	£	14,100.00	£	-	£	-	£	-
Police Bike funding	West Yorkshire Police – Neighbourhood Policing Team	£	1,224.00	£	-	£	1,224.00	£	-	£	1,224.00	£	-	£	-
North West Country Park Green Gateway Trail	Parks & Countryside	£	1,589.00	£	-	£	1,589.00	£	397.25	£	397.25	£	397.25	£	397.25
Police Bike funding Horsforth	West Yorkshire Police – Neighbourhood Policing Team	£	1,224.00	£	-	£	1,224.00	£	-	£	-	£	1,224.00	£	-
Yeadon Lights	Leeds Lights	£	5,000.00	£	-	£	5,000.00	£	-	£	-	£	-	£	5,000.00
Courses for Parents/Carers	Horsforth Children's Services	£	2,600.00	£	-	£	2,600.00	£	-	£	-	£	2,600.00	£	-
Money Buddies – Otley Library and One Stop Centre	Burmantofts Community Projects	£	2,476.00	£	-	£	2,476.00	£	-	£	-	£	-	£	2,476.00
Otley Chevin parkrun	Parkrun	£	1,500.00	£	-	£	1,500.00	£	-	£	-	£	-	£	1,500.00
River Wharfe Tree management	Pool Recreation Ground Trust	£	4,950.00	£	-	£	4,950.00	£	4,950.00	£	-	£	-	£	-
Woodside Recreation Ground	Parks and Countryside	£	3,014.50	£	-	£	3,014.50	£	-	£	-	£	3,014.50	£	-
Totals:		£	73,510.00	£	2,789.59	£	70,720.41	£	29,727.25	£	10,621.25	£	12,649.75	£	20,511.75

1.4 Youth Activity Fund 2017-18 Carry Forwards

The table below lists those Youth Activity projects supported in 2017-18 and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Approved	Actual	Remaining	Adel & Wharfedale	Guiselay	Horsforth	Otley & Yeadon
Children & Young People's Voice Event	Communities Team WNW	£ 49.63	£ 49.63	£ -	£ 12.40	£ 12.41	£ 12.41	£ 12.41
Inters Youth Group	Horsforth Children's Services with Horsforth Churches Together	£ 4,005.00	£ 2,005.00	£ 2,000.00	£ -	£ -	£ 4,005.00	£ -
Horsforth Activities	Horsforth Children's Services	£ 5,000.00	£ -	£ 5,000.00	£ -	£ -	£ 5,000.00	£ -
Forest Found Adventutres	Otley, Pool & Bramhope Cluster	£ 4,000.00	£ 1,545.00	£ 2,455.00	£ 4,000.00	£ -	£ -	£ -
Woolpack Rock and Pop Academy	Big Hoo Ha	£ 3,000.00	£ 3,000.00	£ -	£ -	£ 3,000.00	£ -	£ -
Horsforth Additional Activities	Horsforth Children's Services	£ 894.00	£ -	£ 894.00	£ -	£ -	£ 894.00	£ -
Sports Easter Camps	ACES	£ 1,980.00	£ 1,000.00	£ 980.00	£ -	£ 1,980.00	£ -	£ -
Easter Music Group	Codswallop CIC	£ 1,375.00	£ -	£ 1,375.00	£ -	£ 515.00	£ -	£ -
Let's Celebrate	Codswallop CIC	£ 1,325.00	£ -	£ 1,325.00	£ -	£ 1,325.00	£ -	£ -
Battle of the Bands	Codswallop CIC	£ 515.00	£ -	£ 515.00	£ -	£ 1,375.00	£ -	£ -
		£ 22,143.63	£ 7,599.63	£ 14,544.00	£ 4,012.40	£ 8,207.41	£ 9,911.41	£ 12.41

1.5 Youth Activity Fund 2018-19

The table below lists Youth Activity projects supported this year and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Approved	Actual	Remaining	Adel & Wharfedale	Guiselay	Horsforth	Otley & Yeadon
Mini Breeze	The Breeze Projects and Events team	£ 7,200.00	£ -	£ 7,200.00	£ 3,600.00	£ -	£ -	£ 3,600.00
Pop-Up Activity Camp	LCC Sport & Active Lifestyles - Holt Park Active	£ 3,876.00	£ -	£ 3,876.00	£ 3,876.00	£ -	£ -	£ -
Poetry workshops, leading to Poetry and Performance Event at	Headingley LitFest	£ 600.00	£ -	£ 600.00	£ 600.00	£ -	£ -	£ -
Theatre and Childrens Orchestra	Codswallop CIC	£ 4,017.00	£ -	£ 4,017.00	£ -	£ 4,017.00	£ -	£ -
ONW 12+ Outdoor Activities Project @ Leeds Sailing and Activity	Leeds Sailing and Activity Centre	£ 1,680.00	£ -	£ 1,680.00	£ -	£ -	£ -	£ 1,680.00
Inters Youth Group	Horsforth Churches Community Group and Horsforth Children's	£ 6,000.00	£ -	£ 6,000.00	£ -	£ -	£ 6,000.00	£ -
Yoga – Body and Mind	Aireborough and Horsforth Clusters	£ 6,240.00	£ -	£ 6,240.00	£ -	£ 4,680.00	£ 1,560.00	£ -
Project A Camp - All Sports & Cooking	Active Community Education in Sport	£ 2,685.00	£ -	£ 2,685.00	£ -	£ 1,343.00	£ 1,342.00	£ -
Make it Better: Animation workshops	The Courthouse Project (Otley) Ltd.	£ 2,700.00	£ -	£ 2,700.00	£ -	£ -	£ -	£ 2,700.00
Day In The Woods – themed Adventure out door fundays	Codswallop CIC	£ 2,610.00	£ -	£ 2,610.00	£ -	£ 2,610.00	£ -	£ -
Rhinos Roar	Leeds Rhinos Foundation	£ 9,590.00	£ -	£ 9,590.00	£ 2,397.50	£ 2,397.50	£ 2,397.50	£ 2,397.50
		£ 47,198.00	£ -	£ 47,198.00	£ 10,473.50	£ 15,047.50	£ 11,299.50	£ 10,377.50

Outer North West Youth Activity Funding 2018-19		
YAF Balance brought forward	£	19,167.59
YAF Allocation for Year 2018-19	£	51,140.00
YAF Total Allocation (inc b/f)	£	70,307.59
YAF Earmarked 17-18	£	22,143.63
Current YAF Figures		
Budget for Year:	£	48,163.96
Total Approved 18-19	£	47,198.00
Available Left to Allocate:	£	965.96

1.6 Capital Spend

The table below lists capital projects previously supported and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Wards Benefiting	Approved	Actual
Horsforth Mini Bus	Horsforth Live at Home Scheme	H	£ 20,000.00	£ -
Footpath Improvement at Hunger Hills Wood	Friends of Hunger Hill Woods	H	£ 6,200.00	£ -
North West Vourty Park Green Gateway Trail (Horsforth Cap)	Parks & Countryside LCC	H	£ 2,449.00	£ -
Theatre upgrade at Adel War Memorial Association	Adel Players	A&W	£ 3,730.00	£ -
Kitchen Refurbishment	Adel War Memorial Association	A&W	£ 5,000.00	£ -
			£ 37,379.00	£ -

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1.7 Small Grant Breakdown of Spends 2018-19

The table below lists small grant projects supported this year and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Approved	Actual	remaining	Adel & Wharfedale	Guiseley	Horsforth	Otley & Yeadon
Summer Bands	Leeds International Concert - LCC	£ 640.00	£ 640.00	£ -	£ -	£ -	£ -	£ 640.00
Communication Budget	Communities Team	£ 1,000.00	£ 75.00	£ 925.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00
PHAB	Prince Philip Centre PHAB Club	£ 314.00	£ -	£ 314.00	£ 78.50	£ 78.50	£ 78.50	£ 78.50
Guiseley Clock	Communities Team	£ 447.00	£ -	£ 447.00	£ -	£ 447.00	£ -	£ -
Theft from Motor Vehicle Banners	West Yorkshire Police	£ 480.00	£ 480.00	£ -	£ 120.00	£ 120.00	£ 120.00	£ 120.00
Irish Arts & Cultural activities in Horsforth	Irish Arts Foundation	£ 100.00	£ -	£ 100.00	£ -	£ -	£ -	£ 100.00
8th RadhaRaman Folk Festival	RadhaRaman Society	£ 250.00	£ -	£ 250.00	£ -	£ -	£ -	£ 250.00
		£ 3,231.00	£ 1,195.00	£ 2,036.00	£ 448.50	£ 895.50	£ 448.50	£ 1,438.50

Total approved for spend on small grants/skips 2018/19	£ 10,138.50	*	Budget	£ 3,000.00	£ 3,000.00	£ 2,000.00	£ 2,138.50
Remaining to allocate	£ 5,207.50		Spent on SG/SK	£ 698.50	£ 1,420.50	£ 448.50	£ 2,153.50
			Remaining	£ 2,301.50	£ 1,579.50	£ 1,551.50	£- 15.00

* £138.50 added from Well-being on 03.09.18

1.8 Skips Breakdown of Spends 2018-19

The table below lists skip applications supported this year and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

Group Name	Full Address of skip	Approved	Actual	Remaining	Adel & Wharfedale	Guiseley	Horsforth	Otley & Yeadon
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Otley Carnival	Bridge End, Otley	£ 480.00	£ 480.00	£ -	£ -	£ -	£ -	£ 480.00
Kirk Lane Allotments	Swaine Hill Terrace LS19 7HD	£ 170.00	£ 170.00	£ -	£ -	£ 170.00	£ -	£ -
Housing Leeds – Horsforth Housing	Holtdale Gardens in the car parking bays at the top of the	£ 250.00	£ 250.00	£ -	£ 250.00	£ -	£ -	£ -
Otley Victorian Fayre	Kirkgate, outside Parish Church, opposite Hunters Estate	£ 235.00	£ -	£ 235.00	£ -	£ -	£ -	£ 235.00
Moor lane Allotments	Moor Lane Allotments, Guiseley Is20 9ny	£ 370.00	£ 160.00	£ 210.00	£ -	£ 160.00	£ -	£ -
Victory Garden Allotment Association	LS19 6ER	£ 195.00	£ -	£ 195.00	£ -	£ 195.00	£ -	£ -
		£ 1,700.00	£ 1,060.00	£ 640.00	£ 250.00	£ 525.00	£ -	£ 715.00

Outer North West Community Committee Neighbourhood Fund

Year	Ward	Have Neighbourhood Plan (25%)	Do not have Neighbourhood Plan (15%)
2015/16	Total		0
2016/17	Guisseley and Rawdon		43942.5
	Adel and Wharfedale		7237.2
	Otley and Yeadon		622.56
	Total		51802.26
2017/18	Guisseley and Rawdon		46899.07
	Total		46899.07
2018/19	Guisseley and Rawdon		308.67
	Total		308.67
	Total		99010.00

Year	Ward	Parish	Have Neighbourhood Plan (25%)
2015/16	Horsforth	Rawdon	
	Total		
2016/17	Otley and Yeadon	Otley	
	Total		
2017/18	Horsforth	Rawdon	
	Horsforth	Horsforth	
	Otley and Yeadon	Otley	
	Adel and Wharfedale	Pool in Wharfedale	
	Adel and Wharfedale	Bramhope/Carlton	
	Total		
2018/19	Horsforth	Rawdon	
	Adel and Wharfedale	Bramhope/Carlton	
	Total		
	Total		

Do not have Neighbourhood Plan (15%)
455.1
455.1
2543.4
2543.4
59843.19
9760.27
45031.2
55.74
1930.5
116620.9
2608.78
118.8
2727.58
122346.98



Community Infrastructure Levy:

A Guide for Parish and Town Councils and Community Committees





What is the Community Infrastructure Levy (CIL)?

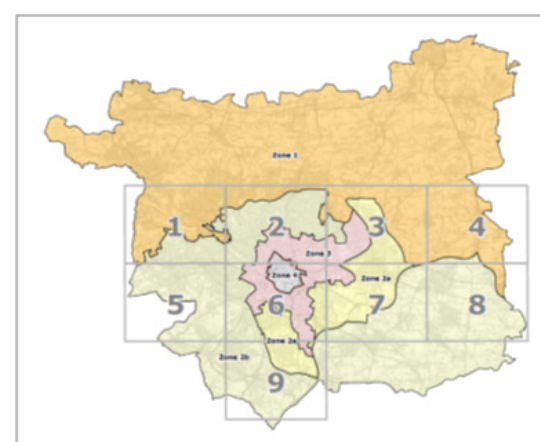
The Community Infrastructure Levy is a planning charge, introduced by the Government through the Planning Act 2008, to provide a fair and transparent means for ensuring that development contributes to the cost of the infrastructure that it will rely upon, such as schools and roads. The levy applies to most new buildings and extensions over 100m² and charges are based on the size and type of new floorspace and where the development is located in the Leeds district.

Some types of development are exempt from CIL, these include self-build dwellings and extensions and affordable housing. Charities are also exempt from paying CIL if the development directly relates to their charitable purposes.

What are the charging rates for the Community Infrastructure Levy?

CIL is charged per square metre depending on the type and location of the development. The table and map below show the amount of CIL charged and the different zones in the district.

Type of development in Leeds	CIL Charge per square metre
Residential – Zone 1	£90
Residential – Zone 2a	£23
Residential – Zone 2b	£45
Residential – Zone 3	£5
Residential – Zone 4	£5
Supermarkets* ≥ 500 sqm in City Centre	£110
Supermarkets* ≥ 500 sqm outside of City Centre	£175
Comparison Retail ≥ 1,000 sqm in City Centre	£35
Comparison Retail ≥ 1,000 sqm outside of City Centre	£55
Offices in City Centre	£35
Development by a predominantly publicly funded or not for profit organisation, including sports and leisure centres, medical or health services, community facilities, and education	Zero
All other uses not cited above	£5



The adopted Charging Schedule can be accessed on the [Leeds City Council website](#)

CIL is only payable if the planning permission is implemented and when works commence on site. Therefore there is a time lag between planning applications being granted and subsequent payment. Payment is made either in full or in equal instalments depending on the CIL charge.

#1

How can the Levy be spent?

- ✓ Leeds City Council's Executive Board made a number of key decisions around spending future CIL income in February 2015, directing it into two main funding streams: a Strategic Fund (70 - 80%) and a Neighbourhood Fund (15-25%), whilst retaining up to 5% for administration costs.

#A The Strategic Fund

- ✓ The decision on how and where the funds are spent is made as part of the City Council's budget setting process in accordance with the Regulation 123 list. Local authorities must spend the levy on infrastructure needed to support the development of their administrative area.
- ✓ CIL Regulation 123 requires the Council to set out a list of projects or types of infrastructure that may be wholly or partly funded through CIL revenue.

In Leeds the Regulation 123 list covers:

Sustainable transport schemes:
● New Generation Transport (NGT)
● Leeds Core Cycle Network
● The Public Right of Way network
Leeds Flood Alleviation Scheme (FAS)
Secondary education
Primary education, except for large scale residential development identified in the Site Allocations Plan, which will be expected to provide primary schools either as an integral part of the development or as the result of no more than 5 separate planning obligations
Green infrastructure and public greenspace, except for on-site provision required by Core Strategy policies (this may be included as part of the Section 106 agreement)
Community sports facilities
Cemeteries
Public realm improvements, except for on-site provision or where this is required as a direct result of an adjacent development
District heating networks
Public health facilities

- ✓ The Strategic Fund can be invested in strategic infrastructure throughout Leeds and is not restricted geographically to the area or ward where the development is located. This may mean that CIL funds generated from a development in an area may not be necessarily spent in that same area.
- ✓ The Council has adopted a strategic approach to spending the CIL funds in Leeds which includes infrastructure such as schools, public transport etc. In July 2017 the Council agreed to spend the Strategic Fund collected in 2015/16 to contribute to the learning places deficit for schools.

#B The Neighbourhood Fund

- ✓ The Neighbourhood Fund is 15% of levy receipts relating to developments taking place in that area and should be spent on priorities that have been agreed with the local community. The total amount of CIL receipts passed to the local community shall not exceed £100 per dwelling (index linked) in that area in each financial year. If the receipts from the 15% exceed this maximum they would be capped so as not breach this restriction.
- ✓ The Neighbourhood Fund is passed on to the relevant Parish or Town Council to spend. Where there isn't a Parish or Town Council, the fund is retained by the City Council and spent by the relevant Community Committee.
- ✓ Where development straddles the boundaries of a Parish or Town Council or Community Committee area, each Council/Committee will receive a proportionate share of the CIL, based on the floorspace within their administrative area.
- ✓ Parish and Town Councils and Community Committees, in consultation with the local community and Ward Councillors, must decide what the priorities in the local area are and how and where the Neighbourhood Fund should be spent.
- ✓ Where there is a Neighbourhood Plan in place, the proportion rises to 25% of total CIL receipts of developments taking place in that area.

- ✓ The Neighbourhood Fund can be spent on a wide range of infrastructure, as long as it meets the requirement to support the development of the area by:
 - funding either the provision, improvement, replacement, operation or maintenance of the infrastructure, or
 - addressing the demands and anything else concerned with what the development places on an area.
- ✓ It is not restricted to items on the City Council's Regulation 123 list
- ✓ Infrastructure can be delivered on a range of scales from small to strategic, for example
 - Environmental improvements such as, landscaping, open space improvements
 - New benches or signage
 - Public art
 - Equipment for a community group
 - Improvements to a community building;
 - Projects affecting more than one village/ community e.g. a cycle path or footpath linking two communities, junction/highways improvements, sports facilities drawing more than local use;
 - Strategic infrastructure affecting a number of communities.
 - The Neighbourhood Fund can be used to fund the preparation of a Neighbourhood Plan.
- ✓ CIL will not be able to fund:
 - Projects that will only benefit individuals (5 or less) or a single household
 - Projects that directly benefit, or can be perceived to benefit individual councillors
 - Projects which relate solely to religious purposes
 - Political activities
 - Retrospective projects i.e. where the spend has already occurred

Further guidance on spending the Neighbourhood Fund can be found on the [Leeds City Council website](#)

#C Neighbourhood Forums with Neighbourhood Plans in Place

- ✓ Communities that have adopted a Neighbourhood Plan will receive 25% of the CIL revenue arising from the development that takes place in their area.
- ✓ For this to apply the Neighbourhood Plan must have been 'made' or been successful at referendum before a relevant planning permission first permits development.
- ✓ Neighbourhood Planning groups often identify local projects / priorities in their Neighbourhood Plans that can be funded by CIL receipts. These projects / priorities should be agreed through consultation with the local community and other stakeholders.

When will the CIL Neighbourhood Fund be paid?

#2

- ✓ The CIL income collected for the Neighbourhood Fund will be transferred to the relevant Town or Parish Council or Community Committee twice each year:
 - Income received between 1st April and 30th September – transferred on **28th October**
 - Income received between 1st October and 31st March – transferred on **28th April**
- ✓ If a Parish/Town Council or Community Committee does not spend its share of the CIL within 5 years of receipt or does not spend it on initiatives that support development in that area, the Council may require it to pay back some or all of the funds.

#3

How will CIL be monitored?

- ✓ Under the Regulations, to ensure that the levy is open and transparent, Leeds City Council will prepare a short report on the levy for the previous financial year which will be placed on the Leeds City Council website by 31st December each year. These reports will set out how much revenue from the levy has been received, what it has been spent on and how much is left.
- ✓ Town and Parish Councils and Community Committees are required to publish the information on their websites with details of the monies received from the Neighbourhood Fund including CIL receipts; total expenditure and a summary of what the CIL was spent on by 31st December.
- ✓ This information should be submitted to Leeds City Council for publication if the Parish/Town Council or Neighbourhood Forum does not have a website.
- ✓ There is no prescribed format for reporting, however the City Council has prepared a template which is available on request.

For further information, please contact the CIL officer at CIL@leeds.gov.uk

November 2018

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Report of: Area Leader

Report to: Outer North West Community Committee – Guiseley and Rawdon, Otley and Yeadon, Adel and Wharfedale and Horsforth

Report author: Jenna Robinson - 0113 378 5475

Date: 26th November 2018

To note

Community Committee Update Report

Purpose of report

1. This report updates the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being and Highways & Transportation and Policy.
2. The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.

Main issues

3. The Outer North West Community Committee has a range of sub groups which set priorities, agree topics for consideration at Community Committee and develop action plans to address issues of thematic importance. The committee currently operates six sub groups: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
4. Sub group meetings are informal meetings and not open to the public, however local residents or representatives of other organisations may be invited to attend and speak at the discretion of the chair of each sub group.
5. Where possible the Community Committee Champion has been aligned with the relevant sub group chair and in consultation with the theme leads have provided the following updates:

6. Environment

The Environment sub group met on the 6th November 2018. The chair of the sub group, Cllr Barry Anderson will provide a verbal update.

Appendix 1 attached shows the Christmas period bin collection days.

7. Community Safety

The Community Safety sub group met on the 16th November 2018 The chair of the sub group, Cllr Barry Anderson will provide a verbal update at the next committee meeting.

8. Health, Wellbeing and Adult Social Care

The Health, Wellbeing and Adult Social Care sub group will meet on 11th December 2018. Cllr Lay, as the chair of the subgroup for this topic will provide a verbal update at the next committee meeting.

9. Children's Service and Family Health

The Children's and Family health sub group met on the 12th November 2018. The chair of the sub group, Cllr Pat Latty, chair of the subgroup, will provide a verbal update at the next committee meeting. The Outer North West Youth Summit will be taking place on Tuesday 12th February 2019 at the Banqueting Suite in the Civic Hall.

10. Community Forums

The next Guiseley and Rawdon Forum will take place on Wednesday 6th February 7pm at Guiseley Methodist Church. See appendix 2 for the meeting minutes from Thursday 20th September 2018 meeting.

11. Update from Public Health –Health and Wellbeing (November 2018)

12. **Seasonal Flu**

It is that time of year again when seasonal influenza is here and time to promote the uptake of the best protection – the vaccine. The link below is for the Council's public facing webpage that has a wealth of information on the why, who and how. Leaflets and posters are available to promote uptake of the vaccine and these can be viewed and downloaded via the webpage. Leaflets and resources are also available from the Public Health Resource Centre. Please encourage uptake of the flu vaccine with service users, their families and carers and frontline staff as

you feel appropriate. For more information on any of these topics please contact Kevin.McGready@leeds.gov.uk or go to www.leeds.gov.uk/flu.

13. Winter Friends

Following on from work carried out last year an e-briefing has now been made available to support more people to become Winter Friends. Being a Winter Friend means you are equipped with knowledge, resources and signposting information to support a vulnerable person during winter. There are nine evidence based, high-impact interventions that can support vulnerable people during winter and these are covered in the Winter Friends e-briefing.

You can now access the Winter Friends e-briefing on the Public Health Resource Centre Website by clicking on [Winter Friends e-briefing 18/19](#) (please note you will need to open the file and play as a slideshow in PowerPoint).

Once the e-briefing has been viewed, Winter Friends can collect a resource pack from the Public Health Resource Centre (Technorth Centre, 9 Harrogate Road Leeds LS7 3NB) to support conversations and promotion of relevant campaigns.

To provide and increase support across Leeds, we would be really grateful if this information could be shared to encourage access to the resources. For more information on any of these topics please contact:

Rachel.Brighton2@leeds.gov.uk.

14. Leeds Debt Forum

The annual Leeds Joint Debt Forum meeting took place on the 27th September at St Georges Centre. The event was opened by Councillor Judith Blake and was well attended with a range of organisations represented from across the city. The main focus of the event was Universal Credit and attendees were given the opportunity to participate in workshops to discuss the implications for the residents of Leeds. Feedback from the event is currently being looked at to form the focus of work going forward and will be circulated once available. For more information on any of these topics please contact Joanne.Loft@leeds.gov.uk.

15. Outer North West Community hub/ library update

Guiselley: A Monster Mix half term activity. Storytime still going strong with new starters each week. Peri team CSA's now taking in turns to deliver this with CSA's. Craft and Chat group still going well. Storybees – this was an external partner who came to run a special activity on 9th October for under 5's at the usual Rhymetime time. It was very successful and was enjoyed by all.

Horsforth: Games group ongoing – 15 members now. Extremely positive feedback from residents accessing – stating that they had been suggested to come by their Counsellor, whom they see for high levels of anxiety, and were nervous at first, though had really enjoyed themselves. Also, a number of 70+ ladies who have been using – fed back that they really enjoyed the sessions and that they would ordinarily feel as though younger people didn't want to spend time with them – not the case at the games group. A charged session to cover room costs - £2.50per person. Cards 4 Good Causes set up and commenced trading at Horsforth – first time have been based there. Staff taking payments through our own tills with 10 of taking going back to us as commission.

Agreed working relationship with Horsforth Housing Office who are moving into Brownlee. This will involve Housing Officers using Hub room and appointment booth to complete sign ups and meet for Anti-Social Behaviour interviews. Work started with repairs to Ballroom roof following near-collapse last month.

Holt Park: Monthly writers group. 2x Monthly Readers Group which are well attended. Weekly Knit and Natter Group. 2x Story/Rhymetimes continue with great numbers.

Conclusions

16. The Outer North West Community Committee sub groups provide the committee with the opportunity to consider information on key areas of work in partnership with officers and community organisations, as well as enabling direct links to be established with the Community Champions and Executive Board Members.

Recommendations

17. Members are asked to:

- Note the work of the sub groups and areas of partnership working since the last Community Committee meeting.
- Note the public health updates
- Note the updates from community hubs

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Appendix 1

Provided by Carolyn Moss, Business Officer, Waste Management –
Carolyn.moss@leeds.gov.uk



CHRISTMAS BIN COLLECTIONS
24 December – 6 January

If your normal bin day is...	Your Christmas collection days and dates will be...	
Monday	Sunday 23 December	Monday 31 December
Tuesday	Monday 24 December	Wednesday 2 January
Wednesday	Thursday 27 December	Thursday 3 January
Thursday	Friday 28 December	Friday 4 January
Friday	Saturday 29 December	Saturday 5 January
Saturday	Sunday 30 December	Sunday 6 January

Download the handy **Leeds Bins app**

www.leeds.gov.uk/xmasbins

The poster features a green background with holly leaves and berries. It includes a circular graphic with a bin icon and text about the Leeds Bins app, and an illustration of a green recycling bin and a black general waste bin.

Approach

- An A5 postcard will be going out to inform residents of bin collection dates over the Christmas and New Year period. These are going to be sent to all households (excluding those on communal collections), starting w/c 19 November
- There will also be posters and A6 pull off pads being distributed to over 600 community buildings, as well as press work, social media and website campaigns, digital screens and roadshows

Key messages

- Bin collections will continue as normal up until and including Saturday 22 December
- A revised schedule will be in place for the two week period between Christmas Eve – Monday 24 December and Saturday 5 January
- During the revised schedule, bins will be emptied one day earlier or later than normal, with the exception of New Year's Eve – Monday 31 December – when collections will take place on the usual scheduled day
- The usual service will resume from Monday 7 January

Call to action

I would be grateful if you could share this message widely and encourage people to:

- download the [Leeds Bins app](#) so they can receive collection day reminders straight to their phone
- visit www.leeds.gov.uk/xmasbins for handy hints on how to reduce, reuse and recycle common items generated around the home during the festive period, such as greetings cards, wrapping paper and food waste
- like, re-tweet and share festive messaging from the RecycleForLeeds Facebook and Twitter accounts

G&R Forum Meeting minutes - Thursday 20th September 2018

1. Councillor Paul Wadsworth (chair) and Councillor Pat Latty welcomed everyone to the meeting.
2. Apologies were received from Councillor Graham Latty due to his mayoral duties.
3. Cllr Wadsworth reiterated people leaving their details for the signing in sheet, mention of a group text due to reduce cost of letter mail out.
4. Minutes of the last meeting were agreed.

Police Update:

- Experiencing a spike in theft on motor vehicles across the area – a result of not locking doors
- Need to alert communities to leaving sat navs in the cars overnight
- Experiencing a slight increase in burglaries

5. Questions/comments

6. Q: What constitutes dangerous parking?

A: Suggest to look to the Highway code for confirmation, if a double buggy or wheelchair access cannot get through on a path this would constitute as dangerous parking.

7. Q: Apperley Lane – Cars Park block the pavement – is this an offence? How much emphasis do the police place on this?

A: Police do send letters out to the landlords regarding obstructions

8. **Cllr Wadsworth requested Police send a letter to the landlord regarding obstruction to the pavement on Apperley Lane.** Councillor Wadsworth reiterated how regularly he receives complaints and photos regarding obstruction issues.

9. Potting Shed in Guiseley – Issues with parking – in breach of planning application – **Councillor Wadsworth to set up meeting with Potting Shed management and to feedback to forum.**

10. Q: How do we report non-emergencies?

A: Ring 101 – contact details on the internet. Alternatively, Webchat is available now for WYPS if you type in on search engine. Can provide address, information, vehicle via this platform however police officers can only issue a ticket in real time e.g when they physically see the vehicle making the offence.

11. Q: Do WYPS accept dashcam footage for vehicle speeding/people using mobile phones whilst driving?
A: WYPS do accept Dashcam footage, there is a trial in Bradford currently.

12. Councillor Wadsworth thanked WYPS for attending the meeting.

13. Councillor Wadsworth introduced the next agenda item on Leeds Bradford Airport planning application. Representative sent apologies as they could not attend but will be attending Outer North West Community Committee. There will also be a consultation event in Bramhope on Thursday. LBA need planning consent, desperate for a speedy process for the application to go through and work to commence. Authority for first airline and second airline to Middle East but have not received airline names. A presentation was circulated to attendees.

14. Q: Does the planning application have anything to do with Church Fenton – why was planning application denied by Leeds City Council? A: The issues with LBA currently are to do with queuing and heat in the terminal, not enough board gates and minimal baggage points. No mention of Church Fenton.
15. Q: Why persist spending money developing LBA? Unfriendly airport, staff unhelpful, luggage in puddles, people with walking sticks having to take luggage, dangerous airport to land at = a threat to public safety. A: Councillor Wadsworth to feedback comments to Martin Farrington – Director of City Development for Leeds City Council.
16. Q: Why is LBA a high priority? A: Expansion would increase job opportunities for local people. It was noted that resident's comments included lack of public transport to the airport, especially early in the morning and late at night. No incentive for local people to get a job with LBA if they can't drive. Councillor Wadsworth noted this would be a problem for WYCA (West Yorkshire Combined Authority) not a LBA matter.

17. Open Forum

- a) Victoria Road/Oxford road traffic lights – problematic waiting times/ near misses due to light changes
- b) A65 – Resurfacing – Bring up with Highways – hazardous for cyclists
- c) Advertising in Guiseley – Busy Bees nursery with commercial adverts – Councillor Wadsworth to investigate
- d) Problematic Traffic lights at Park Road/Hollins Hill/ White Cross/Hawthorn Lane – survey produced from resident to councillor Wadsworth
- e) Aireborough leisure centre – Update April 2019 is proposed finish date – issues with asbestos, pool tank and roof. Neglected gym equipment at leisure centre – Cllr Wadsworth reassured residents this will be incorporated in the redevelopment of the building
- f) General transport issues – buses to Guiseley and Rawdon – increased waiting times, supposed to be a 20 minute service. 33A to change to 34 service.

18. Future Agenda items –

- Review of Waste Strategy
- Invite Highways to attend – congestion, bus lanes, strategic planning matters, traffic lights, drain coverage

19. Date and time of next meeting

Wednesday 6th February – 7-9pm – Guiseley Methodist Church

Agenda to be sent out nearer to the meeting

Robert Craven Memorial Hall - Old Ln, Bramhope, Leeds LS16 9AZ



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