



Inner North West Community Committee

Headingley & Hyde Park, Little London & Woodhouse,
Weetwood

Meeting to be held in Welcome In Community Centre, Tinsill Drive, LS16

Thursday, 6th December, 2018 at 7.00 pm

Councillors:

A Garthwaite
J Pryor
N Walshaw

- Headingley and Hyde Park;
- Headingley and Hyde Park;
- Headingley and Hyde Park;

J Akhtar
K Brooks
G Harper

- Little London and Woodhouse;
- Little London and Woodhouse;
- Little London and Woodhouse;

J Bentley
J Gibson
C Knight

- Weetwood;
- Weetwood;
- Weetwood;





Agenda compiled by: Andy Booth, Tel: 0113 37 88665
Governance Services, Civic Hall, LEEDS LS1 1UR
Area Leader: Martin Dean Tel: 0113 39 51652

*Images on cover from left to right:
Carnegie Pavilion; Bin yard at 'the Harolds'
Hyde Park cinema; Makkah Masjid Mosque
Beckett Park campus; St Chad's Church*

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			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.	
2			APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS To consider any appeals in accordance with Procedure Rules 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).	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			EXEMPT INFORMATION - POSSIBLE EXCLUSION OF 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:-	
4			LATE ITEMS To identify items which have been admitted ti the agenda by the Chair for consideration. (the special circumstances shall be specified in the minutes)	
5			DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS To disclose or draw attention to any disclosable pecuniary interests for purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members’ Code of Conduct	
6			APOLOGIES FOR ABSENCE To receive any apologies for absence	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
7			MINUTES - THURSDAY, 27 SEPTEMBER 2018 To confirm as a correct record, the minutes of the meeting held on Thursday, 27 September 2018	1 - 6
8			HOME PLUS UPDATE To receive and consider the attached report of the Green Doctor Manager, Groundwork.	7 - 16
9			YOUTH WORK REVIEW To receive and consider the attached report of the Head of Commissioning, Children and Families	17 - 26
10			WELLBEING FUND UPDATE FOR 2018/19 Q3 To receive and consider the attached report of the Area Leader.	27 - 44
11			AREA UPDATE REPORT To receive and consider the attached report of the Area Leader.	45 - 54
12			DATE AND TIME OF NEXT MEETING Thursday, 14 March 2018 at 7.00 p.m. MAP TO TODAY'S VENUE Welcome In Community Centre, Tinshill Drive, LS16	55 - 56

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<u>Third Party Recording</u> 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.	

INNER NORTH WEST COMMUNITY COMMITTEE

THURSDAY, 27TH SEPTEMBER, 2018

PRESENT: Councillor J Akhtar in the Chair

Councillors K Brooks, A Garthwaite,
J Gibson, C Knight, J Pryor and N Walshaw

13 Late Items

There were no late items. The following supplementary information was submitted with regards to Agenda Item 10, Wellbeing Update for 2018/19 Q2:

- Project summary for the refurbishment of the Welcome In activity room.
- Additional funding application for fencing at Hollin Drive.

14 Declaration of Disclosable Pecuniary Interests

There were no declarations.

15 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors J Bentley and G Harper.

16 Minutes - 21 June 2018

RESOLVED – That the minutes of the meeting held on 21 June 2018 be confirmed as a correct record.

17 Universal Credit Update

The report of the Senior Policy Development Officer, Financial Inclusion Team provided the Committee with an update on Universal Credit.

Simon Betts, Department of Work and Pensions and Paul Harris, Housing Manager were in attendance for this item.

A briefing note was appended to the report which outlined the main issues and the Committee was given a presentation with regards to the implementation of Universal Credit.

It was reported that Universal Credit would begin to be implemented in Leeds from 10 October 2018 and the main focus was to try and raise aspirations in terms of work and future prospects whilst still supporting the most vulnerable.

Main issues highlighted included the following:

- Universal Credit would replace existing benefits with one monthly payment.
- The transition process on to Universal Credit for those in receipt of benefits.
- The benefits that Universal Credits would replace.
- How Universal Credits would be paid.
- The process for claiming Universal Credits and assistance with making claims.

In response to questions, the following was discussed:

- The transition from existing benefits would be seamless and people would not miss out on payments.
- For people awaiting their first claims, advance payments could be requested.
- The 16 hour rule would no longer exist meaning people could work longer hours without losing all benefits. This would help people back into full time employment and off benefits.
- Staff at job centres would be able to assist with making claims and digital support would be available across the city.
- Support provided by Housing Leeds to assist with claims and work with landlords.
- Safeguarding issues – there would be support to vulnerable people.

RESOLVED – That the report and discussion be noted.

18 Open Forum

Prior to the Open Forum, the Chair welcomed Eve Roodhouse, Chief Officer for Economic Development to the meeting.

Eve informed the Committee of the role of Economic Development which included policy; business support and attracting inward investment. The importance of the Inclusive Growth Strategy which focussed on people, places and activity was highlighted. Further reference was made to ongoing projects and the mapping exercise that was ongoing to capture all the relevant organisations across the City. Members were informed of the Digital Summit which was due to be held in November 2018.

In accordance with the Community Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or ask questions within the terms of reference of the Community Committee. The following was discussed:

- Disappointment that local community groups had not been made aware of the recent traffic consultation event held by Connecting Leeds at Leeds City Academy.

- Thanks were expressed to all officers and staff at the universities who had been involved in helping new students to integrate into the community. There had however still been some problems with parties and anti-social behaviour.
- Concern regarding the extension of licensing times at Headingley Stadium and the impact on local residents who had already suffered disturbance during development works. It was reported that the licence application had been complicated due to the various licences required for different events and a full response had been provided by Entertainment Licensing.
- Concern regarding the change of the Noise Nuisance helpline number. This was not publicised and the automated message did not give the new number.
- Development of a Wellbeing Centre for Hyde Park. A meeting would be arranged with Headingley & Hyde Park and Little London and Woodhouse Members.

19 Inner North West Community Committee Briefing Neighbourhood Team - September 2018

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

The following were in attendance for this item:

Carl Arnold – Project Manager, Adult Social Care
Jo Browning, Service Delivery Manager, Adult Social Care
Rhona Neilson, Team Manager, Adult Social Care

The Committee was shown a short video and given a presentation. A map showing the location of Neighbourhood Teams and Talking Point locations was also displayed.

Key issues discussed included the following:

- Talking points – these gave an initial point of first contact and speeded up the assessment process.
- Plans for talking points in other locations – Members were asked for locations but were reminded any venue needed to have low costs and be accessible.
- Use of Talking Points was growing and people were getting seen earlier than through the home visits system. Home visits were still available for those unable to attend a Talking Point.
- Little London Community Centre and the Welcome In at Weetwood were suggested as potential venues for Talking Points.

RESOLVED –

Draft minutes to be approved at the meeting
to be held on Thursday, 6th December, 2018

- (1) That the report and presentation be noted.
- (2) That the desire to return to the Community Committee Chairs Forum with a summary of this round of updates be noted.

20 Matter arising from the minutes

Minute No. 8 – Community Committee Appointments 2018/19

RESOLVED – That the appointment of Councillor J Gibson to the Ireland Wood Children’s Centre Management Committee be confirmed.

21 Wellbeing Fund update for 2018/19 Q2

The report of the Area Leader provided the Committee with an update on the budget position for the Wellbeing Fund and Youth Activity Fund for 2018/19 and the current position of the small grants and skips pot.

Members were asked to:

- Note the current budget position for the Wellbeing Fund for 2018/19 and consider any applications.
- Note the current position of the Small Grants and Skips pots.
- Note the current position of the Youth Activity Fun and those projects supported to date.
- Note the current position of the Wellbeing Capital fund and consider any funding applications.
- Agree the recommended application round process and funding priorities for 2019/20.

Jenna Robinson, Localities Officer presented the report.

Members’ attention was brought to the following applications:

- Refurbishment of Welcome In Activity Room – a project summary had been circulated at the beginning of the meeting and Members were supportive of this project.
- Hollin Drive – Replacement Rear Fence – This would be match funded with the HAP. The fencing would separate housing from the public bridleway where there had been recent incidents of anti-social behaviour.

Further issues discussed included the following:

- Remaining balances of the various budgets available.
- Process for Youth Activity Fund allocations.
- Wellbeing Application Round for 2019/20

RESOLVED –

- (1) That the current budget position for the Wellbeing Fund for 2018/19 be noted.
- (2) That the following projects be approved:
 - Refurbishment of Welcome In Activity Room - £10,000
 - Hollin Drive, LS16 5NE – Replacement Rear Fence (18-42) - £6,407.68
- (3) That the current position of the Youth Activity Fund and those projects supported to date through this be noted.
- (4) That the current position of the Wellbeing Capital fund be noted.
- (5) That the recommended application round process and funding priorities for 2019/20 be agreed.

22 Area Update Report

The report of the Area Leader provided the Committee with a summary of recent sub group and forum business as well as a general update on other project activity.

Members were asked to note the following:

- Key public health messages for the area.
- Community Committee newsletter.

Jenna Robinson, Localities Officer presented the report.

It was reported that there had not been any Sub-Group meetings since the last full meeting of the Community Committee. With regard to the Best Start Zone highlighted in the key public health messages, it was reported that this was focussed on the Hyde Park area.

RESOLVED –

- (1) That the area update newsletter be noted.
- (2) That the key public health messages for the area be noted.

23 Date and Time of Next Meeting

Thursday, 6 December 2018 at 7.00 p.m.

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Report of: Simon Kilshaw, Green doctor Manager, Groundwork

Report to: Inner North West Community Committee

Report author: Simon Kilshaw, 0113 238 0601

Date: 6/12/2018

To note

Home Plus Update

Purpose of report

1. To provide the Inner North 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 Inner 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



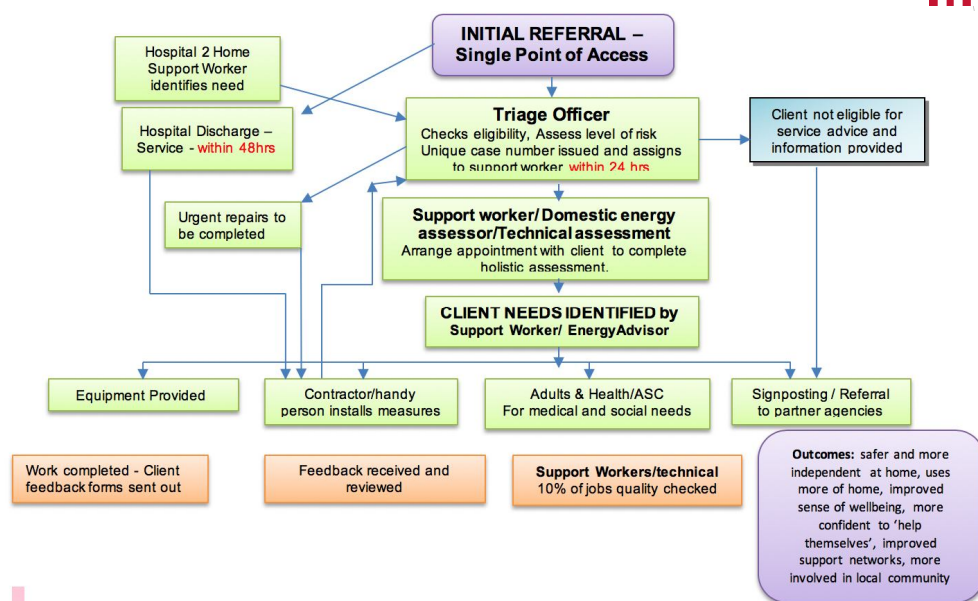
What do we offer?



- 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.

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



Falls Prevention in the community

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

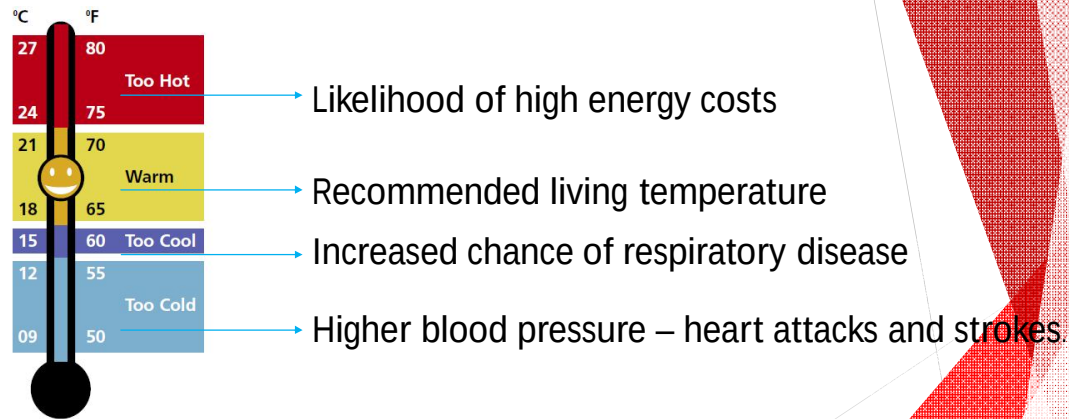


Criteria for warmth and repairs services



- 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



- 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



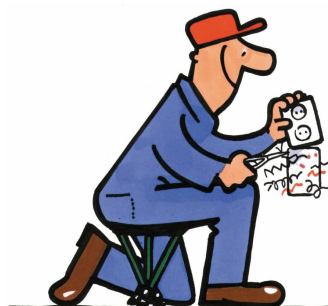
- Increased risk of heart attacks/stroke
- Respiratory illnesses
- Pneumonia
- Worsening of existing health condition/slow recovery
- Falls/injuries
- Affects mental health



Hazard Repairs



- Electrical work
- Joinery
- Plumbing
- Emergency Repairs



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





Get in touch

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

Tel: 0113 240 6009

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

homeplus@care-repair-leeds.org.uk

323 Roundhay Road

Leeds

LS8 4HT





Report of: Head of Commissioning, Children and Families

Report to: Inner North West Community Committee

Report author: Kate Sibson, Commissioning Manager 0113 3788925

Date: 6th December 2018 To note

Youth Work Review

Purpose of report

1. This report presents the findings of the Youth Work review and the recommended option for future commissioning arrangements.
2. The Community Committee is asked to comment on the contents of the report and the recommended future commissioning arrangements.

Main issues

3. Youth work supports the personal and social development of young people, raising their aspirations, building resilience and enabling them to make informed decisions. Positive impacts of good quality youth service include reducing teenage conception, preventing risky behaviours such as substance misuse and, minimising involvement in crime and anti-social behaviour. Central to this is a voluntary relationship with young people.
4. In Leeds, youth work is delivered as a preventative and early intervention service for children and young people. It plays an important role in delivering the outcomes of the Leeds Children and Young People's Plan and is a key component of achieving our ambition of being a Child Friendly City.
5. The table overleaf outlines the current services that are in scope for this review. The Youth Activities Fund budget is not in scope of the review and will continue to be fully devolved to Community Committees.

Current Service Delivery

Service	Description	Budget
Geographically Targeted Youth Work	Delivered in all wards with budgets set on a population / deprivation split of 40 / 60. LCC Youth Service delivers exclusively in all wards apart from three in the West North West where it is either fully or partly contracted out to three third sector providers. Targeted at age 11-17 with a mix of centre based group work, mobile provision and outreach. A small number of groups are delivered for a younger age range.	£1,519,600
Youth Inclusion Commission	A referral only service, aimed at seven priority clusters. Delivers one to one support and a limited number of groups for children age 8-13 who are at risk of involvement in crime or exclusion from school. Contract awarded to Barca in 2014.	£340,000
Pathways grants	Grants awarded to six third sector providers to work with young people in years 12 and 13 who are not in Education, Employment or Training. Delivery is split into locality based providers covering all wards with one citywide grant to support young people in care / care leavers.	£310,000

6. Having limited third sector contracts in just one area has created inconsistency in how youth work is delivered across the city. Procurement law requires us to ensure that contracts of this value are open to a competitive tender process unless there is an exceptional reason not to do so.
7. It was agreed that a process should be undertaken to review the population and needs of young people, identify assets and gaps in the current delivery and, agree a new commissioning model that will be open to a competitive tender process in line with Contract Procedure Rules.

Findings of the Review

8. Consultation carried out for the review and development of a preferred commissioning option included:
 - Elected Member Workshops
 - Stakeholder Workshops for a range of services and partner agencies
 - Online and face to face consultation with over 500 young people
 - Reference group meetings chaired by Voluntary Action Leeds, with internal and external providers, academics and other experts
 - Project team meetings with representation from the Youth Service, Commissioning, Voluntary Action Leeds and Communities Teams
 - Corporate Commissioning Board
 - Briefings with the Executive Member (Children and Families), Cabinet, Community Committee Champions and Chairs
9. A wide range of data was collected and analysed for the review including demographics, school attainment and absenteeism, crime / anti-social behaviour and from current youth work provision. A selection of the information used is appended to this report. The data will also help design the new model for youth work delivery in the city and ensure that we are responding the changing needs of children and young people.

10. The Youth Work Review presented nine conclusions based on the data and feedback from the consultation. These conclusions formed the basis of the proposed commissioning model.
- Leeds demonstrates good practice in many areas of youth work
 - Funding cuts have impacted on capacity but have not been applied evenly across services
 - Monitoring of quality and outcomes varies across internal and contracted services
 - There is not a clear, consistent and publicised offer across the city
 - Partnership working is a key strength
 - The population of young people is growing and more live in deprived areas
 - Deprivation is a key factor in young people's lives which can influence their future prospects
 - Accessing quality venues in the right locations is a challenge
 - Competing demand for targeted youth work is a challenge for providers to manage
11. Using the key findings as a guide, a number of commissioning options were drawn up and taken to a second stakeholder workshop. A recommended commissioning model has been developed following further consultation with the reference group and project team.

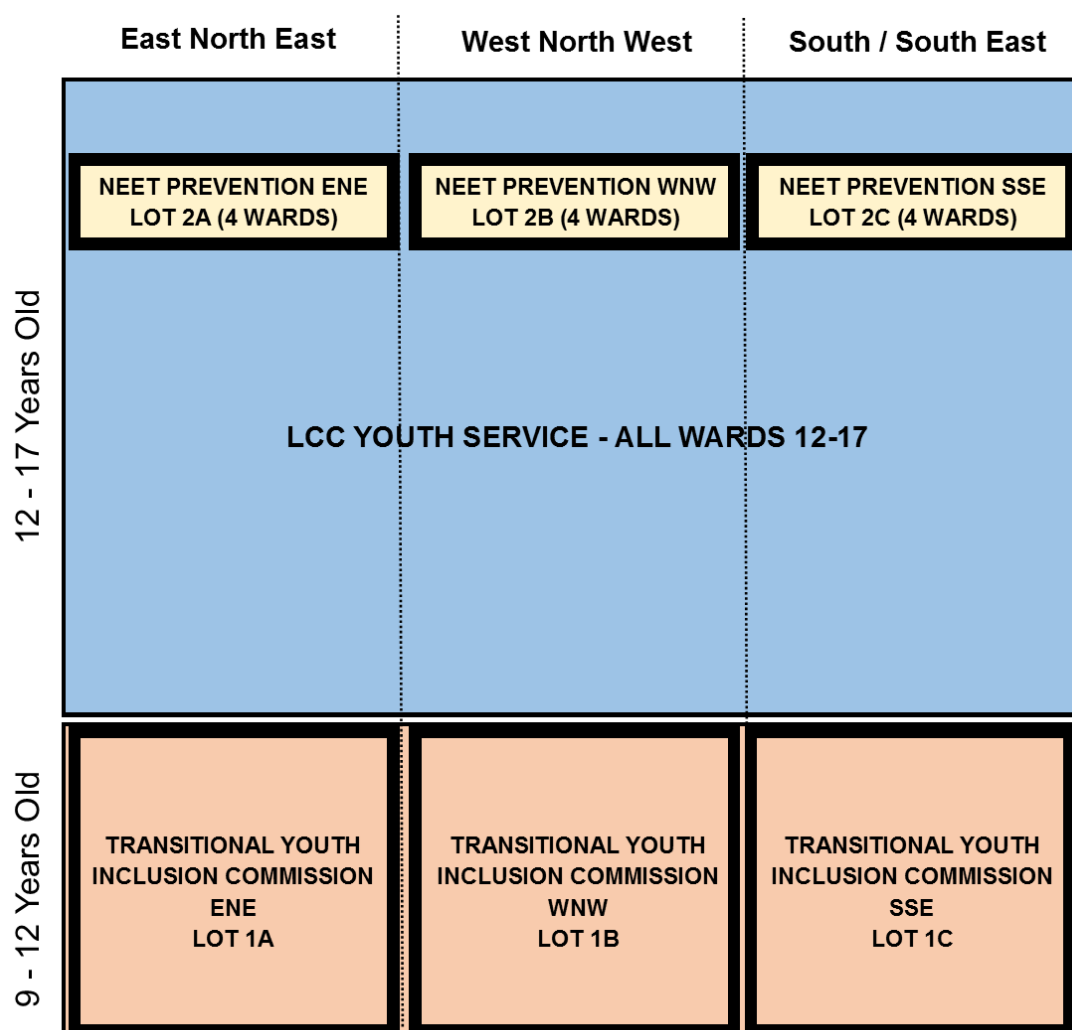
Recommended Commissioning Model

12. The recommended commissioning model incorporates the following features:

Service	Description	Budget
Geographically Targeted Youth Work	LCC Youth Service delivered in all wards based on updated population and deprivation figures Targeted at age 12-17 to ensure age appropriate sessions and targeted promotion	£1,371,600
Transitional Youth Inclusion Service	Transitional Youth Inclusion Service will be delivered in three contracts, one per city 'wedge'. Focused on group work with 9-12 years with some element of one to one support Budgets will be set at a Community Committee level, and delivery will be targeted to areas of greatest need based on the indices of multiple deprivation and where gaps in provision are evident Co-ordinator role within each wedge to map provision, highlight gaps and promote opportunities for external funding	£588,000
NEET Prevention Project	NEET prevention project aimed at young people most at risk of becoming NEET. Three contracts, one per wedge, initially delivered in 12 wards with highest NEET figures.	£210,000

13. The following diagram outlines how the contracts will be offered for the tender process:

Recommended Commissioning Model Diagram



14. The benefits of the proposed commissioning model include:

- Retains the current level of investment in Youth Work and offers a mix of internal and commissioned provision.
- Clear delineation of responsibilities between the internal and commissioned providers, sessions will be targeted and age appropriate
- Addresses a gap in targeted youth work for a younger age group
- Commissioned providers work with the most at risk year 11s to support their transition through GCSEs into a positive destination
- Internal and commissioned providers will work together to draw up area plans to promote their offer, share resources and identify gaps
- The service specifications will be written to maximise local relationships and assets by encouraging providers to join together to bid for tenders as a consortium
- A common quality and outcomes monitoring framework across all providers and activities will ensure impact and quality is measured across the city

Role of Community Committees

15. The Community Committee can play a key role in promoting youth work sessions and facilitating relationships between providers and partners, including schools and local communities. The Committee will receive an annual delivery plan outlining the proposed youth work sessions by ward delivered by both the Youth Service and commissioned provider. Regular meetings with ward members and Children and Young People's Sub Groups will ensure that programmes are refreshed to meet needs.
16. The Community Committee can use its children and young people consultation arrangements to seek feedback on youth work in their area and identify gaps and opportunities for improvement. Children's Services will use this feedback to ensure that services respond to local needs.

Next Steps

17. Once consultation with stakeholders on the preferred model is complete, the Commissioning and Market Management Team will draft a service specification that will set out the target areas for delivery in the first year of the contract.
18. The new commissioned services are expected to commence in April 2020 following a competitive commissioning process and period of mobilisation to establish partnership arrangements. Contracts will be put in place for four years with an option to extend for a further two.
19. The Youth Service will review its delivery and monitoring arrangements in light of the review findings and work to the new model from April 2020.

Interim arrangements

20. Implementation of the findings of the review of youth work will take place in phases, with interim contracts being issued to current providers to enable existing provision to continue until the new model is ready to start.
21. Current contracting arrangements will continue until the end of March 2020, with the internal youth service undertaking a review of delivery by ward based on a budget set using updated population and deprivation data.
22. Pathways grants will continue at a reduced rate until end of March 2020. They will be complemented by new European Social Investment funding awarded to the Youth Service to expand their internal Pathways service, and to local area partnerships for projects in the wider community.
23. The Youth Inclusion Project will continue until end of March 2020, with some changes to create better links to the new Early Help Hubs. Delivery will continue to be targeted to areas of greatest need.

Corporate considerations

a. Consultation and engagement

The Consultation process so far has been outlined in this report. Additional consultation with young people is planned with groups of young people, starting with the Youth Council, in December and January, and an online survey. Young people will be involved during the procurement and tender assessment process.

b. Equality and diversity / cohesion and integration

One of the findings of the Youth Work Review was inconsistency in reporting equality data. It will be written into the specification that attendance at sessions should target and aim to reflect the population of the area where they are delivered.

Youth work can play a key role in supporting community cohesion, aiming targeted sessions at a younger age group will provide additional opportunities for young people to participate in their local community.

c. Council policies and city priorities

The commissioning proposals outlined in this report support the priorities outlined in the Children and Young People Plan 2018 including:

- Increase the number of young people participating and engaging in learning
- Improving social, emotional and mental health and wellbeing
- Help young people into adulthood to develop skills for life and be ready for work

The proposals also contribute to the following priorities in the Best Council Plan:

- Being responsive to local needs, building thriving resilient communities
- Promoting community respect and resilience

d. Resources and value for money

Youth Work makes an important contribution to supporting vulnerable young people and youth workers are part of a wider group of practitioners in Leeds who can help prevent issues with young people from escalating.

The budget for Youth Services in 2019/20 will be maintained at current levels. The budget split between internal and commissioned providers will remain at existing levels in the new arrangements.

The service specification will seek to maximise the use of local assets to gain the best value for money for frontline delivery.

e. Legal implications, access to information and call in

The procurement of new contracts is a key part in the delivery of the review findings and that this work will be delivered in accordance with LCC Contract Procedure Rules. A key decision to start the procurement process has been published.

f. Risk management

Key risks and issues associated with the review are logged with mitigating actions identified, a process overseen by the Children and Families Commissioning Board

Conclusion

24. The Youth Work Review and commissioning proposals outlined in this report present an opportunity for Youth Work to be commissioned in a strategic way to better fit the needs of our local communities.
25. Community Committees will play an important role in ensuring that the outcomes of the review are realised at a community level and that resources are being targeted towards the areas of greatest need.
26. New partnership relationships between the commissioned providers and internal Youth Service will maximise local assets and promote a clear offer to young people across the city.

Recommendations

- The Community Committee is asked to comment on the contents of the report and the recommended future commissioning arrangements.

Background information

- None

Appendices

1. Budget breakdown for 2018/19 (current) and 2020/21 (post review)
2. Needs Analysis – population, persistent absence, attainment, NEET, youth crime

Outline youth work budget

The tables below show the current budget and the proposed budget under the recommended commissioning model.

Table 1

2018/19 – Using old Population / Deprivation Data		
Ward	Geographically Targeted Youth Work	Leeds Pathways Element
Inner North West Community Committee	£ 62,856	£ 12,823
Headingley	£ 6,934	
Hyde Park & Woodhouse	£ 27,820	
Weetwood	£ 28,102	

Table 2

Ward	Combined Ward Total	Geographically Targeted Youth Work	NEET Prevention Project	Transitional Youth Inclusion Commission *
INW Community Committee	£ 88,378	£ 77,941	£ 10,436	£ 33,537
Headingley & Hyde Park	£ 14,971	£ 14,971	-	
Little London & Woodhouse	£ 46,853	£ 36,416	£ 10,436	
Weetwood	£ 26,554	£ 26,554	-	

*The Transitional Youth Inclusion Commission has been allocated on a Community Committee basis and is not part of the Combined Ward Total.

Up to 2018/19, the population figure used to allocate ward level funding was on GP data which is issued with up to an 18 month lag. From 2019/20, the Office of National Statistics mid-year population estimate figures will be used which is the standard used across the council. Changes to ward populations are reflected in the new budget allocations.

Inner North West Community Committee Profile Data

1. Population of young people by ward (mid year estimate 2016)

Ward	9-11 Population	% Leeds 9-11 Population	12-17 Population	% Leeds 12-17 Population
Headingley & Hyde Park	266	1.0	527	1.1
Little London & Woodhouse	522	1.97	921	1.93
Weetwood	614	2.32	1178	2.46

2. School attainment and absenteeism (2016/17)

- a) % Pupils meeting expected standard at end of Key Stage 2
 b) % Pupils achieving two strong passes in English and Maths at GCSE
 c) % Pupils persistently absent primary age
 d) % Pupils persistently absent secondary age

Ward	Attainment Key Stage 2 (a)	Attainment Key Stage 4 (b)	Persistent absence primary	Persistent absence secondary
Headingley & Hyde Park	52.9	44.1	8.8	14.3
Little London & Woodhouse	49.7	27.3	7.0	14.8
Weetwood	59.1	55.8	5.5	12.2
Leeds Average	56.0	39.3	8.4	15

3. Young People (years 12/13) combined measure NEET (Not in Education Employment or Training) and Not Known (Jan 2018)

Ward	% Yr 12/13 who are NEET or not known
Headingley & Hyde Park	6.9
Little London & Woodhouse	16.0
Weetwood	3.6
Leeds Average	6.7

4. Number of 10-17 year olds committing an offence in the 2016 calendar year

	Number of YP committing an offence
Leeds Average	29.8
Inner North West Community Committee	15

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Report of: Area Leader

**Report to: The Inner North West Community Committee – Headingley and Hyde Park,
Little London and Woodhouse, Weetwood**

Report author: Jenna Robinson 0113 378 5475

Date: 6 December 2018

For decision

Wellbeing Fund update for 2018/19 Q3

Purpose of report

1. This report provides the Inner North West Community Committee with an update on the budget position for the Wellbeing Fund and Youth Activity Fund for 2018/19 and the current position of the small grants and skips pot.
2. The report also asks the Community Committee to approve the Wellbeing funding round process and timescales for the 2018/19 Wellbeing budget.

Recommendations

3. The Inner North West Community Committee is asked to:
 - Note the current budget position for the Wellbeing Fund for 2018/19 (**Appendix 1**)
 - Note the current position of the Small Grants and Skips pots (**Table 1**)
 - Note the current position of the Youth Activity Fund and those projects supported to date (**Table 2**)
 - Note the current position of the Wellbeing Capital fund including CIL
 - Consider applications listed in report and agree relevant adjustments to the budget where appropriate

Main issues

4. This report provides members with an update on the budget position for the Wellbeing Fund for 2018/19. The report highlights the current position of the small grants and skips pots. It also provides an update on the Youth Activity Fund.
5. Community Committees have a delegated responsibility for the allocation of 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 Inner North West Community Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year. These projects are then monitored and assessed by the Community Committee throughout the year to ensure they are fully meeting their objectives.
7. 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.
8. 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 them integrate). Further advice on these can be given on a case by case basis if required.
9. 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.

10. In addition, the Inner North West Community Committee receives a sum of Youth Activity Fund monies. This fund is to commission sports and cultural activity for young people age 8-17. This should be allocated with the involvement and participation of children and young people in the decision making process.
11. For 2018/19 the Inner North West Community Committee received a wellbeing allocation of £102,264. Taking into account project underspends and roll forward from 2017/18, the total fund available for new projects in 2018/19 was **£109,323**. This funding has so far been committed to 20 projects for 2018/19, as listed in **Appendix 1** totalling **£107,737**. The current wellbeing balance is **£1,586**.
12. In addition to revenue, the Community Committee also receives an allocation of Wellbeing capital funding. The current Capital balance is **£43,692**. See **Appendix 1** for a full budget update. This includes a **£10,000** return to the pot for the Lovell Park Flats project which has been cancelled.
13. For 2018/19, the Inner North West Community Committee received a sum of £23,040 Youth Activity Fund (YAF) monies. Taking into account project underspends and roll forward from 2017/18, the total fund available for new YAF projects in 2018/19 was **£28,845**. This funding has so far been committed to 7 projects for 2018/19, this leaves **£556** available for YAF allocation following an under spend of **£337** from INW.16.11.YF Cardigan centre – Weetwood Youth Group.
14. As agreed at the last meeting on 21st June, the shortfall of available funding for YAF was agreed to be taken from additional allocation of the wellbeing budget for 2018/19.

15. Wellbeing budget statement 2018/19

The latest Wellbeing budget statement for 2018/19 is included at **Appendix 1** to this report. There is **£1,586** remaining to allocate this financial year.

16. There is 1 wellbeing project for consideration at the meeting today, see below:

Project name	Organisation/Department	Amount requested	Project detail
Health and Wellbeing Project	Ireland Wood Residents Group	£2,200	Non-contact boxing based exercise class to be held on Wednesday nights – delivered by Unorthobox (Registered Public Interest Company providing exercises classes). Class will take place at St Paul's Church, Ireland Wood. Immediately after the class: Free healthy food, provided for by the Real Junk Food Project and cooked by the Keepers Café (Lighthouse School) to be served at Keepers Café after the exercises class.

17. If members wish to approve, due to insufficient large grant wellbeing monies, it is recommended that small grants monies are utilized for future applications in the financial year of 2018/19.
18. Appendix 1 sets out the current budget position for Wellbeing projects showing the amount approved by the Community Committee and the value of funds spent to date. The Wellbeing budget statement also outlines the current budget position of those projects funded in previous years which still have funding left to spend.

19. Wellbeing Budget – Small Grants & Skip

There have been 0 small grants approved since the last committee meeting and 1 skip. These are listed in **Table 1** below. There is currently **£3,696** available for allocation for small grants and skip hire in the 2018/19 budget. The Community Committee is asked to note the current position of the budget and those grants and skips that have recently been approved.

20. Table 1: Small grants and skips – Projects funded to date from last committee

Project Name	Organisation /Department	Amount Requested	Amount Approved
Lovell park view skip – Community clean up	Councillor Javaid Akthar	£190	£190

21. Youth Activity Fund

This fund is to commission sports and cultural activity for young people aged 8 -17.

Table 2 below lists those projects currently agreed from the Youth Activity Fund.

22. Table 2: Youth Activity Fund – Projects funded to date for 2018/19.

Project Name	Organisation /Department	Amount Requested	Amount Approved
DJ school UK/ Breaking through Leeds	East Urban Arts Week 2018	£5,061	£5,061
Mini Breeze	Breeze	£7,200	£7,200
Activity Programme 2018/19	West Leeds Activity Centre	£5,500	£5,500
Youth Group at the Welcome Inn	Leeds Youth Service	£2,339	£2,339
Wednesday Night Youth Group at the Welcome Inn	Cardigan Centre	£7,952	£7,952
Rosebank Rangers	Hyde Park Source	£4,560	£4,560

23. 2018/19 Wellbeing Capital Projects

The current budget for capital projects is **£43,692** available for allocation. This includes a **£10,000** return to the pot for the Lovell Park Flats project which has been cancelled. A full update regarding those capital projects currently ongoing is available at Appendix 1. There have been no additional projects approved since the last meeting.

24. There are 2 capital projects for consideration at the meeting today, see below:

Project name	Organisation/Department	Amount requested	Project detail
Access Improvements to Burley Willows	Parks and Countryside	£11,000	The funding for this scheme will be used to secure land off Willow Road, formerly known as Burley Willows. The site includes sheltered housing accommodation and grassed open spaces which include thoroughfares, areas residents use to relax, enjoy for exercise and recreation.
Leeds Little Free Libraries	Leeds little Free Libraries	£1,000	The ultimate aim of the little free libraries is to make links between the people who live in a neighbourhood. The arrival of a little library in the community creates real excitement, developing curiosity and bringing people together.

Community Infrastructure Levy (CIL)

25. As previously reported the Inner North West receives an allocation of CIL funding. 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 Inner North West committee agreed at a workshop on 7 November 2017 to allocate the CIL Neighbourhood Fund in the INW area. Members agreed that funds raised through CIL are allocated in line with the current Wellbeing process; with the money to be pooled to be allocated across all three wards. The current available balance of CIL is **£21,098**.

Inner North West Wellbeing fund priorities

1. Increase community activity and local residents' involvement in decision making
2. Work with our partners to improve services in our local neighbourhoods
3. Support activities that make people and places feel safer
4. Enhance the quality of our parks and public spaces
5. Develop and make better use of community assets
6. Support children and young people to be engaged, active and inspired
7. Promote healthy lifestyles and tackle health inequalities
8. Provide opportunities for people to get jobs, volunteer or learn new skills
9. Improve access and engagement in sport and cultural activities

The Communities Team will consult with Members before and during the process, bringing everyone together for a workshop to review all applications.

Members are asked to approve the above process.

Corporate considerations

27. **Consultation and Engagement**

The 2018/19 Wellbeing application round was advertised to all Community Committee contacts. The Youth Activity Fund application rounds are promoted through the Breeze Culture Network and local providers, with consultation from children and young people also being taken into account.

28. **Equality and Diversity / Cohesion and Integration**

All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration.

29. **Council policies and City Priorities**

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
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

30. **Resources and value for money**

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

31. **Legal Implications, Access to Information and Call In**

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

32. **Risk Management**

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

33. **Conclusion**

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

34. **Recommendations**

The Inner North West Committee is asked to:

- Note the current budget position for the Wellbeing Fund for 2018/19 (**Appendix 1**)
- Note the current position of the Small Grants and Skips pots (**Table 1**)
- Note the current position of the Youth Activity Fund and those projects supported to date (**Table 2**)
- Note the current position of the Wellbeing Capital fund including CIL

- Consider applications listed in report and agree relevant adjustments to the budget where appropriate

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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 the Inner North West Community Committee, details of the carry forward from 2017-18 and any existing commitments.

2018/19 INW Revenue Budget	Inner North West Community Committee
Balance Brought Forward from 2017-18	£ 21,268.73
INW Revenue Allocation for 2018-19	£ 102,264.96
Total	£ 123,533.69
Schemes Approved from 2017-18 budget to be paid in 2018-19	£ 14,210.33
Projects approved in 18-19	£ 107,737.26
Total Commitments	£ 121,947.59
Remaining to Allocate (Wellbeing)	£ 1,586.10
Remaining to Allocate (Youth Activities)	£ 556.26

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 reference	Project Name	Lead Organisation	Approved	Actual	Remaining
INW/18/01/LG	Active Seniors Group	The Cardigan Centre	£ 5,800.00	£ 2,466.42	£ 3,333.58
INW/18/02/LG	Stepping Into Employable	Right Choices Project	£ 7,298.00	£ 6,559.17	£ 738.83
INW/18/03/LG	Behno Wellbeing Group	Behno	£ 6,000.00	£ 3,000.00	£ 3,000.00
INW/18/04/LG	Leave Leeds Tidy	Leeds University Union	£ 6,678.61	£ 6,678.61	£ 0.00
INW/18/05/LG	Empowering women, embroidery	Vandan Group	£ 1,670.00	£ 660.00	£ 1,010.00
INW/18/06/LG	Hyde Park Unity Day	Hyde Park Unity Day	£ 5,000.00	£ 5,000.00	£ -
INW/18/07/LG	Eatwell Café Little London	Community Action Little London & Servia's	£ 7,736.00	£ 2,122.80	£ 5,613.20
INW/18/08/LG	Little London Community Fun Day	Leeds City Council – Housing Leeds	£ 2,000.00	£ -	£ 2,000.00
INW/18/09/LG	Inter-Generational Mutuality Project	Caring Together in Woodhouse and Little London	£ 7,308.00	£ 3,406.10	£ 3,901.90
INW/18/10/LG	Aireborough Supported Activities Scheme – Holiday Play Schemes	Aireborough Supported Activities Scheme	£ 1,884.00	£ -	£ 1,884.00
INW/18/11/LG	Additional Enforcement Staff for Woodhouse Moor	Leeds City Council Safer Leeds	£ 10,000.00	£ -	£ 10,000.00
INW/18/12/LG	Youth Support Worker	The Cardigan Centre	£ 7,188.00	£ 1,831.38	£ 5,356.62
INW/18/13/LG	Out of Hours Noise Nuisance	Leeds Anti-Social Behaviour Team	£ 6,000.00	£ -	£ 6,000.00
INW/18/14/LG	Small Grants & Skips Pot 2018	LCC Communities Team	£ 6,409.35	£ 2,522.38	£ 3,886.97
INW/18/15/LG	Communications Budget Pot 2017/18	LCC Communities Team	£ 1,451.80	£ 66.80	£ 1,385.00
INW/18/16/LG	Headingley LitFest 2018	Headingley LitFest	£ 2,100.00	£ -	£ 2,100.00
INW/18/17/LG	INW Festive Lights 2018	Leeds Lights – Leeds City Council	£ 12,996.00	£ -	£ 12,996.00
INW/18/18/LG	Money Buddies - Headingley Hub	Burmantofts Community Projects	£ 2,475.50	£ -	£ 2,475.50
INW/18/19/LG	Carnival Mash Up Returns	Geraldine Connor Foundation	£ 6,590.00	£ -	£ 6,590.00
INW/18/20/LG	Leeds LGBT & Sport Fringe Festival	LGBT & Sport Fringe Festival	£ 1,152.00	£ -	£ 1,152.00
Totals:			£ 107,737.26	£ 34,313.66	£ 73,423.60

1.3 Revenue Projects Live from Previous Years

The table below provides a revenue project statement of grants funded in previous years.

Project reference	Project Name	Lead Organisation	Approved	Paid	Remaining
INW/17/13/LG	Community Volunteering Project	Caring Together in Woodhouse and Little London	£ 1,338.33	£ 1,338.33	£ -
INW/17/01/LG	Small Grants & Skips 2017	Communities Team WNW	£ 1,400.00	£ 916.00	£ 484.00
INW/17/19/LG	Emotional and Wellbeing support – targeted intervention work	The Cardigan Centre	£ 5,432.00	£ 5,432.00	£ -
INW/17/20/LG	Paediatric First Aid for Parents and Carers	Ireland Wood Children's Centre	£ 680.00	£ -	£ 680.00
INW/17/21/LG	Conversation course	Bahar Women's Group	£ 5,360.00	£ -	£ 5,360.00
Totals:			£ 14,210.33	£ 7,686.33	£ 6,524.00

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 reference	Project Name	Lead Organisation	Approved	Paid	Remaining
INW/16/11/YF	Cardigan Centre (Weetwood Pot)	Cardigan Centre	£ 5,163.00	£ 5,163.00	£ -
INW/16/12/YF	Meanwood Friday Night Club & Activity Weeks	Meanwood Junior Playscheme	£ 1,683.11	£ 1,683.11	£ -
INW/17/06/YF	Weetwood Youth Project @ Welcome In Community Centre	Leeds Youth Service	£ -	£ -	£ -
			£ 6,846.11	£ 6,846.11	£ -

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 reference	Project Name	Lead Organisation	Approved	Paid	Remaining
INW/18/01/YF	Easter Urban Arts Week 2018	DJ School UK / Breaking Through Leeds	£ 5,061.68	£ 5,061.68	£ -
INW/18/02/YF	Mini Breeze	Breeze	£ 7,200.00	£ -	£ 7,200.00
INW/18/04/YF	INW Activity programme 18/19	West Leeds Activity Centre (WLAC)	£ 5,500.00	£ -	£ 5,500.00
INW/18/05/YF	Youth Group at Welcome Inn	Leeds Youth Service	£ 2,339.00	£ -	£ 2,339.00
INW/18/06/YF	Wednesday Night Youth Group at Welcome Inn	The Cardigan Centre	£ 7,952.00	£ 2,003.30	£ 5,948.70
INW/18/07/YF	Hyde Park Source	Rosebank Rangers	£ 4,560.00	£ -	£ 4,560.00
			£ 32,612.68	£ 7,064.98	£ 25,547.70

Inner North West Youth Activity Funding 2018-19		
YAF Balance brought forward	£	11,170.01
YAF Allocation for Year 2018-19	£	28,845.04
YAF Total Allocation (inc b/f)	£	40,015.05
YAF Earmarked 17-18	£	6,846.11
Current YAF Figures		
Budget for Year:	£	33,168.94
Total Approved 18-19	£	32,612.68
Available Left to Allocate:	£	556.26

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 reference	Project Name	Lead Organisation	Wards Benefiting	Approved	Paid
INW/18/01/CA	Left Bank Leeds Community Garden	Left Bank Leeds owned by Antioch Trust		£ 5,000.00	0
INW/18/02/CA	Purchase of new tables and chairs - COMMUNITY ROOM	Better Leeds Communities		£ 1,305.00	0
INW/18/03/C	Lovell Park Flats	Housing Leeds		£ -	0
INW/18/03/C	Rainbow Revamp	Rainbow Junktion		£ 700.00	0
INW/18/04/CA	Refurbishment of Welcome In Activity Room	OPAL		£ 10,000.00	0
INW/18/05/CA	Hollin Drive Replacement Rear Fence	Kirkstall Neighbourhood Housing Office		£ 6,407.68	0
				£ 7,005.00	£ -

Amount for spend in 2018/19 £ 43,692.32

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 reference	Project Name	Lead Organisation	Approved	Paid	Remaining
INW/18/01/SG	PHAB Youth Group	Prince Philip Centre PHAB Club	£ 314.00	£ 314.00	£ -
INW/18/02/SG	Money Buddies	Burmantofts Community Project	£ 223.38	£ 223.38	£ -
INW/18/03/SG	Irish Arts & Cultural Activities in Headingley	Irish Arts Foundation	£ 500.00	£ 500.00	£ -
INW/18/04/SG	St Mark's Woodhouse Grounds Consultation	Gateway Church	£ 420.00	£ 420.00	£ -
INW/18/05/SG	Ireland Wood Residents Association Fun Day	Ireland Wood Residents Association	£ 500.00	£ -	£ 500.00
			£ 1,957.38	£ 1,957.38	£ 500.00

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.

Project reference	Group Name	Full Address of skip	Approved	Actual	Remaining
INW/18/01/SK	Hollin Lane Allotments	Hollin Lane Allotments, Hollin Drive, LS16 5NE	145	£ 145.00	£ -
INW/18/02/SK	Hyde Park Unity Day	Hyde Park (Woodhouse Moor)	420	£ 420.00	£ -
INW/18/03/SK	Weetwood members	95 Silk Mill Drive, Leeds, LS16 6PX	0	£ -	£ -
INW/18/04/SK	Cllr Javaid Akhtar	Lovell Park View, LS7 1DA-opposite no 15 on green	190	£ -	£ -
			£ 755.00	£ 565.00	£ -

Year	Ward	Have Neighbourhood Plan (25%)	Do not have Neighbourhood Plan (15%)
2015/16	Headingley		9027.08
	Total		9027.08
2016/17	Headingley		1519.01
	Total		1519.01
2017/18	Headingley		3484.24
	Hyde Park and Woodhouse		6797.89
	Total		10282.13
2018/19	Headingley		270
	Total		270
	Total		21098.22

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Community Infrastructure Levy:

A Guide for Parish and Town Councils and Community Committees





What is the Community Infrastructure Levy (CIL)?

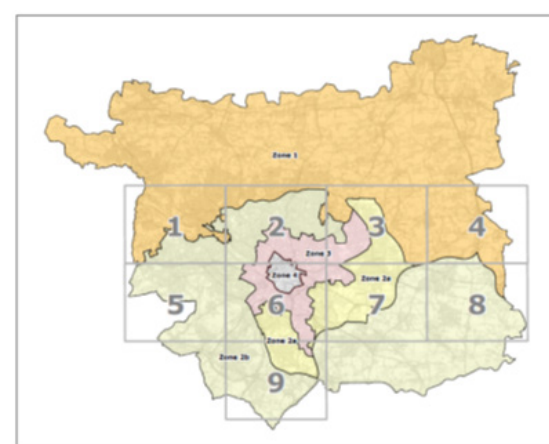
The Community Infrastructure Levy is a planning charge, introduced by the Government through the Planning Act 2008, to provide a fair and transparent means for ensuring that development contributes to the cost of the infrastructure that it will rely upon, such as schools and roads. The levy applies to 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.
- ✓ 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.

#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

#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: The Inner North West Community Committee – Headingley and Hyde Park, Little London and Woodhouse, Weetwood

Report author: Jenna Robinson - 0113 378 5475

Date: 6th December 2018

To note

Area Update Report Q3

1. Purpose of report

- 1.1 This report provides members with a summary of recent sub group and forum business as well as a general update on other project activity.
- 1.2 Members are asked to note the discussions of the Inner North West Community Committee sub groups and any key messages.
- 1.3 Members are asked to note the key public health messages for the area.
- 1.4 Members are asked to note the area update newsletter (Appendix 1)
- 1.5 To appoint a member to the Swarthmore Centre for the remainder of the 2018/19 municipal year

2. Background information

- 2.1 An area update report is submitted at every cycle of community committee meetings, unless there is no additional business to report from sub groups or any other project activity to report. Partner organisations and council services may also contribute information to the area update report.

3. Main issues

OUTSIDE BODY APPOINTMENT – SWARTHMORE CENTRE

A vacancy has arisen for the appointment of a Community Committee Member to the Swarthmore Centre. Members are asked to make a nomination to fill this vacancy for the remainder of the 2018/19 Municipal Year.

Environment

See Appendix 2 for Christmas Collection Bin Days

4. Key Public Health messages for Inner North West

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

5. 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

6. Leeds Joint 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

7. Community Hub Updates

Headingley Community Hub: Post Office work went into full effect and full installation agreed and is due to open to the public on 15th November. CSE external assessment went really well and had positive feedback from all involved. Cards for Good Causes set up and running on site, after a year off due to refurb. Last year at Headingley we generated around £550 for LCC.

8. Area update newsletter (See appendix 2)

- 5.1 Through discussions at area chair's forum, it has been agreed that update newsletters be produced for each of the community committees as a means of communicating business to the public. Attached at **Appendix 2** is the latest INW area update newsletter, attached for Member's information.

9. Corporate considerations

6.1 Consultation and engagement

- 6.1.1 Elected members have been consulted on the content of this report.

6.2 Equality and diversity / cohesion and integration

- 6.2.1 There are no equality and diversity issues in relation to this report.

6.3 Resources and value for money

- 6.3.1 There are no resource implications as a result of this report.

6.4 Legal implications, access to information and call in

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

10. Risk management

7.1 There are no risk management issues relating to this report.

11. Conclusion

8.1 This report provides members with an update on recent sub group business and other project work undertaken by the Communities Team.

9 Recommendations

9.1 This report provides members with a summary of recent sub group and forum business as well as a general update on other project activity.

Members are asked to:

Members are asked to note the discussions of the Inner North West Community Committee sub groups and any key messages.

- Members are asked to note the area update newsletter (Appendix 1)
- Members are asked to note the discussions of the Inner North West Community Committee sub groups and any key messages including Appendix 2.
- Members are asked to note the key public health messages for the area.
- To appoint a member to the Swarthmore Centre for the remainder of 2018/19 Municipal year



Summer 2018

**Community
Committee**

**Headingley
Hyde Park and
Woodhouse
Weetwood**



Inner North West Community Committee



Autumn/ Winter Projects

With the colder nights drawing in, the community committee fund various projects to support the community across the Autumn/Winter period.

Caring together at Woodhouse Community Centre continue to work with older residents and student volunteers by providing a befriending service to prevent social isolation. They also deliver exercise classes, craft groups and walking groups to keep you active and social!

Meanwhile, Headingley Lit fest carries on with their inspiring work in local primary schools bringing writers/poets and performers in to support young people and children to write and perform their own work.



To find out more, go to our Facebook page
@Inner North West Community Committee.



Eatwell Café

Come along and sample some of the freshly cooked hot meals available through CALLS at Little London



Community centre every Wednesday. Affordable and nutritious and a great opportunity to meet new people in a safe space and try different cuisines from all different cultures. You can even try your hand at cooking by attending the Cook & Eat and Cooking on a budget sessions.



Date and time of Festive light switch on events

Tuesday 20th November— 6pm—Headingley and Hyde park—St Michaels Church

Thursday 15th November—6.30pm—Weetwood—Green Road



To find out more, go to our Facebook page @Inner North West Community Committee.

Your Community Committee

Inner North West Community Committee

Headingley and Hyde park ward



Councillor
Johnathan
Pryor



Councillor
Neil
Walshaw



Councillor
Al
Garthwaite

Little London and Woodhouse



Councillor
Javaid
Akthar



Councillor
Kayleigh
Brookes



Councillor
Gerry
Harper

Weetwood ward



Councillor
Christine
Knight



Councillor
James
Gibson



Councillor
Johnathan
Bentley

Leeds has 10 community committees, which meet at least 4 times a year. They are open to the public and provide a forum for residents to raise key issues of concern with local Councillors and help influence decisions about their area. In the past year, Inner North West Community Committee

The meetings are open to all and you'll be most welcome.

 [Facebook.com/
LCCInnerNW](https://www.facebook.com/LCCInnerNW)

 west.north.west@leeds.gov.uk

 [@_YourCommunity](https://twitter.com/_YourCommunity)

 **0113 3367856**

To find out more, go to our Facebook page [@Inner North West Community Committee.](https://www.facebook.com/LCCInnerNW)



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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 table of collection dates, a circular icon for the Leeds Bins app, and illustrations 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

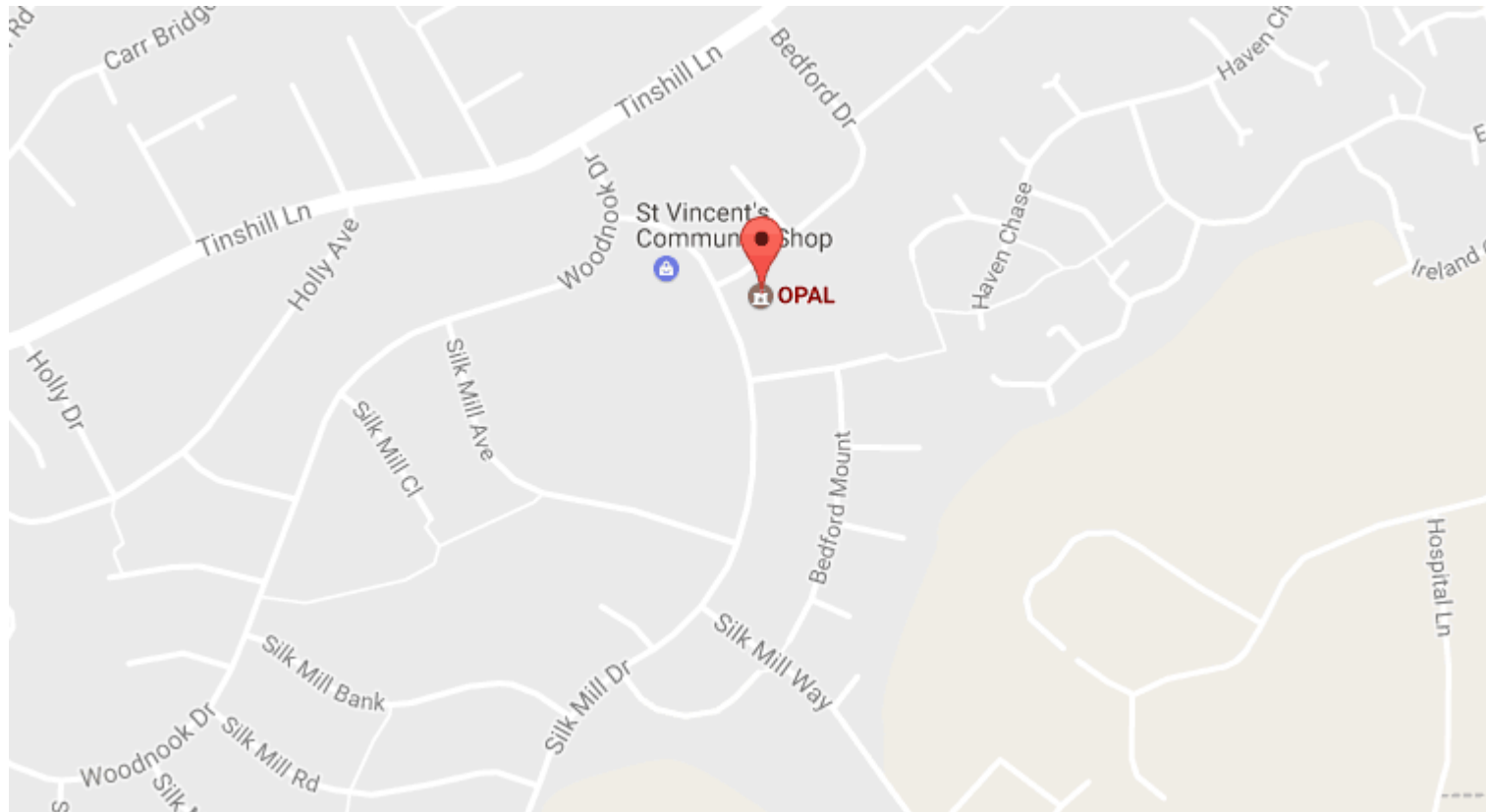
- Bin collections will continue as normal up until and including Saturday 22 December
- A revised schedule will be in place for the two week period between Christmas Eve – Monday 24 December and Saturday 5 January
- During the revised schedule, bins will be emptied one day earlier or later than normal, 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

Welcome In Community Centre, Tinshill Drive, LS16



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