



# Inner North East Community Committee

Chapel Allerton, Moortown, Roundhay

**Meeting to be held in The Reginald Centre  
Community Hub & Library, 263 Chapeltown Road,  
LS7 3EX**

Monday, 2nd December, 2019 at 6.00 pm

**Councillors:**

J Dowson	- Chapel Allerton;
M Rafique	- Chapel Allerton;
E Taylor	- Chapel Allerton;

R Charlwood	- Moortown;
S Hamilton	- Moortown;
M Shahzad	- Moortown;

J Goddard	- Roundhay;	-
E Tunnicliffe	- Roundhay;	-
A Wenham	- Roundhay;	-





**Agenda compiled by:** Natasha Prosser 0113 3788021  
Governance Services Unit, Civic Hall, Leeds LS1 1UR  
**Head of Stronger Communities:** Elizabeth Jarmin

*Images on cover from left to right:  
Chapel Allerton - Chapeltown Big C; Chapel Allerton tree  
Moortown - Moortown Corner Shops; Gledhow Valley Woods  
Roundhay – Oakwood Clock; Roundhay Park*

# A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p><b>DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 4:16 and 4:17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the 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.</p>	
7			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the previous meeting held on 2<sup>nd</sup> September 2019.</p>	1 - 8
8			<p><b>INNER NORTH EAST - UPDATE REPORT</b></p> <p>To receive the report of the Head of Stronger Communities which brings to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.</p> <p>(Report attached)</p>	9 - 26

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p><b>INNER NORTH EAST - FINANCE REPORT</b></p> <p>To consider the report of the Head of Stronger Communities which provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2019/20.</p> <p>(Report attached)</p>	27 - 38
10			<p><b>WASTE MANAGEMENT SERVICES - UPDATE ON THE REFUSE SERVICE REVIEW AND NATIONAL WASTE STRATEGY IMPLICATIONS FOR LEEDS</b></p> <p>To receive the report of the Deputy Chief Officer, Communities and Environment, which provides the Community Committee with an update on the progress with the review of the Refuse Service in Leeds and provides a brief update on the development of a new National Resources and Waste Strategy and how that relates to Leeds.</p> <p>(Report attached)</p>	39 - 56
11			<p><b>COMMUNITY COMMENT</b></p> <p>To receive any feedback or comments from members of the public on the reports presented to this Community Committee meeting.</p> <p>A time limit for this session has been set at <b>10 minutes.</b></p> <p>Due to the number and nature of queries it will not be possible to provide responses immediately at the meeting. However, members of the public shall receive a formal response within 14 working days.</p>	
12			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note the date and time of the next formal meeting as 2<sup>nd</sup> March 2020, at 6pm.</p> <p><b>MAP OF VENUE</b></p>	57 - 58

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p><b><u>Third Party Recording</u></b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>	

## INNER NORTH EAST COMMUNITY COMMITTEE

MONDAY, 2ND SEPTEMBER, 2019

**PRESENT:** Councillor M Shahzad in the Chair

Councillors R Charlwood, J Dowson,  
J Goddard, S Hamilton, M Rafique and  
A Wenham

**Approximately 6 representatives of the local community attended the meeting.**

**18 Appeals Against Refusal of Inspection of Documents**

There were no appeals against refusal.

**19 Exempt Information - Possible Exclusion of the Press and Public**

There was no exempt information.

**20 Late Items**

The Committee were in receipt of the Get Set Leeds Report, which was considered as a late item of business. The report was unavailable at the time of publication due to scheduled clearance at the Community Committee Chair's Forum taking place after the meeting of the Inner North East Community Committee for this cycle.

**21 Declarations of Disclosable Pecuniary Interests**

There were no declarations of disclosable pecuniary interests.

**22 Apologies for Absence**

Apologies for absence were received from Councillors E Taylor and Tunnicliffe.

**23 Open Forum**

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.

No matters were raised on this occasion.

**24 Minutes of the previous meeting**

**RESOLVED** – That the minutes of the previous meeting held on 1<sup>st</sup> July 2019, be agreed as an accurate record.

Draft minutes to be approved at the meeting  
to be held on Monday, 2nd December, 2019

## 25 Matters Arising

Minute 10 Community Committee Appointments 2019 20 – since the previous meeting, the Committee had agreed to appoint Councillor. J Dowson as Deputy Chair for the duration of 2019/20 municipal year, in support of Councillor. M Shahzad.

## 26 Inner North East Community Committee - Climate Emergency and Air Quality

The Chief Officer, Sustainable Energy and Air Quality, submitted a report that provided an update on the Climate Emergency and on-going work on air quality. The report provides information on both the climate emergency and air quality agenda.

Officers in attendance at the meeting:

- George Munson, Senior Project Manager
- Chad Newton, Senior Communication and Marketing Officer
- Daniel Larkin, Graduate Local Government Officer

George Munson, presented the report to the Committee and provided a presentation, which focused on the following aspects:

- Outline of the climate emergency, biodiversity and air quality challenges;
- Key actions for individuals;
- Overview of the climate conversation;
- Feedback on response rate from the area;
- Direct engagement undertaken / planned with the area;
- Local involvement in anti-idling campaign;
- Community car free day roll out

Throughout the presentation, George highlighted the following points:

- The Big Leeds Climate Conversation will help develop a citywide plan to work towards becoming a carbon-neutral city by 2030 following the council's climate emergency declaration earlier this year
- Engagement has taken place with residents, Trade Unions, public sector organisations, businesses and third sector
- Introduction of The Clean Air Charging Zone (CAZ)
- Raising awareness of engine idling with signs, leaflets, active engagement and a series of poster competitions in schools
- Following the Clean Air Day, a series of eleven community-led free car days have been planned
- Improving public transport as part of Connecting Leeds and long-term Leeds City Region Connectivity transport strategies – both developed in partnership with the West Yorkshire Combined Authority
- An electric bike and van scheme for businesses and continual communications work to promote behaviour change



- There has been 29 events for the Climate Conversation, and of that, 1913 surveys have been filled out, with an addition of 540 shortened versions
- Approximately 7.1 million tonnes of food is thrown away and of that, 70% is fit for consumption
- 23 million has been secured of government funding to support packages for affected businesses
- In the Inner North East Area, 4 schools are taking part in the air quality schools programme:
  - Gledhow Primary;
  - Moor Allerton Hall;
  - St John's; and
  - Carr Manor Primary

Members and residents were opened up to a discussion to provide information in relation to the best route on how to engage with the community, the barriers to change in the locality and suggestions of areas for tree planting and improving biodiversity.

Members of the Committee and residents, discussed the following points:

- The definition of 'good' quality air and the method in how air is calculated
- The need to take pets and children into consideration when looking at factors in how we make a difference
- The identified issue with front gardens being paved over, resulting in a loss of greenspace. In addition, a concern was raised with the provision of space for electric vehicle charging, and a worry that further paving would be an issue. George added a planning group has been set up, to look at how planning powers are enforced
- The need to increase grass verges with wild flowers. George confirmed a paper is going to the relevant Scrutiny Board for Parks and Countryside to look at those specific issues. A member added Meanwood Park is undergoing being re-wilding and suggested that Roundhay Golf Course be looked at, as an option for a nature reserve subject to resources.
- The need to ensure the types of trees are looked at when planted near a pavement, to take into consideration wheelchairs and pushchairs
- Councillor Charlwood requested that figures for monitoring stations in the Inner North East Area be provided outside of the meeting
- Hydrogen gas infrastructure. George confirmed that Leeds Council are supporting Northern Gas with trials to demonstrate and ensure the safety of hydrogen before this provision is looked at
- To ensure the Council work with residents on areas for tree planting, and volunteers
- The need to use social media as a means of getting the message out and going to events in the locality. George added the twitter account had been re-branded to reflect clean air and that a social media campaign has been scheduled
- More work to be carried out in relation to idling.

The Chair thanked George Munson, and those officers in attendance. The Committee requested that those officer attend a future Community Committee meeting to report back on further updates arising from the 'conversation', and from the Executive Board meeting scheduled to take place in December 2019.

**RESOLVED-**

- a) To note the contents of the report, and information provided during the meeting;
- b) To note the intention to receive a further update at a future Community Committee meeting date

**27 Get Set Leeds - Making Leeds a More Active City**

The Director of Public Health, Chief Officer Consultant in Public Health and the Head of Active Leeds, submitted a report that provided information on the progress made in relation to "Making Leeds a More Active City".

Those in attendance:

- Judith Fox – Public Health
- Gill Keddie – Active Leeds

Appended to the report included the Big Leeds Chat Key Themes at Appendix 1 and Survey responses from GetSetLeeds.co.uk at Appendix 2.

Members were provided with a short presentation, covering the following key aspect points:

- Inclusive Growth Strategy;
- Health benefits of physical activity;
- Statistics for Inner North East in regard to diabetes and mental health;
- Intention of introducing social prescribing for physical activity;
- Liaising with residents, organisations and schools;
- At the end of January 2020, there will be enough feedback in order to share the themes around the action plan going forward;
- Being able to change the perspective of communities and encouraging physical activity into everyday life;
- Health conditions and ensuring the infrastructure in the city caters for those;
- The introduction of an app to ensure data is open and that residents will be able to easily search the availability of activities near them.

Members viewed a short video (Join in the Conversation - Get Set Leeds). Members were informed that the video had been used as a conversation starter at community groups, and as a way of breaking down the persona of 'physical activity'. The video included local residents, building physical activity into their everyday life.

In response to comments and questions from Members, the following was discussed:

- Deprivation had been identified as a main factor for people being inactive in the city. A Member suggested that evidence through surveys are collected from foodbanks
- Engagement with diverse groups. The Head of Stronger Communities offered to provide details of contact groups, and that these would be sent in due course to officers in attendance.
- Ensuring that physical activity is linked in the workplace. Officers confirmed organisations such as John Lewis, Arla UK and ASDA had already implemented health and wellbeing policies into the workplace, and that further work around this was on-going.
- A Member referred to the Active Leeds app, and suggested that additional information is added to ensure residents are aware of what is going on in their communities, and to provide information residents are able to monitor.

*Councillor R Charlwood and M Rafique vacated at 19:55, during discussion of this item.*

**RESOLVED-** To note the contents of the report and discussions during the meeting

## **28 Inner North East Community Committee - Forward Plan 2019/20**

The Head of Stronger Communities submitted a report that introduced the Inner East Community Committee Forward Plan for 2019/20. The report detailed the Community Committee meeting dates and sets out the workshop themes, as well as an update on engagement with local communities.

The localities officer presented the report and updated Members on the addition of themes into the schedule, and provided a brief overview of the work programme over the next 2019/20 municipal year.

Members noted a funding fair was due to take place on 22<sup>nd</sup> October 2019. Members suggested that this go ahead with the involvement with community foundation, heritage lottery and community groups.

**RESOLVED** – That the Forward Plan 2019/20 be noted.

## **29 Inner North East Community Committee - Update Report**

The Head of Stronger Communities submitted a report which provided a summary of the work programme of the Inner North East Community Committee including the Committee's sub groups and events held in the locality since the last meeting.

The Facebook activity (Appendix 1) and the Inner North East Newsletter (Appendix 2), was appended to the report.

Preet Kundhi, Localities Officer, introduced the report and highlighted the following:

- The Inner North East Community Committee Youth Summit was held at the Banqueting Suite in the Civic Hall on Wednesday 29<sup>th</sup> January 2019 – 92 pupils attended. The next Youth Summit will be taking place 6<sup>th</sup> November 2020;
- The first Environment Sub Group took place on 9<sup>th</sup> July 2019, and another is scheduled for October 2019;
- Chapel Allerton target ward work – Community Clean Ups and Environment Action Days;
- The intensive partnership work around the use of the Black and Minority Ethnic (BAME);
- The 1<sup>st</sup> year anniversary for the Green Gym Project was celebrated on 7<sup>th</sup> August 2019;
- The BAME Health and Wellbeing Hub has a proposal to build a conservatory;
- The work undertaken in the various Community Hubs;
- Public Health Update.

**RESOLVED-** To note the contents of the report.

### **30 Inner North East Community Committee - Finance Report**

The report of the Head of Stronger Communities provided the Committee with an update on the budget for the Wellbeing Fund, Youth Activity Fund, Capital Budget and the Community Infrastructure Levy Budget for 2019/20,

Members' attention was brought to the following:

- Wellbeing Revenue Funds for 2019/20
- Youth Activity Funds position
- Capital Budget position
- Declined projects

A Member queried the amount in the Capital Budget and requested that a revised figure is provided at the finance sub-group.

**RESOLVED-**

- a) To note details of the Wellbeing budget position (Table 1)
- b) To note details of the Youth Activities Fund (Table 2)
- c) To note details of the Community Skips Budget
- d) To note details of the Community Infrastructure Levy Budget
- e) To request a revised figure of the Capital Budget and that this would be provided to Members' of the finance sub-group at their upcoming meeting

### **31 Community Comment**

The Chair noted the opportunity for members of the public to give feedback and/or queries on the reports presented during the formal part of the Community Committee meeting, the intention being that the written response would be provided within 14 days.

No matters were raised on this occasion.

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

**RESOLVED** – To note the date and time of the next meeting as 2<sup>nd</sup> December 2019 at 6pm.

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**Report of:** Head of Stronger Communities

**Report to:** Inner North East Community Committee  
(Chapel Allerton, Moortown and Roundhay)

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

**Date:** 2 December 2019

For consideration

## **Inner North East Community Committee – Update Report**

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### **Purpose of report**

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

### **Main issues**

#### **Updates by theme**

##### **Children and Families: Councillor Mohammed Shahzad**

3. The Inner North East Community Committee Youth Summit was held at The Banqueting Suite in the Civic Hall on Wednesday 6 November 2019. The youth summit included a visit to the council chambers and lunch at the Rose Bowl. The event was promoted through clusters and directly to schools. 83 pupils attended in total with representation from 10 different schools (including 3 secondary schools).
4. Pupils attended from all three wards in the Community Committee area. The pupils engaged well with a tour and had the opportunity to ask questions to the Lord Mayor,

and their local councillors. Pupils learnt about how local decisions are made. The young people also took part in an exercise that reflected the funding process that the local councillors go through when deciding what projects to fund.

5. A discussion took place on the climate emergency issue. The young people also took part in a game where they had to guess how much CO2 would be used for a number of individual activities or items.
6. Following the youth summit and the list of activities that the young people want to see funding, a 'funding round' will open on 1 December 2019 until 31 January 2020.

#### **Environment: Councillor Sharon Hamilton - INE Environmental Sub Group**

7. The INE Environmental Sub Group met on 20 November 2019. The meeting was chaired by the INE Environment Champion, Cllr Sharon Hamilton, and attended by Cllr Mohammed Rafique (Chapel Allerton) and representatives from Parks & Countryside and the Cleaner Neighbourhoods Team.
8. The sub group heard a presentation Parks & Countryside in regards to the Leeds Parks & Green Spaces Strategy 2020 – 2030. The service is currently consulting on its vision for the future of Leeds City Council owned and managed public parks and green spaces beyond 2020, and a strategy for how to deliver that vision over the next 10 years. It has been recommended that the service comes to the next Community Committee in March 2020.
9. Cleaner Neighbourhoods Team update the sub group in regards to de-leafing programme and some of the challenges that they have experienced with heavy rainfall and broken machinery. The service at the same time has also been involved with clean ups after festive switch on events. Despite this, the service has given reassurance to ward members that all will be on track by the end of this month. The also informed the ward members of the staffing that will be in place over the two weeks festive break.

#### **Community Safety: Councillor Mohammed Rafique**

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

10. Following on from the service review, the triage process is set to go live in December 2019. All posts have been recruited to and training is being organised and the final scripts agreed. Briefing note will follow for all members to explain the finer workings and how their enquiries will be handled.
11. The community MARAC process has been agreed, the final list of expected attendees is being drawn up and agreed. Invitees will be requested on a case by case basis depending on the requirements of the meeting.



12. The Anti Social Behaviour Strategy and “service offer” has been agreed by the steering group. Out of Hours Noise Service remains under review with the service design team, further updates to follow.

### **Current “Hotspot” Areas**

13. **Meanwood** – Farm Hill area, casework centred around one particular address and family robust enforcement action is planned imminently to close the property down.

14. **Chapel Allerton** – Town Street Walk and surrounding area, issue with street drinking linked to three addresses and also linked to domestic violence, after numerous warnings along with offers of support, three premises closure orders were obtained and the problem has now abated.

15. **Chapelton** – Spencer Place, an AIR BNB property, Earl Cowper House – significant and regular noise nuisance caused by large scale parties involving large number, loud music drugs and alcohol. Again robust enforcement action is imminent to close the property down.

### **Police Update**

#### **Crime and Anti Social Behaviour Overview**

16. **Firework related ASB in and around Potternewton Park.** Neighbourhood Policing Team (NPT) have increased patrols in the area. Preparations have been made for a “test purchasing” operation to be carried out at locations selling fireworks. NPT are checking other locations that may be selling them without a license.

17. **A couple targeting vulnerable people in Potternewton Court area.** NPT have increased patrols in an attempt to identify two people, a male and a female who may be targeting the residents of Potternewton Court, many of which are disabled or elderly. The couple are suspect for at least one crime and are believed to be local.

18. **Anti-social behaviour in Bronte House.** It is believed that local youths are responsible for an increase in anti-social behaviour and possibly criminal damage in the Bronte House block of flats. NPT will be patrolling the area and be on the lookout to identify youths. Some parents of potential suspects have already been spoken to.

19. **Harassment of Spencer Place Health Centre staff.** NPT are aware that some staff that work at the Health Centre on Spencer Place have been victim of verbal abuse about parking on local streets. NPT are attempting to identify suspect/s and patrol around the area to try and ease tensions.

20. **Police presence outside schools to deter bad parking and speeding.** Local school has reported an increase in issues of bad/obstructive parking outside school at drop off/pick up times. NPT have provided high visibility presence and a deterrent and advice to some parents.

21. **Gledhow Valley Road/Lincombe Drive/Brackenwood Drive.** Anti-social behaviour and youths throwing stones at cars and passer-bys. A problem solving occurrence has been created. Suspect/s have been identified and are being dealt with accordingly.
22. **West Avenue** A decrease in reports of speeding cars in the vicinity recently. Patrols will be increased near to Halloween and Bonfire night.
23. Four new PCSO's have started with the North East NPT team.

#### **Partnership working and Problem solving**

24. North East Leeds Crime Prevention Officer attended Rosewood Court, Roundhay, to give a one hour burglary security talk to elderly residents on the 25 September.
25. Complaints from residents with regards to speeding cars on Gledhow Valley Road - speed operation implemented in the area with the speed gun. Two tickets were given out to members of the public and lots of words of advice. If councillors/local residents feel that another speed operation needs to be implemented in another part of Roundhay they should let Roundhay NPT know.
26. Speed surveys carried out with Leeds City Council to fit speed strips on West Avenue. Vehicles so far not travelling as fast as suggested will continue to monitor.
27. Local NPT to attend various businesses in the Roundhay area in conjunction with Leeds City Council Child Sexual Exploitation team to make them aware of the signs of Child Sexual Exploitation and who they can call anonymously to report this particularly around Lidgett Lane shops.
28. PCSOs to deliver firework and bonfire safety talks to local primary schools. Working with Leeds Fire Service to identify individuals involved in using or distributing fireworks. Organising fire safety workshops within school to promote awareness and the dangers.
29. Test purchasing preparations in the Chapel Allerton area with regards to visiting locations selling fireworks and intelligence to suggest locations selling them.
30. Regular patrols of Chapel Allerton Park and Potternewton Park continuing with four young people detained for searches last week. Four community resolutions issued and all parents visited. NPT are continuing to monitor calls and prioritise the areas for patrols. ASB warning letters have been served.

#### **Local Meetings and Events:**

31. **12 October** - Crime prevention roadshow was held at Aldi at Chapel Allerton. PCSO's available to discuss security matters, concerns for the area.
32. **24 October** - Community contact point at the Reginald Centre. The Crime Prevention Officer gave advice regarding security matters and target hardening.

33. **2 November** - Darker nights/crime prevention roadshow with police exhibition van to be held at Tesco's at Oakwood.

34. **5 November** - Chapel Allerton PACT meeting at Chapel Allerton Methodist Centre.

35. PCSO's to attend at schools in the Roundhay area to discuss firework safety in the up and coming weeks.

### **Emerging Concerns**

36. Current rise in fireworks calls due to time of year in particular Potternewton Park.

37. Positive action taken with regards to suspects causing ASB at Lincombe Drive, extra burglary patrols conducted by PCSOs speed checks and tickets issued around various locations in Roundhay.

### **Social Media/Community Alert**

38. Increase in theft of and from Mercedes sprinter and ford transit panel vans - social media in relation to this and also mention of different ways to provide extra security to van.

39. Mention of Chapel Allerton contact point on social media and community alert.

40. Post encouraging users to join Community Alert. Currently, there are 120 residents in the Chapel Allerton area who are already receiving daily updates.

41. Contacting 999 by text message in relation to deaf awareness week.

42. Security matters - tips on protecting yourself more on the internet

43. Crime prevention newsletter for the autumn period.

44. Halloween poster "no trick or treaters" email address given so that attachment can be sent should residents want poster for family members and friends.

45. No flour and eggs poster for shops relating the sale of these items to youths.

46. Bonfire safety posters - encouraging youths not to use fireworks.

47. Police and crime commissioner funding released for local community groups and how to apply.

### **Local Priorities**

48. Increase of burglaries in the area- PCSO's carrying out hotspot patrols. Providing reassurance and crime prevention advice to victims of burglary.

49. ASB on Gledhow Valley Road and Lincombe Drive - passing attention to be paid in the area. Suspect/s now identified.

50. Halloween and Bonfire patrols in the Roundhay area.

51. Darker nights patrols in the area targeting areas of increased burglaries. High visibility patrols in the area.

52. High holy days reassurance patrols for the Jewish New Year. In particular around Street Lane and Roman Avenue.

53. Speed operations to continue in various areas in Roundhay in relation to speeding.

## Employment, Skills & Welfare: Councillor Jacob Goddard

### Benefits Claimants Data

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

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

	<b>JSA Claimants Mar 2019</b>	<b>ESA Claimants Aug 2018</b>	<b>UC Claimants (Not in Employment) Mar 2019</b>
<b>East North East</b>	<b>1,910</b>	<b>9,210</b>	<b>3,380</b>
<b>Inner North East</b>	<b>490</b>	<b>2,490</b>	<b>730</b>
Chapel Allerton	285	1,220	404
Moortown	90	610	143
Roundhay	115	660	183

### Accessing Services

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

	<b>Accessing Services Apr – Sep 2019</b>	<b>Into Jobs Apr – Sep 2019</b>	<b>Improved Skills Apr – Sep 2019</b>
<b>East North East</b>	<b>4,135</b>	<b>1,177</b>	<b>2,058</b>
<b>Inner North East</b>	<b>1,143</b>	<b>232</b>	<b>568</b>
Chapel Allerton	574	115	246
Moortown	248	41	146
Roundhay	321	76	176

### Employment Hub

57. The Employment Hub is a new ESIF funded three year programme that will provide tailored and comprehensive support into employment or education to all unemployed Leeds residents. A team of over 20 Employment Advisors will deliver the programme

providing one to one support for eligible residents. A total of 89 people from the Community Committee area are being supported by this programme, 12 people from the Community Committee area were supported into work. For further information please visit: <https://leedsemploymenthub.co.uk>

### **Adult Learning**

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

### **Young Person's IAG Charter**

59. Leeds Careers Charter aims to raise the bar on careers education, information, advice and guidance (CEIAG) for all young people in the city and bridge the gap between education and employment to support sustained positive outcomes. Supported by businesses, schools and colleges, the Charter sets out 8 commitments of practical support, which will be offered to inspire young people. This will help them make informed choices and plan their future careers. The recently launched Start in Leeds supports the delivery of the Charter. This online and interactive careers guidance platform provides young people and families with up to-date information about local study and career options and opportunities. The platform also allows young people to build their own digital profile and CV and to search and apply for post-16 full-time education and apprenticeship opportunities. For further information please visit [Leeds Careers Charter or www.startinleeds.com](http://Leeds Careers Charter or www.startinleeds.com)

### **Leeds Apprenticeship Seminars**

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

### **Recovery College**

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

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

63. The college has a steering group and an operational group to help shape, deliver and monitor the development of the offer and the Service is represented at both these to ensure that:

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

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

### Community Engagement: Social Media and Newsletter

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

### Updates from Key Services

#### Housing

66. So far this year the Inner North East Housing Advisory Panel have approved funding on 12 projects, see below

Budget by Ward Area	Number of projects submitted	Number of projects approved	Other funding confirmed/given in kind	Amount Committed by Panel	% committed
ChapelAllerton	8	6	£31,767.01	£9,440.29	28.14%
Moortown	4	3	£5,210.00	£6,510.39	19.40%
Roundhay	1	0	£ -	£ -	0.00%
Multiple INE	2	2	£1,900.00	£2,910.00	8.67%
All INE	2	1	£ -	£1,000.00	2.98%
<b>Inner North East Total</b>	<b>17</b>	<b>12</b>	<b>£38,877.01</b>	<b>£19,860.68</b>	<b>59.19%</b>

67. Community Payback have completed work on 14 referrals while two have been started

HAP	Number of referrals	Open	Complete	Started	Cancelled	Total contribution to date:	Total number of team days	Overall Return on Investment	% RoI
Inner North East	42	24	14	2	1	£6,836.57	34	£10,995.60	160.8%

68. While formal residents groups are very low in number in the INE area with one group – Button Hill TRA registered with Housing Leeds, one group assisted by Citizens Leeds – Beckhill and informal groups (forum meetings) at Potternewton Court and Potternewton Heights.
69. For the past six months the tenant engagement officer has been covering two I have had to split my time between the Inner North East area and the Outer South East area covering for long time sick leave. As my colleague has now returned my time will now be devoted to the INE area.

## **Community Hubs**

70. A recruitment fair took place on 25 September where 15 employers gave advice to customers about jobs and training. Employers included Army Reserves, Street League, Allied Health Care, Catering Leeds, St Gemma's, West Yorkshire Police. Feedback from the employers was – “excellent event and very well organised”, “staff really helpful, definitely worth attending”, “was really busy all day, saw lots of customers”. It was the most successful job fair so far with 87 customers in attendance.
71. The Reginald Centre staff held a McMillan coffee morning on 25 September. Staff baked and cooked a selection of cakes and savoury dishes which were sold to staff and customers. £200 was raised for the charity.
72. This month's cinema club showed “Brave” with around 20 children attending.
73. Kasia Speakman, Senior Transport Manager held an information session to update residents about some proposed changes to the road layout in the area.
74. Leeds City Credit Union had an information event to talk to customers about their services including savings accounts, low cost loans, young saver accounts and bill paying accounts.
75. Get Online sessions took place where customers learn the basics of how to use a PC, seven customers attended.
76. The Lego club has become really popular, this month 27 children attended.
77. Linking Leeds, the new city wide social prescribing team moved into The Reginald Centre this month. 45 new staff will use the hub as a base. They will be occupying 2 rooms which generates £18,000 for the Council.
78. The Conservation Volunteers who run a Green Gym Gardening Group have arranged for their volunteers to do some weeding and plant some spring bulbs in the 2 big beds at the front of the Reginald Centre. This will hopefully promote the group and would provide a beautiful display for all to enjoy come the spring.

79. Leeds Community Gambling Service are responsible for developing links between services and engagement work in the community. They will be raising awareness in our area of their service for both staff within the hubs and members of the public accessing these spaces. They will be attending team meetings initially to talk to staff about their service to raise awareness of gambling related harms. Following this they will come out and have an information stand at each hub to raise awareness and provide promotional materials for customers.
80. East Street Arts have started a 'Make artist books' course. The course teaches customers how to make their own artists books to use for journaling, scrap booking, drawing or writing and also to learn simple illustration techniques. The course is aimed at beginners.
81. Leeds City College University Centre held a free slime making workshop where customers were given the opportunity to have a go at making slime. The team were also on hand to speak to customers about education options at the University centre.
82. This month's cinema club showed Despicable Me with around 40 people attending.
83. Chapeltown & Potternewton Neighbourhood Planning Forum held a community engagement event for the local community to discuss the current neighbourhood plan.
84. As part of Hate Crime Awareness week the anti-social behaviour team along with customer services staff held an interactive stall to advise customers of the Stop Hate App. Picture board photos with the message 'no place for hate' were taken with staff and customers and were tweeted on The Reginald Centre twitter page.
85. The Admissions Team held a drop in session for parents and carers who are applying for a Year 7 place at secondary school in September 2020.
86. Leeds City Credit Union held an information session to talk to customers about their service including low cost loans, savings accounts and current accounts. They have also started a weekly surgery so that customers have a private space to talk to them.
87. Engage Leeds had their Dementia Reminiscence Pod at The Reginald Centre. The pod is aimed to raise awareness of the team and help make the community more dementia friendly. The pod itself is a pop up beach scene, with props to go with it such as beach balls, deck chairs, sand etc. There were also interactive pieces such as smell cubes to take people back to their childhood memories, with the smell of fish and chips, or the sea. Sticks of rock were donated to the team which were given out during the session.
88. Leeds City College University Centre held a free Screen Printing workshop where customers learnt how to screen print and create their own tote bag to take home. The team were on hand to talk to customers about jobs in the field of art.



89. Leeds Involving People – Get Set Leeds - carried out a survey about how physical activity fits into people's lives, and what changes in the city might encourage them to move more.
90. Children's Speech and Language Therapy Service from NHS Leeds Community Healthcare held an information session on Friday 18 October to promote National Developmental Language Disorder day. This is a disorder which is diagnosed when children fail to acquire their own language for no obvious reason. This results in children who have difficulty understanding what people say to them, and struggle to articulate their ideas and feelings.
91. Chapeltown & Harehills Learning Partnerships have commenced their weekly computer classes, these will take place on a Thursday evening for anyone who wants to brush up on their IT skills.

## **Public Health**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **Community Events**

108. The following events have either taken place recently or will take place in the Inner North East area between the submission of this report and the Community Committee meeting date.

### **Leeds Black Music Festival & Leeds West Indian Carnival**

109. The Leeds Black Music Festival (25 August 2019) and Leeds West Indian Carnival (26 August 2019) took place over the August Bank Holiday weekend. Council officers, local councillors and partners had been involved with planning meetings and community engagement in the lead up to the biggest weekend of the year for the Chapeltown community and one that attracts people from all over Leeds and the UK. The events were another great showcase of the city's vibrant culture and thousands of local people and visitors turned out to enjoy the festivities. Debrief meetings have taken place and will continue in order to ensure that any issues are identified and addressed for future events.

### **Inner North East Community Committee Funding Fair**

110. On 26 October the Inner North East Community Committee in partnership with Voluntary Action Leeds held a funding fair at the Prince Phillip Centre. The event was opened up by Cllr Dowson and Cllr Shahzad. A workshop on Inner North East wellbeing and youth activity funding took place as part of the funding fair. The funding fair was well attended in terms of both stall holders and attendees.

### **Bonfire Night**

111. Roundhay Park hosted its spectacular annual bonfire and fireworks display on Tuesday 5 November. An estimated 70,000 people attend the Roundhay Park event and tens of thousands once again turned out at the park for the bonfire which was set ablaze at 7.30pm before a dramatic fireworks display at 8pm

### **Festive Lights**

112. Festive Lights events took place during November officially starting the build up to Christmas in the Inner North East area. At the time of writing the report the Oakwood, Moortown, Meanwood and Chapel Allerton Festive Lights Switch has taken place.

## Oakwood

113. Supported by funding from the INE Community Committee, kicked off a packed week of events on Saturday 10 November as Oakwood Tenants & Residents Association (OTRA) hosted their Christmas Market and Festive Lights event in Oakwood with stalls, music, food and festive fun.

## Moortown

114. Moortown Community Group held the switch on event on Tuesday 12 November with another great evening of music, singing, food and drink. This was the first year that the lights took place in the Moortown community garden. A local band called Cosmic Badger performed for the crowd.



## Chapel Allerton

115. Chapel Allerton also joined the festive fun on Thursday 14 November with their event at the willow tree in the village centre despite the rain and the cold. Children from Chapel Allerton, St Matthews and Millfield primary schools performed along with Breeze acts. Dancers, Afrobeats, and singing duo performed before the countdown. Athlete, Jonathan Brownlee was joined by the Lord Mayor and Ward Councillors on stage to switch on the lights.



## Meanwood

116. Next to turn on their festive lights was Meanwood on 15 November with Meanwood Valley Partnership (MVP) hosting an event in the shopping square on Green Road. This year the excitement kicked off at 4.30pm, with special performances from Allerton High School Choir, Meanwood C of E Primary school choir and North Leeds Community Singers. Local businesses also supported the event by staying open late



and providing refreshments for the crowd. The lights were switched on at 6pm Leeds United's Jamie Shackleton.



### Chapeltown

117. On Thursday 21 November, The Reginald Centre hosted the Chapeltown Winter Festival. The event is jointly organised by the Communities Team and Community Hub. The Reginald Centre will see its second lights switch on at 6.15pm. A puppet show by Puppet Kingdom will perform, which will be followed by a puppet making workshop. Also at the event will be, craft activities, Santa's grotto, music and refreshments.



### Roundhay/Street Lane

118. At the time of writing the report, the second year of Roundhay Festive Lights Switch On Sunday 24 November at Street Lane parade is still to take place. The event has been organised by Roundhay Residents Association. The festivities will begin from 4pm and the residents group has secured a line-up of local stalls, musicians, and food and drink.

## **Corporate Considerations**

### **Consultation and Engagement**

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

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

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

### **Council Polices and City Priorities**

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

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

### **Resources and Value for Money**

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

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

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

### **Risk Management**

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

### **Conclusions**

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

### **Recommendations**

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

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

127. None.

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

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**Report of:** Head of Stronger Communities

**Report to:** Inner North East Community Committee  
(Chapel Allerton, Roundhay and Moortown)

**Report author:** Preet Kundhi, 0113 5351239

**Date:** 2 December 2019

**For approval**

## **Inner North East Community Committee - Finance Report**

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### **Purpose of report**

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

### **Main issues**

2. Each Community Committee has been allocated a wellbeing budget (revenue and capital) and Youth Activities Fund which it is responsible for administering. The aim of these budgets is to support the social, economic and environmental wellbeing of the area and provide a range of activities for children and young people, by using the funding to support projects that contribute towards the delivery of local priorities.
3. A group applying to the Wellbeing Fund must fulfil various eligibility criteria, including evidencing appropriate management arrangements and financial controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equal opportunities and be unable to cover the costs of the project from other funds.
4. Wellbeing funding cannot be paid retrospectively. An application form must be submitted and approved by the Community Committee before activities or items being purchased through wellbeing funding are completed or purchased.

5. The amount of wellbeing funding provided to each committee is calculated using a formula agreed by Council, taking into consideration both population and deprivation of an area.
6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.
7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
8. In the Inner North East Community Committee this means that the money for Chapel Allerton, Roundhay and Moortown will be administered by the Inner North East Community Committee.
9. It was agreed at the Inner North East Community Committee March 2018 that CIL monies for Chapel Allerton, Roundhay and Moortown would be spent in the Community Committee ward that it was generated in.
10. Projects eligible for funding by the Community Committee could be community events; environmental improvements; crime prevention initiatives, or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010, projects funded at public expense should provide services to citizens irrespective of their religion, gender, marital status, race, ethnic origin, age, sexual orientation or disability; the fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.
11. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.
12. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.

- 13.** Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of wellbeing and youth activity budgets and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Community Committee. Alongside the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.
- 14.** The Community Committee has previously approved the following ‘minimum conditions’ in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when the following ‘minimum conditions’ have been satisfied:
- 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.
- 15.** Members are reminded that the necessary scrutiny of applications to satisfy our own processes, financial regulations and audit requires the deadline for receipt of completed applications to be at least five weeks prior to any Community Committee. Some applications will be approved via Delegated Decision Notice (DDN) following consultation with Members outside of the Community Committee meeting cycle.
- 16.** Wellbeing Fund applications and Youth Activity Fund applications are considered at Finance and Policy Sub Group meetings, a sub group of the Community Committee. This group comprises a nominated Elected Member from each of the wards in the Inner North East Community Committee; Chapel Allerton, Moortown and Roundhay. The sub group makes the recommendations to award funding for projects which is then ratified by the Inner North East Community Committee.

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

- 17.** The total revenue budget approved by Executive Board for 2019/20 was **£99,110**. **Table 1** shows a carry forward figure of **£164,514.66** which includes underspends from projects completed in 2018/19. **£36,155.60** represents wellbeing allocated to projects in 2018/19 and not yet completed. The total revenue funding available to the Community Committee for 2019/20 is therefore **£128,359.06**. A full breakdown of the projects approved or ring-fenced is available on request.
- 18.** It is possible that some of the projects may not use their allocated spend. This could be for several reasons, including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement, or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified in Table 1.

19. The Community Committee is asked to note that, at the time of writing the report, there is currently a remaining balance of **£26,985.07**. A full breakdown of the projects is listed in Table 1 and is available on request.

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

<b>INCOME: 2019/20</b>	<b>£99,110</b>
<b>Balance brought forward from previous year</b>	<b>£65,404.66</b>
<b>Less projects brought forward from previous year</b>	<b>£36,155.60</b>
<b>TOTAL AVAILABLE: 2019/20</b>	<b>£128,359.06</b>

<b>Area wide ring fenced projects</b>	<b>£</b>
Ward Pots	£30,000
Community Engagement	£1,000
Youth Summit	£1,000
Festive Lights	£17,362
CCTV	£3,000
<b>Total spend: Area wide ring fenced projects</b>	<b>£52,362</b>

<b>Area wide ward projects</b>	<b>£</b>
Kitchen Equipment	£3,000
Moor Allerton Exercise Classes	£1,500
Reginald Centre Exercise Classes	£1,500
Adult Wellbeing & Term-Time Family Projects	£3,000
Igbo Union Family Fun Day 2019	£240
Youth Participation	£2,333.33
Meanwood Street Wise Project	£1,556
Cultural Activities	£800
Staffing Costs	£1,200
Money Buddies	£3,078
RadhaRaman Folk Festival	£1,500
The Tom Coupe Junior Oval	£1,730
<b>Total spend:</b>	<b>£21,437.33</b>

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

**21. Project Title:** Massage Sessions

**Name of Group or Organisation:** Al-Khidmat Centre

**Total Project Cost:** £700

**Amount proposed:** £250 (ward pot)

**Wards covered:** Chapel Allerton

**Project Description:** Funding will be used for a weekly massage session for women at the Al-Khidmat Centre. Sessions will last 15-30 minutes. Funding will cover the cost of one masseuse for two hours.

**Community Committee Priorities:** Reduce health inequalities, promote healthy lifestyles and reduce social isolation.

**22. Project Title:** Moortown SIDs

**Name of Group or Organisation:** Traffic Management

**Total Project Cost:** £14,500

**Amount proposed:** £14,500 (ward pot)

**Wards covered:** Moortown

**Project Description:** The grant will be used towards the installation of four SID units in Moortown.

**Community Committee Priorities:** Keeping people safe from harm.

**23. Project Title:** Roundhay Noticeboards

**Name of Group or Organisation:** Communities Team

**Total Project Cost:** £4,000

**Amount proposed:** £4,000 (ward pot)

**Wards covered:** Roundhay

**Project Description:** The grant will be used towards the installation of two noticeboards in Roundhay.

**Community Committee Priorities:** Enhancing the quality of our public realm and green Spaces.

**24. Project Title:** Roundhay Bench

**Name of Group or Organisation:** Communities Team

**Total Project Cost:** £1,000

**Amount proposed:** £1,000 (ward pot)

**Wards covered:** Roundhay

**Project Description:** The grant will be used towards the installation of a bench in Roundhay.

**Community Committee Priorities:** Enhancing the quality of our public realm and green spaces, promoting physical activity, health and wellbeing.

**25. Project Title:** Love Meanwood

**Name of Group or Organisation:** Meanwood Valley Partnership

**Total Project Cost:** £14,600

**Amount proposed:** £500

**Wards covered:** Chapel Allerton, Moortown

**Project Description:** Funding will be used to run five public community events to raise awareness and input into the Love Meanwood Vision 2030. There will be a launch event for the Vision, professional design time to work ideas into concepts for the consultation; and Support for Meanwood Valley Partnership Committee to develop the 'vision.

**Community Committee Priorities:** Sustainable infrastructure, safe strong communities.

**26. Project Title:** Improvement of Facilities in Support of Community Events

**Name of Group or Organisation:** PHG Snooker Club

**Total Project Cost:** £6,400

**Amount proposed:** £1,400 (£700 area wide and £700 ward pot)

**Wards covered:** Roundhay

**Project Description:** Funding will be used to enhance the club's current facilities. Specifically the redecoration of the door and foyer area and the replacement of the fire door at the top of the stairs.

**Community Committee Priorities:** Supporting communities, raising aspirations. Stronger Communities.

**27. Project Title:** Period Poverty

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

**Total Project Cost:** £65,000

**Amount proposed:** £1,500 (£500 each ward pot)

**Wards covered:** Chapel Allerton, Moortown & Roundhay

**Project Description:** The project aims to see free period products available in all community hubs, libraries and one stops at 38 locations in total in the city. These will have 'Leeds' own branding and the packaging will include support available to tackle other areas that could affect those living in poverty.

**Community Committee Priorities:** Health and wellbeing, better lives, resilient communities, child friendly city.

**28. Project Title:** Jamaica House

**Name of Group or Organisation:** Innovations Project Phase 1

**Total Project Cost:** £21,269

**Amount proposed:** £5,000

**Wards covered:** Chapel Allerton

**Project Description:** Funding to be used towards a feasibility study

**Community Committee Priorities:** Sustainable infrastructure, safe strong communities.

**29. Project Title:** Toy Library

**Name of Group or Organisation:** Reginald Centre Community Hub

**Total Project Cost:** £400

**Amount proposed:** £400

**Wards covered:** Chapel Allerton

**Project Description:** The funding would pay for a new range of role play toys and we would also like to include outdoor toys in the collection to encourage families to play together. Children can borrow one toy per week, free of charge.

**Community Committee Priorities:** Provide activities for young people and gives them a voice and influence. Tackle language barriers for new communities.

**30. Project Title:** Toy Library

**Name of Group or Organisation:** Moor Allerton Community Hub

**Total Project Cost:** £400

**Amount proposed:** £400

**Wards covered:** Moortown

**Project Description:** The funding would pay for a new range of role play toys and we would also like to include outdoor toys in the collection to encourage families to play together. Children can borrow one toy per week, free of charge.

**Community Committee Priorities:** Provide activities for young people and give them a voice and influence. Tackle language barriers for new communities.

**31. Project Title:** 16 Days of Action Against Domestic Abuse & White Ribbon Campaign

**Name of Group or Organisation:** Seacole Scheme – Turning Lives Around

**Total Project Cost:** £400

**Amount proposed:** £400

**Wards covered:** Chapel Allerton

**Project Description:** Working with young people in house to educate them on all forms of domestic abuse, concentrating on the 16 Days of Action & White Ribbon Campaigns.

**Community Committee Priorities:** Keeping people safe from harm. Tackling domestic violence and abuse.

**32. Project Title:** O, Art Thy Heritage Traders Sings

**Name of Group or Organisation:** Cultural Arts Business start-up Christmas Exhibition

**Total Project Cost:** £1,916

**Amount proposed:** £400

**Wards covered:** Chapel Allerton, Moortown & Roundhay

**Project Description:** The funding will go towards holding another business start-up market stall.

**Community Committee Priorities:** Good growth, improve employment opportunities and access to training, and support innovation and community enterprise and self-employment.

**33. Project Title:** Path Forward

**Name of Group or Organisation:** PATH Yorkshire

**Total Project Cost:** £10,874.68

**Amount proposed:** £6,000

**Wards covered:** Chapel Allerton, Moortown & Roundhay

**Project Description:** The project will support 75 Black, Asian and Minority Ethnic (BAME) individuals living in the areas to return to work.

**Community Committee Priorities:** Improve employment opportunities and access to training, and support innovation and community enterprise and self-employment.

**34. Project Title:** Heroes, Warriors And Leaders

**Name of Group or Organisation:** Morriyah Movement

**Total Project Cost:** £6,000

**Amount proposed:** £4,000

**Wards covered:** Chapel Allerton

**Project Description:** to fund two community gang/violent crime awareness events in Chapeltown aimed at parents, young people /men and representatives from Community Groups locally. Training via workshops/shadowing for our team of men and selected youths.

**Community Committee Priorities:** Reducing social isolation. Reducing crime and making our community safer. Community confidence and cohesion. Providing a voice for young people to influence our community. Access to training & employment opportunities through networking and the training.



**35. Project Title:** Beckhills Playground

**Name of Group or Organisation:** Parks and Countryside

**Total Project Cost:** £88,000

**Amount proposed:** £20,000

**Wards covered:** Chapel Allerton

**Project Description:** Installed almost 20 years ago the playground is now coming to the end of its economic life span and is in need of refurbishment and modernisation to meet the growing demands following the recent new housing development that has taken place to the side of the public open space.

**Community Committee Priorities:** Supporting families with better places to play. Improving the local environment. Improving community confidence and helping remove barriers between communities. Helping encourage people to a better health by improving their environment and places to play.

**Delegated Decisions (DDN)**

**36.** Since the last Community Committee meeting on 2 September 2019, the following projects have been considered and approved by DDN.

- Inner North East Festive Lights – additional funds
- Oakwood Festive Lights Event
- Oakwood Christmas Tree and Lights
- Chapel Allerton Festive Lights Event
- Chapeltown Winter Festival
- Reginald Centre Festive Lights
- Meanwood Christmas Tree
- Moortown Festive Lights
- Remembrance Poppy Motif
- Chapel Allerton Park - Tree Planting
- Chapel Allerton Herb Planter

**Declined Projects**

**37.** Since the last Community Committee on 02 September 2019, the following projects have been declined:

- a) Aireborough Supported Activities Scheme
- b) Conflict Resolution Education Programme
- c) Drug Watch Foundation
- d) Leeds West Indian Carnival

## Monitoring Information

38. As part of their funding agreements, all projects which have had funding approved by the Community Committee are required to provide update reports on the progress of their project. These reports are so that the Community Committee can measure the impact the project has had on the community and the value for money achieved.

### Youth Activities Fund Position 2019/20

39. The total available for spend in the Inner North East Community Committee in 2019/20 including carry forward from previous year, was **£44,987.72**

40. The Community Committee is asked to note that so far, a total of **£44,426.22** has been allocated to projects, as listed in **Table 2**.

41. The Community Committee is also asked to note that there is a remaining balance of **£561.50** in the Youth Activity Fund. A full breakdown of the projects is available on request.

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

<b>2019-20 Projects</b>	<b>Area Wide</b>
Meanwood Olympics	£3,661.70
Food Frenzy	£1,575
Multi-Sport Activity Camp With Swimming	£6,075
Time Out Summer Scheme	£1,820
Inner North East Leeds Active Parks	£4,050
Environmental Summer Playscheme	£3,450
Breeze Holiday Camps	£907.50
Holiday Activity Dance Camps	£8,950
International Day of Two Halves	£4,067.02
Purple RaE Project	£2,000
Real Chance Health & Wellbeing Sports Camp	£5,000
Art Camp	£2,400
Young People's Games Group	£470
<b>Total 2019-20 projects</b>	<b>£44,426.22</b>
<b>Total spend for 2019-20 (including brought forward schemes from 2018-19)</b>	<b>£58,179.72</b>
<b>Total budget available for projects 2019-20</b>	<b>£58,741.22</b>
<b>Remaining Budget Unallocated</b>	<b>£561.50</b>

## Community Skips Budget 2019/20

42. At the July 2019 Community Committee meeting, ward members approved a skips budget of **£600 per ward**. The remaining balances are detailed in **Table 3**.

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

Location of skip	Date requested	Total amount	Chapel Allerton	Roundhay	Moortown
Roundhay Allotments	29/03/2019	£128.91	-	£128.91	-
Meanwood Parkside Road Allotments	08/04/2019	£128.91	-	-	£128.91
Roundhay Allotments		149.16	-	149.16	-
Lidgett Lane Allotments	15/10/2019	149.16	-	149.16	-
Chapel Allerton Allotments	15/10/2019	149.16	149.16	-	-
<b>Total:</b>		<b>£705.30</b>	<b>149.16</b>	<b>£427.23</b>	<b>£128.91</b>
<b>Total Remaining Balances</b>			<b>£450.84</b>	<b>£172.77</b>	<b>£471.09</b>

## Capital Budget 2019/20

43. The Inner North East has a capital budget of **£37,048** available to spend, as a result of new capital injections. Members are asked to note the capital allocation.

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

44. The Community Committee is asked to note that up until 31 March 2019, **£114,165.38** is available to spend in the Inner North East Community Committee area.

## Corporate Considerations

### Consultation and Engagement

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

### Equality and Diversity/Cohesion and Integration

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

## **Council Polices and City Priorities**

47. Projects submitted to the Community Committee for wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:
1. Vision for Leeds 2011 – 30
  2. Best City Plan
  3. Health and Wellbeing City Priorities Plan
  4. Children and Young People’s Plan
  5. Safer and Stronger Communities Plan
  6. Leeds Inclusive Growth Strategy

## **Resources and Value for Money**

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

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

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

## **Risk Management**

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

## **Conclusion**

51. The Finance Report provides up to date information on the Community Committee’s budget position.

## **Recommendations**

52. Members are asked to:
- a. Note details of the Wellbeing Budget position (Table 1)
  - b. Note details of the Youth Activities Fund (YAF) position (Table 2)
  - c. Note details of the Community Skips Budget (Table 3)
  - d. Note details of the Capital Budget (paragraph 43)
  - e. Note details of the Community Infrastructure Levy Budget (paragraph 44)
  - f. Consider the Wellbeing Applications from paragraph 20 onwards



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

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

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

**Date: November/December 2019**

**To Note/Comment**

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

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### **Purpose of report**

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

### **Main issues**

#### **Refuse Service Review**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**(d) Fleet renewal**

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

**(e) Traffic Regulation Orders**

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



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

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

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

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

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

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

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

**(c) Next Steps**

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

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

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

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

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

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

## National Resources and Waste Strategy and Leeds Waste Strategy

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

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

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

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

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

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

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

## Conclusions

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

## **Recommendations**

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

## Appendix A: Review Objectives

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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



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

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# WASTE STRATEGY FOR LEEDS 2019–2021

## Be the best city in the UK

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



## Supporting the Best City priorities

### Sustainable Infrastructure

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

### Safe, Strong Communities

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



### All doing our part

#### Leeds will:

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

### Reducing excess

#### Leeds will:

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

NET  
ZERO  
CARBON  
BY 2030

### Getting the most out of our resources

#### Leeds will:

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

## OUTCOMES

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

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

#LeedsByExample

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# CHRISTMAS bin collections 22 December – 5 January

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

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

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

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



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

## Myth buster Handy green bin recycling tips:



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



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



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



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



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



Printed on 100% recycled paper.



Download the handy **Leeds Bins app**

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



RecycleForLeeds

# RECYCLE all of us in your GREEN BIN



Keep me as a quick reference for recycling



### Reginald Centre

The Reginald Centre is located on 263 Chapeltown Road, Leeds, LS7 3EX  
353 views

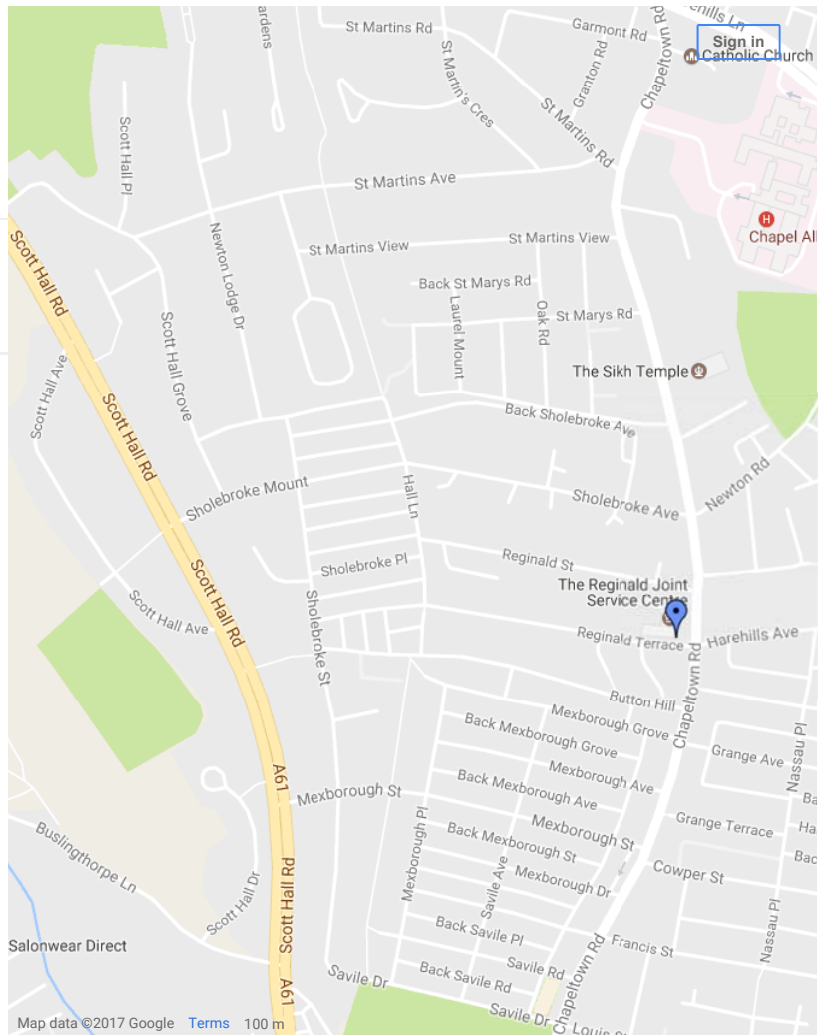
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Untitled layer



Reginald Centre



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