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Community Committee

Leeds CITY COUNCIL

Outer East Community Committee

Crossgates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam

Meeting to be held in Swarcliffe Community Centre (map attached)
Tuesday, 10th December, 2019 at 4.00 pm

Councillors:

P Grahame (Chair)	-	Cross Gates and Whinmoor;
P Gruen	-	Cross Gates and Whinmoor;
J Lennox	-	Cross Gates and Whinmoor;
M Dobson	-	Garforth and Swillington;
S Field	-	Garforth and Swillington;
S McCormack	-	Garforth and Swillington;
M Harland	-	Kippax and Methley;
J Lewis	-	Kippax and Methley;
M Midgley	-	Kippax and Methley;
D Coupar	-	Temple Newsam;
H Hayden	-	Temple Newsam;
N Sharpe	-	Temple Newsam;

Agenda compiled by: Andy Booth 0113 37 88665
Governance Services Unit, Civic Hall, LEEDS LS1 1UR
Head of Stronger Communities : Liz Jarmin Tel: 37 89035

Images on cover from left to right:
Crossgates & Whinmoor - Crossgates Shopping Centre; Crossgates roundabout
Garforth & Swillington - Garforth Library and One Stop Centre, Thorpe Park
Kippax & Methley - Fairburn Ings
Temple Newsam - Temple Newsam House

A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			**LATE ITEMS** To identify items which have been admitted to the agenda by the Chair for consideration. (the special circumstances shall be specified in the minutes)	
4			**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS** To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.	
5			**APOLOGIES FOR ABSENCE** To receive any apologies for absence.	
6			**MINUTES - 1 OCTOBER 2019** To confirm as a correct record, the minutes of the meeting held on Tuesday, 1 October 2019	1 - 6
7			**OPEN FORUM** In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.	
8			**OUTER EAST COMMUNITY COMMITTEE - FINANCE REPORT** To receive and consider the attached report of the Head of Stronger Communities	7 - 20

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			**OUTER EAST COMMUNITY COMMITTEE - UPDATE REPORT** To receive and consider the attached report of the Head of Stronger Communities	21 - 40
10			**FORWARD PLAN REPORT** To receive and consider the attached report of the Head of Stronger Communities	41 - 48
11			**WASTE MANAGEMENT SERVICES – UPDATE ON THE REFUSE SERVICE REVIEW AND NATIONAL WASTE STRATEGY IMPLICATIONS FOR LEEDS** To receive and consider the attached report of the Deputy Chief Officer, Communities and Environment	49 - 66
12			**DATE AND TIME OF NEXT MEETING** Tuesday, 10 March 2020 at 4.00 p.m.	
			MAP TO TODAY'S VENUE Swarcliffe Community Centre	67 - 68

Third Party Recording

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.

Use of Recordings by Third Parties – code of practice

a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.
b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.

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OUTER EAST COMMUNITY COMMITTEE

TUESDAY, 1ST OCTOBER, 2019

PRESENT: Councillor P Grahame in the Chair

Councillors D Coupar, P Gruen, M Harland, H Hayden, J Lennox, J Lewis, M Midgley and N Sharpe

15 Declaration of Disclosable Pecuniary Interests

There were no declarations.

16 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors M Dobson, S Field and S McCormack.

17 Minutes - 18 June 2019

RESOLVED – That the minutes of the meeting held on 18 June 2019 be confirmed as a correct record.

18 Matters arising from the Minutes

Further to Minute No.7 Community Committee Appointments, it was reported that there was a request for Councillor M Dobson to replace Councillor S Field as the representative on the Swillington Educational Charity.

RESOLVED – That Councillor M Dobson be appointed as the Outer East Community Committee representative on the Swillington Educational Charity in place of Councillor S Field.

19 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. On this occasion no members of the public present wished to speak.

20 Outer East Community Committee - Finance Report

The report of the Head of Stronger Communities provided the 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.

Bal Birdi, Senior Localities Officer presented the report.

Members' attention was brought to the following:

- There was £13,884.90 remaining in the Wellbeing Revenue Budget for 2019/20.
- Applications for consideration:
    - Primrose Park Temporary CCTV - £1,500 requested
    - St Benedict's Allotments Poly Tunnels - £900 requested – as there were no Garforth Members present it was suggested that this application be deferred.
    - Premier League Kicks - £9215.49 requested from Youth Activity Funds.
    - Outer East Youth Summit - £1,200 requested from Community Engagement funds.
- Remaining budgets for Capital spending and Youth Activity Funds.
- Process for spending Community Infrastructure Levy funds.

RESOLVED –

(1) That the details of the Wellbeing Budget position be noted.
(2) That the following Wellbeing proposals be approved:
- Primrose Park Temporary CCTV - £1,500
- Premier League Kicks - £9,215.49
- Outer East Youth Summit 2019 - £1,200

(3) That the following Wellbeing proposal be deferred:
- St Benedict's Allotments Poly Tunnels

(4) That monitoring of funded projects be noted.
(5) That details of the Youth Activity Fund be noted.
(6) That details of the Community Skips budget be noted.
(7) That details of the Capital Budget be noted.
(8) That details of the Community infrastructure Levy be noted.

21 Outer East Community Committee - Update Report

The report of the Area Leader brought Members' attention to an update of work which the Communities Team is engaged in based on priorities identified by the Community Committee. It also provided opportunities for further questioning, or to request a more detailed report on a particular issue.

It also provided regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champion roles, community engagement, partnership and locality working.

Bali Birdi, Senior Localities Officer presented the report.

Key issues highlighted included the following:

- There had been updates on YAF projects at the recent meeting of the Children and Families Sub Group. It was reported that young people from the Youth Matters group had gone on to employment within the Youth Service and were also undertaking NVQ Level 3 training.

- Environment Sub-Group – It was reported that the Grit Bin process had been simplified and information had been passed to Ward Members.
- Health and Wellbeing – The Summer Nutrition Campaign and Smoke Free Sidelines campaign. It was reported that there was due to be a meeting with the Local Care Forum.
- Community Engagement – dates of forthcoming forum meetings.
- Social Media Update.
- Youth Matters.

RESOLVED – That the report be noted.

22 Outer East Community Committee - Forward Plan

The report of the Area Leader introduced the Outer East Community Committee Forward Plan for 2019/20. It detailed the Community Committee meeting dates and set out workshop themes as well as providing an update on engagement with local communities.

It also highlighted the role of the Community Committee Champions and the work of the Community Committee in relation to the Council's Constitution and associated delegations which are manged through its sub group structure.

Bali Birdi, Senior Localities Officer presented the report.

Members' attention was brought to for the coming workshops that were detailed in Table 1 of the report.

The following was discussed:

- Christmas for Good Neighbours – It was reported that Ward Members in Crossgates and Whinmoor had ring-fenced funding for local parties.
- International Older People's Day – There had previously been more locally held events to celebrate this and it was felt there should be a return to a more local format of provision.
- ELOR Workshop – The Leeds City Council team and WYCA were commended for their work on some of the big junction schemes that were nearing completion and it was suggested that Members received a presentation to summarise the works. Reference was also made to new homes that were to be built in Outer East Leeds and proposals for GP/Health Centres.
- Due to the deferral of the item for Climate Change, it was reported that an additional meeting would be held in November 2019.

The Chair welcomed Kris Nenadic, Parks Operation Manager to the meeting to update the Committee following the Executive Board report: Adapting Parks and Green Spaces for Climate Change. The following was highlighted:

- Parks and Countryside approach to help achieve the City to become carbon neutral by 2030.
- Parks and Countryside had responsibility for 4,000 hectares of land which accounted for 7% of the footprint of the city.
- The benefit of trees for removing CO2 from the atmosphere and capturing carbon.
- Not just about tree planting – areas where grass did not need to be cut as frequently and how this could have biodiversity benefits. Ward Members would be consulted.
- There would be an audit of all parks and areas considered for tree planting. There would be further discussion with the Environment Sub-Group.
- It was hoped to commence tree planting before the end of the year.

Further discussion included maintenance of wild flower meadows, funding for tree planting, landscaping schemes in new developments and use of volunteers.

The Chair welcomed Inspector Mick Preston to the meeting.

The Committee was given an update on Policing staff across the area and latest crime figures. Crime was generally reducing but there had been an increase in Kippax and Methley. There was concern regarding a rise in anti-social behaviour although this was now reducing. Members were also informed of PCSO involvement across the area.

Members had noted a creditable improving in policing across the area and thanks were expressed to Inspector Preston and the Neighbourhood Policing Team for their work in Outer East Leeds.

RESOLVED – That the report and discussion be noted.

23 Climate Emergency and Air Quality

This item was deferred as the presenting officer was unable to attend the meeting.

RESOLVED – That an additional meeting be arranged in November 2019 to consider Climate Emergency and Air Quality.

24 Get Set Leeds - Making Leeds a More Active City

The report of the Director of Public Health and Head of Active Leeds presented the Committee with the following:

- An update on the progress made in relation to 'Making Leeds a More Active City'
- An update on the development of the Physical Activity Social Movement and Ambition for Leeds
- An overview of 'Get Set Leeds' and starting the city wide conversation.

- Information to enable Community Committee Members to support and champion the conversation.

Neil Jones, Active Leeds Partnership Manager and Sally Hall, Advanced Health Improvement Specialist gave the Committee a presentation.

The following was highlighted:

- Barriers to physical activity;
- Links to Inclusive Growth Strategy and Health & Wellbeing Strategy;
- Health benefits of physical activity;
- Health statistics for Outer East Leeds
- Social Prescribing and referrals to physical activity;
- Engagement with residents, organisations and schools;
- How to influence policy makers;
- The need to have walkways, cycle paths, greenspace in new developments

Further to comments and questions, the following was discussed:

- Members were asked for ways in which Get Set Leeds could be championed and what other groups and events could be used for promotion.
- Positive impacts of physical activity on mental health.
- Use of Community Committee funding for provision and renovation of physical activity facilities.
- Work with schools and promoting walking to school.

RESOLVED – That the report and presentation be noted.

25 Growing Zone

The report of Growing Zone informed the Committee of a presentation regarding the Growing Zone Project in Kippax.

June Perkin, Chair of the Growing Zone and young people involved with the Growing Zone gave the Committee a presentation.

The Growing Zone is a community garden project in Kippax, created from five derelict allotments to bring together everyone, with or without disabilities, visual impairment and learning needs, in an environment that is safe. Where they can learn from each other, build up their confidence, mix with other people from the community, be taught about the land, how to grow vegetables, flowers and fruit and be out in the fresh air having fun and building friendships.

The land had been acquired in 2007 and the Committee was shown before and after pictures which demonstrated the transformation of the land by those involved in the project. As well as gardening, young people had also been involved in woodworking, painting and construction. There had also been the creation of a Youth Employment Support (YES) Team which attended local schools and colleges to give life skills talks.

The young people involved in the project addressed the Committee and gave details of their involvement in the project. Building confidence, making friends, learning new skills, working in the community and involvement with the YES team were some of the benefits they gained. Further activities included helping with a school allotment; partnership with the Little Beck Trust, fund raising from sale of their goods and work with their sponsors. The project had also had a visit from HRH The Princess Royal.

Members wholeheartedly welcomed the presentation and gave those involved a round of applause for their good work.

RESOLVED – That the report and presentation be noted.

26 Date and Time of Next Meeting

Tuesday, 10 December 2019 at 4.00 p.m.

Community Committee

Leeds CITY COUNCIL

Report of: Head of Stronger Communities

Report to: Outer East Community Committee

Cross Gates & Whinmoor, Garforth & Swillington,

Kippax & Methley,Temple Newsam

Report author: Senior Localities Officer - Bali Birdi **Telephone 07712 214727**

Date: 10 December 2019 **For Decision**

Outer East Community Committee - Finance Report

Purpose of report

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

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 Outer East Community Committee the CIL money for Allerton Bywater Parish Council, Great and Little Preston Council, Kippax Parish Council, Ledsham Parish Council, Ledston Parish Council, Micklefield Parish Council and Swillington Parish Council will be administered by each individual Parish Council, whereas monies for Cross Gates & Whinmoor ,Garforth, Methley and Temple Newsam will be administered by the Outer East Community Committee.

9. It was agreed at Outer East Community Committee on the 2 October 18 that CIL monies for Cross Gates & Whinmoor ,Garforth, Methley and Temple Newsam would be spent in the ward it was generated in.

10. Projects eligible for funding by the Community Committee could be community events; environmental improvements; crime prevention initiatives, or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010, projects funded at public expense should provide services to citizens irrespective of their religion, gender, marital status, race, ethnic origin, age, sexual orientation or disability; the fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.

11. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.

12. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.

13. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of wellbeing and youth activity budgets and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Community Committee. Alongside the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.

14. The Community Committee has previously approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when the following 'minimum conditions' have been satisfied

    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.

Wellbeing Budget Position 2019

16. The total revenue budget approved by Executive Board for 2019/20 was **£114,570** for the **Outer East Community Committee** .**Table 1** shows a carry forward figure of **£23,318.14** which includes underspends from projects completed in 2018/19. Allocated wellbeing projects in 2018/19 is **£64,479.18** and not yet completed. The total revenue funding available to the Community Committee for 2019/20 is therefore **£155,731.04.**

17. 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.

18. The Community Committee is asked to note that there is currently a remaining balance of **£12,344.90** A full breakdown of the projects is listed in **Table 1** and is available on request.

Table 1: Wellbeing revenue 2019/20

INCOME: 2019/20	**114,570.00**
Balance brought forward from previous year 2018/19	**64,479.18**
Less projects brought forward from previous year 2018/19	**23,318.14**
TOTAL AVAILABLE: 2019/20	**155,731.04**

Area wide ring-fenced projects	**£**				
Small Grants	5,000.00				
Community Committee public engagement	2,000.00				
Tasking team initiatives	5,000.00				
Skips for community clean ups	3,000.00				
Total area wide ring-fenced projects	15,000.00				
Remaining balance split equally across the wards	140,731.04	35,182.76	35,182.76	35,182.76	35,182.76
		Ward Split			
Ward Projects	**£**	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
CCTV monitoring costs (£1K per camera)	12,000.00	3,000.00	4,000.00	2,000.00	3,000.00
Christmas lights switch on events, motifs & trees	37,530.00	9,382.50	9,382.50	9,382.50	9,382.50
LCC Parks and Countryside	13,194.50		13,194.50		
Head Together Chapel FM	3,000.00	750.00	750.00	750.00	750.00
Leeds Rhinos Foundation	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
Mini Breeze	3,600.00		3,600.00		
Youth Service	19,090.00	9,545.00			9545.00
Litter Bins Garforth & Kippax	1,680.00		840.00	840.00	
Litter Bins Temple Newsam	2,100.00				2,100.00
Money Buddies	8,865.64	4,432.82			4,432.82
MUGA Event	851.00	851.00			
Allerton Bywater Skips	1,200.00			1,200.00	
Luncheon Club Co-Ordinator	6,250.00			6,250.00	
Social Isolation project Worker	6,250.00			6,250.00	
Swarcliffe Good Neighbours	1,275.00	1,275.00			
Primrose Park CCTV	1,500.00				1,500.00
Totals	**128,386.14**	**31,736.32**	**34,267.00**	**29,172.50**	**33,210.32**
Total spend:Area wide + ward projects	**143,386.14**				
Balance remaining (Total/Per ward)	**12,344.90**	**3,446.44**	**915.76**	**6,010.26**	**1,972.44**

Small Grant projects for consideration and approval

The following projects is presented for consideration by the Community Committee.

(This application if approved will come out of **2020/2021** wellbeing budget).

19. **Project title**: Period Poverty
Name of Group or Organisation: Leeds City Council
Total Project Cost: £2,000
Amount Requested from Small Grant Budget: £2,000.
Wards Covered: Cross Gates & Whinmoor, Kippax & Methley, Garforth & Swillington,Temple Newsam

Summary: The project aims to see free period products available in all community hubs, libraries & 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 Plan Priorities/Objectives: Health & Wellbeing, Better Lives,

Resilient Communities,Child Friendly City.

Declined Projects/Deferred Projects

20.Since the last Community Committee on 18 June 2019, no projects have been declined.

21. In the Community Committee on the 1 October 19 the project below was deferred. This has been funded by Parks and Countryside S106.

Project title: St Benedict's Allotments Poly Tunnels
Name of Group or Organisation: St Benedict's Allotments, Garforth
Total Project Cost: £1,800.00
Amount Requested from Delegated Budget: £900.00 will be coming out of capital.
Wards Covered: Garforth and Swillington

Monitoring Information

22. 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.

23.Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee in 18 June 2019:

Monitoring Received – Outer East Youth Summit

The funding enabled to deliver a young person consultation event, that was held at Firthfields Community Centre for young people in the Outer East area that was on Wednesday 30th October 2019.
Councillors attended – thank you.
Young people were involved in the consultation along with stakeholders,partners, organisations, volunteers as well as local residents had been invited to join in the fun.
Residents in Outer East Leeds have access to opportunities to become involved in sport and culture.


MEARS
Making People Smile
RHINO
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Youth Activities Fund Position 2019/20

24. The total available for spend in Outer East Community Committee in 2019/20, including carry forward from previous year, was **£61,485.66**

25. The Community Committee is asked to note that so far, a total of **£46,224.82** has been allocated to projects, as listed in **Table 2**.

26. The Community Committee is also asked to note that there is a remaining balance of **£15,260.84** in the Youth Activity Fund. A full breakdown of the projects is available on request.

Table 2: Youth Activities Fund 2019/20

	Total allocation
Income 2019/20	**52,010.00**
Carried forward from previous year	**16,102.66**
Total available (including brought forward balance) for schemes in 2018	**68,112.66**
Schemes approved in previous year to be delivered this year 2019/20	**6,627.00**
Total available budget for this year 2019/20	**61,485.66**

		Ward Split			
Projects 2019/20	**Amount requested from YAF (£)**	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Total available budget for 2019/20	**61,485.66**	**13,753.50**	**11,879.22**	**20,093.94**	**15,759.00**
Brave Words CIC	6,465.00	6,465.00			
Breeze Holiday Camp	1,590.00		795.00	795.00	
Code Craft Create with Microbits	1,074.93	358.31	358.31		358.31
DJ School	2,175.00		1,087.50	1,087.50	
Multi Sports Camps	4,370.40	2,185.20			2,185.20
Out Of School Summer Activities	1,140.00		570.00	570.00	
Red Kite Learning Trust	4,000.00				4,000.00
Youth Service Holiday Programme	15,414.00		7,707.00	7.707.00	
The Tribe	780.00	780.00			
Premier League Kicks	9,215.49				9,215.49
Total spend against projects	**46,224.82**	**9,788.51**	**10,517.81**	**10,159.50**	**15,759.00**
Remaining balance per ward	**15,260.84**	**3,964.99**	**1,361.41**	**9.934.44**	**0**

Small Grants Budget 2019/20

27. At the last Community Committee ward members approved a small grants budget of **£5,000 and Skips £3,000.** There is currently a remaining balance of **£4,236.85** detailed in **Table 3**.

Small Grants & Skips 2019/20

Project	Ward (s)	Amount Approved
Directional signs – Skelton Woods	Cross Gates & Whinmoor	345.40
Garforth, Kippax & District U3a	Garforth & Swillington Kippax & Methley	500.00 500.00
Kippax 2020 Commemoration Event for 75th Anniversary of the End of WW2	Kippax & Methley	500.00
PHAB - 2 youth staff or 1 plus lecturer/entertainment at Prince Philip Centre Friday PHAB Club	Cross Gates & Whinmoor Garforth & Swillington Temple Newsam	132.60 132.60 331.51
Rotation of SID – Coal Road	Cross Gates & Whinmoor	60.00
Cross Gates & District Neighbours	Cross Gates & Whinmoor Temple Newsam	240.00 60.00
The Growing Zone Group	Kippax & Methley	128.91
Garforth District Lions	Garforth & Swillington	149.16
Ledsham Parish Council	Kippax & Methley	178.33
The Growing Zone Group	Kippax & Methley	206.32
Garforth In Bloom	Garforth & Swillington	149.16
Garforth & District Lions	Garforth & Swillington	149.16
	Totals	**3,763.15**
	Small Grant & Skips Remaining	**4,236.85**

Capital Budget 2019/20

28.The Outer East Community Committee has a capital budget of **£81,139.00** available to spend, as a result of new capital injections.

Table 4: Capital 2019

		Ward split			
	OE (£)	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Remaining Balance March 2019	£73,383.11	£16,780.28	£13,968.28	£23,567.28	£19,067.27
Injection March 2019	£12,245.89	£3,061.47	£3,061.48	£3,061.47	£3,061.47
Starting Position 2019-2020	£85,629.00	£19,841.75	£17,029.76	£26,628.75	£22,128.74
Injection November 2019	£3,200.00	£800.00	£800.00	£800.00	£800.00
Underspend from 2018-2019	£300.00	£300.00			
Total with November Injection 2019-2020	£89,129.00	£20,941.75	£17,829.76	£27,428.75	£22,928.74
Ninelands	£2,090.00		£2,090.00		
Chippies Quarry	£300.00	£300.00			
Cross Gates Whinmoor Ward Litter Bins	£2,100.00	£2,100.00			
Remaining Balance	£84,639.00	£18,541.75	£15,739.76	£27,428.75	£22,928.74

Community Infrastructure Levy (CIL) Budget 2016 - 2019

29.The Community Committee is asked to note that as of May 2019 there is now **£122,938.38** total available to the Outer East Community Committee.

Table 5: CIL 2019

Projects 2019/20	**Total Available**	Cross Gates & Whinmoor	Garforth & Swillington	Temple Newsam
Total available CIL 2019/20	**135,865.88**	**42,392.36**	**78,846.16**	**14,627.36**
Garforth Grit Bins & litter Bins			630.00	
Outside Seating Area - Firthfields			1,422.50	
Ringway			3,875.00	
2 SIDS		7,000.00		
Total spend against projects	**12,927.50**	**7,000.00**	**5,927.50**	
Remaining balance per ward	**122,938.38**	**35,392.36**	**72,918.66**	**14,627.36**

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

31. 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

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

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

33. 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

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

Risk Management

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

Conclusion

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

Recommendations

37. Members are asked to note:

a. Details of the Wellbeing Budget position (Table 1)
b. Wellbeing proposals for consideration and approval (paragraph 19)
c. Monitoring information of its funded projects (paragraph 25)
d. Details of the Youth Activities Fund (YAF) position (Table 2)
e. Details of the Small Grants & Community Skips Budget (Table 3)
f. Details of the Capital Budget (Table 4)
g. Details of CIL (Table 5)

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Community Committee

Leeds CITY COUNCIL

Report of:	**Head of Stronger Communities**
Report to:	**Outer East Community Committee**
	Cross Gates & Whinmoor, Garforth & Swillington,
	Kippax & Methley, Temple Newsam
Report author:	**Senior Localities Officer - Bali Birdi** **Tel: 07712 214727**
Date:	**Tuesday 10 December** **For Information**

Outer East Community Committee - Update Report

Purpose of report

1. To bring to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.

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

Main issues

Updates by theme:

Children and Families: Champion – Cllr H Hayden

3. The Children and Families sub group had a meeting on the 16 September 19.

Updates were received from young people on how well the YAF were running in the Outer East area.
The Youth Summit took place on the 30 October in Firthfields Community Centre, Garforth.
Further meetings to be arranged.

The Youth Activity Funding round is now open for 20/21 to accept new applications. The closing date is Monday 3 February 20.

Environment & Community Safety: Champion Cllr P Grahame

4. A sub group meeting took place on the 10 September 2019.

The next meeting will take place on the 11 February 20. A consultation will take place on the parks and green space strategy.

LASBT

Cross Gates & Whinmoor

- Successful multi-agency residents meetings arranged by local ward members
- Whilst youth issues continue, there has been a recognised improvement between the last two residents meetings.

Garforth & Swillington

- ASBI Warning issued to a youth suspected of causing damage and climbing on roofs.

Kippax & Methley

- Injunction with power of arrest granted against a threatening male

Temple Newsam

- 14 interim youth injunctions granted at court. Intensive project of work continues on Halton Moor estate.

Targeted Ward – Halton Moor

5. Halton Moor Wood clean up took place in October and was very successful. Around 30 volunteers turned up to the event and over 250 bags of rubbish were collected. This was organised through Friends of Temple Newsam and Leeds City Council with help from some funding through Veolia and supported by local ward members. The Leeds United KICKS programme continues to run on Halton Moor 7 days a week and is proving a great success. This provides activities for young people from across the area to get involved in free of charge.

Work is ongoing with Parks and Countryside and Planning to look at a potential community facility on Halton Moor and different areas are being explored as a potential location.

Picture of Halton Moor Clean Up

Cleaner Neighbourhoods

Cross Gates & Whinmoor, Temple Newsam

6. The service is focussing on de-leafing at this time of year which means they will share resources.

Neville's - all building sites have been visited about mud on the road and asked to put measures in place to minimise the mud.

Overgrown vegetation has been identified at various locations.

Fly-tipping on Red Hall Chase and Temple Newsam will be processed by the legal team.

Due to the issues on Halton Moor the team members are not doing any lone working in the area, a minimum of two team members attend to the area and is visited on a regular basis.

The team are asked to remove bonfires on open-land. Any bonfires in Halton Moor will be removed with the police present.

Fly-tipping is now being left in situ which is taped up and stickered which enforcement are investigating. This is having a positive effect and some of the fly-tipping is being removed by the perpetrators.

Garforth & Swillington, Kippax & Methley

7. Fly tipping is down from the previous 3 months by around 50 % in the Garforth Ward and around 70% in the Kippax ward. This is due largely to the continued hard work of the street staff working with enforcement to bring awareness to the communities and their responsibilities in regards to waste disposal.

CCTV is being used throughout at the request of several communities within the wards.
The team is working with these communities to identify hotspots and locations of interest, there has been several successful captures on film of waste being deposited on the highway.

Employment, Skills & Welfare: Cllr J Lennox

8. A fantastic opportunity has arisen to join a brand new team working at the exciting new Motorway Services Development at Skelton Lake.

Currently recruiting for Forecourt Customer Assistants to work in the Texaco filling station and SPAR shop.

Health and Wellbeing & Adult Social Care: Champion Cllr P Gruen

Winter Friends

9. In preparation for the 2019/20 winter and to build on the existing network of Winter Friends in Leeds, we would encourage organisations (staff and volunteers) to become a Winter Friend.

The Winter Friend network has been steadily growing over the past 4 years ensuring that vulnerable residents who are most susceptible to cold weather can increase their resilience.

Winter Friends will understand which evidence based interventions or programmes enable vulnerable people to get the support they may need to increase their winter resilience.

A Winter Friend briefing is now available electronically by visiting the public health resource centre website and searching the “public health priority based training” section the presentation takes around 15 minutes to watch and supporting resources are available to prompt positive conversations

You can also contact the Public Health Resource Centre at phrc@leeds.gov.uk or call **0113 378 6200** to collect resources to support you and vulnerable residents in Leeds this winter.

The national Influenza Immunisation Programme 2019/20

Influenza immunisation aims to provide direct protection to those who are at higher risk of influenza associated morbidity and mortality. Vaccination is provided via your GP or participating pharmacies. Please note that the vaccine will be delivered to GPs and pharmacies in phases so please check availability at your preferred immunisation site. In 2019/20, influenza vaccinations will be offered under the NHS programme to the following groups:

- All those aged two and three on 31 August 2019 (date of birth on or after 1 September 2015 and on or before 31 August 2017), in general practice
- Health and Social care workers including hospice workers
- All primary school-aged children (date of birth on or after 1 September 2008 and on or before 31 August 2015), in the school-based programme
- Six months to less than 65 years of age, clinicians should offer immunisation, based on individual assessment, to clinically vulnerable individuals such as those with:
    - chronic (long-term) respiratory disease, such as severe asthma, chronic obstructive pulmonary disease (COPD) or bronchitis
    - chronic heart disease, such as heart failure
    - chronic kidney disease at stage three, four or five
    - chronic liver disease
    - chronic neurological disease, such as Parkinson’s disease or motor neurone disease, or learning disability
    - diabetes
    - splenic dysfunction

    - a weakened immune system due to disease (such as HIV/AIDS) or treatment (such as cancer treatment)
    - morbidly obese (defined as BMI of 40 and above)
- pregnant women (including those women who become pregnant during the flu season)
- 65 years or over (including those becoming age 65 years by 31 March 2020)
- People living in long-stay residential care homes or other long-stay care facilities where rapid spread is likely to follow introduction of infection and cause high morbidity and mortality. This does not include, for instance, prisons, young Offender institutions, university halls of residence, or boarding schools (except if children in boarding school are of primary school age
- Those who are in receipt of a carer's allowance, or who are the main carer of an older or disabled person whose welfare may be at risk if the carer falls ill
- Household contacts of immunocompromised individuals, specifically individuals who expect to share living accommodation on most days over the winter and, therefore, for whom continuing close contact is unavoidable.

The list above is not exhaustive, and the healthcare professional should apply clinical judgement to take into account the risk of influenza exacerbating any underlying disease that a patient may have, as well as the risk of serious illness from influenza itself. Influenza vaccine should be offered in such cases, and will be reimbursed, even if the individual is not in the clinical risk groups specified above.

GPs must actively invite 100% of eligible individuals (e.g. by letter, email, phone call, text) and ensure uptake is as high as possible.

'Stay Well This Winter' Small Grants scheme

Public Health commissions Leeds Community Foundation to deliver the "Stay Well This Winter" Grants (previously Winter Wellbeing Community Grants). This is the 7th consecutive year the scheme will take place. The grants will support a range of community-based projects in Leeds.

Projects must target vulnerable people who are the most susceptible to the adverse effects of cold and severe weather. These are roughly in line with target groups for vaccinations as described earlier. Projects will take place during the winter of 2019-20. Successful applicants will be announced early November 2019.

<u>Smoke Free Side Lines</u>

The local Football Association have been leading on a smoke free side lines initiative across all West Yorkshire Authorities. Junior Leagues have been informed about the initiative and all have endorsed the approach. The initiative was soft launched in September, at the beginning of the season, with emphasis being put on clubs to inform parents and spectators about the no smoking or vaping policy on the side lines.
Work is ongoing within the Council to look at changing hire agreements for Council facilities to include a no smoking policy thus supporting the initiative.

<u>Financial Inclusion</u>

Debt Forum Joint Annual Meeting

On Thursday 10th October the Lord Mayor opened the Leeds Debt Forums' Joint Annual Meeting at St George's Centre, Great George Street. The theme of this year's meeting was

‘Protecting the financially vulnerable’. The meeting was been organised in close partnership with the LCC Financial Inclusion Team.
Speakers from Leeds City Council presented the current picture of financial inclusion and financial resilience in Leeds, using findings of research commissioned by LCC from 2004 to 2018 and other information. A speaker from Citizens Advice Leeds reported on the problems of people asking for advice on money and debt. Other debt advice organisations also updated on problems they encounter. Cllr Alice Smart gave an update on the Leeds City Council’s approach to tackling Financial Vulnerability.

People in Leeds can access a good range of advice services and projects to help those struggling. A key part of the work of the Debt Forum partners is to signpost these services – to get the word onto the street – and the programme looked at how this can be done more effectively. There were also updates from the Money Buddy Project, the Holiday Hunger programme and the Money hacks in Schools project. Discussion groups looked at promotion of Credit Unions for savings and affordable credit, at ways of tackling Food Poverty, Problem Gambling and Poverty and Homelessness.

Money Buddies Book

The Money Buddies Story was written by Sylvia Simpson, the Chief Executive of Money Buddies. Dewsbury Road Community Hub, under the umbrella of financial inclusion applied for £5k funding from Stop Loan Sharks UK Proceeds of Crime fund to turn the story into a fully illustrated children’s story book. The application was built on the need to educate children from an early age on the importance of looking after their money and also from a financial safeguarding stand point of the dangers of Loan Sharks.

Dewsbury Road Community Hub launched the book on 11/10/19 at New Bewerley School at a special school assembly of 120 children, where the book was read by a professional story teller. Hillary Benn MP, a local ward member, Sylvia and other representatives from Money Buddies, the Illegal Money Lending Team attended and Radio Aire. The book has been extremely well received and copies will be made available across all Leeds Libraries and also be distributed to Leeds Primary schools at nil cost.

Community Engagement: Forums

10. **The following schedules below for the Community Forums**

Manston & Swarcliffe Forum dates:
30 April 20
16 July 20
19 November

Whinmoor Forum dates:
27 April 20
23 July 20
26 November 20

Garforth & Swillington dates:
20 January 20

Temple Newsam

TBC

Community Engagement: Social Media

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

12. **Appendix 2**, displays the Outer East Community Committee Newsletter. The newsletter will be provided twice a year for the December and March Committee meetings.

Housing Update

<u>Environmental Actions Halton Moor and Swarcliffe Offices</u>

13. **Performance**

<u>Voids Levels (empty properties)</u>

Demand in all areas remains high especially for houses. Applicants on Band A bidding for a 2 bed property can wait in Cross Gates and Whinmoor Ward an average of 59 weeks, Temple Newsam Ward an average 37 weeks. The Leeds average is 46 weeks.

Sheltered complexes such as Sherburn Court and Naburn Court in Whinmoor have proved difficult to let, however since the Highways residents have been awarded Clearance priority demand for these blocks has increased.

There are a high proportion of adapted and sheltered properties in this area which take time to allocate due to matching needs of customers with properties, and OT referrals. In Halton Moor/Osmondthorpe in particular there have been concerns with property condition and disrepair, which affects void levels, also the incidence of ASB and hate crime has affected the letting of some properties and this is being dealt with by LASBT and the Police.

The Neville's new build properties have had rent approval and have now been advertised and shortlisted.

32 new build properties are to be available to let in 2020.

The breakdown of property types is as follows, an agreed LLP will be applied to the properties.

4x 1 bed bungalows
4x 2 bed bungalows
5x 2 bed houses
19x 3 bed houses

12 of the 3 bed houses have been allocated to customers and offers made.

Work is being undertaken to reduce void levels by advertising properties on notice, viewing in repair when safe to do so, and maintaining deadlines for customer proofs and contact. Multiple viewings are undertaken on properties which are being refused regularly. Viewings, sign ups and final fixes are a priority. There is regular liaison with Contractors for property return dates.

Since April 2019 the number of properties we have allocated is as follows:

Swarcliffe/Whinmoor: 54

Halton Moor/Osmondthorpe: 30

Total: 84

The percentage of stock currently in void is as follows;

Office	% of stock void (local target under 0.85%)
Swarcliffe / Whinmoor	0.72% (14)
Halton Moor and Osmondthorpe	1.13% (16)
City Average	0.2% (398)

Income Collection

Income collection continues to be a continuous role taking up the majority of Housing Officers, Team Leaders and Managers time to try and improve collection rates. The teams are working hard to make contact with customers in arrears to provide help and support where required and assist in any way to help increase their income and reduce arrears. Universal Credit continues to be a challenge for staff and customers.

The Enhanced Income Officer assists with enhanced cases Universal Credit cases where a higher level of support and assistance is required applying for APA's (Alternative Payment Arrangements) as required. These payments are received in a four weekly cycle.

Accounts are being audited and monitored on a regular basis to ensure we are providing the help and support required and that the arrears process is being adhered to.

Office	Collection rate (66a) City Target 97.5%
Swarcliffe / Whinmoor	95.04%
Halton Moor / Osmondthorpe	95.16%

Annual Home Visits

Halton Moor and Swarcliffe are currently slightly behind target for this point in the year. We continue to identify some support needs and Housing Officers work very closely with Housing Support and the Enhanced Income Team to provide help and support to those in need. Planned action days have been arranged to carry out a blitz on the underperforming patches.

Office	Annual Home Visits completed
Swarcliffe / Whinmoor	63.35 %(1141)
Halton Moor / Osmondthorpe	69.51(962)
City total	70.04% (37870)

Environmental/Anti- Social Behaviour issues Halton Moor and Swarcliffe Offices

Housing Officers continue to carry out the scheduled quarterly walkabouts identifying untidy gardens, pot holes, overgrown trees etc. liaising with partnering agencies to rectify an issues.

Approval has been obtained to demolish a number of garages in the Naburns area this will improve general parking for residents.

Staff continue to work closely with the Enforcement Officer from Cleaner Neighbourhoods Team in tackling both private and LCC untidy gardens.

Staff are continually looking for potential HAP bids in order to improve the areas.

There has been a recent increase in ASB on the Halton Moor estate and partnering agencies have been working closely together to remedy the problem with a number of Injunctions been served on youths in the area. All agencies will continue to monitor these Injunctions for any breaches and tenants have been advised their tenancies are at risk should their children continue to cause problems.

Garforth & Swillington, Kippax & Methley

Performance

Voids Levels (empty properties)

Demand for family type housing (houses, maisonette's) remains incredibly high in the Garforth & Swillington and Kippax & Methley ward with a low turnover of properties. The current wait on Band A for a 2 bedroom house in Garforth & Swillington is 64 weeks, and in Kippax & Methley 73 weeks. The average wait time citywide is 64 weeks.

Challenges still remain with letting bedsits in our Retirement Life complexes. A recent letting of a bedsit at Cross Hills Court significantly affected our turnaround times in lettings. We currently have four properties on notice or in void at Cross Hills Court so initiatives are being looked at on how to most suitably and effectively re-let the properties when interest is low. It is likely to involve partners such as Leeds Housing Options and Adults & Health.

Due to a high percentage of adapted and Retirement properties, when allocating properties, Occupational Therapists are required to attend viewings to ensure a property is suitable for an applicant's medical needs.

Work is being undertaken to reduce void levels by advertising properties on notice, viewing in repair when safe to do so, and maintaining deadlines for customer proofs and contact. Multiple viewings are undertaken on properties which are being refused regularly. Viewings, sign ups and final fixes are a priority. There is regular liaison with Contractors for property return dates. Since the introduction of our new IT system, we have been able to advertise properties through a fast track function, which has been utilised for hard to let properties. We continue to link in with the work happening at Leeds Housing Options to support corporate priorities and re-letting of properties.

Since April 2019 the number of properties we have allocated is as follows:

Kippax/Garforth: 86

The percentage of stock currently in void is as follows;

Office	% of stock void (local target under 0.85%)
Kippax / Garforth	0.6% (12)
City Average	0.73%

Turnaround target: 30 days

Office	Average turnaround time
Kippax / Garforth	33.95
City Average	31.94

Income Collection

Kippax and Garforth is currently 1st citywide for the percentage of rent collected as at week 27. In addition to this, the office is one of four across the city that has improved collection in comparison to the same week of 2018/19, with a local improvement of 0.12%.
To support the increased number of Universal Credit claimants, robust processes are in place to support tenants and protect rental income. The current impact on rent arrears attributable to Universal Credit is an average of £2.72 per case.

The schedule of actions created for Q2 has proved to have been beneficial and a schedule has been created for Q3.

We are promoting direct debit and currently have approximately 51.3% of tenants paying by this method.

Office	Collection rate (66a) City Target 97.5%
Kippax / Garforth	98.14%

Annual Home Visits

Housing Officers continue to work hard in reaching the year-end target. Kippax is currently within target at this point of the year. We have recently undertaken additional quality checks and reviewed follow on actions when support needs have been identified in the over 75 questions. There are no visits overdue by 2 years.

Office	Annual Home Visits completed
Kippax / Garforth	61.9% (743)
City total	69.3% (34,743)

Environmental Actions Garforth and Kippax Office

Housing Officers continue to carry out the scheduled quarterly walkabouts identifying untidy gardens, pot holes, overgrown trees etc, liaising with partnering agencies to rectify an issues. We are currently in the process of obtaining a quote to do some significant environmental cleanup in the Garden Village area with viewing to funding the cost from the Environmental budget.

A number of garages will be demolished at Victoria Street, Allerton Bywater to be replaced with car parking.

A garage has been identified at Church Gardens, Garforth, as requiring demolishing and we aim to have this completed and replaced with car parking by the end of the financial year.

Staff continue to work closely with the Enforcement Officer from Cleaner Neighbourhoods Team in tackling both private and LCC untidy gardens and dog fouling.

Housing Advisory Panel (HAP)

14. The Housing Advisory Panel started the financial year with £47,674.32 including a carry-over figure from 18/19. After September meeting £22,450.10 allocated.

HAP	**Number of projects submitted**	**Number of projects approved**	**Other funding confirmed/given in kind**	**Amount Committed**	**% committed**
Environment & Housing	9	1	£ -	£ 3,844.10	6.39%
Health & Well-being	4	2	£ 47,331.00	£ 15,531.00	32.58%
Community Safety	2	1	£ 3,875.00	£ 3,875.00	8.13%
Employment & Skills	0	0	£ -	£ -	0.00%
Total	15	4	£ 51,206.00	£ 23,250.10	47.09%

Approved Spend by ward

Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
1 Project	2 Projects		2 Projects
£3,044.10	£4,075.00		£16,131.00

Engagement

- Micklefield continues Resident Group continues to be supported by both Garforth Hub and Tenant Engagement.
- Proposal currently at embryonic stage to develop a small orchard in Micklefield.
- Work to create a residents group at Kippax Common underway. Two meetings scheduled, afternoon and evening 6 November to see support for a group or other engagement model.
- Small group looking to potentially create a group in the Whinmoor area. At this stage a meeting with a potential organiser held with information on creating a group given.
- Garden Competition for Halton Moor area – Date agreed for award ceremony. Cllr Coupar to host event. Engagement Team to administer for event.

Community Payback

Ward	Number of referrals	Open	Complete	Started	Days Work
Cross Gates & Whinmoor	3	2	1	0	5
Garforth & Swillington	8	7	1	0	2
Kippax & Methley	6	4	2	1	3
Temple Newsam	5	4	0	1	0

Youth Matters

Cross Gates & Whinmoor

15. Youth Service had a packed summer with Two Activity days, attended by hundreds of young people, parents and carers.

Young people were consulted and put forward their preferences for trips including: Horse-riding, Canoeing, Flamingo Land, Go Karting, Swimming, Ice Skating, Quad Biking Paintballing, Bowling, Quasar.
Staff kept all the night time provisions open which included youth clubs, street work, mobile session, youth matters and one to one support.

Youth workers continue to work with partner agencies to address issues around ASB and we have had two partner agency meetings recently with Councillors/Police/Housing/LASBT.

Youth Matters Group are delivering a session on Recycling at the Youth Work Conference on November 6th 2019.

We continue to attract more young people into our service with numbers around 60 to 80 attending Swarcliffe Youth Club.
The Team have recently attended Mental Health First Aid Training for young people, this was a two day course and now staff are qualified.
Youth Workers have planned October Half Term programme to include:

Blackpool Pleasure Beach, Quad Biking and Scary Maze.

Temple Newsam ward

16. Youth Service had a packed summer programme. Unfortunately our Activity Day had to be cancelled at short notice and we are re scheduling this to take place.

Young people were consulted and put forward their preferences for trips including: Horse-riding, Canoeing, Flamingo Land, Go Karting, Swimming, Ice Skating, Quad Biking Paintballing, Bowling, Quasar.

Staff kept all the night time provisions open which included mobile sessions in Halton Moor, Colton and Temple Newsam, supporting the Kicks Programme.
Youth Matters Group was closed for the summer due to the school holidays (Meadow Field Primary School) and one to one support.
Youth workers have been addressing issues around ASB in Halton Moor and sharing intelligence with police and also attending Tasking meetings. Updates are that injunctions and curfews have been initiated and any breach of the orders will be reported to the police. For now, youth workers are aligned to an extra mobile session to monitor whilst also offering support to local community around any issues.
The mobile sessions offer issue based work around, drugs & alcohol, citizenship, health & wellbeing and more whilst consulting then on holiday programmes.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

18. 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

19. 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

20. 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

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

Risk Management

22. 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

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

Recommendations

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

Background documents[1]

25. None.

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

Inner East Community Committee

FACEBOOK highlights

7th August 2019 – 8th November 2019

Appendix 1

Since 7th August 2019 the Outer East Community Committee Facebook page has 2,313 **likes** and 2,407 **followers.**

There are two things to note in general:

- ’reach’ is the number of people the post was delivered to
- ‘engagement’ is the number of reactions, comments or shares

Engagement tends to be a better way of gauging if people are interested and have read the posts because they wouldn’t have interacted with it otherwise. For example, a post might reach 1,000 people but if they all scroll past and don’t read it, the engagement is 0 and it hasn’t been an effective way for the Community Committee to communicate. Posts can however be read without any further interaction.

The most popular post since 7th August was regarding the Manston & Swarcliffe Forum. The post:

- **has been shared 9 times**
- **has reached a total of 5,325 people**

The following are screenshots of the most popular posts since the 7th August. Alongside it are the figures for how many people the post reached and how many people engaged with the post.

1st Place – Manston & Swarcliffe Forum

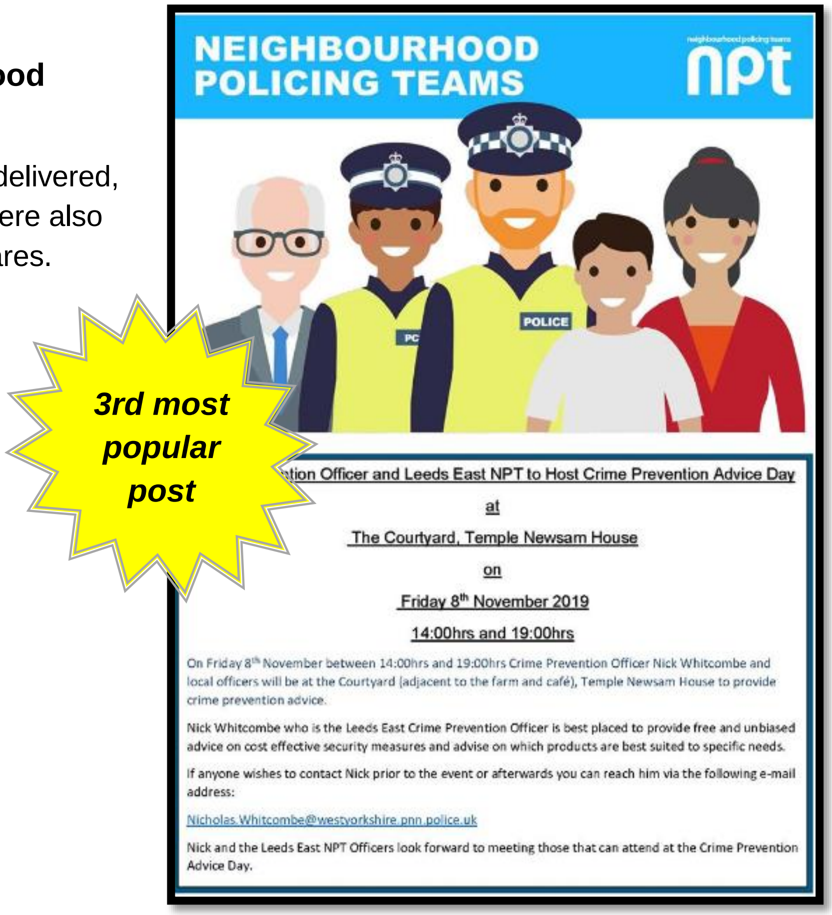
5,325 people had this post delivered to them and it had 338 post clicks, with 34 likes, comments and shares.

2nd Place – Leeds Libraries are now free!

1,238 people had this post delivered, with 26 post clicks. There were also 26 likes, comments and shares.

3rd Place – Neighbourhood Policing Teams

1,081 people had this post delivered, with 25 post clicks. There were also 12 likes, comments and shares.



Community Committee

OUTER EAST COMMUNITY COMMITTEE NEWSLETTER

Autumn 2019

In this issue:

- Youth Summit 30th October
- The Growing Zone
- Climate Change Workshop
- YAF funded Leeds Rhinos

Youth Summit 2019

The Outer East YAF Consultation event took place at Firthfields Community Centre, in Garforth, on 30 October. Young people got to try new activities and shared ideas about potential activities they would like the Community Committee to fund.

Young people attended and their ideas will be taken into consideration for YAF projects funded next year.

Thank you to the councilors and partners involved, Youth Service, Youth Matters Group, Leeds Rhinos Foundation, DJ School UK, Snap Box Photo Booth Chapel FM, Voice Influence & Change team, Bravewords LS -TEN , Children Services, Communities Team and finally the volunteers who made the event extra special!

DJ School brought his decking station and the team from Leeds Rhinos assisted with the fun activities

The Growing Zone

Growing Zone's founder and chair woman June Perkins attended with young people to carry out a presentation to the Outer East Community Committee in October.

The Growing Zone is a community project that brings together everyone, with or without disabilities, visual impairment and learning needs in an environment that is safe, Where they can learn from each other, build up their confidence, mix with other people from the community, be taught about the land, how to grow vegetables, flowers and fruit etc and be out in the fresh air having fun and building friendships.

Climate Change Workshop

Young people from The Tribe attended the Climate Change Workshop to discuss Climate issues and the solutions that could be made personally in the community and by Leeds City Council.

Leeds Rhinos Foundation

A £10,000 Youth Activity Fund grant from your local councillors via the Leeds City Council Outer East Community Committee enabled 4-day sports camp to run in each of our four wards, at a hugely subsidised rate.

Thank you from the Communities Team - Senior Localities Officer : Bali Birdi

Community Committee

Leeds CITY COUNCIL

Report of: **Head of Stronger Communities**

Report to: **Outer East Community Committee**
Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam

Report author: **Senior Localities Officer - Bali Birdi Tel: 07712 214727**

Date: Tuesday 10 December **For Information**

Outer East Community Committee – Forward Plan 2019/20

Purpose of report

1. This report introduces the Outer East Community Committee Forward Plan for 2019/20. It details the Community Committee meeting dates and sets out workshop themes, as well as providing an update on engagement with the local communities.

2. It also highlights the role of the Community Committee Champions and the work of the Community Committee in relation to the Council Constitution and associated delegations which are managed through its sub group structure.

Main issues

3. Leeds City Council has agreed a constitution which sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by law, while others are a matter for the Council to choose.

4. Community Committees were established to build on community engagement and in particular, increase the attendance and active involvement of local people at Community Committee meetings. Themed workshops were introduced to provide a forum for Councillors, residents and services to consider issues affecting their communities and find solutions. The topics were determined in collaboration with service leads and Community Committee Champions.

5. In order to give local citizens a greater say in Council affairs, Community Committees were established on the basis of representing inner and outer areas of the City. The Constitution states that the Executive is to make arrangements for the discharge of some functions for which the Executive is responsible to Community Committees.

6. The Executive has identified a number of functions that Community Committee's exercise decision making on. The Executive however remains ultimately responsible for these services and may remove or limit a Committee's powers. As with the Executive, in exercising their powers Community Committees must make decisions which are in line with the Council's overall policies and budget. The Committees involve all the Councillors from the wards within each committee area and meetings are held in public. The following areas are delegated to Outer East Community Committee:

    - Wellbeing Fund
    - Youth Activities Fund
    - Capital Budget
    - Community Infrastructure Levy (CIL)
    - Community Centres
    - Environmental Services
    - CCTV
    - Parks & Countryside

7. The Outer East Community Committee has put in place a sub structure to provide support, monitoring of performance and when required decision making to the delegations it is responsible for. These sub groups are as follows:

    - Children & Families Sub Group
    - Environmental Sub Group

    Information on the activities of the sub groups is included in the Outer East Community Committee Update Report.

8. The Council's approach to locality working through Community Committees and its emerging work in priority neighbourhoods is an essential component of the stronger communities programme in the city. This programme incorporates a strategic approach to migration, tackling poverty, inequality and disadvantage, community cohesion, engagement and development, prevent, counter extremism, work with the Third Sector and equality.

9. Executive Board approved a new model for Locality Working in November 2017 to respond to the national Indices of Multiple Deprivation (IMD) data for 2015 which demonstrated Leeds had sixteen neighbourhoods categorised as being in the most deprived 1% of neighbourhoods nationally.

10. Six priority neighbourhoods were identified to accelerate the Council's approach to tackling poverty and inequality in the city to support and encourage partners and stakeholders to work differently and encourage learning and development around some of the most challenging issues in the city.

11. The Executive Board report also identified twelve priority wards as the focus for targeted neighbourhood improvement to address poverty and inequality. The twelve wards include: Armley; Bramley and Stanningley; Kirkstall; Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft; Temple Newsam; Chapel Allerton; Middleton Park; Beeston and Holbeck; Hunslet and Riverside; and Hyde Park and Woodhouse (now Little London and Woodhouse).

12. Local partnership teams, known as Core Teams, were introduced towards the end of 2018 and have worked with communities to increase community involvement and participation, develop local action plans and build collaborative projects around key community issues.

13. Town and local centres across Leeds play a crucial role in supporting places and communities to respond to economic change. The Council's draft Inclusive Growth Strategy recognises their importance as economic, social and service hubs and the need to continue to deliver improvements that promote enterprise and connect people to jobs and opportunities within them. Targeting improvements to local centres would assist in delivering the Best Council Plan ambition of promoting sustainable and inclusive economic growth.

14. There have been significant strides in recent years to develop and improve the vitality and viability of local centres. People are passionate about local centres and high streets and a number of recent initiatives have provided a platform to turn that passion into action. The Portas Pilots Initiative, the establishment of several Town Teams and Business Improvement Districts, Townscape Heritage Initiatives together with the Town and District Centres Improvement Programme have all used this local activism to deliver improvements to support the sustainability of local centres.

15. However, many local centres still need to adapt and change to accommodate the challenges of internet shopping, the demand for more leisure activities, out of town shopping centres and edge of centre supermarkets and the disappearance of many day to day services from the high street. The Local Centres Programme (LCP) provides a programme of support and interventions that can be introduced to increase the vitality and viability of local and neighbourhood centres through the development of ward based bids for funding, supported by Council services and local agencies. The Local Centres Programme (LCP) seeks to utilise the £5m announced at Full Council in March 2017 to fund innovative and sustainable improvements to town and district centres as a component of supporting regeneration and growth across the city.

16. Separately the city has been proposed as the first Future High Street under a government funding initiative and partnerships between the public and private sector are also being developed elsewhere in the city to ensure local centres have the best possible futures to provide retail, commerce and social space for all.

17. Driving the work of the Community Committee through the sub groups, the Core Teams and the Local Centres Programme are the Community Committee Champions. The Champion role aims to provide local leadership for each theme, while acting as an interface with services. Meeting quarterly with service leads, Community Committee Champions are well placed to shape the local agenda around each theme.

18. While the Community Committee format has proved successful in the Outer East Community Committee opportunities do exist to further develop this approach. The following are points for consideration:

- Service delegations are currently managed through the sub group structures. Through the Community Champion leadership the sub groups play an increasingly vital part in driving service improvements locally. The Update Report keeps the Community Committee appraised of progress.

- Community Committee Champions have played an active role in shaping the agenda and working with service leads which has a positive impact. The Community Committee Champions role has proved more successful in shaping the local service agenda when working with a designated service lead. This connectivity with services is essential if we are to achieve increased service improvement and local influence on service delivery, especially when dealing with those services delegated to the Community Committee.

- The use of Facebook and features such as video by the Chair and Champions to promote Community Committee events has been effective in reaching a wider audience and securing attendance at Community Committee workshops. We will continue to explore innovative ways to develop the use of social media through profiling the role of the Chair and Community Committee Champions.

- Throughout the year different styles of workshops will be introduced. The aim will be to try and make the workshops interactive and relevant to local communities.

19. The draft Forward Plan is included in **Table 1** and **2** for Outer East Community Committee Members are asked to consider the Forward Plan, agree themes for workshops for each of the meetings scheduled for 2019/20, as well as note the work of the Core Teams. Proposed themes will be considered in collaboration with Community Committee Champions and service leads.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

21. 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

22. 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

23. 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

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

Risk Management

25. 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

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

Recommendations

27. The Community Committee is asked to:

   a. note the content of the report and make comment as appropriate
   b. consider scope and content of future Community Committee agendas

Background documents[1]

28. There are no background documents associated with this report.

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

Outer East Community Committee - Workshops 2019/20 **Table 1**

Proposed Forward Plan for 2019/20 – Community Committee and Workshops		
Core business	Appeals against refusal of inspection documents Exempt information Late items Declarations of disclosable pecuniary interests Apologies for absence	Minutes of last meeting Open Forum **Finance Report** **Update Report** **Review of previous themed meeting**

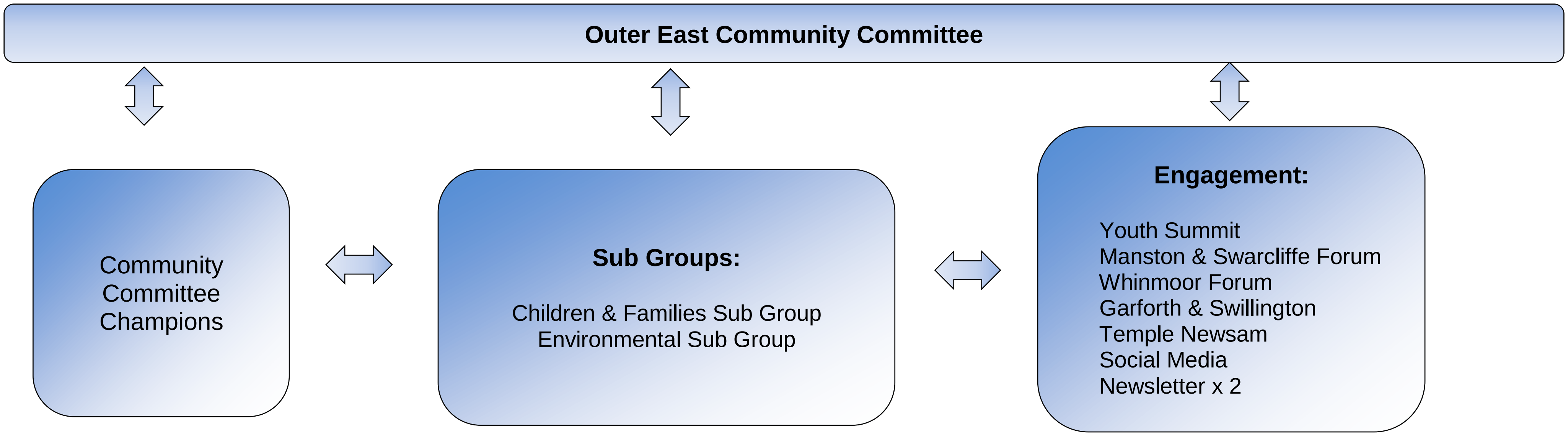
Community Committee and workshop date	Workshop theme	Ideas for workshop	Community Committee Champion	Service Lead/Key contributors	Others
4 July 19	**ELOR Workshop**	Air & Pollution		Cllr P Gruen	Communities Team
17 Sept 19	**ELOR Workshop**	Traffic Modelling		Cllr P Gruen	Communities Team
30 Oct 19	**Youth Summit**	Ideas for workshop	Cllr H Hayden	Voice & Influence Team	Communities Team
4 Nov 19	**Climate Emergency & Air Quality**	Climate Change		Cllr Grahame	Communities Team

There is also the potential to have reserve themes should any of the planned workshops have to be deferred. Members are also encouraged to consider emerging priorities as themes.

Theme	Community Committee Champion
Adult Social Care & Health and Wellbeing	Cllr P Gruen
Children's Services	Cllr H Hayden
Employment, Skills and Welfare	Cllr J Lennox
Environment & Community Safety	Cllr P Grahame
Local Community Partnership Champions (LCP)	Cllr P Gruen - Cross Gates Cllr M Harland - Garforth , Kippax & Rothwell
Housing Advisory Panel (HAP)	Cllr P Grahame, Cllr M Dobson, Cllr M Harland, Cllr H Hayden

Outer East Community Committee – Engagement 2019/20 **Table 2**

Sub Groups	Ward members	Meeting dates
Children & Families Sub Group	Cllr H Hayden, Cllr P Gruen, Cllr M Dobson, Cllr Grahame, Cllr S Field Cllr M Midgely	4 February 19, 22nd July 19, 16 September 19
Environmental Sub Group	Cllr Grahame, Cllr Harland, Cllr N Sharpe Cllr S McCormack	19 September 19, 11 February 20



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Agenda Item 11

Community Committee

Leeds CITY COUNCIL

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

Report to: Outer East Community Committee

Report author: John Woolmer

Date: 10 December 2019 **To Note/Comment**

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

Purpose of report

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

Main issues

Refuse Service Review

(a) Background

3. The overall objective of the review is to update and where necessary redesign the current household kerbside collection service so it is better placed to meet the challenges of a growing and evolving city/population.

4. The review is being undertaken within the context of significant housing/population growth citywide since the current routes were designed nearly 10 years ago, and the further growth planned in the city for the next 10 years. In addition, the national Resources and Waste Strategy, still in formal consultation stages following publication in December 2018, talks about significant changes to be made in 2023. For example, the

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

5. We therefore need a service in Leeds that is not only future proofed for the forecast growth, but in the best position possible to evolve our recycling offer to residents in a way that complements how consumers, producers and the retail sector also change habits, materials and recycling offers.

6. In addition to "looking forward" there is also a recognition the service needs to better respond to existing localised challenges. The city has large areas of terrace housing with very little off road parking, transient populations (including a large student population), multi-occupancy housing, high/low rise accommodation and city centre living. There are often significant practical issues for both the service and the customer.

7. The review is therefore not just a technical exercise of redesigning routes, but one that also looks at processes that support the operational work, how we better support and involve staff, our interaction with and accountability to the residents of Leeds and how we can get more recycling out of our existing kerbside infrastructure.

8. A Terms of Reference (ToR) for the review was developed in conjunction with the two main Trade Unions representing the workforce (GMB and Unison). The ToR set out set 14 clear joint objectives to deliver on (see Appendix A).

9. The initial intention was to complete the review by late 2019, with a desire to agree and implement elements during that period where sufficient progress is made and determine an implementation timescale for the remaining elements.

10. This progress report reflects on what has been achieved with the review to date, the timescale for the review to be completed and likely implementation timescales of remaining key elements.

(b) Progress to date

11. Significant progress has been made on each of the stated objectives of the Review. Both in terms of actions and agreement as to what the way forward/solutions are.

12. The initial phase of the review was to work through each agreed objective and develop/agree key principles and actions that if developed and put in place would deliver those objectives, a full list of these is provided in Appendix B.

13. The most significant principles/priorities for action agreed at this stage were:

- ✓ agreement on how routes should be redesigned from scratch, and the key factors that need building in (e.g. new builds); with a key outcome being more effective and efficient use of the resources and staff feeling service finish times across crews are fair/equal;

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

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

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

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

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

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

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

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

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

(b) Effective use of in-cab technology

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

(c) End of Day (EOD) Reports

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

(d) Fleet renewal

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

(e) Traffic Regulation Orders

Proposals have been worked up through consultation and involvement of Members and staff and using missed collections analysis. Technical assessments on over 100 sites has been completed by highways colleagues. The relevant Traffic Regulation Order is now ready to present to Executive Board for approval. However, due to the cancellation of the December meeting due to the General Election, we are now working for this to be presented in January 2020. The intention is for the approval to allow additional locations to be added to the Order without further reference to Executive Board, subject to any necessary local consultation etc.

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

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

(g) New Garden Waste Collection routes

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

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

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

(c) Next Steps

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

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

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

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

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

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

National Resources and Waste Strategy and Leeds Waste Strategy

19. The Government published its National Resources and Waste Strategy in December 2018. At the time, the key headlines from the Department for Environment, Food and Rural Affairs (DEFRA) were:

- The introduction of extended producer responsibility (EPR) for packaging so business and industry pay the full net cost of recycling or disposing of their packaging waste.
- EPR will include a review of producer responsibility schemes for items that can be harder or costly to recycle including cars, electrical goods and batteries. Extending EPR to textiles, fishing gear, tyres, certain materials from construction and demolition and bulky waste such as mattresses, furniture and carpets will also be explored.
- Mandatory weekly separate collections of food waste for every household, subject to consultation.
- A Deposit Return Scheme (DRS) will be brought in, subject to consultation, to increase the recycling 'on the go' of single-use drinks containers, including bottles, cans and disposable cups filled at the point of sale.
- To increase recycling, a consistent set of recyclable materials collected from businesses and households will be instigated on a national basis together with consistent labelling on packaging.
- Mandatory guarantees and extended warranties on products to encourage manufacturers to design products that last longer and drive up the levels of repair and reuse will be introduced.
- Annual reporting of food surplus and waste by food businesses will be laid down. If progress is insufficient consultation will start on introducing mandatory targets for food waste prevention.

20. The initial consultation phase concluded in May 2019. DEFRA provided an update in late July which indicated no changes to the principle set out in the Strategy that any required changes to how Councils manage waste will be fully funded. The update stated the elements of the strategy that look to introduce greater producer responsibility for ensuring recyclability of packaging and a Deposit Return Scheme remain key. In July, DEFRA reported that it intends to bring forward fresh consultations on firm plans in early 2020.

21. In the meantime, the Government announced the Environment Bill 2019/20. This bill was due for its second reading towards the end of October 2019, but the dissolution of Parliament prevented that happening. The Bill makes reference to the Office for Environmental Protection's "25 Year Environmental Plan". This plan has a section "Minimising Waste" which includes statements such as: "*We will minimise waste, reuse materials as much as we can and manage materials at the end of their life to minimise the impact on the environment. We will do this by: working towards our ambition of zero avoidable waste by 2050, working to a target of eliminating avoidable plastic waste by end of 2042, meeting all existing waste targets – including those on landfill, reuse and recycling – and developing ambitious new future targets and milestones*"

22. Within the context of this emerging/evolving national strategy, the Waste Strategy for Leeds was approved at the July 2019 Executive Board. Appended to this report is the "plan on a page" summarising the agreed strategic approach (Appendix C).

23. The Council is in positive discussions with DEFRA in relation to the future recycling target for Leeds. There is recognition that the current position is reflective of a national trend, particularly in comparison to other core/large cities. Although it is not anticipated that the measure of success will change in the short term, there is an expectation that new/revised legislation that comes from the National Strategy will reflect both the tonnage based measures of amounts of waste recycled and a measure that recognises the carbon impact of actions taken. That is not yet stated however, and we await further guidance and detail from DEFRA in 2020. It is therefore difficult for the Council to be clear at this moment on what "the future recycling targets as defined by DEFRA" may be.

24. The Leeds Strategy and work being undertaken as part of the refuse service review, is however looking at ensuring we anticipate as much as possible what may be required, and ensure we move forward/improve on existing measures regardless.

25. In the meantime we continue to innovate and introduce new ways for residents to reduce, re-use and recycle, with a focus on supporting people to change habits/behaviours and to move our focus to carbon reduction. Recent examples include:

- ✓ From mid-November, the addition of new materials/items accepted in the green bin for the first time in Leeds (pots, trays, tubs and cartons). Resulting in the vast majority of household plastics now being accepted in Leeds green bins for recycling.
- ✓ The innovative partnership with the charity Hubbub for the "recycling on the go" initiative in the city centre– with 60 new dedicated bins on the streets and 80 new bins inside places such as shopping centres. In the 8 months of the trial over 65,000 cans, 55,000 bottles and almost 600,000 coffee cups were collected for recycling. To help "mainstream" this initiative, we have now committed to continue to empty and take the bins for recycling as part of our city centre street cleansing offer.
- ✓ Education/social media campaign to get back to basics with what goes in the green bin; for example clear, pictorial "what goes in your green bin" information on the leaflet that is being sent to all households to inform them of the Christmas collection arrangements/dates this year (attached as Appendix D for information) and the production of a social media friendly animation explaining what happens to green bin contents.
- ✓ Expansion of bottle and textile banks in Leeds; there are currently 665 LCC bottle banks across the city, capturing around 9,500 tonnes of glass a year for recycling. Ward Councillors are being encouraged to help identify local sites where a new bank would be successful or where existing banks could be more effective. Longer term, the impact of national Deposit Return Scheme proposed in the National Resources and Waste Strategy on the amount of glass that residents would switch to taking to reverse vending or alternative "reimbursement" facilities is of course a consideration; and an example of the difficulty we have currently in predicting, planning for, prioritising and investing in recycling improvements for individual waste streams.
- ✓ Development of better recycling service offers in areas of traditionally poor recycling; the refuse service review has identified areas such as Harehills, Headingley, Hyde Park, Woodhouse, City Centre and high rise flats as places where recycling rates are low and where a different approach would help residents recycle more.

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

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

    - Glass – a key part of the NRWS is to introduce a continental style Deposit Return Scheme (DRS) that would include glass bottles and possibly jars. The reason being to incentivise the public to take their glass back to facilities in shops/supermarkets that would accept the items and refund the customer in the form of a store credit or possibly money. This may take the form a "reverse vending machine" for example. An obvious consequence of a successful introduction of this requirement would be the amount of glass to collect from the kerbside would be far less. Indeed when launching the strategy for consultation, DEFRA said "Similar schemes already operate successfully in other countries – for example, total return rates of drinks containers in Denmark, Finland, Germany, Norway, the Netherlands and Sweden are at 90%, 92%, 98%, 92% and 85% respectively". Yet the NRWS still also talks about glass being on the list of proposed waste streams that Councils may be required to separately collect at the kerbside from 2023 - under the "consistent recycling collections" part of the strategy.

    - Food – another key part of the NRWS is to require Councils to offer the kerbside collection of food waste to all residents. The rationale stated by DEFRA is to reduce the amount of food being landfilled and therefore contributing to greenhouse gas effect caused by the methane emissions. In Leeds, of course, any food placed correctly in the black bin goes to the RERF and is burnt to produce power and heating; so no food goes to landfill. In the NRWS it was initially clear that future food collections should be collected and processed separate from any other waste stream. However, following the consultation period in 2019, DEFRA now indicates that the method of collection of food would be subject to what is “technically, environmentally or economically practicable” (known as the “TEEP” test). This is welcomed as it suggests that we can develop a solution that works the best for Leeds.

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

Conclusions

27. The review of the Refuse Service is wide ranging and ambitious – demonstrated by the agreed objectives set out in this report. The review is not just about bringing routes up to date and therefore more efficient; but about improvements to accountability, ethos, processes, communication, staff welfare and preparing for challenges to come. The review also seeks to develop solution to parts of the city where the current configuration neither works for the service or the customer.

28. Working collaboratively with Trade Unions, significant progress has been made on a number of key elements of the review. Action has already been undertaken to change roles in crews, improve the use of technology, produce more reliable end of day information, consult and agree a TRO proposal, redesign garden waste routes and

29. The broad ambitions set out in the National Resources and Waste Strategy are welcomed. Clarity about the future legal requirements on Councils and what exactly will be funded and from when is of course critical. It is clear that some of the detail will change as a result of the consultation period. Already for example, there appears to be some change on the food waste proposals.

30. In the meantime, as set out in the Leeds strategy, we will continue to prepare for what we anticipate to be future requirements, work with stakeholders across the city on influencing and supporting behavioral change to how people reduce and manage waste and make further improvements to our existing recycling and re-use offers.

Recommendations

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

Appendix A: Review Objectives

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Leeds CITY COUNCIL

UNISON the public service union

GMB BRITAIN'S GENERAL UNION

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.

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

NET ZERO CARBON BY 2030

All doing our part

Leeds will:

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

Reducing excess

Leeds will:

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

Getting the most out of our resources

Leeds will:

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

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.

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

For full Strategy visit 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…	
Monday	Sunday 22 December	Monday 30 December
Tuesday	Monday 23 December	Tuesday 31 December
Wednesday	Tuesday 24 December	Thursday 2 January
Thursday	Friday 27 December	Friday 3 January
Friday	Saturday 28 December	Saturday 4 January
Saturday	Sunday 29 December	Sunday 5 January

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

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

RecycleForLeeds

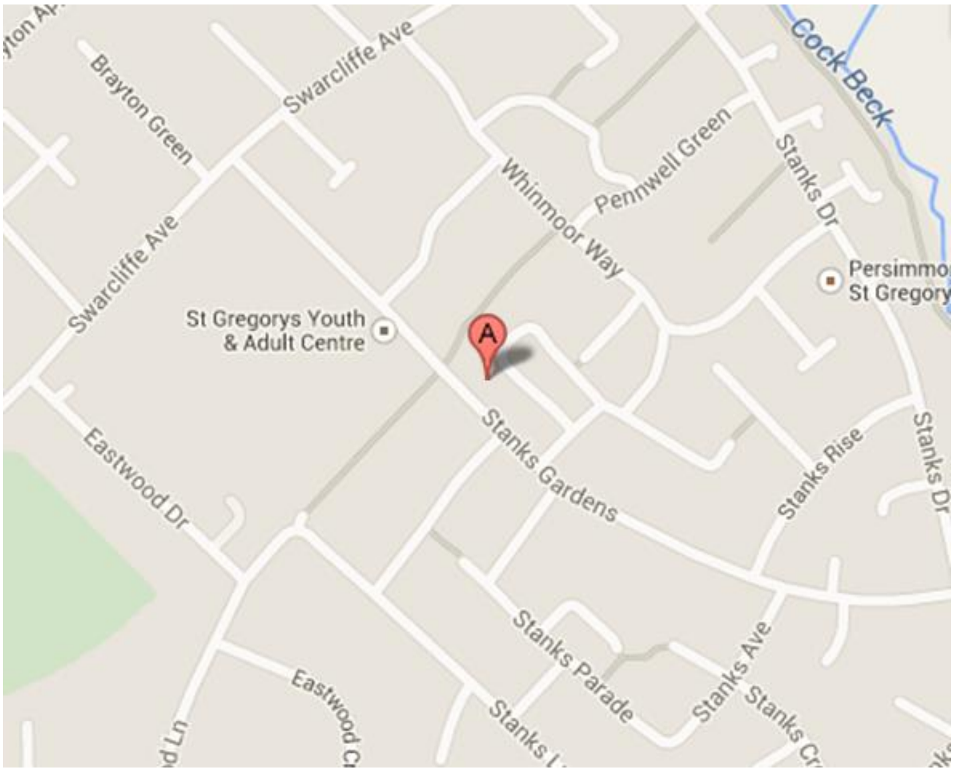
Leeds recycles

Leeds City Council

RECYCLE
all of us in your
GREEN BIN

Keep me as a quick reference for recycling

Swarcliffe Community Centre (main hall), Stanks Gardens, Swarcliffe, Leeds, LS14 5LS



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