



INNER NORTH EAST COMMUNITY COMMITTEE

**Meeting to be held in
Memorial Hall, St Andrew's Roundhay,
Shaftesbury Avenue, Leeds LS8 1DS on
Monday, 7th July, 2014 at 6.00 pm**

(map attached)

MEMBERSHIP

Councillors

J Dowson	Chapel Allerton;
M Rafique	Chapel Allerton;
E Taylor	Chapel Allerton;
R Charlwood	Moortown;
S Hamilton (Chair)	Moortown;
A Sobel	Moortown;
G Hussain	Roundhay;
C Macniven	Roundhay;
B Urry	Roundhay;

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

**East North East Area Leader:
Jane Maxwell
Tel: 3367858**

A G E N D A

Item No	Ward	Item Not Open		Page No
1			<p>6:00 PM FORMAL BUSINESS</p> <p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</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>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	Item Not Open		Page No
3			<p>LATE ITEMS</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>	
4			<p>DECLARATIONS OF DISCLOSABLE INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area 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 Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair</p>	
7			<p>MINUTES OF THE LAST MEETING OF NORTH EAST INNER AREA COMMITTEE</p> <p>To receive and note the minutes of the last meeting of the former North East Inner Area Committee held 5th June 2014.</p>	3 - 8

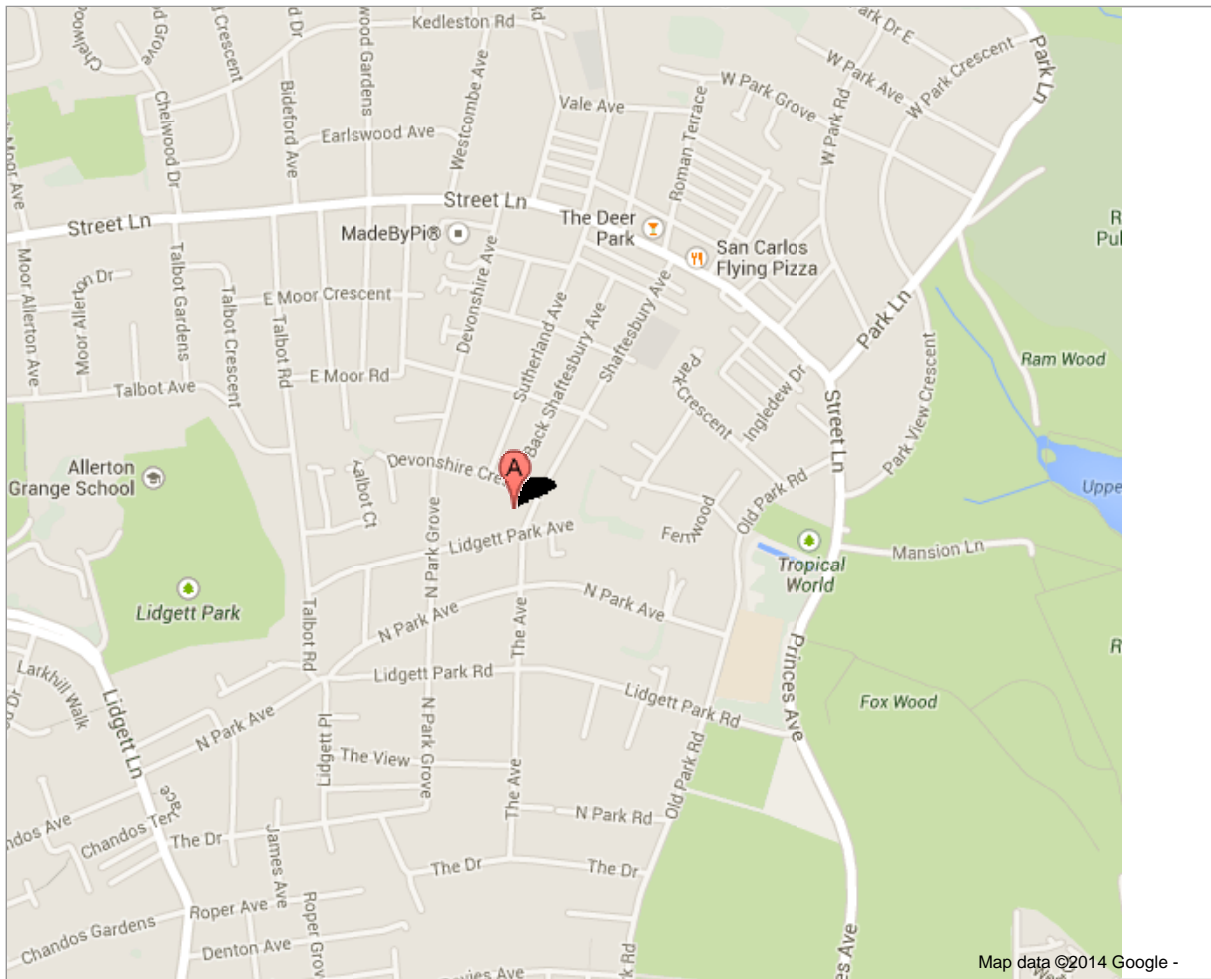
Item No	Ward	Item Not Open		Page No
8	Chapel Allerton; Moortown; Roundhay		WELLBEING FUND AND YOUTH ACTIVITY FUND 2014/15 To consider the report of the East North East Area Leader which provides an update on the current position of the revenue and capital Wellbeing and Youth Activity funds. The report also provides details of applications submitted for funding for consideration by the Community Committee	9 - 26
9	Chapel Allerton; Moortown; Roundhay		YOUR NEW COMMUNITY COMMITTEE! To consider the report of the East North East Area Leader setting out the new arrangements for community committees and community engagement which seek to encourage a new style of collaborative working with residents, partners and service providers. The report provides Members with the first opportunity to set the agenda for the Inner North east community Committee for the 2014/15 Municipal Year. Additionally, the report seeks approval for a set of minimum conditions to be in place to ensure members are supportive of any delegated decisions taken between formal community committee meetings Finally, the report includes a discussion paper on the proposed community engagement strategy for 2014/15 and the three themes agreed as priorities for the forthcoming year <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>	27 - 36
10			DATE AND TIME OF NEXT MEETING To note the date and time of the next meeting as Monday 6th October 2014 at 6.00 pm AT THE CONCLUSION OF THE FORMAL BUSINESS THE COMMUNITY COMMITTEE WILL COMMENCE WORKSHOP SESSIONS	

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

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

Public Document Pack Agenda Item 7

NORTH EAST (INNER) AREA COMMITTEE

THURSDAY, 5TH JUNE, 2014

PRESENT: Councillor S Hamilton in the Chair

Councillors J Dowson, M Rafique, E Taylor,
G Hussain, R Charlwood, C Macniven,
A Sobel and B Urry

70 Late Items

No formal late items of business were received. However, Members were in receipt of a revised version of agenda item 9 Wellbeing Fund – which included the recommendations of a recent meeting of the Wellbeing sub group (minute 75 refers)

71 Declaration of Disclosable Interests

There were no declarations of interest

72 Open Forum

No matters were raised under the Open Forum

73 Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held 10th March 2014 be agreed as a correct record

74 Matters Arising

Minute 64a)i) Festive Lights – The AC noted that funding of Festive Lights for the Chapel Allerton ward had yet to be determined

Minute 65d) Free School Meals – Members requested that the requested information be provided as soon as possible

75 Election of the Community Committee Chair for the 2014/15 Municipal Year

The City Solicitor submitted a report on the election of a Chair for the Community Committee for the 2014/15 Municipal Year.

A copy of Paragraph 5 of the Area Committee Procedure Rules which dealt with the process by which the Chairs could be elected was attached as Appendix 1 to the report.

It was reported that one nomination had been received for the role of Chair on behalf of Councillor Sharon Hamilton

RESOLVED - That Councillor S Hamilton be elected as Chair for the 2014/15 Municipal Year.

76 Well Being Fund

The Assistant Chief Executive (Citizens and Communities) submitted a report providing an update on the current position of the 2014/15 wellbeing revenue

Draft minutes to be approved at the meeting
to be held on 7th July 2014

and capital budgets of the North East Inner area. Additionally, the report included applications for funding for consideration

Members were in receipt of a revised report which included the comments of the Wellbeing Sub Group on the applications received to assist with their consideration of the applications. Members noted the following in respect of the budget:

- the figures in respect of the total budget for 2014/15 as being £207,833 (including the carryover of 2013/14 uncommitted and committed revenue funds)
- the total figure available for spend on new projects in 2014/15 is £164,962.01 Appendix 1 of the report set out the current position for the revenue Wellbeing budget and detailed the breakdown of allocations into Ward, Community Engagement, Summer Holidays, and Small Grants pots)
- the allocation of £51,670 for 2014/15, ring-fenced for youth activities.
- £9000 remained within the Well-Being Revenue - Small Grants pot
- £10,140.70 of Capital funding was available generated by the Capital Receipts Incentive Scheme (CRIS)

Members discussed the following:

- The need to encourage applications to provide diverse range of activities
- To welcome the number of applications aiming to provide year-long activities, rather than one-off events
- The work undertaken to encourage interest from those groups, localities and communities who historically had not submitted applications
- The suggestion that development work should be undertaken with some cultural groups/communities who are based city-wide, but worship, celebrate or meet within the NEIAC area to encourage their engagement and participation in both existing and future activities
- Noted the comment that Youth Services would welcome ward Councillors' feedback on appropriate provision in their wards

Members considered the applications in conjunction with the comments of the Wellbeing Sub Group as reported at the meeting. It was noted that reference to the purchase of water butt for the Roundhay ward should be deleted from the Wellbeing Budget schedule (Appendix A) as this had been purchased during 2013/14.

RESOLVED –

- a) To note the available capital budget and that the current budget position be noted
- b) That purchase of a water butt for the Roundhay ward be deleted from the Wellbeing Budget schedule (Appendix A) as this had been purchased during 2013/14 and officers be authorised to amend the schedule accordingly
- c) That having considered the comments of the Wellbeing sub group, approval be given to commission spend of the 2014/15 budget as detailed in paragraphs 3.1 and 3.2 and the appendix of the report tabled at the meeting as follows

Well-Being Revenue - Summer Activities

<u>Activity</u>	<u>Applicant</u>	
Meanwood Olympics	Zest for Life	£4439 – approved
Soccer Summer Camp	Street Works	£3600 - approved
Summer Sport Camp	CYDC	£2665 - approved
Multi-Sport & Leadership Awards	LCC Sport & Active Lifestyles	£1000 - approved
Multi-Sport, Swim & Camp	LCC Sports & Active Lifestyles	£2833 - approved
Vocal Girls	Getaway Girls	£2312 - approved
Environmental Summer Play Scheme	Meanwood Valley Urban Farm	£4000 – approved
Leopold Street Football	Join Together Academy	£1390 - approved
Impact 2014 Sports & Summer camp	CCNC/KPM	£1600 - approved
A Piece of the Action	Feel Good Factor	Defer
A Taste of Life	Feel Good Factor	Defer
Total		£23,300

Well-Being Revenue

<u>Activity</u>	<u>Applicant</u>	
INE Young Peoples Out of School Activities	LCC Youth Service	£6,953 - approved
Chapel Allerton Arts Festival;	Chapel Allerton Arts Festival	£3,500 - approved
Chapeltown Arts Festival	New Chapeltown Development Trust	£3000 - approved
Meanwood Institute Kitchen renewal	Meanwood Institute	£4,056 - approved
Security Upgrade Mandela Centre	LCC	£2,960 - approved
Kitchen refurbishment	St Edmunds Scout & Guides	defer
Potternewton Recreation Changing Facilities	LCC Parks & Countryside	defer
Total		£20,468.80

Youth Activity Fund

<u>Activity</u>	<u>Applicant</u>	
Go Wild at Roundhay Park	LCC Parks & Countryside	£2,567 - approved
MWD Child Out Zone	Meanwood Junior Play Scheme	£2,000 - approved
Brackenwood Child Out Zone	Meanwood Junior Play Scheme	£3,030 - approved
Chapy Young Peoples Zone	Chapeltown Community CMC	£1,500 – approved
Chapeltown Urban Rangers	Chapeltown Urban	£2,195 - approved

Draft minutes to be approved at the meeting
to be held on 7th July 2014

project	Rangers project	
March of the Robots	Playful Leeds	defer
Scotthall Sharks Community	LCC Sport & Active	defer
Athletics Club	Lifestyle	
Leeds Somali Youth project	Leeds Somali Youth	decline
Total		£11,292

(Councillor Charlwood left the meeting at this point)

77 **Palace Community Centre Future**

The East North East Area Leader submitted a report providing Members with an up to date position on the usage of the Palace Community Centre and seeking consideration of the future of the centre with a view to declaring it surplus to requirement - as a Community Committee Delegated Community Centre.

The ENE Area Improvement Manager outlined the history of the site. The AC requested that local ward Members be kept up to date on proposals for the future use of the site

RESOLVED –

- a) That the contents of the report be noted and approval be given for the Palace Community Centre being declared surplus to requirement for use as a delegated community centre; and for it to be returned to Leeds City Council's Asset Management section to consider future use of the building
- b) That local ward Councillors be advised of any future proposals for the use and/or disposal of the site

78 **Area Committee Appointments**

The City Solicitor submitted a report providing information on the various appointments which fall within the remit of the North East Inner Area Committee. The Committee was invited to determine appointments for the forthcoming Municipal Year; subject to the relevant agreement of full Council and/or Member Management Committee

The following comments were noted for further action:

- Arrangements for Area Lead member meetings
- Liaison with the Clusters and meeting arrangements
- Arrangements for meetings of the ENE ALMO Area Panel (now Housing Leeds ENE Panel) and the role of Councillors at that meeting. The AC supported a suggestion that appointments to the Housing Leeds ENE Panel be deferred subject to a review of the relationship between the AC and the Panel

RESOLVED – That the following appointments be agreed, subject to the relevant agreement of full Council and/or Member Management Committee

a) Area Lead Role

Environment – Councillor B Urry

Community Safety – Councillor M Rafique

Children's Services – Councillor A Sobel

Employment, Welfare and Skills – Councillor G Hussain

Health and Wellbeing – Councillor E Taylor

Adult Social Care – Councillor C Macniven

b) **Corporate Carer** – Councillor A Sobel

c) Clusters

CHESS (Chapelton, Harehills and Extended Schools Network) –
Councillor J Dowson

NEtWORKS (Meanwood and Chapel Allerton) –

Councillor A Sobel and Councillor M Rafique

NEXT (North East Extended Together: Moortown and Roundhay)

– Councillor S Hamilton and Councillor B Urry

d) Outside Bodies

Moor Allerton Elderly Care – Councillor A Sobel

Community Action for Roundhay – Councillor C Macniven

Chapelton CAB – Councillor G Hussain

Housing Leeds ENE Area Panel – 2 vacancies. Appointments deferred
subject to a review of the relationship between the AC and the Panel

e) Sub Groups of the Community Committee

Environment – Councillors B Urry and A Sobel with one vacancy

Wellbeing – Councillors R Charlwood, J Dowson and C Macniven.

Councillor S Hamilton to attend as substitute for R Charlwood if
necessary)

79 Dates, Times and Venues of Future Meetings

Members discussed the proposed schedule of dates and times for future meetings of the Community Committee. A schedule of proposed venues for the meetings was tabled at the meeting for consideration

RESOLVED – That the following schedule be agreed as the dates and times for the Community Committee meetings for 2014/15, noting that Members will be notified of the venue arrangements in due course:

7th July 2014 – 6:00 pm

6th October 2014 – 6:00 pm

19th January 2015 – 6:00 pm

9th March 2015 – 6:00 pm

This page is intentionally left blank



Report of Jane Maxwell East North East Area Leader

Report to Inner North East Community Committee

Date: 7th July 2014

Subject: Wellbeing Fund and Youth Activity Fund 2014/15

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Chapel Allerton, Roundhay, Moortown		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

1. The Inner North East Community Committee has wellbeing revenue and capital budgets, plus a youth activity fund. These are used to support projects which address locally determined priorities.
2. Applications for funding are included in the report for member's consideration.

Recommendations

3. The Community Committee are asked to:
 - Note the spend to date and current balances for the 2014/15 financial year;
 - Consider the Wellbeing Working Group's recommendations and approve, where appropriate the, amount of grant to be awarded. Due to timings of the

Wellbeing Working Group meeting recommendations will be given verbally at the Community Committee meeting.

- Members are asked to note the DDN decisions made outside of Community Committee based on the Wellbeing Working Group's recommendations.

2 Purpose of this report

- 2.1 This report provides members with an update on the current position of the revenue & capital Wellbeing and Youth Activity funds and sets out applications made for consideration by the Community Committee.

3 Background information

- 3.1 Each of the ten Community Committees (previously Area Committees) receives an allocation of revenue funding. The amount of funding for each Community Committee is determined by a formula based on population and deprivation in each area which has been previously agreed by the Council's Executive Board.
- 3.2 The Community Committee have nominated a representative from each ward to form a Wellbeing Member Working Group to consider applications made for funding in detail and provide recommendations to the Community Committee. The group will also receive feedback and evaluations regarding projects that have already been funded.

4 Budgets 2014/15

- 4.1 It has been agreed the revenue wellbeing revenue budget for the Inner North East Community Committee 2014/2015 is £141,350. 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 including this carry forward is £207,833. It must be noted by the Inner North East Community Committee that this figure includes schemes approved and ongoing from 2013/14 which are carried forward to be paid.
- 4.2 The total figure available for spend on new projects in 2014/15 is £128,595.62. At its March meeting the Community Committee agreed allocation of some of these funds into Ward, Community Engagement, Summer Holidays, and Small Grants pots. This breakdown is detailed at **Appendix 1**.
- 4.3 In addition to this, at its meeting in March 2013 the Executive Board agreed a new allocation to the overall Community Committee budget, ring-fenced for youth activities. This budget has been split between the ten Community Committees based on NHS population data of young people aged 8 – 17. On this basis, the Inner North East Community Committee has been allocated £51,670 for 2014/15.

5 Applications

5.1 Ward members are provided with details of the applications that have been submitted along with the Wellbeing Working Groups recommendations

5.2 Wellbeing Revenue

Organisation	Project	Total cost	Amount applied for	Recommendation
Leeds City Council Parks and Countryside	Potternewton Recreation Ground Changing Room Security Provision	£3000	£3000	Funding the full amount requested. Subsidies be available to groups from INE to hire facilities and promotion to take place with local groups.

5.2.2 A DDN report was written outside of the Community Committee cycle due to urgency of the project listed below. The Wellbeing Working Group met between Community Committee meetings and decided to recommend funding the full amount requested. This recommendation informed a delegated decision and Leeds West Indian Carnival was awarded £3050.

Organisation	Project	Total cost	Amount applied for
Leeds West Indian carnival	taking Leeds West Indian Carnival to its Full Potential /Pop Up Carnival work shadowing	£16,920	£3,050

5.3 Youth Activity Fund

Organisation	Project	Total cost	Amount applied for	Recommendation
--------------	---------	------------	--------------------	----------------

Feel Good Factor	A Taste of Life	£12,380	£12,380	Funding the full amount requested. Working Group asked for project expanded from original proposal and delivered all year.
Feel Good Factor	A piece of the action	£15,312	£15,312	Funding the full amount requested. Working Group asked for project expanded from original proposal and delivered all year.
NACRO	Chapelton YIP Holiday Outdoor Activities	£2842	£2652	Award funding of £1894.Reduction due to costs associated with trip to Flamingo Land.

- 5.3.1 A DDN report was written outside of the Community Committee cycle due to Ramadan starting before the next Community Committee meeting date. The Wellbeing Working Group met between Community Committee meetings and decided to recommend funding the full amount requested. This recommendation informed a delegated decision and Street Work Soccer was awarded £1550.

Organisation	Project	Total cost	Amount applied for
Street Work Soccer Academy Ltd in conjunction with Manchester City Football Academy and West Yorkshire Police.	Chapelton and Harehills Ramadan Football Camp	£1550	£1550

6 Corporate Considerations

6.4 Consultation and Engagement

- 6.4.3 Community Committees 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.
- 6.4.4 Young people are involved in the decision making process for the Youth Activity Fund through local Youth Panels.

6.5 Equality and Diversity / Cohesion and Integration

- 6.5.1 Community committee funding is used to ensure that inequalities within the local area are addressed through local projects and schemes. All projects supported by the community committee must demonstrate

6.6 Council policies and City Priorities

- 6.6.1 Wellbeing funding is used to support the priorities of the Inner North East Community Committee.
- 6.6.2 The Youth Activity Funding supports the Children and Young people's plan outcome 'Children and young people have fun growing up'.

6.7 Resources and value for money

- 6.7.1 Spending and monitoring of the grants awarded is administered by the Area Support Team to ensure that the grant is used in accordance with the details of the application.

6.8 Legal Implications, Access to Information and Call In

- 6.8.1 The Community Committee has delegated responsibility for taking of decisions and monitoring of activity relating to utilisation of capital and revenue Well-being budgets within the framework of the Council's Constitution (Part 3, Section 3D) and in accordance with the Local Government Act 2000.

- 6.8.2 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.
- 6.8.3 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.
- 6.8.4 There is no exempt or confidential information in this report.

6.9 Risk Management

- 6.9.1 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.

7 Conclusions

- 7.1 The Wellbeing revenue fund provides financial support for projects in the Inner North East area which help to deliver the priorities of the community committee business plan. New capital funds have been transferred to the community committee via the Capital Receipts Incentive Scheme. The Youth Activity Fund has been delegated to the community committee to fund universal activities for children and young people aged 8 – 17.

8 Recommendations

- 8.1 The Community Committee is asked to:
- Note the spend to date and current balances for the 2014/15 financial year;
 - Consider the Wellbeing Working Group's recommendations and approve where appropriate the amount of grant to be awarded.
 - Note the delegated decisions made outside of Community Community

9 Background documents¹

[Executive Board report, 14 February 2014, Revenue Budget and Council Tax 2013/14](#)

[Executive Board report of 11th October 2011 – Capital Receipts Incentive Scheme](#)

[Executive Board report of 17th July 2013 – Capital Programme 1 Update 2013 – 2016](#)

[Executive Board report of 13th March 2013 – Investing in Young People: Future Direction for youth services in Leeds.](#)

Report author: Lee Griffiths
Tel: 0113 3367638
Email: lee.griffiths2@leeds.gov.uk

¹ 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.

INNER EAST AREA COMMITTEE WELL-BEING BUDGET 2014-15

Schemes in Progress brought Forward	AC Approved	Spent	Committed (orders raised)	Currently Unspent	Explanation why funding hasn't been committed or spent	Plans to spend / Balance remaining	Projected spend by 31st March 2015
2013/14 Carry Forward Schemes							
Prince Philip Kitchen	1,259.00	0.00	0.00	1,259.00			-
Norma Hutchinson Park	2,800.00	0.00	0.00	2,800.00			-
Prince Philip Plaque	165.00	165.00	0.00	0.00			165.00
Meanwood Caretaker	5,500.00	5,500.00	0.00	0.00			5,500.00
Signage	6,000.00	0.00	0.00	6,000.00			-
Community Orchard in Meanwood	431.99	0.00	0.00	431.99			-
Area Committee Apprenticeship Post	8,160.00	0.00	0.00	8,160.00			-
Relocation of Back Chapeltown Road Planter	1,420.00	0.00	1,420.00	0.00			1,420.00
Irish Arts Foundation	1,150.00	1,150.00	0.00	0.00			1,150.00
Al-Khidmat	2,500.00	2,500.00	0.00	0.00			2,500.00
BHI Identify Programme Lets Grow Together	2,960.00	0.00	0.00	2,960.00			-
Active Citizens Social Action Projects	1,814.36	1,814.36	0.00	0.00			1,814.36
Tour de Roundhay	1,500.00	0.00	0.00	1,500.00			-
Health to Wealth	1,500.00	1,500.00	0.00	0.00			1,500.00
Promoting Partnership and Social Inclusion	2,500.00	0.00	0.00	2,500.00			-
Irish Arts Foundation	2,500.00	0.00	0.00	2,500.00			-
Off Road Motorcycles Lease	500.00	0.00	500.00	0.00			500.00
Community Gardens	500.00	0.00	0.00	500.00			
Community Table Tennis	1,120.70	0.00	0.00	1,120.70			-
TOTALS	44,281.05	12,629.36	1,920.00	29,731.69			14,549.36

[illegible]

Youth Funding						Total
MWD Child Out Zone	2,000.00	£	-	£	-	2,000.00
Chapy Young Peoples Zone	1,500.00	£	-	£	-	1,500.00
Brackenwood Child Out Zone	3,030.00	£	-	£	-	3,030.00
Multi-Sports Activities in INE	587.60	£	-	£	-	587.60
Easter Netball Camp	500.00	£	-	£	-	500.00
Go Wild at Roundhay Park	2,567.00	£	-	£	-	2,567.00
A Piece of the Action	-	£	-	£	-	0.00
A Taste of Life	-	£	-	£	-	0.00
Chapeltown Urban Rangers	2,195.00	£	-	£	-	2,195.00
March of the Robots Mission labs	-	£	-	£	-	0.00
Scotthall Sharks Community Athletics Club	-	£	-	£	-	0.00
Chapeltown and Harehills Ramadan Football Camp	1,550.00	£	-	£	-	1,550.00
Chapeltown YIP Holiday Outdoor Activities	-	£	-	£	-	0.00

TOTALS Youth Funding	13,929.60	0.00	0.00	13,929.60	0.00
-----------------------------	------------------	-------------	-------------	------------------	-------------

Grand totals	186,608.96	12,392.62	2,859.52	167,456.82	14,549.36
--------------	------------	-----------	----------	------------	-----------

2014/15 Summer Holiday Activities					
Meanwood Olympics	3,900.00	0.00	0.00	3,900.00	
CYDC Summer Sports Camp 2014	2,665.00	0.00	0.00	2,665.00	
Multi-Sport and Leadership Awards	1,000.00	0.00	0.00	1,000.00	
Scotthall Multi Sport and Swim camp	2,833.31	0.00	0.00	2,833.31	
Vocal Girls	2,312.00	0.00	0.00	2,312.00	
Chapeltown Summer Football Group	3,600.00	0.00	0.00	3,600.00	
Impact 2014 - Sports and Arts Summer Camp	1,600.00	0.00	0.00	1,600.00	
Environmental Summer Playscheme	4,000.00	0.00	0.00	4,000.00	
Leopold Street Football Camp	1,390.00	0.00	0.00	1,390.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
0	0.00	0.00	0.00	0.00	
TOTALS	23,300.31	0.00	0.00	19,400.31	-

This page is intentionally left blank



Area Committee Youth Activity Fund Application Form

Please read the Guidance Notes BEFORE completing this form

1	Name of project	Scotthall Sharks Community Athletics Club		
2 (a)	Name of organisation/group	Sport and Active Lifestyles – Leeds City Council		
2 (b)	Organisation address	Fearnville Leisure Centre Oakwood Lane, Leeds. LS8 3LF	Tel No.	0113 378 1990
			Fax No.	
2 (c)	E-mail address	Jason.minott@leeds.gov.uk		
2 (d)	Contact name	Jason Minott	Position	Active Sports Officer

Section 1: About the Project

3 What will the grant be used for?

Sports2school in partnership with Sport and Active Lifestyles would like to support the delivery for the Scotthall Sharks Athletics' Club at Scotthall Leisure Centre.

The athletics sessions will be delivered at Scotthall Leisure Centre on **Fridays afternoons 4.pm – 5.pm from SEPTEMBER 14 – TO THE END OF MARCH 15 – ALL YEAR ROUND (DURING THE HOLIDAYS)**

There will be 30 places available at the club due to staffing ratios 1:15 targeting children and young people aged 8 to 14 years old living in Chapel Allerton, Moortown and Roundhay wards.

A Level 2 athletics coach to deliver the sessions and now have a qualified level 1 volunteer assisting the level 2 coach.

The athletics club at Scotthall leisure centre will assist in the growth and sustainable of children and young people participating in athletics.

The club will coincide with the sports hall athletics programme that are delivered through the primary and high schools sports competition calendar. Providing a good school club link.

We will ensure that the children and young people pay a fee to attend the athletic provision to add value to the sessions £2.60 without a Breeze card and £1.90 with a Breeze card, to encourage the children and young people to sign up a Breeze.

We will be able to signpost local children and young people that want to develop their athletics abilities to the new athletics club, enabling the coaches to nurture the young talented performance with a view of potentially pathways to the performance clubs in Leeds (depending on where you live, Wetherby Runner & Leeds City)

This can improve the standards of performance which will have a massive contribution of retaining the participants

Whilst continuing to address diversity issues within sport such as gender, disability and ethnicity inequalities.

The impact of the project will be determined on:

- How many children and young people participate in the athletics club
- How many children and young people we will retain throughout the duration of the project
- Provide young leader with the opportunity to be part of a structure athletics session / lead on a specific discipline – Jump, throw or run.

The aims of the athletic sessions are to develop the athletes' ability and values in various different ways such as: physical,

cognitive, creative, social and personal. The sessions will consist of an open environment to support the athletes to give them opinions and ideas. The athletics programme will link in to standard talent identification and the results can be used for talent identification purposes. This will increase the number of club members in the network.

Details will also be available via the John Smeaton leisure centre and Sport and Active Lifestyles page on the Leeds City Council and Breeze Culture Network website. All relevant extended services will be informed so that promotion can go out via the network of Family Link Workers.

Equipment will be provided by Sport Services

3a	Total cost of your project	£ 1973.75
3b	Funding from other sources (if any)	£
3c	Amount of Youth Activity funding requested	£1973.75

4 When will the project take place?

Every Friday from September 2014 until the end of March 2015 – (During the half terms holidays)

5 Which neighbourhoods / wards will benefit?

Targeting children and young people aged 8 to 14 years old living in Chapel Allerton, Moortown and Roundhay wards

6 Why is the project needed?

This project is required due to the limited athletics provision available for children & young people within the Inner North East wards. Having the athletics club as Scotthall LC will hopefully encourage more non active children, young people and parents and guardians to access other activities at the centre e.g. swimming, Junior gym and fitness classes.

7 List the targets for the project, how will you measure success?

The community athletics club will meet several targets of the **Child Friendly Plan**

- Children and young people find the city welcoming and safe with friendly places to go, have fun and play.
- Places and spaces to play and things to do, in all areas and open to all.
- Children and young people are treated fairly and feel respected.
- Children and young people have the support and information they need to make healthy lifestyles choices.
- Addressing the barriers that prevent children and young people from engaging in and enjoying learning.
- Children and young people express their views, feel heard and are actively involved in decisions that affect their lives.
- Children and young people spend time and play is free of litter and dog fouling.

The new community athletics club also meets the following strategies and policies:

- Complements the **Sport England** – whole sports plan to increase participation levels for children and young people aged 5 -16yrs olds and also increasing satisfaction levels (facilities & playing environment, social aspects, release and diversion and ease of participating)
- Complements the **Change 4 Life** – messages of Sugar swaps, meal times, meal size meals, snack checks, 5 a day, cut back fat, 60 active minutes and up and about.
- Complements the **Children and Young People Plan** – Improving behaviour, attendance and achievements – Encourage activity and health eating – provide play, leisure, culture and sporting opportunities – reducing crime and anti-social behaviour – increasing participation, voice and influence.
- Complements the Leeds City Council – **Sports Service aims** of increasing participation levels and reducing health inequalities.

- Compliment the **Start Active, Stay Active guideline for children and young people** - All children and young people should engage in moderate to vigorous intensity physical activity for at least 60 minutes and up to several hours every day. Vigorous intensity activities, including those that strengthen muscle and bone. All children and young people should minimise the amount of time spent being sedentary (sitting) for extended periods.
- Compliments the **Sport Leeds Strategy** – to support the inactive to become active, retaining and increasing participation in sports and active lifestyles and also developing sporting pathways and excellence.

8 Tell us about your organisation, what experience do you have running similar projects?

Scotthall Leisure Centre provides a yearly programme of sporting activities for people of all ages and abilities, particularly for those living in the Inner North East Leeds area. Activities are delivered by qualified council staff and coaches, and there are also opportunities for people to use the centre on an informal basis, such as using the gym, swimming and playing badminton.

Sports2 sport also have experience in deliver athletics provision in schools and community settings and are currently delivering the athletics at Scotthall LC.

Organisation type	<input type="checkbox"/> Charity <input type="checkbox"/> Partnership <input type="checkbox"/> Education Provider <input type="checkbox"/> Community / Voluntary Group	<input type="checkbox"/> Company Limited by Guarantee <input checked="" type="checkbox"/> Council Service <input type="checkbox"/> Other Public Sector Organisation <input type="checkbox"/> Other (please state): _____
	Company/Charity Registration No. (if applicable)	

9 Tell us how many people are involved in your organisation

Management Committee Members	
Staff	One level 2 coach
Volunteers	One level 1 coach

10 If volunteers are involved in the delivery of the project, please describe their role and state approximately how many volunteer hours will be provided

There is only one volunteer that assist the level two coach to deliver the athletics activities and he assists the coach in setting up the sessions by putting out the cones and delivers the warm up or cool down to the children and young people. And also creates the sessions plan for the athletics delivery.

11 Is the project similar to any others in the area? How have you avoided duplication?

There isn't another athletics club for children and young in the Inner North East area, so this athletics club would be the only club in the Inner North East to support children and young people in their development of athletics.

12 Are there any other organisations involved in the project?

Sport and Active Lifestyles , Scotthall Leisure Centre, Sports2schools, Wetherby Runners and Leeds athletics Network and West Yorkshire Sport.

Other organisations will be aware of the project, if the funding is secured.

13 What consultation have you carried out ahead of the project?

Through the Carr Manor School Sport Partnership and the Schools Games Organiser (SGO) it was identified that there was no athletics provision available for children and young people who wanted to continue developing their athletics skills and abilities outside of schools hours.

This was also identified through secondary research (verbal conversations) with children and young people who participate in primary and high school sports hall athletics competition that there was a need to provide some form of athletics provision within the wards to cater for the needs and demands of the local children and young people who wanted to continue participating in athletics outside of the environment.

14 Who owns the building / land where the works / project will take place?

If you do not own the building / land tell us what permission you have from the owner to undertake the works/project there and what arrangements are in place to ensure ongoing access/benefit for your organisation/local residents

Leeds City Council – Sport and Active Lifestyles owns the leisure centre and we have full usage of Scotthall Leisure Centres Sports hall from 4.pm until 5.pm on Friday afternoons, this will be booked through the completion of a booking form.

15 How will you promote the project and encourage participation?

- We plan to promote the Scotthall Sharks athletics club throughout the local primary and high schools, through the School Games Organisers.
- Wetherby Runner have been available to deliver some Free one coaching sessions within local primary school
- Word of mouth, Flyers / consent forms been offered to every children and young person in local primary & high schools through extended services, posters in the leisure centre, schools, community centres
- East North East Housing magazines which goes out to all houses in the Inner North east.
- Information of LCC website, Breeze website, Breeze Culture Network
- Poster and flyers in the main reception at Scotthall LC

We encourage children & YP to take part in the activities by showing them the benefits of taking part e.g. making new friends, learning a new sport or activity and to promote the healthy benefits (eating healthy and staying fit)

16 Does the project require an exit strategy? Will it continue after the funding period?

Sport and Active Lifestyles will have the opportunity to apply to other local, regional sporting funders for funds to deliver the athletics if required.

There may also to an opportunity for some school delivery in the summer term to promote, increase and retain participants.

We will also provide athletics activities over the summer over in the multi sports camps that will hopefully be delivered over the summer weeks at Scotthall LC multi sports camps

17 What are the potential risks attached to your project and what preventative action

have you taken or will you take to avoid them?		
You should include risks such as increased costs, bad weather, theft/vandalism, failure to secure match funding etc		
	Risk	Action
1	Extreme weather conditions.	Indoor facility will be available.
2	Accidents / injury to participants.	Areas and equipment checked before use to prevent / reduce this risk. First aid trained staff. Complete accident forms. Sports2school will have relevant risk assessment in place and a Service Level agreement will be created.
3	Poor behaviour of participants.	The coaches will have a code of conduct in place of any bad behaviour. Always refer to the code of conduct. Parents can be contacted if necessary. In extreme cases participants will be asked to sit out or leave the session.
4	Dehydration and exhaustion.	Athletics – access to drinking water. Sessions will be delivered to the pace and skill level of participants. Regular breaks.
5	Inappropriate clothing / footwear.	All promotion contains suggestions for appropriate clothing and footwear. Coaches will check that participants' clothing and footwear is safe.

18 Does your project specifically target any of the groups below?	
Which equality group(s) will your project work with? (Please tick/highlight)	Please specify how you are going to achieve this
<input type="checkbox"/> Disability <input type="checkbox"/> Gender <input type="checkbox"/> Race <input type="checkbox"/> Religion & Belief <input type="checkbox"/> Sexual Orientation	We will target all the local schools, community groups and multi agencies to advertise the multi sports and swim camp in order to ensure that everyone has the opportunity to take part in these projects no matter of age, race, ability, disability, gender, religion or sexual orientation.

19 How have you considered community cohesion or any other equality issues in the planning of your project?
<p>All programmes – All activities can be adapted to include children and young people with physical and or learning difficulties. This information is included in the publicity.</p> <p>Scotthall Sharks Community Athletics Club - The venue offers variety and is close to the Chapel Allerton, Moortown and Roundhay wards.</p> <p>All children, within the right age group, are welcome regardless of ability and ethnic background.</p> <p>All the partners have and comply with the Safeguarding, Equal and Diversity opportunities Policies of the Council or of their organisations</p> <p>Accessible facilities. Excellent venue, pricing to suit low income / unemployed families.</p>

Section 2 : Financial information

20 Provide a breakdown of <u>all</u> the costs related to this project and tell us what would be

covered by the Youth Activity Fund grant		
Item	Cost (£)	
	Youth Activity	Other
Level 2 athletics coach - £35 (per hr) x 26 (sessions) – all year round	£910	
Marketing = £75.75 (Internal – City Print)	£75.75	
Sports Hall - £38 x 26 (sessions Sept 14 – March 15) - all year round	£988	
Total Costs	£1973.75	
Please Note – THREE QUOTES SHOULD BE OBTAINED WHERE POSSIBLE, PLEASE PROVIDE COPIES		

21	How will you ensure that your project will be value for money?
<p>Scotthall Community Athletics Club -</p> <p>Participants will be charged £2.60 without a Breeze card and £1.90 with a Breeze card, to encourage the children and young people to sign up a Breeze.</p> <p>Children living in poverty who wish to attend, can access the activities via the Activities Fund money. (Extended Services)</p>	

22	If your group has or intends to apply anywhere else for funding this project give details of who you have applied to, how much for, and when you expect to hear the outcome of these applications		
Name of funding body		Amount Requested	Amount Approved or Expected Decision Date

23	If there is a shortfall in funding for the project, explain how you would meet this
<p>If there was a shortfall in funding we could apply to the elected members for some MICE funds or POCA funding steam.</p>	

24	Has your organisation received funding from the Council in the past?
<p>For the last 5 years I've applied to the Well – Being Fund to deliver a multi sports & Swim camp at Fearnville LC and Scotthall LC and I have been successful in gaining the funds and the sports camp have been very successful with children & young people wanting to attend more days.</p>	

25	Bank account details – please provide details about your organisation's bank account
Bank account name	

Sort Code		Account Number	
Signatories to bank account	1.	2.	
Please Note: CHEQUES WILL ONLY BE MADE PAYABLE TO GROUPS NOT INDIVIDUALS BANK ACCOUNTS MUST HAVE A MINIMUM OF TWO SIGNATORIES			

26	Please include the following documents (Public Sector Organisations exempt)	
	If you are unable to send them, please state the reason for this	
	Attached?	If 'No' please state why you have not included these documents with your application
Audited accounts from last 2 years	<input type="checkbox"/> Yes <input type="checkbox"/> No	Leeds City Council
Constitution/governing document	<input type="checkbox"/> Yes <input type="checkbox"/> No	Leeds City Council
A list of trustees/Committee members and signatories	<input type="checkbox"/> Yes <input type="checkbox"/> No	Leeds City Council
A copy of your equality and diversity policy	<input type="checkbox"/> Yes <input type="checkbox"/> No	Leeds City Council
A copy of your health and safety policy		Leeds City Council
A copy of your liability insurance	<input type="checkbox"/> Yes <input type="checkbox"/> No	Leeds City Council
A copy of your Protection of Children and Vulnerable Adults policy	<input type="checkbox"/> Yes <input type="checkbox"/> No	Leeds City Council
Evidence of enhanced CRB checks of all staff and volunteers dated in the last 3 years	<input type="checkbox"/> Yes <input type="checkbox"/> No	Leeds City Council

27	LEEDS CITY COUNCIL APPLICANTS ONLY
Name of Finance Manager	Pat Skeleton

28	Declaration -
<ul style="list-style-type: none"> I can confirm that to the best of my knowledge the information contained in all parts of the application and any supporting information is complete and accurate. If funding is granted the delivery organisation is aware it will be required to enter into an agreement to adhere to terms and conditions of the funding, to supply any additional information which is required, and that failure to comply may result in legal action being taken to recover any monies paid. I agree to details about the project/organisation being entered onto a computer database. I agree to details about the project/organisation being shared with council officers, ward members and third parties involved in the assessment of the application and monitoring of any funding awarded. I am authorised by the organisation to sign and submit this application on their behalf. 	
This project application has been completed by:	
Name	Jason Minott
Organisation	Leeds City Council – Sport and Active Lifestyles
Date	Thursday 20 th March 2014

FINAL CHECKLIST

- ☐ All sections of application form completed
- ☐ Included any permissions for Question 14
- ☐ Included any documents needed for Question 26
- ☐ Signed and dated the form

We accept signed applications and supporting documents submitted via email or in paper form; if you are intending to post your application, please ensure you have attached the correct postage to the envelope otherwise your application may not be delivered.

On completion of this application form, please return a signed copy and supporting documents to:

South East Area Support Team
Leeds City Council
Garforth Library & One Stop Centre
Lidgett Lane
Garforth
Leeds
LS25 1EH

(0113 336 8943
* southeast.ast@leeds.gov.uk



Report of: Jane Maxwell, East North East Area Leader

Report to: Inner North East Community Committee, Chapel Allerton, Moortown, Roundhay wards

Date: 26th June 2014

Your New Community Committee!

Purpose of report

1. This report sets the scene for your new community committee and asks approval of a set of minimum conditions for any decisions that may need to be delegated, or taken, between formal community committee meetings.
2. The report also asks members to approve the priorities for the committee for the rest of 2014/15.
3. Members are asked to make a decision in relation to the appointment of co-optees on to the Inner North East Community Committee

Giving voice to the community

4. Our city and its communities are facing massive and increasing social and financial challenges, including health inequalities, an ageing and more diverse population, and 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.
5. 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.
6. The strengthened focus on engagement encourages elected councillors and officers to think creatively about the best ways to involve 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.
7. 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.
8. 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.
9. 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 area.

Priorities for Inner North East Community Committee 2014 to 2015

10. At the March Area Committee discussion were had regarding priorities and the following themes were decided to be focussed on at future meetings:
- a. Unemployment in the Queenshill's and Brackenwood's
 - b. Health Inequalities
 - c. Low take up of apprenticeships across the Inner North East

11. Workshop sessions held after the Committee's formal business on the 7th July 2014 will shape; the focus of the Health Inequalities theme, the engagement techniques to be utilised by the Community Committee and stakeholders who should be invited to create a dialogue with the Community Committee on each of the themes above.

Delegated decisions

12. 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

13. 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 promote collaboration to make 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 North East Community Committee now has the opportunity to shape the way forward for the communities of Chapel Allerton, Moortown and Roundhay.

Recommendations

14. Members are asked to welcome the introduction of Community Committees.
15. Members are asked to approve the minimum conditions set out in paragraphs 12 of this report with regard to the need for delegated decisions to be taken between formal community committee meetings.
16. Members are recommended to approve the local priorities for engagement as detailed in paragraph 10.
17. Members are asked to decide if they would like the East North East Area Support Team to explore options for recruitment and selection mechanisms of co-optees. Or if they would like to continue in their current setup.

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 4310 Lee Griffiths, Tel: (0113) 33 67638

Inner North 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 Area 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 North 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:
 - Employment in the Queenshills and Brackenwoods
 - Low take up of apprenticeships across the Inner North East/NEETS
 - Health inequalities - This suggestion came about outside of the Community Committee and needs further consideration by the committee to define the specific focus to ensure a positive outcome from engagement.
- Whilst each theme will have bespoke elements of engagement there will be a new approach to community engagement that will involve:
 - As series of “we are listening” events at places with high footfall such as galas, Schools, and any bespoke local events. These events would be appropriately branded under the Citizens@ banner.
 - A social media presence (Twitter: <https://twitter.com/> or Facebook: 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 - Employment in the Queenshills and Brackenwoods

Draft timescale for action - Report due on **6th October 2014**

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

- Focus group with third sector agencies working in the locality to discuss; understanding of statistics, specialised supported housing provision in the locality, mapping of provision provided, highlighting of gaps from an organisational perspective.
- Case studies submitted by all partners delivering work in the locality around worklessness.
- Focus group of attendees to local job clubs – exploring the barriers to work, what local services are accessed, what local services are known about, what additional support would be beneficial.
- Mystery shopping of services for unemployed taking place in the locality, this will help to determine any examples of best practice from an unemployed persons perspective.
- Individual meetings between Area Lead Member and statutory organisations to understand what is being undertaken what is working and what is not working. Information from focus groups to be used to inform these discussions/expert witnesses.
- Individual meetings between housing providers in the locality to explore levels of supported housing and services offered.
- Analysis of statistics and key data sets relating to this issue specific to the Inner North East area by the Area Officer. Including levels of supported housing in the locality.



Theme 2 – Health

Draft timescale for action - Report due on **16th January 2015**

The theme of health is broad, at the themed workshops at July's Community Committee the session will be used to focus the topic to enable deliverable outcomes.

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

- Desk-top exercise encompassing relevant data sets to identify trends/hotspots in the Inner North East area.
- Area Lead Member to meet with Public Health lead
- Area Lead Member to meet with Clinical Commissioning Group (CCG) for North East Leeds.
- Workshop with third sector organisations
- Sessions with patient representatives/GP liaison groups
- Case Studies from third sector organisations
- Art/film project about the issue raised managed by those accessing a service on a localised level.



Theme 3 – Low take up of apprenticeships across the INE/NEETS

Draft timescale for action - Report due on **9th March 2015**

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

- Focus group with young people considering applying for apprenticeships (links found through third sector organisations and schools).
- Young people searching for apprenticeships to create a film about the process of applying for apprenticeships, services accessed experiences and any areas for improvements – i.e. communication of opportunities, user friendliness of services barriers.
- Survey Monkey delivered via Arena tracker, housing (potential voucher competition for entries).
- Survey Monkey promoted via School Councils, potential voucher competition could be run for entries).
- Workshop sessions with School Councils
- Focus group/workshop session held with Young Offending Team/links statutory ASB meeting.
- One to one sessions with statutory/third sector representatives and Area Leader.
- Attend Clock Rock to find contacts for Young people looking for apprenticeships.
- Hold apprentice event a few hours before the Community Committee event and encourage young people to attend meeting.



- Gain feedback from attendees to the Community Committee meeting about the recommendation of the report and usefulness of apprenticeship event. This would be achieved using who wants to be a millionaire style voting system.
- Themed conversation dinner with ward members, young people applying for apprenticeships and lead officers within LCC.