



**INNER EAST COMMUNITY COMMITTEE**

---

**Meeting to be held in  
Saint Phillips Church Centre, Osmondthorpe Lane, Leeds LS9 9EF on**

**Thursday, 17th July, 2014 at 5.30 pm**

**(Map attached)**

---

**MEMBERSHIP**

Councillors

R Grahame	Burmantofts and Richmond Hill;
M Ingham	Burmantofts and Richmond Hill;
A Khan (Chair)	Burmantofts and Richmond Hill;
R Harington	Gipton and Harehills;
A Hussain	Gipton and Harehills;
K Maqsood	Gipton and Harehills;
G Hyde	Killingbeck and Seacroft;
V Morgan	Killingbeck and Seacroft;
B Selby	Killingbeck and Seacroft;

---

**Agenda compiled by:  
Helen Gray  
Governance Services Unit  
Civic Hall  
LEEDS LS1 1UR  
Tel: 24 74355**

**Area Leader:  
Jane Maxwell  
Tel: 33 67858**

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p style="text-align: center;"><b>5:30PM FORMAL BUSINESS</b></p> <p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p> <p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p style="padding-left: 40px;">RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p> <p><b>DECLARATIONS OF DISCLOSABLE INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct.</p> <p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence</p> <p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair</p> <p><b>MINUTES OF THE LAST MEETING OF EAST INNER AREA COMMITTEE</b></p> <p>To receive and note the minutes of the last meeting of the former East Inner Area Committee held 6<sup>th</sup> June 2014</p> <p><b>MATTERS ARISING</b></p> <p>To note any matters arising</p>	3 - 6

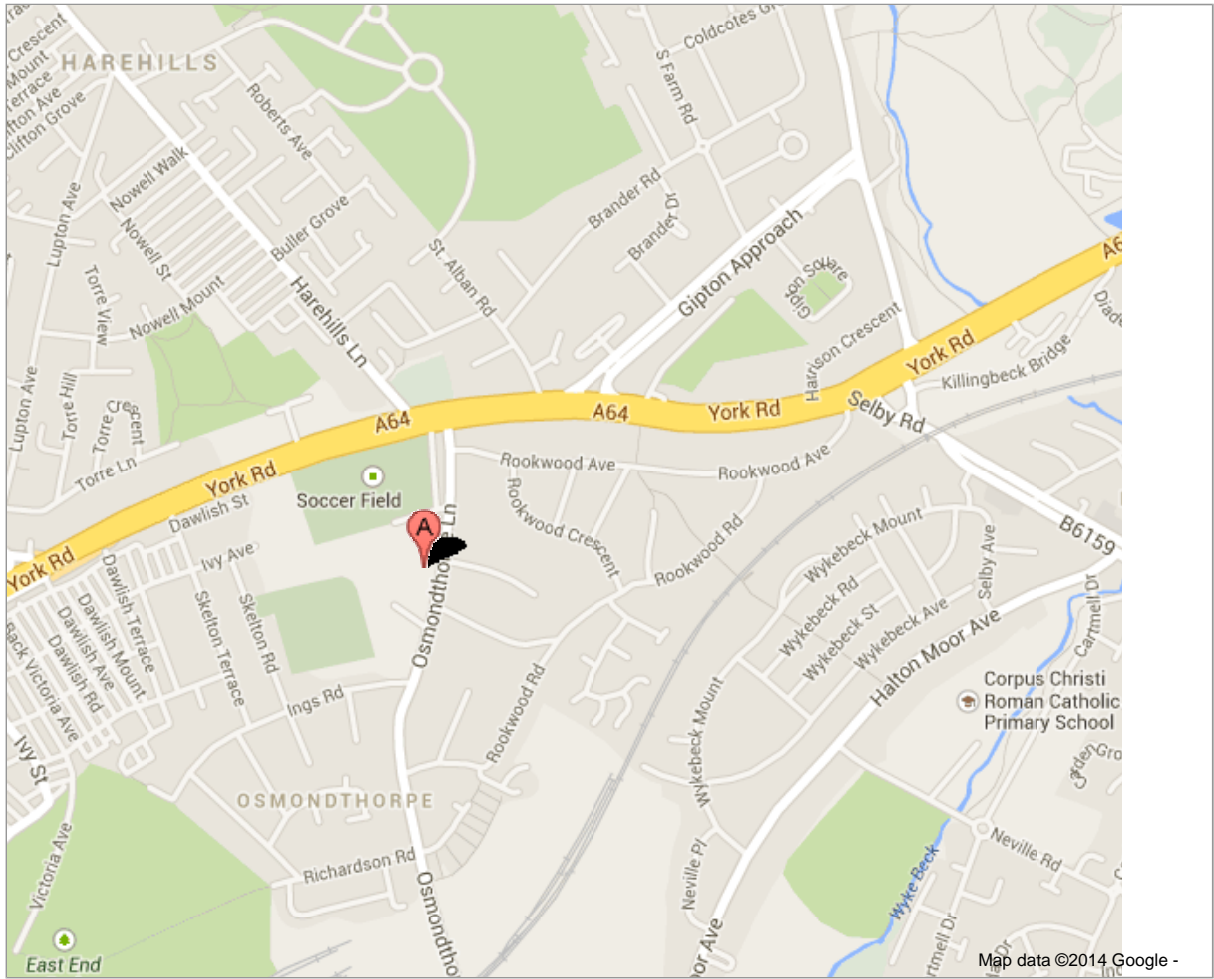
Item No	Ward/Equal Opportunities	Item Not Open		Page No
	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft		<p><b>COMMUNITY COMMITTEE APPOINTMENTS</b></p> <p>To consider the report of the City Solicitor inviting the Community Committee to make appropriate appointment in respect of the following:</p> <ul style="list-style-type: none"> <li>• Outside Bodies</li> <li>• Corporate Carers Group</li> <li>• Area Lead Roles</li> <li>• Childrens Services Cluster Partnerships</li> </ul> <p>(Time – 10 minutes)</p>	7 - 16
	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft		<p><b>APPOINTMENT OF CO-OPTees TO COMMUNITY COMMITTEES</b></p> <p>To consider the report of the City Solicitor outlining proposals regarding the appointment of co-optees onto the Community Committee</p> <p>(Time – 10 minutes)</p>	17 - 20
	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft		<p><b>WELLBEING REPORT</b></p> <p>To consider the report of the East North East Area Leader providing an update on the current position of the capital and revenue budget for the Community Committee and setting out applications submitted for funding for consideration</p> <p>(Time – 10 minutes)</p>	21 - 42
	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft		<p><b>AREA UPDATE REPORT</b></p> <p>To consider the report of the East North East Area Leader providing the Community Committee with updates from the five Sub Groups</p> <p>(Time – 10 minutes)</p>	43 - 64

Item No	Ward/Equal Opportunities	Item Not Open		Page No
	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft		<p><b>YOUR NEW COMMUNITY COMMITTEE!</b></p> <p>To consider the report of the East North East Area Leader setting out the new arrangements for community committees and community engagement in order to develop a new style of collaborative working with residents, service providers and partners. The report provides Members with a first opportunity to set the agenda for Inner East Community Committee for 2014/2015 and also seeks approval for a set of minimum conditions to be in place to ensure that Members are supportive of any delegated decisions taken between formal community committee meetings</p> <p><u>Following formal consideration of the matters outlined above, the Community Committee will discuss the detail of the community engagement strategy and priorities during the workshop session to follow</u></p> <p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note the date and time of the next meeting as Thursday 9<sup>th</sup> October 2014 at 5.30pm</p> <p><b>COMMUNITY BUSINESS</b></p> <p>At the conclusion of the formal business on the agenda, the Community Committee will commence workshop sessions</p> <p><b><u>Third Party Recording</u></b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> <li>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</li> <li>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</li> </ul>	65 - 72

This page is intentionally left blank



To see all the details that are visible on the screen, use the "Print" link next to the map.



This page is intentionally left blank



## EAST (INNER) AREA COMMITTEE

FRIDAY, 6TH JUNE, 2014

**PRESENT:** Councillor A Khan in the Chair

Councillors A Hussain, G Hyde, B Selby,  
M Ingham, R Grahame, K Maqsood and  
R Harington

### 91 **Chairs Opening Remarks**

Councillor Khan welcomed all present, noting that this would be last meeting of the current Municipal Year. The Chair took the opportunity to thank Rory Barke, the former ENE Area Leader, for his support to the Area Committee and to welcome Jane Maxwell in her new role as ENE Area Leader.

Additionally, Councillor Khan highlighted the work and successes of the AC during the last 12 months in the key issues identified as priorities for the locality: health; jobs & skills; education, the environment and community safety. In particular he thanked Members, Area Lead Members and officers for their support in delivering the achievements; and outlined priorities for the forthcoming year in respect of:

- The establishment of the Employment and Skills Board
- Engaging with residents via the new Citizens@ agenda
- Investment in the parks and green spaces in the locality
- The establishment of the Community Committee
- Enhancement of partnership working arrangements with external organisations
- Targeting service delivery; and
- Focusing on Children's Services

**RESOLVED** - To note the comments of the Chair

### 92 **Late Items**

No formal late items of business were added to the agenda; however Members were in receipt of a supplementary document in respect of the Wellbeing Fund applications (schedule outlining the comments of local ward councillors in respect of Wellbeing applications from within their wards)

### 93 **Declaration of Disclosable Pecuniary Interests**

There were no declarations of interest.

### 94 **Apologies for Absence**

Apologies for absence were recorded for Councillor Morgan

### 95 **Open Forum**

No matters were raised under the Open Forum.

### 96 **Minutes**

**RESOLVED** - That the minutes of the meeting held 20th March 2014 be agreed as a correct record

Draft minutes to be approved at the meeting  
to be held on 17<sup>th</sup> July 2014

**97 Matters Arising**

Minute 78 Employment & Skills - EIAC supported a request EIAC supported a request for information to be supplied to Members on the outcome of an investigation into the reported employment of a non-local workforce at a large development site

Minute 78 Service Level Agreement - EIAC supported a request that Members should receive further details of what the £40,000 provisionally earmarked by the Area Committee for additional enhancements to the SLA will be used for

**98 Election of the Chair 2014/15 Municipal Year**

The City Solicitor submitted a report on the arrangements for the East Inner Area Committee to elect the Chair for the 2014/15 Municipal Year, in accordance with the Area Committee Procedure rules. The deadline for submission of nominations had been 5.00pm on Thursday 5th June 2014.

EIAC noted receipt of one nominee – Councillor Asghar Khan – for the position of Chair

**RESOLVED** – That Councillor Khan be duly elected Chair of East Inner Area Committee for the 2014/15 Municipal Year

**99 Well Being Fund**

The ENE Area Leader submitted a report providing Members with an update on the current position of the capital and revenue budget for the Inner East Area Committee. The report included details of 40 applications for funding from both the revenue and capital funds for Member’ s consideration. EIAC noted that representatives from one of the applicant groups attended to the meeting as observers.

It was noted that the applications had been presented to ward Members previously for comment, although final decisions were reserved for this meeting.

Members noted comments in respect of particular applications which required either further development work or further investigation. EIAC supported suggestions to defer the following applications to a future meeting when additional information could be supplied:

- 4th RadhaRaman Folk Festival
- Men’ s Room Project
- Leeds Somali Youth Project
- Eid Alfeter
- Children and Young People day - Seacroft

**RESOLVED-**

- a) That the spend to date and current balances for the 2014/15 financial year be noted

b) That, having considered the project proposals outlined in the submitted report, the following grants be approved from the Wellbeing Revenue Fund:

Opportunity Shops – Gipton Harehills & Seacroft	£13,000
Inner East Young Peoples Out of School Programme	£2,980
Harehills Festive Lights	£2,730
Fearnville Bike Festival	£2,603.82
Seacroft Galas	£1,250
Mums The Word	£2,000
Burmantofts Gala	£1,500
Lark in the Park	£1,500
Red Road Allotments CCTV camera	£1,400
Interpreter – Bangladeshi Centre	£600

c) That having considered the project proposals detailed in the report, the following Wellbeing Capital monies be granted from each Ward  
Oakwood Lane Allotments Container £1,805

d) That, having considered the proposals outlined in the report, the following amounts of Youth Activity Fund monies be granted from each Ward:

LCC multi- Sports Camp BRH	£2,541.72
After School Club B&RH	£2,500
Summer Holiday Fun Days B&RH	£2,481.70
Football camp B&RH	£1,500
First Floor Project	£1,310
Cooking Club – Community Unity	£1,000
CATCH Ramadan Project	£3,752
Harehills Summer Football Camp	£3,300
Fearnville Multi Sport and Swim Camp	£2,500
Girls Just Wanna Have Fun	£2,500
Gipton Summer Camp Activities	£2,500
Street Work Soccer Academy (Gipton)	£1,920
LCC multi-sports Activities in Harehills	£558.40
Friday Night Hub	£5,000
Summer Studio	£2,500
Opportunities Inspiring Learning	£2,000
Ice Pop Media Clubs	£1,850
DAZL Seacroft Dance prog	£1,793

e) That consideration of the following applications be deferred to the July meeting:

- 4th RadhaRaman Folk Festival
- Men' s Room Project
- Leeds Somali Youth Project
- Eid Alfeter
- Children and Young People Day - Seacroft

**100 Dates, Times and Venues for Future Meetings**

East Inner Area Committee were requested to confirm the dates and times of meetings during the 2014/15 Municipal Year and to consider venues for those meetings

**RESOLVED -**

- a) To note that the next meeting will be held on Thursday 17<sup>th</sup> July 2014 at 5:30 pm
- b) To confirm the schedule of meetings for the 2014/15 Municipal Year (all Thursdays) as being 17 July 2014; 9 October 2014; 22 January 2015 and 19 March 2015
- c) To note that, following further discussions, the start time of the October, January and March meetings will be confirmed in due course
- d) To note that the January meeting would be held in the Civic Hall, Leeds, with the remaining meetings to be held at venues within each of the three wards. These to be confirmed in due course



## Report of the City Solicitor

## Report to Inner East Community Committee

**Date: 17<sup>th</sup> July 2014**

## Subject: Community Committee Appointments

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill; Gipton & Harehills; Killingbeck & Seacroft	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

## Summary of main issues

- 1 This report invites the Committee to make appointments to the following as appropriate:-
  - Those Outside Bodies as detailed at Appendix 1;
  - One representative to the Corporate Carers' Group;
  - Community Committee Area Lead Members, as listed at Section 3; and
  - Those Children's Services Cluster Partnerships, also listed within Section 3.

## Recommendations

- 2 The Community Committee is asked to confirm appointments to the following:
  - (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
  - (ii) Committee Members to the Area Lead Member roles listed in section 3;

- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee as listed in section 3;
- (iv) One representative to the Corporate Carers' Group.

## **1 Purpose of this report**

- 1.1 This report outlines the Community Committee's role regarding appointments to: Outside Bodies; Area Lead Members; Children's Services Cluster Partnerships and the Corporate Carers' Group. In addition, the report invites the Committee to determine the appointments to these groups and organisations.

## **2 Background information**

### **2.1 Outside Bodies**

- 2.2 In July 2004 Member Management Committee met to consider the allocation of appointments to each Area Committee. Attached at Appendix 1 are those organisations that Member Management Committee has determined should be made by this Community Committee.

### **2.3 Area Lead Members**

- 2.4 In May 2013, Executive Board recommended that Area Committees appoint Area Lead Members, in accordance with the defined roles as subsequently presented to the Annual Council Meeting as part of the Council's Executive Arrangements.

### **2.5 Children's Services Cluster Partnerships**

- 2.6 In June 2013, Member Management Committee resolved that the nomination of Elected Member representatives to the local Children's Services Cluster Partnerships be delegated to Area Committees for determination.

### **2.7 Corporate Carers' Group**

- 2.8 In recent years Area Committees have been seen as the appropriate principle body by which local Elected Member representatives are appointed to the Corporate Carers' Group. Further information regarding the Group can be found at section 3 of the report.

## **3 Main issues**

### **3.1 Outside Bodies**

- 3.2 The Community Committee is requested to determine the appointments to those Outside Bodies as detailed within Appendix 1. The Council's Appointments to Outside Bodies Procedure Rules are available to Members upon request.

- 3.3 The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder<sup>1</sup> either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Community Committee. Such appointments will then be offered on this basis.
- 3.4 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Community Committee as a whole.
- 3.5 All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.6 Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Community Committee and agreement sought as to whether the vacancy will be filled.
- 3.7 A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles as described above.
- 3.8 Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

### **3.9 Appointments 2014/2015**

This year there are 5 appointments to be made in relation to the following organisations:-

- Chapelton Citizens Advice Bureau (1)
- Richmond Hill Elderly Aid (1)
- ENE Local Housing Advisory Panel (3)

### **3.10 Area Lead Member Roles**

- 3.12 The Area Lead Member role aims to provide a local “lead” perspective and further facilitate local democratic accountability; particularly in conjunction with the relevant Executive Member. It is formally defined as covering the following areas:
- To provide local leadership and champion the agenda at the Community Committee.
  - To represent the Community Committee at relevant meetings, forums and local partnerships.

---

<sup>1</sup> For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- To build links with key services and partners.
- To provide a link between the Community Committee and the Executive Member to ensure local needs are represented, issues are highlighted, best practice is shared and to facilitate local solutions to any issues.
- To maintain an overview of local performance.
- To consult with the Community Committee and represent local views as part of the development and review of policy

3.13 As set out in the Constitution, the Community Committee is invited to appoint to the following Area Lead Member roles, in respect of:

- **Environment & Community Safety**
- **Children's Services**
- **Employment, Skills and Welfare**
- **Health, Wellbeing and Adult Social Care**

3.14 In recognition of the differing size of individual Community Committees and that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting two of the roles namely:

- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.
- Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

### **Corporate Carers' Group**

3.15 Under the Children's Act 1989, all local Councillors are corporate parents (usually referred to in Leeds as corporate carers), this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after). Executive Board has previously agreed a clearer framework for the corporate carer role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Carer' group. This core group includes representation from each of the 10 Community Committees in the city and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children. The group considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Community Committee and champion the importance of effectively supporting those children.

3.16 Community Committee is asked to appoint one representative to the Corporate Carers' Group for the duration of the 2014/15 municipal year. Given the development of the Area Lead Member for Children's Services, the Committee may deem it appropriate for these roles to be combined.



3.17 It should be noted that membership of the Corporate Carers' Group is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Carers' Group.

### **Children's Services Cluster Partnership Representatives**

3.18 The Children's Services Cluster Partnerships evolved originally in response to the extended schools initiative, then as extended services partnerships but have evolved to be an integral part of the locality model which sit under the Children's Trust Board. They provide an inclusive partnership offer to our universal services in schools and children's centres. Increasingly, council services are being re-shaped to strengthen and develop relationships through the cluster model. The purpose of cluster partnerships is to:

- Enable local settings and services to work together effectively to improve outcomes for children, young people and their families, focusing on what will make the biggest difference in that area;
- Build capacity to improve preventative / early help services to meet local needs;
- Promote the ambition of a child friendly city across the locality.

3.19 In April 2011 the Children's Trust Board agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships which included elected members as standing members of the governance group for each partnership. Elected Members also sit alongside a senior leader (local authority partner) from the Children's Services directorate to be part of the Council's representation on each cluster partnership.

3.20 In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children's Services Cluster partnerships to Areas Committees. This was with the aim of establishing a clear formal link between Area Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.

3.21 The Community Committee is invited to nominate Members to each cluster partnership within their area. The table below sets out the suggested numbers, ward links and current representation as a basis for discussion:

<b>Cluster</b>	<b>Number of Elected Members suggested</b>	<b>Suggested Ward link</b>	<b>Current Elected Member Representation</b>
Seacroft Manston	2 Members 1 x Inner East 1 x Outer East	1 x Killingbeck & Seacroft (1 x Crossgates &	V Morgan

		Whinmoor)	
Inner East	2 Members 2 x Inner East	1 x Burmantofts & Richmond Hill 1 x Gipton & Harehills	A Khan  R Harington
CHESS (Chapelton extended schools and service)	2 Members 2 x Inner North East	1 x Gipton & Harehills (1 x Chapel Allerton)	R Harington

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 This report facilitates the necessary consultation and engagement with Community Committee Members in respect of appointments to the designated positions, groups and Outside Bodies. Given that the Community Committee is the relevant appointing body, there is no requirement to undertake a public consultation exercise on such matters.

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

4.2.1 Both the Area Lead Member roles and the Corporate Carers' role aim to champion address and monitor issues arising in their respective fields, whilst also providing clear links to the relevant Executive Member, Council service staff and partner agencies. As such, these roles would also look to address any equality, diversity, cohesion or integration issues arising in their specific areas.

4.2.2 Also, Council representation on Outside Bodies and Children's Services Cluster Partnerships will enable those appointed Members to act as a conduit in terms of promoting the Council's policies and priorities. As such, this would potentially include matters relating to equality, diversity, cohesion or integration.

### **4.3 Council policies and City Priorities**

4.3.1 Council representation on, and engagement with those Outside Bodies, partnerships and organisations to which the Community Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

### **4.4 Resources and value for money**

4.4.1 There are neither resource or value for money implications arising from this report.

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

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

## **4.6 Risk Management**

- 4.6.1 In not appointing to those Outside Bodies or Cluster Partnerships listed within the report, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

## **5 Conclusions**

- 5.1 The Community Committee is asked to determine the appointments to those designated Outside Bodies detailed within Appendix 1.
- 5.2 In addition, the report invites the Community Committee to make appointments to Area Lead Member roles, Cluster Partnerships and Corporate Carers Group for the 2014/15 municipal year.

## **6 Recommendations**

- 6.1 The Community Committee is asked to confirm appointments to the following:-

- (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
- (ii) Committee Members the Area Lead Member roles listed in section 3;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee as listed in section 3;
- (iv) One representative to the Corporate Carers' Group.

## **7 Background documents<sup>2</sup>**

- 7.1 There are no Background Documents associated with this report.

Report author: Gerard Watson

Tel: 0113 39 52194

---

<sup>2</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

This page is intentionally left blank

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	CIr Y/N	Review Period	Group
Chapelton Citizens Advice Bureau	Yes	1	Jun-14	1	K Maqsood (min39)	Y	3 yearly	vacancy
Richmond Hill Elderly Aid		1	Jun-14	1	Maureen Ingham	Y	Annual	Labour
East North East Local Housing Advisory Panel	No	3	Jun-14	3	Maureen Ingham Vonnie Morgan Kamila Maqsood	Y Y Y	Annual Annual Annual	Labour Labour Labour

		5		5		5	
Number of places		5					
Places held pending review		5					
Places currently filled beyond Ju		0					
Number of places to fill		5					

				Percentage of Members on the Committee		Notional Places Allocated
Number of Members in the Com	9					
Labour	9			100		5.00
Liberal Democrat	0			0		0.00
Conservative	0			0		0
Other to list						
Total	9					9

This page is intentionally left blank



**Report of the City Solicitor**

**Report to Inner East Community Committee**

**Date: 17<sup>th</sup> July 2014**

**Subject: Appointment of Co-optees to Community Committees**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill; Killingbeck & Seacroft; Gipton & Harehills	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report outlines proposals regarding the appointment of co-optees onto the Community Committee.

**Recommendations**

2. The Community Committee is requested to approve the appointment of those co-optees named within the report for the remainder of the municipal year, in order to support the work of the Committee.

## **1 Purpose of this report**

- 1.1 This report seeks to gain approval of the appointment of co-optees to the Community Committee for the remainder of the municipal year.

## **2 Background information**

- 2.1 In considering this issue, the committee are invited to have regard to the following rules associated with Community Committee co-optees:

- 2.2 Article 10 of the Constitution states that by resolution Community Committees may appoint or remove non-voting Co-opted Members who may participate in the business of the Community Committee'.

- 2.3 The relevant Community Committee Procedure Rules state that:

### Co-optees

4.2 Co-opted members may participate in the debate in the same way as Elected Members.

4.3 No co-opted member shall be appointed for a period beyond the next Annual Meeting of the Council.

### Voting

4.5 Elected Ward Members are entitled to vote in relation to all business transacted at Community Committee meetings.

4.6 Co-optees are non-voting members of the committee.

4.7 In the event of an equality of votes, the Chair will have a second, or casting, vote.

- 2.4 Co-opted members therefore shall be appointed annually. It should be noted that the Procedure Rules do not preclude further appointments being made throughout the Municipal Year, but that any co-optee appointment does not extend beyond the next Annual Meeting of the Council.

- 2.5 Co-opted members may participate in the debate in the same way as Elected Members, but will be non-voting members of the Committee.

- 2.6 With regard to participation on financial matters, in line with Section 102(3) of the Local Government Act 1972, the procedure rules state that, 'Co-optees will not ...participate in business of the committee which regulates or controls the finance of the area'. This would preclude co-optees participating on matters such as Wellbeing funding applications for example.

## **3 Main issues**

- 3.1 Previously, the East Inner Area Committee received nominations for co-option from the following Community Leadership Teams or Forums for the 2013/14 Municipal Year:
- Burmantofts & Richmond Hill Community Leadership Team
  - Killingbeck & Seacroft Community Leadership Team



- Gipton Community Leadership Team
- Harehills Forum

3.2 The following community representatives were co-opted onto the former East Inner Area Committee for 2013/14:

- Imran Khan – Harehills Forum
- Rod Manners – Killingbeck & Seacroft CLT
- Grace Mangwanya – Gipton CLT
- Philip Rone - Burmantofts & Richmond Hill CLT
- Denise Ragan – Burmantofts & Richmond Hill CLT

3.3 At the time of writing the report the following formal nominations have been received:

- Sue Lynch – Burmantofts & Richmond Hill CLT
- Philip Rone – Burmantofts & Richmond Hill CLT
- Rod Manners – Killingbeck & Seacroft CLT

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 This report provides Community Committee Members with the opportunity to formally consider the possible appointment of co-optees to the Committee for the remainder of the municipal year.
- 4.1.2 The provision of co-opted representatives on Community Committees enables representatives of the local community to engage in the Committee's decision making process.

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

- 4.2.1 In considering the appointment of co-optees, Members may wish to give consideration to ensuring that any co-options are representative of the community that the Community Committee covers.

### **4.3 Council policies and City Priorities**

- 4.3.1 Co-opted representation on Community Committees, which enables representatives of the local community to engage in the decision making process is in line with the Council's Policies and City Priorities.

### **4.4 Resources and value for money**

- 4.4.1 There are no implications arising from this report in respect of resources or value for money.

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

- 4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, all decisions taken by Community Committees are not eligible for Call In.

## **4.6 Risk Management**

4.6.1 There are no implications in respect of risk management arising from this report.

## **5 Conclusions**

5.1 Given the provisions within the Constitution regarding the appointment of co-opted representatives to Community Committees, the Community Committee is invited to determine the appointment of co-optees for the remainder of the municipal year.

## **6 Recommendations**

6.1 The Community Committee is requested to

6.2 Approve the appointment of those co-optees named within paragraph 3.3 of the report for the remainder of the municipal year, in order to support the work of the Committee.

6.3 Note that any further appointments proposed throughout the Municipal Year will be reported to the Community Committee for approval.

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

7.1 There are no Background Documents associated with this report.

Report author: Gerard Watson

Tel: 0113 395 2194

---

<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.



**Report of East North East Area Leader**

**Report to Inner East Community Committee**

**Date: 17<sup>th</sup> July 2014**

**Subject: Wellbeing Report**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill, Gipton & Harehills, Killingbeck & Seacroft	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report provides Elected Members with an update on the current position of the capital and revenue budget for the Inner East Community Committee.
2. Applications for funding, both revenue and capital, are included in the report for Member's consideration

**Recommendations**

Members are asked to:

1. Note the spend to date and current balances for the 2014/15 financial year;
2. Consider the following project proposals and approve, where appropriate, the amount of Wellbeing Revenue funding to be awarded (See section 3 for more details):

EMMAN TV Studio Equipment	£7,500
4 <sup>th</sup> RadhaRaman Folk Festival	£5,400
On Street Project	£3,870
Greenacres Brighter Gardens	£1,200
Money Buddies Project	£1,065
Men's Room Project	£1,000
Eid Alfeter Event	£990

3. Consider the following project proposals and approve, where appropriate, the amount of Wellbeing Capital monies to be granted from each Ward (See section 4 for more details):

N/a

4. Consider the following proposals and approve, where appropriate, the amount of Youth Activity Fund monies to be granted from each Ward (See section 5 for more details):

Leeds Somali Youth Project	£4,640
Seacroft Play Scheme	£3,050
Children & Young Peoples Day	£2,500
Shantona OIL Project	£1,610

## Purpose of this report

- 1 The purpose of this report is to provide the Community Committee with details of its Wellbeing fund spend, including details of new projects for consideration.

## 2 Background information

- 2.1 Each of the ten Community Committees receives an annual allocation of revenue funding. The amount of funding for each Community Committee is determined by a formula based on 50% population and 50% deprivation in each area, which has been previously agreed by the Council's Executive Board.
- 2.2 It has been agreed that the revenue wellbeing budget for this Community Committee for 2014/15 is £236,800. Carryover of both uncommitted and committed revenue funds from 2013/14 has also continued as well as any underspends. The total budget for 2014/15 is £325,658. It must be noted by the Community Committee that this figure includes schemes approved and ongoing from 2013/14 which are carried forward to be paid (£81,133).
- 2.3 As agreed at the March 2014 meeting of the Inner East Area Committee, once the agreed topsliced projects are removed the remaining budget will be split three ways between the wards. The amount available for each ward to spend in 2014/15 is £33,505 (see **Appendix A** for more details).
- 2.4 Wellbeing fund applications are considered at the relevant Ward Member meetings, wherever possible, for Elected Members recommendations prior to the Community Committee meeting.

## Small Grants

- 2.5 Community organisations can apply for a small grant to support small scale projects in the community. A maximum of one grant of up to £500 can be awarded to any one group in any financial year, to enable as many groups as possible to benefit. These are approved by Councillors outside of the Community Committee meeting and are funded from a small grant pot set aside by Elected Members from their Ward allocation.
- 2.6 Details of small grants that have been approved so far for 2014/15 are shown in **Appendix B**.

### **Community Engagement**

- 2.7 The Inner East Community Committee approved an amount of £3,000 at its March 2014 meeting to spend on community engagement activities. This allocation is split equally between the three Wards.
- 2.6 The funds are to be spent on room hire, refreshment and stationary costs associated with community meetings. The expenditure to date against this budget is **£79**.

### **Crime and Grime Tasking**

- 2.7 Each of the priority neighbourhoods in the Inner East area has a multi-agency tasking team which focuses on tackling crime, anti-social behaviour and environmental problems. Ward members have set aside a portion of their Ward allocation to support the work of these teams; this pot is managed by the Area Support Team. Details of the expenditure to date under this heading are shown in **Appendix C**.

### **Project Monitoring Update**

- 2.8 Projects which are awarded wellbeing funding are required to submit project monitoring returns giving details of what the project has achieved. Project updates are detailed in **Appendix D**.

### **Capital Receipts Programme**

- 2.9 The establishment of a Capital Receipts Incentive Scheme (CRIS) was approved by Executive Board in October 2011. The key feature of the scheme is that 20% of each receipt generated will be retained locally for re-investment, subject to maximum per receipt of £100k, with 15% retained by the respective Ward – via the existing Ward Based Initiative Scheme - and 5% pooled across the Council and distributed to Wards on the basis of need.
- 2.10 Details of the current balance of Capital Wellbeing funding are shown in **Appendix E**. Future allocations will take place on a quarterly basis following regular update reports to Executive Board. As agreed previously by the Inner East Community Committee, all new allocations are to be divided equally between the three Wards.
- 2.11 Details of current applications for this funding pot are highlighted from section 4 onwards.

## Youth Activity Fund

- 2.12 In March 2013 the Council's Executive Board approved a new allocation to the overall Community Committee budget ring-fenced for youth activities of £250k in 2013/14 and £500k in 2014/15.
- 2.13 As a result, the budgets ring-fenced for youth activities allocated to the Community Committee were £34,162 in 2013/14 and £68,323 in 2014/15. As agreed previously by the Community Committee, all new allocations are to be divided equally between the three Wards. Details of the current balance of Youth Activity Fund are shown in **Appendix F**.
- 2.14 Details of current applications for this funding pot are highlighted from section 5 onwards.

### **3. New Revenue Projects for Consideration**

- 3.1 **Project:** Studio Equipment  
**Organisation:** Eastern Media Arts and Network (EMAAN)  
**Wards affected:** Gipton & Harehills  
**Amount applied for:** £7,500  
**Projected year of spend:** 2014/15  
Project overview:
- This not for profit media organisation are requesting a contribution from the Community Committee's Wellbeing fund towards buying equipment for their fledgling studio.
- 3.2 **Project:** 4<sup>th</sup> RadhaRaman Folk Festival  
**Organisation:** RadhaRaman Society  
**Wards affected:** Gipton & Harehills  
**Amount applied for:** £5,400  
**Projected year of spend:** 2014/15  
Project overview:
- This application is to help with costs for a two-day festival of traditional Bengali folk music.
- 3.3 **Project:** On Street Project – Hot Spot Detached Team  
**Organisation:** Seacroft & Manston Cluster  
**Wards affected:** Killingbeck & Seacroft  
**Amount applied for:** £3,870  
**Projected year of spend:** 2014/15  
Project overview:
- This funding would be used to support a mobile detached team working in the hotspot areas as identified from the Killingbeck & Seacroft Crime Tasking Group.
  - The team will comprise of staff from extended services and youth services to work two nights per week, three hours per night during term time throughout the ward.
- 3.4 **Project:** Greenacres Brighter Gardens

**Organisation:** Greenacres Care Home  
**Wards affected:** Burmantofts & Richmond Hill  
**Amount applied for:** £1,200  
**Projected year of spend:** 2014/15

Project overview:

- This funding would be used to pay for garden furniture to be used and enjoyed by care home residents.

3.5 **Project:** Money Buddies

**Organisation:** Ebor Gardens Advice Centre  
**Wards affected:** Burmantofts & Richmond Hill and Gipton & Harehills  
**Amount applied for:** £1,065 (to be split between both wards)  
**Projected year of spend:** 2014/15

Project overview:

- Leeds Money Buddies is a scheme made up of volunteers who provide a handholding service in order to empower members of the public wishing to maximise their income.
- The project is 'dovetailed' in that it will train volunteers to become Money Buddies, and during that process the Money Buddies will gain skills in various administration duties and reception duties which will increase their knowledge, skills and confidence and will better position them for gaining future paid employment.
- This particular application is to fund one Money Buddy to be based at the Compton Centre.

3.6 **Project:** Men's Room Project

**Organisation:** Space2  
**Wards affected:** Killingbeck & Seacroft  
**Amount applied for:** £1,000  
**Projected year of spend:** 2014/15

Project overview:

- Space2 currently run two groups – a safe space for men with acute needs, particularly around mental health and isolation and a modular programme addressing employability skills, health awareness, volunteering opportunities and building social networks.
- This funding would allow for the continuation of these projects.

3.7 **Project:** Eid Alfeter Event

**Organisation:** Syrian Community of Leeds  
**Wards affected:** Burmantofts & Richmond Hill and Gipton & Harehills  
**Amount applied for:** £990  
**Projected year of spend:** 2014/15

Project overview:

- This is a planned day-long celebration event to mark the end of Ramadan in 2014, specifically the 30 days of fasting. The event is not exclusive to the Syrian Muslim community as invites will be offered to the Afghan, Sudanese and Swahili communities as well as non-Muslim Syrians and the wider community.
- The Wellbeing contribution to this project would be used to pay for food, drink, venue hire (either St Aidan's Church in Harehills or St Agnes Church in Burmantofts) and the hire of a bouncy castle and a candy floss machine.

#### **4. New Capital Projects for Consideration**

4.1 None submitted.

#### **5. New Youth Activities Fund Projects for Consideration**

5.1 **Project:** Leeds Somali Youth Project  
**Organisation:** Leeds Somali Youth  
**Wards affected:** Burmantofts & Richmond Hill  
**Amount applied for:** £4,640  
**Projected year of spend:** 2014/15

Project overview:

- This funding application relates to a proposal for a year-long football project specifically targeting young people from the Somali community in Leeds.

5.2 **Project:** Seacroft Play Scheme  
**Organisation:** Health for All  
**Wards affected:** Killingbeck & Seacroft  
**Amount applied for:** £3,050  
**Projected year of spend:** 2014/15

Project overview:

- This proposal is for a two week play scheme aimed to take place in the Denis Healy Centre in Seacroft.

5.3 **Project:** Children's and Young Peoples Day  
**Organisation:** LCC Area Support Team  
**Wards affected:** Killingbeck & Seacroft  
**Amount applied for:** £2,500  
**Projected year of spend:** 2014/15

Project overview:

- This proposal is for a children's and young people's day to be held on the village green in Seacroft.
- The day will cater for ages 0-19 and deliver different leisure activities, support for young people who have received their GCSE results as well as healthy snacks.

5.4 **Project:** Shantona O.I.L Go Kart project  
**Organisation:** Shantona  
**Wards affected:** Gipton & Harehills  
**Amount applied for:** £1,610  
**Projected year of spend:** 2014/15

Project overview:

- This 4 day project will enable 8 young ladies from the Harehills area to work with 2 stroke engines and build a Go Kart.
- The aim of the Project is to build self-esteem and self-worth, and open up the young ladies understanding of what opportunities are available to them. The Project will enable the young ladies to have a taster session where they will learn valuable transferable skills.

#### **6. Corporate Considerations**



## **6.1 Consultation and Engagement**

- 6.1.1 Community Committees now have an enhanced role in community engagement and have responsibility for overseeing and monitoring the work of the Area Support Team in relation to local engagement activities. The priorities approved by the Inner East Area Committee in March 2014 should guide Wellbeing spend as well as consultation with Elected Members.
- 6.1.2 Proposals are being developed to involve young people in the decision making process for the Youth Activity Fund via a dedicated Youth Panel for the Inner East area. In the interim both the Area Support Team, Elected Members and the council's Youth Offer Team have undertaken consultation with young people to inform the spending of Youth Activity Fund monies in 2014/15. A series of meetings have also been held with Elected Members and statutory partners to discuss applications on a case-by-case basis.
- 6.1.3 A further funding round for the remaining Youth Activity Fund is anticipated to be advertised in late August/ early September 2014.

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

- 6.2.1 Community Committee funding is used to ensure that inequalities within the local area are addressed through local projects and schemes. All projects funded by the Community Committee monies must demonstrate:
- Equality and diversity issues have been considered in the planning of the project,
  - How equality and diversity issues have shaped the project delivery;
  - The impact of the project will be on different groups;
  - How the project will promote good community relations between different groups and how barriers that might prevent their involvement will be overcome.

## **6.3 Council Policies and City Priorities**

- 6.3.1 Wellbeing funding is used to support the priorities agreed by Elected Members at the March 2014 meeting of the Inner East Area Committee. Neighbourhood Improvement Plans (NIPs) are prepared for each priority neighbourhood. The priorities and Neighbourhood Improvement Plans support the Council's Vision for Leeds 2011 to 2030 and City Priority Plan 2013 -15.
- 6.3.2 Youth Activity Funding supports the Children and Young People's plan outcome – 'Children and Young People Have Fun Growing Up'.

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

- 6.4.1 Spending and monitoring of the Community Committee's budgets is administered by the Area Support Team in accordance with the decisions made by the Community Committee.

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

- 6.5.1 The Community Committee has delegated responsibility for taking of decisions and monitoring of activity relating to utilisation of capital and revenue Wellbeing budgets

within the framework of the Council's Constitution (Part 3, Section 3D) and in accordance with the Local Government Act 2000.

6.5.2 The Community Committee also has delegated responsibility to commission, monitor and evaluate local play, arts, sports and cultural activity for young people age 8-17 with the involvement and participation of children and young people.

6.5.3 In line with the Council's Executive and Decision Making Procedure Rules, agreed at Full Council May 2012, all decisions taken by Community Committees are not eligible for Call In.

6.5.4 There is no exempt or confidential information in this report.

## **6.6 Risk Management**

6.6.1 All projects funded by the Community Committee must demonstrate that they have identified any potential risks for the project and what action would/will take to avoid or minimise them. Details of the risk assessments for individual projects are available from the author of this report.

## **7. Conclusions**

7.1 The Wellbeing fund provides financial support for projects in the Inner East area which support the priorities of the Community Committee and Neighbourhood Improvement Plans.

7.2 New capital funds have been transferred to the Community Committee via the Capital Receipts Incentive Scheme.

7.3 The Youth Activity Fund has been delegated to the Area Committee to fund universal activities for children and young people aged 8 – 17.

## **8. Recommendations**

The Community Committee is requested to:

1. Note the spend to date and current balances for the 2014/15 financial year;
2. Consider the following project proposals and approve, where appropriate, the amount of Wellbeing Revenue funding to be awarded (See section 3 for more details):

EMMAN TV Studio Equipment	£7,500
4 <sup>th</sup> RadhaRaman Folk Festival	£5,400
On Street Project	£3,870
Greenacres Brighter Gardens	£1,200
Money Buddies Project	£1,065
Men's Room Project	£1,000
Eid Alfeter Event	£990

3. Consider the following project proposals and approve, where appropriate, the amount of Wellbeing Capital monies to be granted from each Ward (See section 4 for more details):

N/a.

4. Consider the following proposals and approve, where appropriate, the amount of Youth Activity Fund monies to be granted from each Ward (See section 5 for more details):

Leeds Somali Youth Project	£4,640
Seacroft Play Scheme	£3,050
Children & Young Peoples Day	£2,500
Shantona OIL Project	£1,610

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

9.1 None

Report author: Andrew Birkbeck, Area Officer, East North East Area Support Team

Tel: 0113 3367642

Email: [andrew.birkbeck@leeds.gov.uk](mailto:andrew.birkbeck@leeds.gov.uk)

---

<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

This page is intentionally left blank

Funding / Spend Items	BURMANTOFTS AND RICHMOND HILL	GIPTON & HAREHILLS	KILLINGBECK & SEACROFT	Area Wide	Total
Balance b/f 2013-14	25,600.10	22,676.20	16,443.70	24,138.00	88,858.00
New Allocation for 2014-15	33,505.33	33,505.33	33,505.33	136,284.01	236,800.00
Income from other sources	-	-	-	-	-
Total available (incl b/f bal) 2014-15	59,105.43	56,181.53	49,949.03	160,422.01	325,658.00
Schemes Approved from 2013-14 budget to be spent in 2014-15	23,025.15	20,101.25	13,868.75	24,138.00	81,133.15
Amount of b/f budget available for schemes 2014-15	36,080.28	36,080.28	36,080.28	136,284.01	244,524.85

Carried forward from 13/14	BURMANTOFTS AND RICHMOND HILL	GIPTON & HAREHILLS	KILLINGBECK & SEACROFT	Area Wide	Total
85-87 Compton Road	98.00	0.00	0.00	-	98.00
Bayswater Bin Yard	0.00	718.75	0.00	-	718.75
IE.13.14.LG - Off Road Motorcycles (£2.5k total from LG)	0.00	833.00	0.00	-	833.00
Environmental Action Team	0.00	0.00	0.00	24,138.00	24,138.00
Lincoln Green IT Suite	472.54	0.00	0.00	-	472.54
Seacroft and Manston Cluster gymnastic Provision	0.00	0.00	3,780.75	-	3,780.75
Ebor Gardens IT Suite	406.75	0.00	0.00	-	406.75
Haselwood Dene Underpass	1,213.08	0.00	0.00	-	1,213.08
Off Road Motor Cycles	833.50	833.50	0.00	-	1,667.00
Ebor Gardens IT Suite	1,159.61	0.00	0.00	-	1,159.61
Rigtons & Haselwood Parking Solutions	15,000.00	0.00	0.00	-	15,000.00
Painting of Lincoln Green Shutters	506.67	0.00	0.00	-	506.67
BRH Neighbourhood News	1,000.00	0.00	0.00	-	1,000.00
Radio Asian Fever	0.00	5,000.00	0.00	-	5,000.00
Cooking on a Budget	0.00	0.00	3,670.00	-	3,670.00
Kentmere Community Centre IT	0.00	0.00	6,418.00	-	6,418.00
Harehills Opportunity Shop	0.00	6,300.00	0.00	-	6,300.00
Leeds Irish Arts	1,200.00	1,200.00	0.00	-	2,400.00
Eastern European Roma Work Club	0.00	3,000.00	0.00	-	3,000.00
The Healthy, Happy, harvesters Club	1,135.00	0.00	0.00	-	1,135.00
Get into Your Work	0.00	2,216.00	0.00	-	2,216.00
	0	0.00	0.00	-	-
<b>Total of schemes approved in 2013-14</b>	<b>23,025.15</b>	<b>20,101.25</b>	<b>13,868.75</b>	<b>24,138.00</b>	<b>81,133.15</b>

Approved 2014-15 Schemes	BURMANTOFTS AND RICHMOND HILL	GIPTON & HAREHILLS	KILLINGBECK & SEACROFT	Area Wide	Total
Tasking	9,000.00	9,000.00	6,000.00		24,000.00
Community Engagement	1,000.00	1,000.00	1,000.00		3,000.00
Small Grants	2,000.00	5,000.00	4,000.00		11,000.00
Neighbourhood Manager Posts				80,284.00	80,284.00
Environmental SLA enhancements				40,000.00	40,000.00
Inner East CCTV				16,000.00	16,000.00
Seacroft Galas 2014	0.00	0.00	1,250.00	0.00	1,250.00
Mum's the Word	0.00	0.00	2,000.00	0.00	2,000.00
Oil Project	0.00	0.00	0.00	0.00	-
Opportunity Shops	0.00	0.00	13,000.00	0.00	13,000.00
Leeds Digital Passport	0.00	0.00	0.00	0.00	-
Eid Alfeter (after Ramadan 2014)	0.00	0.00	0.00	0.00	-
4th Radharaman Folk Festival	0.00	0.00	0.00	0.00	-
Burmantofts Gala 2014	1,500.00	0.00	0.00	0.00	1,500.00
Out of School Activities programme/Families First	1,490.00	1,490.00	0.00	0.00	2,980.00
Festive Lights	0.00	2,730.00	0.00	0.00	2,730.00
Lark in the Park	1,500.00	0.00	0.00	0.00	1,500.00
Fearnville Bike Festival	0.00	1,301.50	1,301.50	0.00	2,603.00
Buying (EMAAN.TV) Studio Equipment	0.00	0.00	0.00	0.00	-
Greenacres Brighter Gardens	0.00	0.00	0.00	0.00	-
Red Road Allotment CCTV Lense	1,400.00	0.00	0.00	0.00	1,400.00
Bangladeshi Centre Interpreter	0.00	600.00	0.00	0.00	600.00
Shantona O.I.L Go Kart Project	0.00	0.00	0.00	0.00	-
Men's Room	0.00	0.00	0.00	0.00	-
On Street - Hot Spot Detached Team	0.00	0.00	0.00	0.00	-
Leeds Money Buddies	0.00	0.00	0.00	0.00	-
	0.00	0.00	0.00	0.00	-
<b>Total of schemes approved in 2014-15</b>	<b>17,890.00</b>	<b>21,121.50</b>	<b>28,551.50</b>	<b>136,284.00</b>	<b>203,847.00</b>

<b>Grand Total Projected Spend 2014-15 (incl b/f schemes)</b>	<b>40,915.15</b>	<b>41,222.75</b>	<b>42,420.25</b>	<b>160,422.00</b>	<b>284,980.15</b>
<b>Total Budget Available for 2014-15 (incl b/f Bal)</b>	<b>59,105.43</b>	<b>56,181.53</b>	<b>49,949.03</b>	<b>160,422.01</b>	<b>325,658.00</b>
<b>Remaining Budget Unallocated</b>	<b>18,190.28</b>	<b>14,958.78</b>	<b>7,528.78</b>	<b>0.01</b>	<b>40,677.85</b>

This page is intentionally left blank

Project Name	Organisation	Amount approved	Project Summary
Happy Summer Days	Syrian Community of Leeds	£493 – split between B&RH and G&HH	<ul style="list-style-type: none"> <li>• This project will provide activities for young people and families during school term holidays. Activities will allow people to enjoy the countryside in the summer, involve community members in cooking their food and assisting in providing a BBQ.</li> <li>• It is also hoped that activities will reduce crime by keeping the community member's busy, active and away from the streets.</li> <li>• Improved community cohesion and fitness levels by undertaking outdoors activities is another aim of the project.</li> <li>• The project will also encourage families to engage in outdoors activities and enjoy doing a BBQ food as many lack the necessary equipment in their houses. It will also promote healthier lifestyles, weight control; reduce health problems such as Rickets due to the lack of sun light exposure in long winter days.</li> <li>• Leeds University have offered to help with transport for families without cars within a 40 miles radius from Leeds. This will save with the expense of transport and/or the hire a coach.</li> </ul>
Easter Bunny Trail	GIPSIL Flagship	£152 – split between G&HH and K&S	<ul style="list-style-type: none"> <li>• This project involved showing young families different and fun ways of spending time together and to promote areas of interest which are nearby to them.</li> <li>• GIPSIL educated young families on how to access free / low cost leisure activities in Leeds e.g Royal Armouries, Temple Newsam.</li> <li>• Many of the families GIPSIL work with are at risk of engaging in anti-social or negative behaviour and GIPSIL want to provide families with the opportunity to engage in positive, free activities, therefore enabling families to build a</li> </ul>

			<p>portfolio of places to go at low cost prices which all the family can enjoy.</p> <ul style="list-style-type: none"><li>• The grant was also used to provide families transport and access to activities held at Thwaite Mills in Easter Holidays 2014.</li></ul>
--	--	--	---



Burmantofts & Richmond Hill - Tasking & Skips		Actual Spend	Committed	Earmarked	Total	Remaining
SK1	Lincoln Green Court, Cherry Place and 2x 56 Compton Road	£ 542.94				
BRH1	25x BRH Dog Fouling signs inc fitting		£ 900.00			
BRH2	Removal of bedding plants Lincoln Green		£ 1,604.10			
BRH3	Haslewood Drive Bin Stickers - Councillors		£ 240.00			
SK2	Permits for 56 Compton Road	£ 56.86				
BRH4	Solon Security -Target Hardening	£ 390.00				
BRH3K3	38 Thornfield Way		£ 149.95			
BRH5	Interpreting Costs		£ 171.00			
BRH6	Glenthorpe Terrace Signs		£ 246.00			
BRH7	Interpreter Fees for Operation Nowells			£ 180.00		
BRH8	Translation costs for Operation Nowells			£ 622.25		
BRH3K4	Skips for Richmond Hill Clean Up			£ 580.00		
<b>£ 9,000.00</b>		<b>£ 989.80</b>	<b>£ 3,311.05</b>	<b>£ 1,382.25</b>	<b>£ 5,683.10</b>	<b>£ 3,316.90</b>

Gipton - Tasking & Skips		Actual Spend	Committed	Earmarked	Total	Remaining
<b>£ 4,500.00</b>		<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 4,500.00</b>

Harehills - Tasking & Skips		Actual Spend	Committed	Earmarked	Total	Remaining
<b>£ 4,500.00</b>		<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 4,500.00</b>

Killingbeck & Seacroft - Tasking & Skips		Actual Spend	Committed	Earmarked	Total	Remaining
KSSK1	Skip - 2 Thornfield Way, LS15 7UZ			£ 121.52		
<b>£ 6,000.00</b>		<b>£ -</b>	<b>£ -</b>	<b>£ 121.52</b>	<b>£ 121.52</b>	<b>£ 5,878.48</b>

This page is intentionally left blank

<b>Project:</b> Echo Youth Project	
<b>Lead organisation:</b> Echo	<b>Wellbeing Funding:</b> £2,395
<b>Feedback from the organisation:</b>	
<p>We publicised the project on the Breeze Culture Network and also produced a banner which we put up outside the ECHO Centre. Uptake of activities was excellent and the numbers steadily grew week upon week and we had an average attendance of 12 young people per session. Outreach activities were carried out in the locality to publicise the project around the Ashtons, Conways, Banstead Park and the streets off Harehills Lane and to recruit young people. Young people’s feedback highlighted that there was little in the way of youth provision for them to access in the community as there are no purpose built facilities for young people in the area or after school provision so they welcomed the opportunity to take part in such a project which gave them lots of new experiences and activities they had never taken part in before. The location of the ECHO centre has filled this void. The location of the ECHO centre has contributed to the success of the project as it was close to the homes of young people and they were able to access it after school to pick up drop off consent forms and parents were able to call in and enquire about signing their children up for activities. The project was heavily dominated by boys, although some girls accessed activities occasionally. We aimed to target a mixed audience of young people from different backgrounds when publicising the project because of the demographics of the area is heavily dominated by the Pakistani community this reflected in the majority of participant take up.</p>	
<b>Quotes from young people</b>	
<p><i>“The graffiti workshop was really good as I always wanted to learn how to draw and write in graffiti styles. I found it really enjoyable and learnt the basics of graffiti drawing, I also learnt about the background of graffiti and how it started and learnt about the biggest artist in the world which inspired me to keep practising the art of graffiti.”</i></p>	
<p><i>“The DJ workshop was great, I always thought that dj-ing was hard but when I did this session I found that I could do it and it was not as difficult as it looks, I gained knowledge of how to mix 2 different songs together and how to layer tracks and how to scratch, which I am really happy about this has really improved my confidence”</i></p>	
<p><i>“My name is Shoaib I have been coming to the Echo sessions that they have provided for young people, I can speak for most of the other young people that attended, that all of us had a great experience throughout, we got to do some things that we would not normally get a chance to do like canoeing and the Leeds wall. We really enjoyed all the activities and would like a similar project to happen again as we learnt a great deal from it”</i></p>	
<b>Project:</b> Al Khidmat	
<b>Lead Organisation:</b> Leeds Islamic Centre	<b>Wellbeing Funding:</b> £1,875
<b>Feedback from the organisation:</b>	
<p>The final part of the project was to raise awareness of the prevention of chronic diseases, physical activities and healthy living, dietary issues and to promote strong community cohesion between young, the elderly and disabled. Approximately 600-700 people benefitted from all backgrounds and ages.</p>	
<p>Open sessions were held with users/members in partnership with a local pharmacy to look at providing excellence in health care services which included:-</p> <ul style="list-style-type: none"> <li>• Free consultation in healthcare and medicines</li> </ul>	

- NHS and private prescriptions and how to get the best out of medications and also looking at medicine waste
- Free blood pressure testing and advice
- Disposal of unused/unwanted medicines
- Nursing and residential home service
- Free travel advice

Most of these services and advice were offered in local community languages to achieve maximum potential.

Local fresh fruit and vegetables was the theme set by the chef, to encourage users/members to eat more of the 5 a day.

The chef delivered sessions on a one to one basis and also in group settings. From this discussion was encouraged about local produce, the carbon foot print and how to reduce this, healthy eating and living, being more active indoors, walking exercises and sitting exercises. The chef informed users/members about the importance of eating more fresh, healthy produce and less fried, food with less salt and fat content and the benefits from these contribute to long term health benefits.

Leeds Islamic Centre stated: *“We would like to thank both the Inner East Area and the Inner North East Area Committees for funding this project and supporting us. Without the continued support the effectiveness of how this project was delivered could not have been achieved, once again Thank you”*

**INNER EAST COMMUNITY COMMITTEE**

**Appendix E**

WELLBEING CAPITAL

July 2014 Statement

Date received	B&RH	Allocation		
		G&H	K&S	
Apr-14	£ 31,000.00	£ 10,333.00	£ 10,333.00	£ 10,333.00
<b>Total available to spend</b>		£ 10,333.00	£ 10,333.00	£ 10,333.00
<b>Approved 2014/15 schemes</b>				
Oakwood Allotment Container			£ 1,800.00	
<b>Total spend</b>		£ -	£ 1,800.00	£ -
<b>Total budget</b>		£ 10,333.00	£ 10,333.00	£ 10,333.00
<b>Remaining budget unallocated</b>		£ 10,333.00	£ 8,533.00	£ 10,333.00

This page is intentionally left blank

Funding / Spend Items	BRH	G&H	K&S	Area Wide	Total
Balance Brought Forward from 2013-14	2,720.75	3,711.55	3,633.66		10,065.96
New Allocation for 2014-15	22,773.33	22,773.33	22,773.33		68,319.99
<b>Total available (inc b/f bal) for schemes in 2014-15</b>	<b>25,494.08</b>	<b>26,484.88</b>	<b>26,406.99</b>	<b>-</b>	<b>78,385.95</b>
Schemes approved 2013-14 to be delivered in 2014-15	2,693.66	3,711.55	3,000.00		9,405.21
<b>Total Available for New Schemes 2014-15</b>	<b>22,800.42</b>	<b>22,773.33</b>	<b>23,406.99</b>	<b>-</b>	<b>68,980.74</b>
<b>Projects Carried forward from 2013-14</b>					
Friday Night	-	-	3,000.00	-	3,000.00
BRH Media Skills Club	2,693.66	-	-	-	2,693.66
Harehills Media Skills Club	-	1,316.55	-	-	1,316.55
Echo Youth Project	-	2,395.00	-	-	2,395.00
<b>Total of Schemes Approved brought forward</b>	<b>2,693.66</b>	<b>3,711.55</b>	<b>3,000.00</b>	<b>-</b>	<b>9,405.21</b>
<b>Approved 2014-15 Schemes</b>					
Zest School Holiday Activities	2,481.70	-	-	-	2,481.70
Football coaching and skills summer camp Gipton	-	1,920.00	-	-	1,920.00
Football coaching and skills summer camp BRH	1,500.00	-	-	-	1,500.00
Varied Summer Camp Activities	-	2,500.00	-	-	2,500.00
Inner East Community Programme	-	-	1,793.00	-	1,793.00
Summer Studio	-	-	2,370.00	-	2,370.00
Opportunities Inspiring Learning (OIL)	-	-	2,000.00	-	2,000.00
After School Club - incorporating Young People's Committee	2,500.00	-	-	-	2,500.00
Cooking Club	1,000.00	-	-	-	1,000.00
Fearnville Multi Sports and Swim Camp	-	2,500.75	-	-	2,500.75
Multi-Sports Activities in the Inner East	-	558.40	-	-	558.40
Ice Pop Media Clubs	-	-	1,850.00	-	1,850.00
Girls just wanna have fun	-	2,500.00	-	-	2,500.00
Children & Young People's day	-	-	-	-	-
Leeds Somali Youth	-	-	-	-	-
Harehills Summer Football Camp	-	3,300.00	-	-	3,300.00
Friday Night Hub	-	-	5,000.00	-	5,000.00
Ramadan Project	-	3,752.00	-	-	3,752.00
First Floor on Tour	1,310.00	-	-	-	1,310.00
BRH Multi Sports Camp	2,541.72	-	-	-	2,541.72
<b>Total Projected Spend 2014-15 New Schemes</b>	<b>14,027.08</b>	<b>20,742.70</b>	<b>16,013.00</b>	<b>-</b>	<b>50,782.78</b>
<b>Budget for 2014-15 incl Bfwd Bal</b>	<b>25,494.08</b>	<b>26,484.88</b>	<b>26,406.99</b>	<b>-</b>	<b>78,385.95</b>
<b>Remaining Budget Unallocated</b>	<b>11,467.00</b>	<b>5,742.18</b>	<b>10,393.99</b>	<b>-</b>	<b>27,603.17</b>

This page is intentionally left blank





**Report of East North East Area Leader**

**Report to Inner East Community Committee**

**Date: 17<sup>th</sup> July 2014**

**Subject: Area Update Report**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill, Gipton & Harehills, Killingbeck & Seacroft	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report further provides members of the Community Committee with updates from its five Sub Groups and has minutes attached.

**Recommendations**

1. That Elected Members note the contents of the report and make comment where appropriate.

**1. Sub Groups**

- 1.1 At its meeting in June 2012 the Inner East Area Committee agreed to establish a number of sub groups to make recommendations for progress against its key priorities.
- 1.2 At its meeting in June 2013, the membership of these sub groups was renewed by the Inner East Area Committee with the agreement that they meet six times a year coinciding with the Area Committee cycle. The headings below contain updates on the work carried out by these sub groups.

- 1.3 On 3<sup>rd</sup> September 2013, the Inner East Area Committee agreed to establish a fifth sub group to engage with issues relating to Children and Young People and specifically the allocation of the newly delegated Youth Activity Fund.
- 1.4 Health & Wellbeing Sub Group  
The Health and Wellbeing Sub Group met on 6<sup>th</sup> May 2014 and discussed issues relating to childhood obesity, niche tobacco, diabetes, alcohol misuse and mental health. The notes for this meeting are attached as **Appendix A**.
- 1.5 Planning Sub Group  
The Planning Sub Group met on 22<sup>nd</sup> April 2014 and discussed issues relating to the Town & District Centre scheme proposed for Harehills Lane and significant projects in the Inner East area. The minutes of this meeting are attached in full as **Appendix B**.
- 1.6 Communities Centres Working Group  
The Community Centres Working Group last met on 27<sup>th</sup> June 2013.
- 1.7 Environmental Sub Group  
The Environmental Sub Group met on both 31<sup>st</sup> March and 3<sup>rd</sup> June 2014 and discussed issues relating to the new 'One Environmental Service', EIZs and refuse. The minutes of this meeting are attached in full as **Appendices C&D**.
- 1.8 Children & Young People's Sub Group  
The Children & Young People's Sub Group met on 29<sup>th</sup> April 2014 and discussed issues relating to newly delegated Youth Activity Fund. The minutes of this meeting are attached in full as **Appendix E**.

## **2 Corporate Considerations**

### **2.1 Consultation and Engagement**

- 2.1.1 An integral part of the work in the priority neighbourhoods that make up the Community Committee area is to ensure that local people are involved with and consulted on the activities taking place where they live. There are now three Community Leadership Teams (CLTs) established and operational for Burmantofts & Richmond Hill, Gipton and Seacroft. Work to establish a similar forum in Harehills is currently underway.
- 2.1.2 The above mentioned collectives have been directly involved in setting the current priorities we are working towards as part of the Neighbourhood Improvement Plans, which in turn link into priorities for Community Committee approved in March 2014.

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

- 2.2.1 An equality screening document was completed as part of project planning process for the development of the Neighbourhood Improvement Plans.

### **2.3 Council policies and City Priorities**

- 2.3.1 The priorities of the Community Committee and Neighbourhood Improvement Plans directly link into the Council's 'Best City' priorities for Leeds, the City Priority Plan for 2011 – 2015 and the Vision for Leeds 2011 – 2030.

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

2.4.1 There are no legal implications associated with this report.

2.4.2 There is no exempt or confidential information

2.4.3 In line with the Council's Executive and Decision Making Procedure Rules, agreed at Full Council May 2012, all decisions taken by Area Committees are not eligible for Call In

## **2.5 Risk Management**

2.5.1 There are no major risks associated with the content of this report.

## **3 Conclusions**

3.1 There are a number of actions on-going to achieve the Community Committees' priorities and fulfil its work programme - including the work of the five Sub Groups - but despite this, the Area Support Team recognises that there is still a significant amount of work to be done.

## **4 Recommendations**

4.1. That Members note the contents of the report and make comment where appropriate.

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

5.1 None.

Report author: Andrew Birkbeck, Area Officer, East North East Area Support Team

Tel: 0113 3367642

Email: [andrew.birkbeck@leeds.gov.uk](mailto:andrew.birkbeck@leeds.gov.uk)

---

<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

This page is intentionally left blank

## Health and Wellbeing Health Activity Inner East Leeds – May 2014

Action	Who's involved	Current position	Next steps/outcome
<p>Childhood Obesity</p> <p><b>Rationale</b> Priority within the H &amp;WB Strategy</p>	<p>Alison Cater (PH Specialist Children's Directorate) Janet Smith</p> <p>C4L -Childhood Obesity group led by Alison Cater Richmond Hill. Alison Cater, Zest, Primary schools in RH, Jason Minott, Zaheda Noor</p>	<p>Harehills Project has been running for some time. Model rolled out to Richmond Hill.</p> <p>Summer Swimming Project 2014</p>	<p>The proportion of healthy weight children in both reception year and Yr 6 does appear to be increasing across the Inner East generally, but Gipton and Harehills have seen an increase in overweight children and Killingbeck and Seacroft children are entering school a healthy weight, but gaining more as they move into Yr 6</p> <p>Due to the success of the summer swimming project 2013. Richmond hill health and well being partnership group is supporting this project to take place during summer school holidays 2014 by providing some funding towards the project.</p>
<p>Health and Wellbeing Team approached to develop joint Health/Children's Services project in Seacroft/Manston cluster</p>	<p>Janet Smith Joanne Buck Alison Cater</p>	<p>Frontline staff training delivered at the Moyes Centre in October</p>	<p>Evaluation has shown that further delivery is worthwhile, and is organised for May 2014 at Dame Fanny Waterman Centre</p>
<p>Reducing damage caused by smoking &amp; tobacco use</p> <p><b>Rationale</b> Priority within the H &amp;WB Strategy</p>	<p>Liz Bailey Janet Smith Babul Hussein Safina Sher (Joint project with S &amp;E and WNW)</p>	<p>Niche tobacco project Harehills (Shisha and chewing tobacco)</p>	<p>Continuation funding now secured.</p> <p>Year 2 focus to be on capacity building work with local VCFS orgs, key workers to establish champions and provide them with toolkit. Also follow up evaluation to</p>

## Health and Wellbeing Health Activity Inner East Leeds – May 2014

Action	Who's involved	Current position	Next steps/outcome
	<p>Liz Bailey Claire Billingham Sally Hoy Karen Umpleby</p>	<p>Young People's Smoking behaviour questionnaire Inner East Leeds</p>	<p>gain further insight into post awareness raising behaviour</p> <p>Action plan under development</p> <p>Project came 2<sup>nd</sup> in Local Government Chronicle Award in PH Category 12<sup>th</sup> March 2014</p> <p>Sent to Steven Bodie Healthy Schools. To arrange follow up meeting to discuss possible actions</p>
	<p>Liz Bailey Bash Uppal</p>	<p>COPD screening questionnaire through stop smoking service (Bellbrooke Surgery)</p>	<p>Patients have now been identified and in system.</p> <p>Learning from pilot feeding into new COPD awareness raising project funded by S &amp; E CCG in Inner East. Primary care staff capacity, training and follow up key issues which need to be addressed</p>
	<p>Louise Cresswell Burmantofts Health Improvement Partnership / RH HWB Partnership</p>	<p>Develop activity to address the impact of smoking /second hand smoke</p> <p>Health For All delivering Smoke Free Homes work in B and RH.</p>	<p>Reviewing format of current Burmantofts and RH HWB partnerships with plans to merge the two. Merged meeting to be held May.</p> <p>Smoking to be transferred as ongoing action</p>
	<p>Feel Good Factor Zest Health for Life ELHFA Space 2</p>	<p>Third sector contracts include referral to stop</p>	<p>New contracts in place for third sector agencies 2014-15. Currently trialling new monitoring system Q1 for</p>

## Health and Wellbeing Health Activity Inner East Leeds – May 2014

Action	Who's involved	Current position	Next steps/outcome
<p>Ensure local workplaces are modelling non - smoking behaviour (ENE H &amp;WB Partnership priority)</p>	<p>Louise Cresswell (contract mgr - LCC)</p> <p>Liz Bailey</p>	<p>smoking service</p> <p>LCC Smokefree Workplace Policy(includes ENE workplaces &amp; local staff) updated</p>	<p>implementation Q2</p> <p>Completed- implemented by HR</p> <p>Issues created by e cigarettes to be monitored and policy updated. Awaiting good practice policy being developed by other LAs in conjunction with Action on Smoking and Health</p>
<p>Support Diabetes awareness raising &amp; prevention</p> <p><b>Rationale</b> Harehills identified as prevalence hot spot by JSNA</p>	<p>Liz Bailey Corrina Lawrence</p> <p>Chapelton / Harehills HWB Partnership Louise Cresswell Janet Smith Zaheda Noor</p>	<p>£8,000 Public Health funds has raised awareness of diabetes issues in South Asian/Caribbean Communities and developed skills around appropriate culturally acceptable diet to prevent/manage diabetes</p> <p>Partnership currently mapping current local activity around diabetes and identifying areas for improvement / working</p>	<p>Funding for this work now ended but informally built into work. Programme now being taken forward by Chapelton and Harehills Health Partnership below</p> <p>Diabetes to be addressed through obj 2 of action plan – To increase opportunities for healthy living (Food / Physical activity)</p>
<p>Reducing Harm of alcohol use</p> <p><b>Rationale</b> Priority within the H &amp;WB Strategy</p>	<p>Liz Bailey Becky Malby (Leeds Uni) Service users</p> <p>Liz Bailey</p>	<p>Co-producing health group working with service users to design and commission services in LS14</p> <p>Delivery of ENE wide multi -agency alcohol harm reduction plan</p>	<p>Refreshed Drug &amp; Alcohol Strategy co-produced.</p> <p>Plans to develop vacated Oakwood Lane Health Centre into Third Sector/ Community led Wellbeing Centre. Interim funding not yet confirmed, but if agreed could form a base for development of social prescribing network in Gipton</p>

## Health and Wellbeing Health Activity Inner East Leeds – May 2014

Action	Who's involved	Current position	Next steps/outcome
	Liz Bailey	Discussions held with Public Health England re support available to help set up Local Alcohol Action Areas	Audit work aiming to assess potential for developing voluntary agreement to reduce sales of super strength alcohol in local areas took place 30 <sup>th</sup> April 2014  Option paper being taken to ENE Exec Group to support case for developing LAAA type initiative
	Liz Bailey Aneesa Anwar	Non clinical professionals trained to use Audit C screening to identify and signpost those with alcohol issues	6 month post training follow up of 34 non-clinical staff trained in January 2014 to take place in June. Ascertain and if necessary address confidence, usage, outcomes and links with other local action
	Janet Smith Lisa Hammond Emma Tregidden Howard Bradley	Additional training for frontline workers across Gipton and Seacroft to use the Audit C.  Cascade this to Space 2 Fresh Project volunteers and pilot use of the Audit C by volunteers with the support of workers.	Delivered April 2014  Planned for May 2014
	Louise Cresswell Zaheda Noor	Burmantofts / RH Alcohol sub group established. Action focussed group.  ELHFA leading alcohol peer support project in the Burmantofts area. Very positive outcomes being achieved in terms of engagement, behaviour change and supporting service users into mainstream support	Local area alcohol action plan developed. Share of 3K locality monies for alcohol work allocated.  To provide ongoing support to develop alcohol peer support project.



## Health and Wellbeing Health Activity Inner East Leeds – May 2014

Action	Who's involved	Current position	Next steps/outcome
<p>Financial Inclusion</p> <p><b>Rationale</b> Help mitigate potential negative impact of Welfare Reforms</p> <p>Welfare Reforms</p>	<p>Louise Cresswell FGF Sharon Hughes</p>	<p>FGF funded by PH and Area Committee to support and engage most vulnerable and hard to reach residents in East Leeds around the Welfare Reforms.</p> <p>Contribute to relevant local partnerships e.g. East Leeds Debt Forum, East Leeds Welfare Reforms Project Group</p>	<p>Commissioned until June 2014</p>
<p>Mental Health/Suicide Prevention</p> <p><b>Rationale</b> Suicide Audit &amp; Councillor/local concerns</p>	<p>Cllr Ron Grahame Liz Bailey Sylvia Landells (ASC)</p> <p>Janet Smith Jo Buck Emma Tregidden</p>	<p>Local meeting held in abeyance</p> <p>Mental health/suicide prevention training opportunities circulated</p> <p>Space 2 deliver 2 men's groups in Seacroft; an "acute" group and a group working towards employment, confidence building etc.</p>	<p>Community Sub group of citywide Suicide Group has identified key actions and sent to citywide suicide prevention group. Request for update sent to citywide group &amp; awaiting response</p> <p>Oblong now starting to deliver contract to provide 5 Headspace mental health courses during 2014.</p> <p>Exploring mechanisms to increase number of key workers and community members trained to identify/signpost/support those at risk of suicide</p> <p>Seeking additional funding to match the public health contribution to continue the groups through 2014, linking with the current project led by Housing to address issues around welfare reforms/bedroom tax and men living in 2 bedroom</p>

## Health and Wellbeing Health Activity Inner East Leeds – May 2014

Action	Who's involved	Current position	Next steps/outcome
			multi storey flats
<p>Lifestyle and wider determinants e.g. affordable warmth health check for private sector tenants</p> <p><b>Rationale</b> Targets vulnerable families and offers support on a number of health/welfare issues</p>	<p>Liz Bailey Mark Ireland SCIP Team Leeds University</p>	<p>Cross Green Group Repair Scheme will track tenants over the life of the scheme</p>	<p>Health questionnaire now developed and awaiting start date from housing .</p> <p>Working closely with City Connect (Living Streets Project), Back to Front</p> <p>Stakeholder meeting to be convened May 2014</p> <p>Date for Health Is Everyone's Business training for stakeholders tbc</p>
<p>Long Term conditions management</p> <p><b>Rationale</b> Linked to priority within the H &amp;WB Strategy</p>	<p>Liz Bailey Vicky Walker LCHCS(Respiratory Team)</p>	<p>Support Breathe COPD management group including inhaler technique initiatives (Seacroft)</p>	<p>DVD nearing completion. Training session for Third Sector partners delivered 12<sup>th</sup> March 2014</p>
<p>Increase levels of physical activity in those with or at risk of long term health conditions.</p> <p><b>Rationale</b> Linked to priority within the H &amp;WB Strategy.</p>	<p>Janet Smith Hamara ECHO Centre Zest Health for Life Space 2 Active Lifestyle Officer</p>	<p>Third Sector commissioned to support Walking for Health groups which meet weekly for short local walks in Harehills and the city centre.</p> <p>Leeds Let's Get Active being promoted via 3<sup>rd</sup> sector organisations and other partners.</p> <p>Increased cycling and physical activity promoted via Leeds Let's get Active.</p>	<p>Local people accessing Fearnville Leisure Centre and other new community physical activities.</p> <p>Gym in Harehills being supported to increase usage by local people. Linking up with Third sector organisations</p>
<p>Establish Seacroft Health Improvement</p>	<p>Janet Smith Space 2</p>	<p>Group is now established with regular</p>	<p>Continuing work on Alcohol, Physical Activity, Obesity,</p>

## Health and Wellbeing Health Activity Inner East Leeds – May 2014

Action	Who's involved	Current position	Next steps/outcome
<p>Group in Seacroft.</p> <p><b>Rationale</b> Build capacity of partners to deliver Health and Wellbeing priorities</p>	<p>Seacroft Health Improvement Group Ayesha Lewis Emma Strachan Karen Peck Alison Cater</p>	<p>themed meetings, development of alcohol work facilitated via this group. Additional Cook 4 Life cooking courses and local Ministry of Food course planned for 2014 Action planning for 2014/15 NIP</p>	<p>Cancers, Mental Health and Oral Health</p>
<p>Establish Gipton Health Improvement Group in Gipton</p> <p><b>Rationale</b> Build capacity of partnerships to deliver Health and Wellbeing priorities.</p>	<p>Janet Smith Space 2 Gipton Health Improvement Group Debbie Gedge LCH Oral Health Team Ayesha Lewis Karen Peck Alison Cater</p>	<p>Group is now established with regular themed meetings, Oral Health promotion campaign planned for smile month from late April 2014. Action planning for 2014/15 NIP</p>	<p>Continuing work on Alcohol, Physical Activity, Obesity, Cancers, Mental Health and Oral Health</p>
<p>Lead and drive forward development of local HWB activity in B/RH through partnership working</p> <p><b>Rationale</b> Build capacity of partnerships to deliver Health and Wellbeing priorities</p>	<p>Louise Cresswell Burmantofts Health Improvement partnership Richmond Hill Health and Well-being Partnership</p>	<p>Regular meetings held Action plan 2013-14 developed.</p>	<p>To review current format of HWB partnerships in the Burmantofts and RH areas. A merged B/RH HWB meeting to be held in May 2014 to look at opportunities, risks and practicalities of merging the 2 groups.</p>
<p>Lead and drive forward development of local HWB activity in the Harehills area through the Chapeltown and Harehills HWB group.</p> <p><b>Rationale</b> Build capacity of partnerships to deliver Health and Wellbeing priorities</p>	<p>Louise Cresswell Janet Smith Zaheda Noor Chapeltown and Harehills HWB Partnership</p>	<p>Harehills Healthy Living group merged with Chapeltown HWB group – Oct 2014. 2 meetings held to date with excellent attendance from a broad range of partners. Currently developing local level action plan based on local level health need and gaps in provision</p>	<p>Draft action plan 2014-15 developed</p>

### Health and Wellbeing Health Activity Inner East Leeds – May 2014

Action	Who's involved	Current position	Next steps/outcome
<p>Increasing Early detection of lung cancer</p> <p><b>Rationale</b> Linked to priority within HWB strategy</p> <p>High prevalence of lung cancer in deprived communities – Inner East Leeds</p>	<p>Ayeesha Lewis</p>	<p>FGF commissioned to raise awareness around the signs and symptoms of lung cancer and to support people from target communities in inner east Leeds to access the self-referral chest x ray clinics.</p>	<p>Intended outcome – Increased early detection of lung cancer.</p> <p>Update report available &amp; has been distribute.</p> <p>PH lead for this project has now been passed to new PH cancer specific post holder.</p>

# Minutes



**INNER EAST PLANNING SUB GROUP**  
**DATE/ TIME: 22<sup>nd</sup> April 2014 at 9.30am; Civic Hall**  
**(Committee Room B)**  
**CHAIR: Cllr Asghar Khan**

**Present:** Councillor Brian Selby (CllrBS – K&S), Councillor Asghar Khan (CllrAK – B&RH), Andrew Birkbeck (AB - Area Officer, LCC), Andrew Crates (AC – Principal Planner, LCC), Shaukat Ahmed (SA - Major Projects Team, LCC).

**Apologies:** Councillor Arif Hussain (CllrAH – G&H)

ITEM DISCUSSED	ACTION
<b>1.0</b> <b><u>Minutes and matters arising</u></b>	
1.1	The minutes of the last meeting were approved as an accurate record.
1.2	2.2 Regent Street (Former Evans Halshaw site) – AC reported that planning approval had not been granted but he would keep Elected Members informed of developments.
	2.3 22 Harehills Road – AB reported that work had now recommenced on the site but he would retain a watching brief.
	2.4 Former Roseville School site – AC reported that planning approval had now been granted.
<b>2.0</b> <b><u>Harehills Lane Town &amp; District Centre Scheme</u></b>	
2.1	SA explained that the Town & District Centre scheme for Harehills Lane was still in development and that the £200k earmarked would be spent on capital works to improve the area. SA explained that any proposals, when worked up, would be run past the Harehills Traders Forum as well as Traders via a door-to-door consultation exercise.
2.2	CllrAK said it was key that any consultation should involve the Police, particularly when the proposals could involve the installing of street furniture such as benches and tables. Cllr AK suggested that Tasking meetings could be the format to do this. CllrAK also said that the Projects Team should link in Lee Hemsworth regarding proposals for a community hub at the Compton Centre. <b>SA</b>
2.3	CllrBS said Elected Members should also be consulted throughout the process and that when proposals had progressed a report, with costs, should come to the Community Committee.
<b>3.0</b> <b><u>East Leeds Regeneration Board</u></b>	

3.1	AC gave an update on the East Leeds Orbital Road (ELOR) and said that an update paper would be going to the council's Executive Board in the near future.	
<b>4.0</b>	<b><u>Significant Projects Update</u></b>	
4.1	East Park Road – This application had been approved subject to a viability appraisal, which has now been completed.	
4.2	Bridgewater Road – This application has been refused but it likely to go to appeal.	
4.3	Shaftesbury Pub site – Approval was granted for an 84-bed care home in 2011 but there has been no progress since.	
4.4	Fearnville House – Pre-application discussions have taken place but that planning were awaiting further information. AC he would keep Elected Members in the loop with developments.	<b>AC</b>
4.5	Former York Road Library – This issue is now with Phil Crabtree. AC to update when there is some news.	<b>AC</b>
4.6	Doctor's Surgery on Oakwood Lane – No application has been submitted but the Doctor's surgery is moving across the road according to their website.	
4.7	Nightingale Primary School – Application approved, work just needs to start on-site.	
4.8	Shannon Street (Change of Use) – This application was approved on 7 <sup>th</sup> February 2014.	
4.9	Site off the junction of York Road – Awaiting application with more details.	
4.10	Butterfield Manor – No news on this application although CllrAK said that there was interest from St George's Crypt and also a developer from the Birmingham area.	
<b>5.0</b>	<b><u>Any Other Business</u></b>	
5.1	Elected Members requested that AC bring updates on the following applications to the next Inner East Planning Sub Group meeting: <ul style="list-style-type: none"> <li>• Issues around the St Hilda's site in Cross Green.</li> </ul>	<b>AC</b>
5.2	Following a request from Elected Members, AC agreed to circulated contact details, both email and telephone, for the council's Planning Compliance Team.	<b>AC</b>
<b>6.0</b>	<b><u>Time and date of next meeting</u></b>	
6.1	Friday 13 <sup>th</sup> June 2014 at 9:30am (Civic Hall, Committee Room B)	

# Minutes




---

**INNER EAST ENVIRONMENT SUB GROUP**  
**DATE/ TIME: Monday 31<sup>st</sup> March 2014 at 2pm, Reginald Centre**  
**CHAIR: Cllr Graham Hyde**

---

**Present:** Councillor Graham Hyde, Chair (CGH), Councillor Asghar Khan (CAK), Councillor Arif Hussain (CAH)

**In attendance:** Hayley Thackwray (HT), John Woolmer (JW), Steve Vowles (SV), Andrew Birkbeck (AB), Jessica Hodgson (JH), Clare Wiggins (CW)

**Apologies:** Ben Grabham (BG), Simon Frosdick (SF)

ITEM DISCUSSED	ACTION
<b>1.0</b> <b><u>Minutes of previous meeting and issues arising</u></b>	
<b>1.1</b> The minutes of the last meeting were agreed as an accurate record.	
<b>1.2</b> CAK reported that, despite raising this at the last meeting, there were still on-going refuse issues in the Kitson's, Dent's, Nowell's and Clark's. Elected Members expressed their frustration that no representatives of the Refuse service were present.	<b>BG</b>
<b>2.0</b> <b><u>New 'One Environmental Service' Update</u></b>	
<b>2.1</b> Regarding the new One Environmental Service, JW said that talks were ongoing with both staff and the Trade Unions. The resource allocated to each Ward in Inner East was still to be worked through via the Sub Group.	
<b>2.2</b> JW said he was in the process of collating information about the Grounds Maintenance contract but was finding some information hard to come by. CGH said if it would help JW, he could help chase down this information.	
<b>2.3</b> CGH said that he would like a paper coming to next meeting that would firm up the detail of the new service, which should include proposals for a community engagement strategy. CGH said that community engagement activity should be led by dedicated community development officers, separate to both the Locality and Area Support Teams. CGH asked that a scoping exercise be undertaken and fed back to next meeting highlighting the potential resources needed.	<b>JW/AB</b>
<b>2.4</b> CAK asked about the potential for council officers outside of the Locality Team to issue FPNs. HT explained that whilst anyone can provide information that	

	could lead to a prosecution, only certain council officers had both the delegated powers and training to issue FPNs legally. JW said that in future the Locality Team would feed through the number of FPNs issued to CLT meetings in a bid to improve community confidence.	
2.5	SV said that void clearance jobs were looking at being commissioned out to social enterprises in the future as part of the new service.	
2.6	CAH said that three streets in Harehills – Bayswater Crescent, Trafford Avenue and Ellers Road – were in a poor state. JW said that resources were limited but he was confident that the new service would be introduce a more effective way of working but the culture of residents had to change in order for improvements to be sustainable.	
2.7	CAK asked if private landlords could be made to ensure that their tenants were looking after their properties appropriately. HT said that there currently very little legislation to enforce against private tenants or private landlords, but she was currently sitting on a working group around ASB legislation that could help in this regard. CAK said he would pick up this issue with Rt Hon Hilary Benn MP.	<b>CAK</b>
3.0	<b><u>Environmental Improvement Zones (EIZs) including latest perception reports and legal actions</u></b>	
3.1	CAK said that he was satisfied that the EIZs were working well in his area. CAH said that the EIZs need to be expanded to incorporate busy thoroughfares such as Harehills Lane and Roundhay Road.	
4.0	<b><u>Any other business</u></b>	
4.1	SV announced that he was leaving his post under the council's ELI scheme. Elected Members and officers passed on their thanks to SV for all his hard work.	
5.0	<b>TIME AND DATE OF NEXT MEETING</b>	
5.1	Tuesday 3 <sup>rd</sup> June at 2.30pm – Reginald Centre (Room 1)	



# Minutes



**INNER EAST ENVIRONMENT SUB GROUP**  
**DATE/ TIME: Tuesday 3<sup>rd</sup> June at 2.30pm, Reginald Centre**  
**CHAIR: Cllr Graham Hyde**

**Present:** Councillor Graham Hyde, Chair (CGH), Councillor Asghar Khan (CAK),

**In attendance:** John Woolmer (JW), Andrew Birkbeck (AB), Jessica Hodgson (JH), Simon Frostick (SF)

**Apologies:** Councillor Arif Hussain (CAH), Ben Grabham (BG), Ann-Marie Broadhead (AMB), Hayley Thackwray (HT)

ITEM DISCUSSED	ACTION
<b>1.0</b> <b><u>Minutes of previous meeting and issues arising</u></b>	
1.1     The minutes of the last meeting were agreed as an accurate record.	
1.2     CAK raised the issue of a forthcoming “clean-up day” in the Nowells and the need to engage with them both pre and post event. JW said that he is working with the Neighbourhood Manager for B&RH on this.	<b>JW</b>
1.3     CAK said that the Kitson’s were in need of deep clean. CAK also said that B&RH Ward Members wanted to meet with JW to discuss the EIZs in the Ward. AB to arrange for JW to come to the next B&RH Ward Members meeting.	<b>AB &amp; JW</b>
1.4     2.7 – CAK reported back that he had spoken to Hilary Benn MP on this issue and he had been assured that the issue of private landlords would be addressed in the 2015 Labour party Manifesto.	
<b>2.0</b> <b><u>New ‘One Environmental Service’ Update</u></b>	
<b>2.1</b> Regarding the new One Environmental Service, JW said that talks were still ongoing with both staff and the Trade Unions. The resource allocated to each Ward in Inner East was still to be worked through via the Sub Group.	
<b>2.2</b> JW said he was hopeful that he would have more to feedback to Elected Members at the next meeting of the sub group.	

<b>3.0</b>	<b><u>Environmental Improvement Zones (EIZs) including latest perception reports and legal actions</u></b>	
<b>3.1</b>	JW said that the EIZ perception surveys would be ready in time for the next meeting of the sub group.	
<b>3.2</b>	JH informed the meeting that there has been an increase in littering notices issued in Gipton & Harehills Ward. JW said that a news release was to go out on this issue specifically relating to Brooklands Avenue.	
<b>4.0</b>	<b><u>Any other business</u></b>	
<b>4.1</b>	Elected Members raised the issue grass cutting and the contractors not picking up litter post-cut. SF said he was aware of this issue and he would take the appropriate action. SF added that, due to the recent adverse weather, the contractors were currently four days behind on their 12 day cycle of cuts.	
<b>4.2</b>	AB presented a paper on possible options for community engagement models following a request from Elected Members at the last meeting of the sub group. CGH said in the current financial climate, the idea of commissioning individuals or 3 <sup>rd</sup> sector groups to do this would prove expensive. CGH asked AB to convene a meeting with himself, the Chair of the Area Committee and Housing Leeds officers to see if they could help in terms of allocating a resource in the short term.	
<b>5.0</b>	<b>TIME AND DATE OF NEXT MEETING</b>	
<b>5.1</b>	Tuesday 8 <sup>th</sup> July 2014 between 10am and 12pm – Reginald Centre (Room 1)	

# Minutes




---

**INNER EAST CHILDREN & YOUNG PEOPLE'S SUB GROUP**  
**DATE/TIME: 29<sup>th</sup> April 2014, 2pm, Reginald Centre**  
**CHAIR: Cllr Roger Harington**

---

**Present:** Councillor Roger Harington (CRH - Gipton & Harehills Ward), Councillor Maureen Ingham (CMI - Killingbeck & Seacroft Ward), Sarah May (SM – Neighbourhood Manager for Bumantofts & Richmond Hill), Andrew Birkbeck (AB – Area Officer, East North East Area Support Team), Vicky Marsden (VM - Strategic Play Officer, Children's Services), Jason Minott (JM - Active Sports Officer, LCC), Jo Buck (JB – Neighbourhood Manager for Seacroft & Gipton), Vicky Hooper (VH - Neighbourhood Manager for Harehills), Shaun Macklin (SM - Team Leader, Youth Services), Colette Kurylo (CK - Nest Director, CHESS Cluster), Sally Coe (SC - Breeze Team Manager, LCC), Jenny Harrison (JH -CHESS Support Officer).

**Apologies:** Councillor Vonnie Morgan (Killingbeck & Seacroft Ward), Lee Griffiths (Area Officer, East North East Area Support Team), Mark Smith (Cluster Manager, Seacroft Manston Cluster), Ian Jones (Advanced Practitioner, Youth Offer Improvement Team), Reena Chudasama (Project Manager for Inner East Cluster).

ITEM DISCUSSED	ACTION
<b>1</b> <b><u>Introductions and apologies</u></b>	
<b>1.1</b> Apologies were received from Councillor Vonnie Morgan (Killingbeck & Seacroft Ward), Lee Griffiths (Area Officer, East North East Area Support Team), Mark Smith (Cluster Manager, Seacroft/Manston Cluster), Ian Jones (Advanced Practitioner, Youth Offer Improvement Team), Reena Chudasama (Project Manager for Inner East Cluster).	
<b>1.2</b> In the absence of Cllr Morgan, Cllr Harington agreed to chair the meeting.	
<b>2.</b> <b><u>Minutes and Matters Arising</u></b>	
<b>2.1</b> The minutes of the last meeting were approved as an accurate record.	
<b>3</b> <b><u>Breeze Discussion with Sally Coe</u></b>	
<b>3.1</b> CRH explained that the sub group had a number of questions about Breeze including membership numbers, number of website hits and publicity around existing provision.	

<p>3.2</p> <p>3.3</p> <p>3.4</p> <p>3.5</p> <p>3.6</p>	<p>SC said that there were approximately 161,000 Breeze Card holders in Leeds and that the website had approximately 45,000 hits per month (more in summer months). SC explained that the onus was on the activity provider to update and publicise their individual activity.</p> <p>AB said that he would like to share a recent mapping exercise he had completed in Inner East but felt that there was no platform to do this effectively. SC said that AB should send it over to her and her team for them to look at.</p> <p>CMI said that on recent visits to schools in her ward (Burmantofts &amp; Richmond Hill) she and SM had talked to children and the awareness of Breeze was low. CMI said that both she and SM would visit schools again in a bid to raise awareness of the brand. SC said that a meeting to discuss this proposal should be arranged.</p> <p>CMI said she was under the impression that a push on Breeze cards was to undertaken by the council. SC that this was planned but didn't materialise due to opposition from an Elected Member.</p> <p>SC said that she would investigate ways of raising awareness of Breeze, possibly via school assemblies, but there could be capacity issues with this approach. SC also said she would look at the data associated with Breeze card ownership and feedback to the sub group if there were any blackspots.</p>	<p>AB</p> <p>SM, CMI, SC</p> <p>SC</p>
<p>4</p> <p>4.1</p>	<p><b><u>Youth Activity Spend for 2014/15 – next steps</u></b></p> <p>AB outlined the next steps regarding the Summer Holiday activities:</p> <p><u>Youth Activity Fund allocation for 2014/15</u> £68,320 for Inner East Area Committee</p> <ul style="list-style-type: none"> <li>• £42,000 or £14,000 per Ward to be earmarked for the 2014/15 Summer Holiday Programme</li> <li>• £26,320 or £8,773.33 per Ward to be earmarked for activities between September 2014 and April 2015.</li> </ul> <p><u>Overview of applications received:</u></p> <ul style="list-style-type: none"> <li>• 23 applications received: <ul style="list-style-type: none"> <li>○ 4 specific to B&amp;RH Ward</li> <li>○ 8 specific to G&amp;HH Ward</li> <li>○ 3 specific to K&amp;S Ward</li> <li>○ 8 apply to 2 or more Wards</li> </ul> </li> <li>• Of the 23 applications received 13 are specifically for Summer Holidays but 7 more (which would run for a longer duration) would also cover this period.</li> <li>• Activities proposed include; fun days, swimming, football, trips away, skate boarding, multi-sports, dance, creative writing, bike building, after school clubs, cooking, creative workshops, media clubs, beauty sessions, a musical.</li> <li>• Despite the guidance issued, some applicants have submitted bids in excess of £2,500.</li> </ul> <p><u>Timeline for action:</u></p>	

	<ul style="list-style-type: none"> <li>• Inner East Youth Panel meets on 8<sup>th</sup> May to feedback on applications.</li> <li>• X 3 Ward Meetings take place to discuss and recommend approvals to go to Community Committee (B&amp;RH 9<sup>th</sup> May, G&amp;HH 13<sup>th</sup> May, K&amp;S tbc)</li> <li>• Community Committee meets on 6<sup>th</sup> June 2014 – Applications signed off.</li> <li>• 7<sup>th</sup> June applicants are informed of outcome of the meeting to enable them to start planning sessions.</li> </ul> <p><u>Publicity</u></p> <ul style="list-style-type: none"> <li>• Breeze booklet – Need deadlines for info to be submitted</li> <li>• Cluster booklet – Need deadlines for info to be submitted</li> <li>• Breeze website</li> <li>• Social media</li> <li>• Posters</li> <li>• Banners</li> <li>• Direct mailings</li> </ul>	
4.2	VM said that the Inner East Youth Panel was still finding its feet and that the prospect of discussing 23 applications in one sitting would be daunting for young people.	
4.3	Elected Members expressed frustration at the time it had taken to establish a youth panel. CMI explained that in the meantime she and SM had been consulting with schools in her Ward, both primary and secondary, as part of this process and they had a good idea of what young people were looking for.	VM
4.4	VM agreed to talk to Ian Jones about having some informal consultation with young people, within the agreed timescales, to feedback ahead of the Ward meetings.	
4.5	It was widely agreed by the Sub Group that partners needed to work together in a bid to avoid the duplication of resources.	ALL
5.	<u>A.O.B</u>	
5.1	None.	
6	<u>Time and date of next meeting</u>	
6.1	Next meeting of the sub group is to be arranged in due course.	AB

This page is intentionally left blank



**Report of: Jane Maxwell, East North East Area Leader**

**Report to: Inner East Community Committee - Burmantofts & Richmond Hill,  
Gipton & Harehills and Killingbeck & Seacroft**

**Date: 17<sup>th</sup> July 2014**

## **Your New Community Committee!**

---

### **Purpose of report**

1. This report sets the scene for your new Community Committee and asks for approval for a set of minimum conditions for any decisions that may need to be delegated and taken between formal community committee meetings.

### **Giving voice to the community**

2. Our city and its communities are facing massive and increasing social and financial challenges, including health inequalities, an ageing and more diverse population, poverty and financial exclusion. In a time of dwindling budgets but increasing challenges, the council must work more intelligently and more flexibly than ever before. Learning from our experience of the former Area Committees the new arrangements for community committees and community engagement represent a new step towards a more inclusive, more responsive and smarter approach to decision-making in local areas. Community committees offer the opportunity to look afresh at our understanding of local needs, aspirations and potential. The challenge and focus for the new community committees will be to genuinely involve the communities they represent in the decisions that affect them.
3. The new community committees will all develop under a common framework of principles that allow enough flexibility to ensure they operate in the best way suited to them and their local communities. Community Committees will:
  - a. have a clear focus on engaging local communities over local topics of interest;
  - b. only take written reports that have a local significance;
  - c. make recommendations to the council's executive board and challenge our partners and others as necessary to secure local improvements;

- d. consider recruiting non-voting co-optees from the locality to help with the committees' work;
  - e. forge strong links with any local Town and Parish Councils; and
  - f. develop a new approach to localised budget setting over the course of this year.
4. The strengthened focus on engagement encourages elected councillors and officers to think creatively about the best ways to involve and engage with local residents and to hear their voices. This represents an opportunity to keep the more formal decision-making to a minimum and devote more time and energy to engagement activities that will be branded as 'Citizens@....'. More engagement activities also present further opportunities to raise awareness of the work of the community committees in local areas. An engagement plan will be developed by each community committee which will enable it to focus on a small number of areas of specific concern to the locality.
  5. Improving communications will be important to successfully engage with local residents and will include the development of:
    - a. a new brand for community committees as illustrated by the header to this report, with new agenda front sheets ready for the next meeting;
    - b. new uses of social media including Facebook and Twitter; and
    - c. accessible ways of organising meetings and other engagement activities that promote debate and discussion from all parts of our local communities.
  6. To help these developments a marketing and communications officer is being recruited for a 12-month period. Communications plans will be part of all future community engagement plans.
  7. This is a major opportunity to promote and support civic engagement and enterprise with a local focus; to create opportunities to hear the voices of local people and to set the improvement agenda for the locality.

### **Priorities for Inner East Community Committee 2014 to 2015**

8. In a bid to progress the new Community Committee agenda, the Area Officer for Inner East has produced a discussion paper for consideration. This is appended to this report as **Appendix A**.
9. The emphasis of this paper is community engagement, a key focus under the new Community Committee approach. This discussion paper has been produced to stimulate debate and start the conversation about the options for community engagement.

### **Delegated decisions**

10. Sometimes decisions will need to be made between formal meetings of the community committee and therefore the Area Leaders will have delegated authority from the Assistant Chief Executive (Citizens and Communities). In order to reassure members



that all delegated decisions will be taken within an appropriate governance framework it is proposed that they will only be taken after satisfying the following conditions:

- 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.

## Conclusion

11. This is the start of a new commitment to listen to local people, to seek their involvement and engagement with the local civic life of the community. It will provide leadership and to promote collaboration to make the improvements the community wants. Considerable work has been taking place in each locality to prepare them for the anticipated changes ahead. Much of this is building on the current strengths and recognising the good practice and local structures already in place. The Inner East Community Committee now has the opportunity to shape the way forward for the communities of Burmantofts & Richmond Hill, Gipton & Harehills and Killingbeck & Seacroft.

## Recommendations

12. Members are asked to welcome the introduction of Community Committees.
13. Members are asked to approve the minimum conditions set out in paragraph 10 of this report with regard to the need for delegated decisions to be taken between formal community committee meetings.
14. Members are asked to endorse the approach to community engagement as presented in **Appendix A**.

## Background information

- The move to develop community committees followed the Area Review report approved by the council's Executive Board in December 2012 'Review of Area Working Findings and Recommendations'. To view this report [click here](#).
- The Executive Board endorsed the proposed development of community committees at a subsequent meeting in December 2013, 'Citizens@Leeds: Responsive to the Needs of Local Communities'. To view this report [click here](#).
- On 9 June members gave formal approval for community committees at the Council's AGM 'Recommendations of General Purposes Committee' – page 15. To view this [click here](#).

**Report author:** Rory Barke Tel:(0113) 22 43103 and Jane Maxwell Tel:(0113) 3367627

This page is intentionally left blank

## Appendix A



### Inner East Community Engagement Strategy for 2014/15

#### The aim:

“The key objective of this Community Committee is to proactively engage with our communities to allow a better understanding of their concerns, needs and ambitions.”

“Via a new approach to community engagement, this Community Committee will seek to collate and articulate the views of local people to bring about an improved targeting of resources and service provision.”

“Community Committees will be at the vanguard of a new citizen-led approach to service delivery that aims to make the council more responsive, trusted and transparent.”

#### Background:

- As part of the Area Working Review, the council’s Executive Board received a paper in December 2013 – Citizens@Leeds: Responsive to the Needs of Local Communities – on discussions held at the Area Committee Chair’s Forum to develop new principles to replace Area Committees with ‘Community Committees’ alongside a refreshed approach to community engagement.
- This approach is intended to support greater resident involvement in decision making going forward and is part of the broader Citizens@Leeds approach that has been developed to ensure focus on inclusive, locally provided citizen-based services.
- The four propositions underpinning this new Citizens@Leeds approach are:
  - The need to **provide accessible and integrated services;**
  - The need to **help people out of financial hardship;**
  - The need to **help people into work;**
  - The need to be **responsive to needs of local communities.**
- Within this context Elected Members have been involved in a number of conversations about the future direction of Community Committees in the form of briefings and workshop sessions.
- As a result, it has become evident that there is an appetite to focus future business meetings on one theme, with the meeting effectively split into two parts between procedural business and the main themed agenda item.



- At the March 2014 meeting of the Inner East Area Committee, discussions were held with Elected Members on the new community committee approach and the following themes were agreed as priorities for the coming year:
  - Re-engaging young people/community cohesion
  - Health (Focus on mental health)
  - Improving the Environment
  - Employment and Skills – However, the recent focus on this issue and subsequent establishment of a dedicated East North East Employment and Skills Board has allowed for the opportunity for the other themes to come to the fore.
  
- Whilst each theme will have bespoke elements there will be a new approach to community engagement that will involve:
  - Themed Community Leadership Team (CLT) meetings to coincide with the community committee cycle
  - As series of “we are listening” or “hot topic” events at places with high footfall such as galas, Supermarkets, Schools, shopping parades and any bespoke local events such as the proposed annual B&RH community conference. These events would be appropriately branded under the Citizens@ banner.
  - A social media presence (Twitter: <https://twitter.com/> or Facebook: [www.facebook.com](http://www.facebook.com)) to be established to better promote the work of the community committee but also to provide feedback and thoughts on the three themes and any wider issues. Resourcing of this site would need to be risk assessed.
  - A dedicated YouTube site: <https://www.youtube.com/> to promote the work of the Community Committee via a series of video links.
  - Putting Area Lead Members at the heart of this process, which will involve leading on campaigns at events and via Twitter, Facebook, news releases, slots on radio (Radio Asian Fever <http://www.radioasianfever.com/>) and video clips for distribution on EMAAN TV: <http://www.emaan.tv/> and YouTube (see above).



### **Theme 1 - Re-engaging young people:**

Draft timescale for action - Report due on **9<sup>th</sup> October 2014**

Bespoke elements of this investigation could include but not limited to:

- Attending events over the key summer holiday period in all three Wards to ask young people about their concerns, needs and ambitions
- A visit to a young offenders institute to find out how young people ended up where they are – what were the trigger points, red flags, etc
- A visit to local schools to talk to a focus group made up of pupils of all ages to talk candidly about their experiences in their own communities
- An evening/out-of-hours visit with Youth Services and the Police to see how disaffected young people are currently being engaged by the council and partners
- A workshop with partners (both internal and external) led by the Area Lead, to talk honestly about the issues they face and what they see as key challenges
- A dedicated session with the Inner East Youth Panel to gauge their thoughts on how better to engage with young people
- Attending targeted Connexions sessions
- Case studies/Pen Portraits from local youngsters
- Analysis of statistics and key data sets relating to this issue specific to the Inner East area
- A bespoke report for Elected Members – drafted in conjunction with the Area Lead Member - to debate and make recommendations to the either council's executive board, council service, partner agency or government office

### **Theme 2 – Health (Focus on mental health)**

Draft timescale for action - Report due on **22<sup>nd</sup> January 2015**

Bespoke elements of this investigation could include but not limited to:

- Desk-top exercise encompassing relevant data sets to identify trends/hotspots in Inner East patch relating to mental health
- Engaging in a series of sensitive conversations with existing service users around their experiences of engaging with statutory providers including any barriers they found



- Community Committee to proactively raise awareness of the issue of mental health amongst our local communities, specifically targeting hard-to-reach groups via new channels/mediums/visits to places of worship
- Through conversations/data analysis identify gaps in existing provision i.e low number of referrals
- Case studies and use of talking books/living libraries in a one off event to raise awareness of mental health issues amongst community leaders
- A campaign via local media outlets to promote key health messages
- A bespoke report for Elected Members – drafted in conjunction with the Area Lead Member - to debate and make recommendations to the either council’s executive board, council service, partner agency or government office

### **Theme 3 – Environment**

Draft timescale for action - Report due on **19<sup>th</sup> March 2015**

Bespoke elements of this investigation could include but not limited to:

- Canvassing of local residents in key hotspot areas/Environmental Improvement Zones (EIZs) to ascertain their views on their local environment
- A mapping exercise to help identify any barriers that exist to communication to local residents i.e. language, literacy levels, IT ownership
- A series of frank and open one-to-one discussions between the Area Lead, council officers and partners to better understand the challenges facing services in delivering change in our most deprived neighbourhoods
- An engagement exercise that asks our communities, via a discussion group, how they feel we improve our service to them given the current financial climate
- A piece of work that focuses on Private Landlords/HMOs and the issue of rogue landlords that results in recommendations to national government
- Area Support Team to investigate best practice in other areas of the country and beyond regarding how to affect cultural change in residents
- A bespoke report for Elected Members – drafted in conjunction with the Area Lead Member - to debate and make recommendations to the either council’s executive board, council service, partner agency or government office