



Outer South Community Committee

Ardley & Robin Hood, Morley, Rothwell

**Meeting to be held at Morley Town Hall, Queen Street, Morley, LS27 9DY
on Monday 23rd March 2015 at 5.30 pm**

The Community Committee's Workshop on 'Achieving Positive Outcomes for those with disabilities in the Labour Market' will start at 4.00pm. The session, which is expected to last one hour 15 minutes, will link into the work being undertaken locally and centrally to achieve positive outcomes in the labour market for those with disabilities.

The Workshop will be followed by The Outer South Community Committee meeting at 5.30pm.

Councillors:

Ardley & Robin Hood

Cllr Jack Dunn
Cllr Lisa Mulherin
Cllr Karen Renshaw

Morley North

Cllr Robert Finnigan
Cllr Bob Gettings
Cllr Thomas Leadley

Morley South

Cllr Judith Elliott
Cllr Neil Dawson
Cllr Shirley Varley

Rothwell

Cllr Karen Bruce (Chair)
Cllr Stewart Golton
Cllr David Nagle





Agenda compiled by: Andy Booth 0113 247 4325
Governance Services Unit, Civic Hall, LEEDS LS1 1UR
South East Area Leader: Martin Dean Tel: 395 1652

*Images on cover from left to right:
Ardsley & Robin Hood - war memorial; St Michael's Church
Morley - Morley Town Hall, exterior; Morley Town Hall, interior
Rothwell – Jaw Bones; Rothwell Colliery*

A G E N D A

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1			<p>COMMUNITY COMMITTEE WORKSHOP - ACHIEVING POSITIVE OUTCOMES IN THE LABOUR MARKET FOR THOSE WITH DISABILITIES</p> <p>The Community Committee Workshop will commence at 4.00 p.m. and be followed by the Outer South Community Committee meeting at 5.30 p.m.</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>	1 - 2

Item No	Ward/Equal Opportunities	Item Not Open		Page No
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>	
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>DECLARATION OF DISCLOSABLE PECUNIARY 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 13-16 of the Members’ Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	

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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 - 2 FEBRUARY 2015</p> <p>To confirm as a correct record, the minutes of the meeting held on 2 February 2015</p>	3 - 6
8			<p>WELLBEING REPORT</p> <p>To receive and consider the attached report of the South East Area Leader</p>	7 - 18
9			<p>SUMMARY OF KEY WORK</p> <p>To receive and consider the attached report of the South East Area Leader</p>	19 - 26
10			<p>DATES, TIMES AND VENUES OF COMMUNITY COMMITTEE MEETINGS 2015/16</p> <p>To receive and consider the attached report of the City Solicitor</p>	27 - 30

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**Outer South Community
Committee**

South East Area Support Team
190 Dewsbury Road
Leeds
LS11 6PF

Contact: Aretha Hanson
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Southeast.ast@leeds.gov.uk

March 2015

Dear Colleague

**Outer South Community Committee and Workshop Event
Alexandra Hall, Morley Town Hall, Queen Street, Morley
4.00 pm Monday 23rd March 2015**

You may know that following a review of the workings of Area Committees the Council approved the creation of Community Committees. The new Community Committees are expected to address the need to improve community involvement and engagement in local decision making.

To achieve this it is expected that the committees will be shorter, more focused and meet less frequently than Area Committees. These committees should be seen as a first step in the cultural shift to a more inclusive, more responsive and smarter approach to decision making in local areas and we need your help to make this a reality.

To advance this ambition the committee will promote a series of workshops that will address particular issues affecting your area. I am writing to extend a personal invitation to you to attend the next Outer South Community Committee and Workshop. The workshop theme is Employment, Skills and Welfare and the topic is **Achieving Positive Outcomes in the Labour Market for those with disabilities**. The aim of the session will be to look at:

- What works well
- How can partners contribute towards achieving positive outcomes for disabled people in the labour market

The session is expected to last 1 hour and 15 minutes and I hope that I can rely on the attendance of you or your representative to help contribute to this important area of work.

On behalf of my Outer South Community Committee colleagues, I look forward to seeing you on **Monday 23rd March Morley Town Hall.**

Please confirm your attendance to southeast.ast@leeds.gov.uk.

Yours sincerely

Karen

Cllr Karen Bruce (Outer South Community Committee Chair)
On behalf of:

Ardsley & Robin Hood

Cllr Jack Dunn
Cllr Lisa Mulherin
Cllr Karen Renshaw

Morley North

Cllr Robert Finnigan
Cllr Bob Gettings
Cllr Thomas Leadley

Morley South

Cllr Neil Dawson
Cllr Judith Elliott
Cllr Shirley Varley

Rothwell

Cllr Karen Bruce
Cllr Stewart Golton
Cllr David Nagle

OUTER SOUTH COMMUNITY COMMITTEE

MONDAY, 2ND FEBRUARY, 2015

PRESENT: Councillor K Bruce in the Chair

Councillors N Dawson, J Dunn, J Elliott,
S Golton, T Leadley, L Mulherin, D Nagle
and S Varley

20 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

21 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors K Renshaw, R Finnigan and B Gettings.

22 Open Forum

In accordance with the Community Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or ask questions on matters within the terms of reference of the Area Committee. On this occasion there were no members of the public in attendance.

23 Minutes - 20 October 2014

RESOLVED – That the minutes of the meeting held on 20 October 2014 be confirmed as a correct record.

24 Wellbeing Report

The report of the South East Area Leader sought to provide Members with the following:

- Details of the Wellbeing budget position
- An update on the revenue, capital and youth activities fund elements of the Wellbeing Budget
- Details of revenue funding for consideration and approval
- Details of revenue projects agreed to date which link to the priorities and actions in the Community Committee Plan
- Details of activities funded through the Youth Activities Fund
- The current position of the Small Grants Budget

Tom O'Donovan, Area Improvement Manager presented the report:

The following was discussed:

- Withdrawal of the Heroes and Villains project. The money would be returned to the Wellbeing funds.
- Morley Literature Festival. Members were informed of proposed changes to this year's festival.
- Site Based Gardeners – Members were informed of the benefits of the Site Based Gardeners scheme which included having an on-site presence, reduction in complaints, the ability to address complaints and a higher frequency of maintenance. Members supported proposals for this scheme which would run from April to September.

RESOLVED -

- (1) That the report be noted.
- (2) That the position of the Wellbeing, Capital and Activities fund elements of the Wellbeing Budgets be noted.
- (3) That the revenue projects already agreed be noted.
- (4) That the Wellbeing Applications approved by Delegated Decision Notice be noted.
- (5) That the following projects be approved:
 - Site Based Gardener for Outer South Area 2015 - £35,654.01 – Approved
 - Morley Literature Festival 2015 - £10,000 – approved.
- (6) That the small grants situation be noted.

25 Summary of Key Work

The report of the South East Area Leader brought Members' attention to work which the Area Support Team was engaged in based on priorities identified by the Community Committee that were not covered elsewhere on the Agenda. Members were also asked to consider making an appointment to a vacant position on the Ardsley and Tingley Children's Services Cluster Partnership.

Tom O'Donovan, Area Improvement Manager presented the report.

Issues discussed included the following:

- Members were informed of proposals to present service reports to sub groups and ward based briefings. It was reported that decisions would be brought back for consideration by the full Community Committee.
- Employment, Skills and Welfare – Members were informed of an event held in November regarding the promotion of Victoria Gate. Local schools had been involved with this event. The Apprenticeship Awards were due to be held in the Civic Hall on 10 March 2015.
- Environment and Community Safety – Crime levels across the Outer South area had continued to decline and there had been a significant drop in Rothwell.
- Health and Wellbeing – Winter warmth packs had been delivered across the area. Meetings had been held with local GPs regarding the process of approving a Social Prescribing Programme.

- Community Centres – Concern was expressed regarding the review of Community Centres and the lack of time between the next meeting of the Community Centre Sub Group and the close of the consultation. It was reported that consideration could be given to changing the date of the Community Centre Sub Group if necessary.

RESOLVED –

- (1) That the report be noted.
- (2) That Councillor Neil Dawson be appointed to the Ardsley and Tingley Children's Cluster Partnership
- (3) That the proposals set out in the report for service reports being presented to sub groups for discussion be agreed.

26 Date and time of next meeting

Monday, 23 March 2015 at 4.00 p.m.

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Report of the South East Area Leader

Report to: Outer South Community Committee (Ardsley & Robin Hood, Morley North, Morley South and Rothwell)

Report author: Aretha Hanson (07891 272 326)

Date: Monday 23rd March 2015

For decision

Outer South Community Committee Wellbeing Budget Report

Purpose of report

1. This report seeks to provide Members with:
 - a. Details of the Wellbeing Budget position.
 - b. An update on both the revenue and youth activities fund elements of the Wellbeing budget.
 - c. Details of revenue projects agreed to date (**Table 1**)
 - d. Details of Youth Activities Fund agreed to date (**Table 2**)
 - e. Details of proposed ring-fences for 2015/16 (**paragraphs 9 to 28**)
 - f. Details of project proposals for consideration and approval (**paragraphs 34 to 39**)
 - g. Members are also asked to note the current position of the Small Grants Budget (**paragraph 40**)

Background information

1. Each Community Committee has been allocated a Wellbeing Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the delivery of local priorities.
2. Wellbeing funding cannot be paid retrospectively. An application form must be submitted and approved by the Community Committee before activities or items being purchased through Wellbeing funding are completed or purchased.
3. Members are reminded that the necessary scrutiny of applications to satisfy our own processes, financial regulations and audit, requires the deadline for receipt of completed applications to be at least five weeks prior to any Community Committee. Some

applications will be approved via Delegated Decision Notice following consultation with Members outside of the Community Committee meeting cycle.

Main issues

Wellbeing Budget Position 2014/15

4. The revenue budget approved by Executive Board for 2014/15 is **£164,660.00**. **Table 1** shows a carry forward figure of **£76,576.43** which includes any underspend from projects completed in 2013/14. **£17,390.83** represents wellbeing allocated to projects in 2013/14 and not yet completed. The total amount of revenue funding available to the Community Committee for 2014/15 is therefore **£223,845.60**. A full breakdown of the projects approved or ring-fenced is available on request.
5. **Table 1** shows the projects funded by the Community Committee up to and including the February 2015 meeting. Applications for funding presented to March 2015 Community Committee will be included in the July Community Committee report, if approved.
6. It is possible that some of the projects in Table 1 may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified. The final carry forward figure from 2014/15 will be finalised with central finance and reported to a future Community Committee.
7. The Community Committee is asked to note that **£182,324.45** has been allocated from the 2014/15 Wellbeing Revenue Budget as listed in Table 1 and there is a remaining balance of **£41,521.15** and available for projects in 2014/15.

Youth Activities Fund Position 2014/15

8. As a result of a Youth Review agreed in March 2013, an activities fund has been made available to provide local activity for children and young people age 8-17 years across the city. The Activities Fund has been delegated to Community Committees and the allocation to Outer South Community Committee for 2014/15 is **£60,230.00**. **£7,008.50** was carried forward from 2013/14, giving a total available fund for 2014/15 of **£67,238.50**.
9. The Community Committee is asked to note that **£61,158.20** has been allocated from the 2014/15 Youth Activities Fund as listed in **Table 2** and there is a remaining balance of **£6,080.30**. A full breakdown of the projects approved or ring-fenced is available on request.

TABLE 1: Revenue Wellbeing Budget 2014/5

Table 1 : Revenue Well being Budget	2014/15				
INCOME	£164,660.00				
Carried forward from 2013/14 (inc underspend from projects approved)	£76,576.43				
Less projects carried forward from 2012/13	-£17,390.83				
TOTAL AVAILABLE 2014/15	£223,845.60				
Area Wide Projects					
Sustainable Economy and Culture	£6,000.00				
Small Grants Scheme	£5,000.00				
Communications Budget e.g. printing, meetings	£1,000.00				
Safer And Stronger Communities	£65,296.41				
Support for Community Safety Off Road Bikes	£2,240.00				
Victims Support – Victims Fund	£1,000.00				
Community Safety NPT schemes Operation Flame £1,575.84	£4,000.00				
Neighbourhood Improvement Officer	£20,402.40				
Site Based Gardeners	£35,654.01				
Community Skips	£2,000.00				
Health and Well Being	£44,500.00				
Garden Maintenance Scheme	£33,000.00				
Community Heroes Event	£1,500.00				
International Day of Older People	£2,000.00				
Winter Warmth Packs	£4,000.00				
South Leeds Foodbank (Rothwell £1,000)	£4,000.00				
Children and Families	£20,000.00				
Activities for Children and Young People	£20,000.00				
Total Area Wide projects	£135,796.41				
Balance split across four wards	£88,049.19	£22,012.30	£22,012.30	£22,012.30	£22,012.30
RING FENCED AMOUNTS		Ward Split			
Ward projects	2014/15	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Morley Literature Festival 2012	£10,000.00		£5,000.00	£5,000.00	
Rothwell 600	£8,000.00				£8,000.00
Christmas trees and decorations	£13,725.00	£3,150.00	£2,467.50	£2,467.50	£5,640.00
Money Buddies South Leeds	£1,995.00	£498.75	£498.75	£498.75	£498.75
Wood Lane Play Area	£8,400.00				£8,400.00
Litterbins at Tesco, Churwell	£600.00		£600.00		
Litterbin, Wood Lane, Rothwell	£300.00				£300.00
Litterbin - Scarborough Street	£300.00			£300.00	
Electricity Sockets, Queen Street, Morley	£2,704.00		£1,352.00	£1,352.00	
Ardsley & Tingley Lego Club	£504.04	£504.04			
	£46,528.04	£4,152.79	£9,918.25	£9,618.25	£22,838.75
Total spend against projects	£182,324.45	£4,152.79	£9,918.25	£9,618.25	£22,838.75
Balance Remaining (per ward)	£41,521.15	£17,859.51	£12,094.05	£12,394.05	-£826.45

TABLE 2: Youth Activities Fund Delegation 2014/15

	Total Allocation	Ward Split			
		8-17 Population (10,080)			
		2666	2464	2355	2595
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Income 2014/15	£60,230.00	£15,929.88	£14,722.89	£14,071.59	£15,505.64
Brought forward from 2013/14	£7,008.50	£1,113.54	£385.02	£1,059.36	£4,450.58
Total allocation for 2014/15	£67,238.50	£17,043.42	£15,107.91	£15,130.95	£19,956.22
Projects 2014/15:					
Four Breeze Events	£14,250.00	£3,500.00	£3,500.00	£3,500.00	£3,750.00
Three 2.5 day Herd Farm Residentials	£8,100.00	£2,700.00	£1,350.00	£1,350.00	£2,700.00
Families Cooking Together	£400.00	£133.33	£133.34	£133.33	
Big Rock	£525.00	£175.00	£175.00	£175.00	
Easter Holiday Club Project	£960.00			£960.00	
InspiRED Project - Film the news	£500.00			£500.00	
School Holiday Programme (Morley & CATTs)	£9,280.00	£3,093.34	£3,093.33	£3,093.33	
March of the Robots	£4,000.00	£1,000.00	£1,000.00	£1,000.00	£1,000.00
DAZL Community Dance Programme	£5,292.00	£1,323.00	£1,323.00	£1,323.00	£1,323.00
Lazer Activities	£6,270.00	£1,567.50	£1,567.50	£1,567.50	£1,567.50
Breeze Team Pitch Up & Play	£7,591.20	£1,897.80	£1,897.80	£1,897.80	£1,897.80
InspiRED Project - Film the news	£400.00				£400.00
The Works Skate Park	£1,190.00				£1,190.00
Breeze 8010 Skatepark	£2,400.00				£2,400.00
Total spend	£61,158.20	£15,389.97	£14,039.97	£15,499.96	£16,228.30
Remaining Balance per ward	£6,080.30	£1,653.45	£1,067.94	-£369.01	£3,727.92

Wellbeing Allocation 2015/16

10. The revenue budget approved by Executive Board for 2015/16 is **£148,194.00** a reduction of **£16,466.00** from the previous financial year. Members are asked to note that at the time of writing, final confirmation of the wellbeing budget for 2015/16 has not been received.
11. As in previous years, Members are asked to consider the following ring-fence amounts against the 2015/16 Wellbeing Allocation. Changes to the suggested figures will have an impact on the amount of budget available for new schemes.
12. The small grant allocation to remain at **£5,000**. This is based on the 2014/15 spend of **£4,514.00**
13. In previous years the Community Committee has allocated **£1,000** to a Communications budget. This was intended to cover ad-hoc costs in relation to venue hire, leaflet printing etc. Given the enhanced engagement function for Community Committees, Members are asked to consider ring-fencing **£2,000** (£500 per ward) to support Community Engagement Activities. This would cover costs to promote activities such as leaflet printing, venue hire, food/refreshments, transport costs etc. Any request for schemes

outside these categories would need to be considered separately through the usual Wellbeing process.

14. The Community Skips budget to remain at **£2,000**. This is based on the 2014/15 spend of **£1,802**.
15. Morley Literature Festival Committee has received an annual contribution from the Community Committee to ensure the delivery of this key event through the appointment of the Festival Director. A contribution of **£10,000** for the 2016 festival is proposed.
16. In recent years a number of events have been delivered in Rothwell under the banner "Rothwell 600". To ensure the delivery of these events, a proposed allocation of **£8,000** for 2015/16 is included. As part of this the formal request for the May Day Celebration event is included at **paragraph 37**.
17. The Christmas Trees and Lights, including decorations received an allocation of **£13,890** in 2014/15. Assuming no enhancement to schemes or cost rises it is proposed to allocate £13,890 for 2015/16.
18. Members are asked to approve a ring-fence amount of **£4,000** to respond to community safety issues that arise during the year, such as Operation Flame, subject to individual applications being approved by the Community Committee and satisfactory evaluation reports being received.
19. Ring-fence **£1,000** towards the Victim Support Fund, in line with previous years.
20. **£2,240** was ring-fenced to support the West Yorkshire Police Off-Road Bike Scheme in 2014/15. The off road bikers are still operational across Leeds District. However, due to potential staffing restructures, West Yorkshire Police do not intend to bid for funding for the scheme in 2015/16 at this time.
21. At the 2nd February 2015 Community Committee, Outer South Site Based Gardeners project was approved at **£35,654.01** for 2015/16.
22. In previous years **£20,402.40** has been allocated to cover the cost of the Neighbourhood Improvement Officer (NIO) commissioned through Health For All. This is based on 3 days per week in Outer South with the other 2 days in Inner South and funded by the Inner South Community Committee. For 2015/16 Health for All has requested a cost of living increase of 2.5% which would bring the total annual cost to £35,170.34 representing annual salary and other costs such as travel, mobile phone and training. The Outer South Wellbeing contribution for the 3 days per week in Outer South would therefore be **£21,102.21**, with the remaining **£14,068.13** funded from the Inner South Community Committee.
23. Following agreement of the NIO Outer Work Programme at the recent round of Ward Based Briefings Members are asked to confirm the allocation of **£4,000** (£1,000 per ward) wellbeing funding to cover the cost of promotional material for to support this work.
24. In 2014/15 Community Committee ring-fenced **£4,000** to South Leeds Foodbank to support the set-up of food banks in each of the four Outer South wards. One foodbank was established in Rothwell. Members are asked to ring-fence **£3,000** in 2015/16 to support the setup of foodbanks in the remaining three wards.

25. Community Committee ring-fenced **£1,500.00** for the Community Heroes Event in 2014/15. It is proposed that **£1,500.00** be ring-fenced for a similar event in 2015/16
26. Community Committee is asked to ring-fence **£4,000** for 2015/16 Wellbeing Packs subject to a full evaluation of the 2014/15 scheme and confirmation of match funding from Housing Leeds and Public Health.
27. Community Committee ring-fenced **£2,000** to support events to coincide with International Day of Older People. It is proposed that £2,000 be ring-fenced for similar events in 2015/16.
28. Morley & CATSS and Rothwell Clusters have received **£20,000** to support Out of School Activities for Children & Young People. Members are asked to ring-fence **£20,000** for 2015/16.
29. Community Committee is asked to ring-fence **£33,000** for the Outer South Garden Maintenance Scheme in 2015/16 which represents the final year of a 3 year scheme. An evaluation report for 2014/15 was presented to the Older Person's Working Group in February 2015 and the application for funding is included at **paragraph 35**.

Capital

30. Of the £683,008 capital funding allocated to the Community Committee for 2004/12 a total of £677,043.43 has been committed to date leaving a balance of **£5,964.57**. Members are asked to note the capital allocation broken down by ward is as follows:

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Total Allocation 2004-12	£170,752.00	£170,752.00	£170,752.00	£170,752.00
Allocation to date	£170,013.20	£166,612.11	£169,666.20	£170,751.93
New Balance	£738.80	£4,139.90	£1,085.80	£0.07

31. A copy of the full capital expenditure report is available on request.

Well Being Projects approved by Delegated Decision Notice

32. At the 9th July 2014 Community Committee Members received a report setting out minimum conditions for delegated decision making. Given the timing of Community Committees it will be necessary to progress Wellbeing Funding decisions via the Delegated Decision process. This will be particularly so where projects are time sensitive and require a decision prior to the next scheduled Community Committee meeting.
33. Since the last Community Committee on 2nd February, Members approved £1,350 towards The Canvas Club Project covering Morley North and Morley South. This has been progressed via the DDN route.

Wellbeing Projects approved

34. **St Mary's in the Wood URC CCTV Project.** In 2013/14 Community Committee approved funding of up to £3,000 to install CCTV at St Mary's in the Wood United Reformed Church. Due to a number of reasons, St Mary's in the Wood has withdrawn the application.

Wellbeing Projects for consideration

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

36. **Project Title: Outer South Garden Maintenance Scheme**

Name of group or organisation: Morley Elderly Action

Total project cost: £33,000

Amount requested from Wellbeing Budget 2015/16: £33,000

Wards covered: Ardsley & Robin Hood, Morley North, Morley South, Rothwell

Project Summary: At the March 2013 Area Committee, Members approved a three year scheme subject to Executive Board approval of Wellbeing funds. A full evaluation of the scheme delivered in 2014/15 was presented to the Outer South Older Person's Working Group on 18th February 2015.

The scheme provides a subsidized gardening service to the elderly and infirm. Work undertaken includes grass cutting, strimming, hedge cutting, cutting back bushes and small trees and weeding. Garden tidying at the beginning and end of the seasons is also undertaken.

Members are asked to agree the final year of the three year scheme.

Community Committee Plan Priorities: This proposal supports the Community Committee priority "**Best City for..... Health and Wellbeing:** residents in Outer South are active and healthy."

37. **Project Title: Ground Perimeter Fencing Woodkirk Valley FC**

Name of Group or Organisation: Woodkirk Valley FC

Total Project Cost: £6,500.00

Amount proposed from Wellbeing Budget 2015/16: £3,000

Wards covered: Morley South

Woodkirk Valley FC is a voluntary run sports club who deliver a fun and safe environment for children and adults to enjoy sport and community events. The club was established in 2001, predominantly as a junior football club however, over the years this has expanded to include rounders (during summer months) and other fun family activities based around sport and fitness. Over the last 3 years the club has suffered a number of incidents relating to vandalism at the ground, particularly the following:

- In the Summer motorbikes have driven across the playing field
- Scorch marks from fires on the pitches, where groups of young people have camped over and used the wooden fencing for the fire leaving large gaps.

In the past they have replaced the wooden fencing themselves but the vandalism has re-occurred. The Club has worked with local police, ward councillors and the media to try and stop the vandalism. As a club they have limited finances to undertake major schemes such as replacing the whole perimeter fence; however they have allocated £3,500 towards the project from their funds and through last summer started to replace the old wooden fencing with steel posts and rail fencing. They carried out the work themselves as volunteers.

The grant will be used to buy the remaining materials required to complete the erection of a perimeter fence around their sports field in order to provide a safer environment for young people to enjoy sport within the club and the wider community. It will also ensure the reduction in antisocial behaviour from people riding motor bikes across the sports field and using the current wooden fencing to fuel fires on the field which has been funded by the club to put right in the past.

The output will be a new 340m fence around the pitches that will be maintenance free and secure for at least 10 years.

Community Committee Plan Priorities: This proposal supports the Community Committee priority “**Best City for... Communities:** keeping our neighbourhoods clean and green and providing opportunities and facilities to enable local people to access and engage in sport and cultural activities”.

38. **Project Title: Rothwell May Day Celebrations**

Name of Group or Organisation: Rothwell Carnival Committee

Total Project Cost: £2,000

Amount proposed from Wellbeing Budget 2015/16: £1,000

Wards covered: Rothwell

Rothwell & District Carnival Committee co-ordinate a series of community led celebrations and events in Rothwell and in line with previous years, £8,000 is ring-fenced to support these events. This project provides a traditional, annual local community event to celebrate May Day. Activities on the day include:

- The crowning of the new May Queen and a display of traditional May Pole dances by local children
- Market and community stalls
- Funfair rides and stalls
- Arena entertainment and Punch and Judy shows
- Donkey rides
- Annual duck race

Community Committee Plan Priorities: This proposal supports the Community Committee priority “**Best City for... Communities:** keeping our neighbourhoods clean and green and providing opportunities and facilities to enable local people to access and engage in sport and cultural activities.”

39. Project Title: Drighlington Library Replacement of Public Use Computers

Name of group or organisation: Drighlington Community Charitable Organisation Inc

Total Project Cost: £1,450

Amount requested from Wellbeing Budget 2015/16: £1,100

Wards covered: Morley South

The aim of this project is to replace three existing computers which are currently available for public use in Drighlington Library.

Computer usage in the library is monitored and is currently 200 – 250 logins every quarter. This means that each computer is used on average once a day for a maximum period of 2 hours over the opening hours of the library which totals 30 hours each week.

The grant will be used towards the cost of the replacements, software and installation.

The computer facility will then be up to date allowing unemployed people in Drighlington to access relevant information in their local area so reducing the need to travel.

New computers will also encourage and facilitate extra public use and the updated software will be more attractive to younger people. Currently the computers available have neither the facility nor memory to update programmes or load new ones. This is a disadvantage to jobseekers applying for:

- jobs via the internet. In addition internet access is very slow so it is not always possible to access appropriate sites e.g. some insurance websites, passport office and some jobsites. Improved computer facilities will also encourage an increase in both numbers and range of users
- It will allow the development of new community activities such as genealogy, job club and computing classes for the over 70's

The project is expected to improve access for all those who use the facility and allow the development of job club, helping people get back into work, courses for older people wishing to learn how to use computers and to improve their skills. It will provide an extra facility for young people from local schools and enable them to research topics for their school work.

Community Committee Plan Priorities: This proposal supports the Community Committee priority: “**Best City for Business:** Provide opportunities for people to get jobs or learn new skills” “**Best City for Communities:** Have an asset base which is fit for purpose”

40. **Project Title: Drighlington Bypass and Hodgson Lane Litterbins**
Name of group or organisation: LCC South and Outer East Locality Team
Total Project Cost: £600
Amount requested from Wellbeing Budget 2015/16: £600
Wards covered: Morley North

This project will provide for new litterbins at:

- Lay by on Drighlington by pass: to reduce litter caused by people throwing litter on the floor. The Lay by is heavily used by passing traffic and the Locality team are frequently litter picking the area
- Hodgson Lane, Drighlington: to reduce litter caused by people throwing litter on the floor. Hodgson Lane is one of the main roads through Drighlington and does not have a litter bin. This will help to reduce both litter and dog waste in the area

Community Committee Plan Priorities: This proposal supports the Community Committee priority: “**Best City for Communities:** Neighbourhoods in Outer South are clean and attractive.”

Small Grants Update

41. The following table outlines the Outer South small grants position:

Project Name	Amount Approved	Ward
Churwell Lions Under 14 trip	£500.00	Morley North
Armchair Exercise for the elderly	£500.00	All
Oulton & Woodlesford Defibrillators	£500.00	Rothwell
Fun Day	£354.00	All
Summer Camp	£500.00	Ardsley & Robin Hood Morley South
Rydals Safari Trip	£160.00	Morley South
Wickfest	500.00	Morley South
Westerton Close Christmas Party	£200.00	Ardsley & Robin Hood
Thorpe Christmas Lights Switch On	£500.00	Ardsley & Robin Hood
Christmas Fayre (Carlton School PTA)	£300.00	Rothwell
Carlton's Children's Party	£500.00	Rothwell
Total	£4514.00	

Conclusion

42. The report provides up to date information on the Community Committee's Wellbeing Budget.

Recommendations

43. This report seeks to provide Members with:
- a. Details of the Wellbeing Budget position.
 - b. An update on both the revenue and youth activities fund elements of the Wellbeing budget.
 - c. Details of revenue projects agreed to date (**Table 1**)
 - d. Details of Youth Activities Fund agreed to date (**Table 2**)
 - e. Details of proposed ring-fences for 2015/16 (**paragraphs 9 to 28**)
 - f. Details of project proposals for consideration and approval (**paragraphs 34 to 39**)
 - g. Members are also asked to note the current position of the Small Grants Budget (**paragraph 40**)

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Report of: the South East Area Leader

Report to: Outer South Community Committee (Ardsley & Robin Hood, Morley North, Morley South and Rothwell)

Report author: Aretha Hanson (07891 272 326)

Date: Monday 23rd March 2015

For decision

Outer South Community Committee Summary of Key Work Report

Purpose of report

1. To bring to Members' attention a summary of key work which the Area Support Team is engaged in based on priorities identified by the Community Committee that are not covered elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

Background information

2. The Community Committee has a Community Plan that is updated throughout the year where actions are detailed against the Community Committee priorities. This report provides regular updates on some of the key activities between Community Committee meetings including project work, community engagement, partnership work, functions delegated to Community Committee, Community Champions roles and actions, integrated working and locality working.

Main issues

Updates by theme: Children's Services

Community Committee Champion: Cllr Bob Gettings

Children & Families Sub Group

1. The Children and Families Sub Group met on 25th February 2015. Draft minutes will be circulated to members once approved by the chair. Highlights include:
 - a. Youth Activities Fund: an invitation to apply for Youth Activities Funding went live on Monday 6th October and the closing date for applications was Wednesday 5th November 2014. The Children and Families Sub Group reviewed applications, taking into account feedback from children & young people.
 - b. a review of the Action Plan.
2. The next meeting is scheduled for 10.00 am on 16th June 2015 at Dewsbury Road One Stop Centre.

Updates by Theme: Employment, Skills & Welfare

Community Committee Champion: Cllr Neil Dawson

South Leeds Debt Forum

3. The South Leeds Debt Forum next meet on 14th April, 2pm at BITMO Gate.
4. The focus of the 23rd March Community Committee Workshop was on Achieving Positive Outcomes in the Labour Market for those with disabilities. An update on the outcome of the workshop will be provided at a future Community Committee.

Updates by theme: Environment & Community Safety

Community Committee Champion: Cllr Karen Bruce

Outer South Environmental Sub Group

5. The Outer South Environmental Sub Group met on 28th January 2015. Draft minutes have been circulated to all Ward Members.

Community Safety

6. The South East Locality Safety Partnership held a priority setting partnership event on 20th January 2015. The event included presentations from a number of partners covering various topics such as: Legal High / New and Emerging Drugs, Domestic Violence and Abuse, Anti Social Behaviour, Environmental Issues and Child Sexual Exploitation. The aim of the event was to set three priorities to focus on over the coming year. The three remaining Locality Safety Partnership meetings will each focus on one of these priorities:
 - Environment and Anti Social Behaviour

- Child Sexual Exploitation
- Domestic Violence and Abuse

Updates by theme: Health and Wellbeing Update

Community Committee Champion: Cllr Lisa Mulherin

Social Prescribing Programme

7. The following work provides an update of the Health & Wellbeing activities taking place:
8. As outlined at a previous Community Committee, plans to progress the Social Prescribing programme (helping primary care to refer patients into local community and voluntary sector activities) are well underway, with high levels of interest and engagement from the voluntary sector following discussions at the South East Health and Wellbeing Partnership Forum event that was held in November 2014. A funding bid has now been submitted to LSE CCG to support the development of the social prescribing project in the Leeds South and East area.

Childhood Obesity Programme

9. A programme co-ordinator is now place for the Food Dudes Childhood Obesity Programme which is running across 4 areas (Armley, Bramley, Open XS and Morley and Tingley). Schools have been identified and the co-ordinator is looking to attend Cluster meetings to promote the programme.

Wellbeing Packs for vulnerable adults

10. Wellbeing packs continue to be distributed to vulnerable adults and older people via local neighbourhood networks, integrated health and social care teams, GPs, Care and Repair, Trading Standards scams and frauds team, Age UK, British Red Cross hospital to home service and the Fire Service.

Obesity & Physical Activity

11. Information has been shared with agencies and organisations across Leeds to encourage people to sign up to the 'Sugar Swaps' campaign. This new Change4Life campaign is focusing on reducing the amount of sugar consumed during the day. To support the campaign Leeds has organised a Smart Swapathon to encourage people to make swaps to reduce, not only sugar, but also fat and salt from everyday foods, or to think about ways to be more active. The Smart Swapathon will run from 19th January until the end of February and the number of swaps made in Leeds will be recorded in an online totalizer.

Mental Wellbeing Activity

12. Public Health has commissioned training programmes for localities including South East for local people affected by mental health and for frontline workers. This includes access to:

- **SafeTALK:** a half a day introduction that prepares anyone over the age of 15, regardless of prior experience or training, to become a suicide-alert helper. SafeTALK-trained helpers can recognise indicators and take action by connecting them with life-saving intervention resources, such as caregivers trained in ASIST;
- **3 SafeTALK courses ran in South Leeds during November and December with 57 people attending the 3 courses. 50 out of the 57 people worked or volunteered for a South based agency or had a citywide role.**
- **ASIST** (Applied Suicide Intervention Skills Training): a two-day interactive workshop in suicide first-aid. ASIST trains participants to reduce the immediate risk of a suicide and increase the support for a person at risk. The workshop provides opportunities to learn what a person at risk may need from others in order to keep safe and get more help and is aimed at all kinds of caregivers - health workers, teachers, community workers, youth workers, volunteers, people responding to family, friends and co-workers. **Bursary places are still available for the ASIST course**
- **Oblong:** a 7 week programme helping families rebuild, renew, and strengthen relationships impacted by parental mental health challenges.

Updates by theme: Adult Social Care

Community Committee Champion: Cllr Karen Renshaw

Older Persons Working Group

13. The Outer South Community Committee Older People's Working Group met on 18th February 2015. Highlights include:

- a. An interim evaluation of the Wellbeing packs;
- b. An evaluation report on the Outer South Garden Maintenance Scheme

14. Draft minutes and the Outer South Garden Maintenance Scheme evaluation have been circulated to Members. The next meeting will take place on 15th June 2015.

Integrated Locality working

Neighbourhood Improvement Officer (NIO)

15. The NIO work programme has been approved by Ward Members. Planning is underway to deliver a series of events in all four wards. Updates will be provided to Members through the planned cycle of Ward Based Briefings and email.

Community Centre review

16. The "Community Centre Review – Proposals to Consult" paper was agreed at Leeds City Council Executive Board on 19th November 2014. Among other things, the Executive Board agreed a 12 week consultation to consultation on future options for those facilities in the Outer South. The consultation process formally started on Monday 15th December 2014. Due to the Christmas break the consultation period was extended by 2 weeks and ended on Sunday 22nd March 2015.

17. Local residents and partners were invited see the centres and discuss the options for their future. Consultation events took place as follows:

Centre	Ward	Consultation event	Options
St Gabriel's Community Centre	Ardsley & Robin Hood	3 rd March	<p>1. As the building is not owned by the Council, it could be passed back to the church for the Trustees to determine its future.*</p> <p>2. The building to be passed back to the church, with joint exploration of an operating model based on the current Management Committee supported by the Trustees and a diminishing grant investment from the Council. The Management committee to become a constituted body enabling them to access charitable funds. Development support via Voluntary Action Leeds or Locality.*</p> <p>3. The Council to retain the building with most of the responsibilities, but with increased usage and lower running costs and a strengthened partnership led by the Management Committee and Trustees.</p> <p>*it is likely that these options will require the building being returned to prelease condition.</p>
Gildersome Youth Club	Morley North	26 th February	<p>1. The proposal agreed with the community groups using the Youth Centre at Gildersome, which has the support of Gildersome Parish Council is to move all groups to an extended Meeting Hall facility on Town Street. Capital cost of this to be covered by the sale of the current youth centre building.</p> <p>2. Leeds City Council would save on all current revenue costs (around £30,000+). New groups would be encouraged to become key holders to reduce related costs. It might be expected that any additional revenue cost of the Meeting Hall would be marginal and covered by grants from Area Housing Panel, Community Committee or the Parish Council.</p> <p>3. The informal planning view is sympathetic to the proposal and the Council owns much of the area behind the Meeting Hall which could accommodate the extension.</p>
Lewisham Park	Morley South	10 th March	<p>1. The Lewisham Centre is taken over and operated by a Management Committee (which already exists and has charitable status). This group will work to embrace other community groups and probably Morley Town Council.</p> <p>2. A full repairing lease arrangement to be put into place with negotiations between the Council and the Management Committee on</p>

			<p>the level of rent and the condition of the building. The Management Committee is a registered charity so rates could be fully rebated.</p> <p>3. Morley Town Council and Housing Area Panel could be approached for costs of future repairs, as an independent body the management committee could apply for charitable grants which are not available to Leeds City Council.</p> <p>4. The management committee will be able to run the building more efficiently, the property recharge of around £10,000+ a year would be removed, bringing savings to £15,000+ of the total running costs.</p> <p>5. The Centre to receive a time limited grant from LCC to support the revenue costs including caretaking costs in recognition that it will not be possible to continue to operate without such a grant. This is the only community facility in Morley South and serves the most deprived neighbourhood in Outer South.</p>
Windmill Youth Centre	Rothwell	19 th February	<p>1. Close building and Trustee owners agree to sell it. Reinvest proceeds in developing community facilities in Rothwell.</p> <p>2. Local organisation partners the current Management Committee in operating and developing the facility.</p> <p>3. Council continues to manage and operate the building, but seeks a stronger Rothwell based partnership. Key holding to be introduced across all users and volunteer support to reduce costs to Council to an acceptable level. This option necessitates operating as a generic community facility to increase use.</p> <p>4. It has been suggested that by utilising upstairs space for office use, this could generate income to support the centre. Information received from Asset Management indicates that to convert space to office accommodation and make the upstairs DDA compliant it would cost £250k - £350k. This is not affordable.</p>

18. The product of the consultation was presented to the Outer South Community Centres Sub Group for consideration on Thursday 12th March 2015 before being presented to Outer South Community Committee, through this report and then reported back to the Councils Executive Board with timescales for further action.

19. Members are asked to note the consultation results and make recommendations as appropriate.

Localism

Community First Grants

20. The Community First Grants programme has now come to an end. Work is underway to pull together an evaluation of the scheme. The outcome of this will be shared with at a future Community Committee.

Conclusions

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

Recommendations

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

Background documents¹

None.

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

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Report of the City Solicitor

Report to: Outer South Community Committee covering the wards of Ardsley & Robin Hood, Morley North, Morley South and Rothwell

Report author: Gerard Watson, Senior Governance Officer, 0113 395 2194

Date: Monday 23 March 2015

For decision

Dates, Times and Venues of Community Committee Meetings 2015/2016

Purpose of report

1. The purpose of this report is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2015/2016 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

Main issues

Meeting Schedule

2. The Procedure Rules state that there shall be at least four ordinary or 'business' meetings of each Community Committee in each municipal year and that a schedule of meetings will be approved by each Community Committee. In 2014/15, this Committee held four business meetings.
3. To be consistent with the number of meetings held in 2014/15, this report seeks to schedule four Community Committee business meetings as a minimum for 2015/16. Individual Community Committees may add further dates as they consider appropriate and as the business needs of the Committee require. The proposed schedule has been compiled with a view to ensuring a more even spread of Committee meetings throughout the forthcoming municipal year.

4. Meetings in May 2015 and May 2016 specifically to elect Chairs for the respective municipal years are also proposed to be scheduled with Members' approval, once Group nomination arrangements have been confirmed.
5. Members are also asked to note that the schedule does not set out any Community Committee themed workshops, as these will need to be determined by the Committee throughout the municipal year, as Members feel appropriate. During 2014/15, where such workshops were held, many took place either immediately before or after the Committee meetings. Therefore, when considering proposed meeting arrangements, Members may want to consider whether they wish to adopt a similar approach to the themed workshops in 2015/16, as this could impact upon final meeting times and venues.
6. The following provisional dates have been agreed in consultation with the Area Leader and their team. As referenced earlier, this report seeks to schedule a minimum of four Community Committee business meetings for 2015/2016 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require.
7. The proposed meeting schedule for 2015/16 is as follows:
 - Monday, 29 June 2015 at 4.00 p.m.
 - Monday, 28 September 2015 at 4.00 p.m.
 - Monday, 30 November 2015 at 4.00 p.m.
 - Monday, 14 March 2016 at 4.00 p.m.

Meeting Days, Times and Venues

8. Currently, the Committee meets on a Monday at 4.00 p.m. - and the proposed dates (above) reflect this pattern.
9. Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal working hours. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.

Options

10. Members are asked to consider whether they are agreeable with the proposed meeting schedule (above), or whether any further alternative options are required in terms of the number of meetings, start times or venue arrangements.

Corporate considerations

11a. Consultation and engagement

In compiling the proposed schedule of meeting dates and times, the current Community Committee Chair, the Area Leader and colleagues within Area Support have been consulted.

The submission of this report to the Community Committee forms part of the consultation process as it seeks the views of Elected Members with respect to the Community Committee meeting schedule and venue arrangements.

11b. Equality and diversity / cohesion and integration

In considering the matters detailed, Members may wish to give consideration to ensuring that the Community Committee meeting arrangements are accessible to all groups within the community.

11c. Legal implications, access to information and call in

In line with Executive and Decision Making Procedure Rule 5.1.2, the power to Call In decisions does not extend to decisions taken by Community Committees.

Conclusion

12. The Procedure Rules require that each Community Committee will agree its schedule of meetings and that there shall be at least 4 business meetings per municipal year. In order to enable the Committee's meeting schedule to feature within the Council diary for 2015/16, Members are requested to agree the arrangements for the same period.

Recommendations

13. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2015/16 municipal year (as detailed at paragraph 7), in order that they may be included within the Council diary for the same period.

14. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

Background information

- Not applicable

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