



Inner North East Community Committee

Chapel Allerton, Moortown, Roundhay

**Meeting to be held in The Community Hub, Ground Floor, The Reginald Centre, 263 Chapeltown Road, Leeds, LS7 3EX
Monday, 7th December, 2015 at 6.30 pm**

Please note – an informal workshop will be held at approximately 7.30 pm (at the conclusion of the formal Community Committee business meeting)

Councillors:

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





Agenda compiled by: Helen Gray 0113 247 4355
Governance Services Unit, Civic Hall, LEEDS LS1 1UR Tel 24 74355
East North East Area Leader: Jane Maxwell Tel: 336 7627

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

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>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:- 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>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
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 4:16 and 4:17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than <u>three minutes</u> in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the previous meeting held 21st September 2015</p>	1 - 6
8			<p>MATTERS ARISING</p> <p>To note any matters arising from the minutes</p>	
9	Chapel Allerton; Moortown; Roundhay		<p>WELLBEING BUDGET REPORT</p> <p>To consider the report of the East North East Area Leader setting out the Inner North East Community Committee Wellbeing budget, including details of any new projects for consideration</p>	7 - 14

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10	Chapel Allerton; Moortown; Roundhay		<p>COMMUNITY COMMITTEE UPDATE REPORT</p> <p>To consider the report of the East North East Area Leader which provides an update on the work programme of Inner North East Community Committee, its recent successes and current challenges</p>	15 - 24
11	Chapel Allerton; Moortown; Roundhay		<p>EAST NORTH EAST EMPLOYMENT AND SKILLS PLAN 2015/16</p> <p>To consider the report of the Head of Communities & Partnerships (Employment and Skills) which provides a summary of the East North East Employment and Skills Plan outcomes for 2014/15. The report also describes the revised structure of the East North East Employment and Skills Board and Plan for 2015/16 based on local employment and skills intelligence.</p>	25 - 30
12	Chapel Allerton; Moortown; Roundhay		<p>COMMUNITY HUBS</p> <p>To consider the report of the Inner and Outer N/E Community Hub Manager which provides an update on the development of the Community Hub Model with specific reference to the Inner North East area.</p>	31 - 36
13			<p>COMMUNITY COMMENT</p> <p>To receive any feedback or comments from members of the public on the reports presented to this Community Committee meeting.</p> <p>A time limit for this session has been set at <u>10 minutes</u>.</p> <p>Due to the number and nature of queries it will not be possible to provide responses immediately at the meeting. However, members of the public shall receive a formal response within 14 working days</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
14			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note the date and time of the next meeting as Monday 14th March 2016. The start time and venue to be confirmed.</p>	
15			<p>CHAIRS CLOSING REMARKS</p> <p><u>Please note: An informal workshop will be held at the conclusion of the formal business meeting (at approximately 7.30pm)</u></p> <p>MAP OF VENUE</p> <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. 	37 - 38

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INNER NORTH EAST COMMUNITY COMMITTEE

MONDAY, 21ST SEPTEMBER, 2015

PRESENT: Councillor E Taylor in the Chair

Councillors J Dowson, S Hamilton,
G Hussain, C Macniven, A Sobel and
B Urry

Approximately 20 members of the public/representatives of partner organisations/stakeholders attended the meeting

18 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents

19 Exempt Information - Possible Exclusion of the Press and Public

No exempt information was included within the agenda

20 Late Items

No formal late items of business were added to the agenda

21 Declarations of Disclosable Interests

There were no declarations of disclosable interests

22 Apologies for Absence

Apologies for absence were received from Councillors Charlwood and Rafique

23 Open Forum

The following members of the public addressed the meeting under the provisions of Paragraphs 4:16 and 4:17 of the Community Committee Procedure Rules (Open Forum)

The Carriage House, Roundhay Park (Ms A Keech, Oakwood Traders Association) – seeking support for a Community Asset Transfer of the Carriage House to a group including the Friends of Roundhay Park and their outline proposals for the possible future use of the site.

In response, the Area Support Officer reported that submission of expressions of interest had been made and that a written response would be sent to Ms Keech once further information had been compiled

24 Minutes of the previous meeting

RESOLVED – That the minutes of the meeting held 26th June 2015 be agreed as a correct record

25 Matters Arising

There were no matters arising

Draft minutes to be approved at the meeting
to be held on Monday, 7th December, 2015

26 Violence and Abuse - a Locality Response

Having considered the issue of domestic violence during the informal workshop prior to the CC meeting, Members received a report from the Area Community Safety Officer in support of the workshop discussions. The report outlined the themes of the earlier discussions and additionally, the Area Improvement Manager sought support for proposals for each ward to consider £500 from their wellbeing fund ward budgets to support projects which contribute towards tackling domestic violence in the locality

RESOLVED

- a) To note the contents of the workshop presentation on the issues related to Domestic Violence and abuse
- b) That the comments made during discussions be used to inform and contribute to a communications plan on the issue of domestic violence and abuse for the East North East area
- c) That approval in principle be given to the request to allocate £500.00 per ward from each Wellbeing fund ward budget to support up to one event per ward within the Inner North East area to support the domestic violence strategy and associated communications (

27 Libraries Update in Inner North East Area - Chapel Allerton, Chapeltown and Oakwood

The Senior Communities Librarian for the East North East area presented a report on the work of the public libraries in the Area.

Julie Wood attended the meeting and gave a presentation which provided a brief update on the Library Service and highlighted the following:

- The work done in the Chapel Allerton, Chapeltown and Oakwood libraries
- The feedback received on the Lego and board games events, previously funded by the Youth Activity Fund and supported by Councillors and held in all three wards in the area. Following consultation, regular clubs would be held in these libraries, ensuring the continuation of the project.
- Future work for the service was outlined including involvement in the Chapeltown Arts Festival; Chapel Allerton Festival; Oakwood & Roundhay Festival and workshops with the Northern Ballet at Chapeltown and Oakwood libraries

During discussions it was agreed that details of the Moor Allerton Library would be referenced in any future report and details of the use of and events held at both Moor Allerton and Headingley Libraries would be passed to the Moortown ward Members as residents from Moortown used both libraries. In response to a query, officers confirmed that local schools did receive information/notification of events at all relevant local libraries.

RESOLVED - To receive and note the contents of the presentation and to thank the Senior Communities Librarian for the Inner North East area for the information provided on the work libraries are delivering in local communities; with an emphasis on the children's events held during the summer.

28 Neighbourhood Improvement Board (NIB) Update

Draft minutes to be approved at the meeting
to be held on Monday, 7th December, 2015

Jane Maxwell, East North East (ENE) Area Leader, presented a report on the neighbourhood improvement approach currently under development in the locality.

The Area Leader highlighted the review of current arrangements involving local Ward Members and partners: and proposals to establish two neighbourhood improvement partnerships with the creation of associated neighbourhood improvement plans. The report identified the Meanwood Seven Estates and Chapeltown localities as areas chosen to pilot an NIP

(Councillor Dowson left the meeting at this point)

The following matters were raised during discussions:

- That Chapeltown and Meanwood had been priority areas for a while, but no new statistics presented to support the need for continuing focus.
- That although Chapeltown had a good network of successful issue driven groups, further work was required to identify how more consistent community engagement on a wider range of issues can be produced
- The Brackenwood estate had previously been identified by the CC as an area requiring support from the CC. In response officers confirmed that once the Meanwood/Chapeltown pilots were established and evaluated, work would commence on rolling out the NIP template to other areas. The roll out to the Brackenwood Estate would use the employment and skills agenda as a starting point. Relevant statistics would be presented to the working group
- A request to consider the housing policy relied upon to manage the Brackenwood estate was noted
- The Queenshill estate had also been previously identified as an area requiring support, although it was noted that this area lay within both the Inner North East CC and the Outer North East CC area

RESOLVED

- a) That the proposal to continue with the existing partnership arrangements in the Meanwood Seven Estates and to develop a new neighbourhood improvement partnership for Chapeltown to build on existing local activity be approved
- b) That the Brackenwood and Queenshill areas, previously identified as areas of priority need, be included as neighbourhood improvement partnership pilots
- c) That Ward members consider the request for a nominee from each ward to work with the Chair of the CC to support the development of the neighbourhood improvement partnerships and inform the Area Leader in due course
- d) To note the intention to present an update report to the December 2015 Community Committee meeting
- e) To note that regular briefings will take place at Ward Member meetings with a view to having all arrangements fully operational by December 2015

29 Area Update Report

The ENE Area Leader submitted a report providing an update on the current work programme and seeking support to progress new areas of work. The Area Officer presented key issues in the report for discussion:

- The review undertaken to consider the establishment of non-voting co-optees on the CC, including the development of a community focus group to consider the issue with a view to reporting back prior to the start of the 2016/17 Municipal Year
- The work and development of the Community Committee Champion role
- The development of a new performance management framework for community committees
- The work of the ENE Employment & Skills Board, noting its next meeting will take place in late September. It was suggested that an Employment & Skills update report should be presented to the December 2015 CC meeting.
- Work undertaken with the Brackenwood Community Association to consider the proposal to deliver community learning, employment & skills support services at the Brackenwood community centre

RESOLVED

- a) That the contents of the report and comments of the Community Committee be noted
- b) That the proposal to establish a resident focus group in the Inner North East area to support the development of community engagement in the area be agreed.
- c) That officers be requested to present an update report on Employment and Skills to the December Community Committee meeting

30 Wellbeing Report

Lee Griffiths, Area Officer, presented the report seeking consideration of the applications received to the Inner North East CC Wellbeing Fund. The report also set out the current budget position and any decisions taken under delegated authority for the area

Additionally, the CC was reminded about the decision made earlier in the meeting to allocate £500.00 from each Wellbeing ward budget towards projects which contribute towards tackling domestic violence in the locality

RESOLVED

- a) To note the current position of the revenue and capital budgets for the Inner North East Community Committee
- b) To note the spend to date against budget headings for the 2015/16 financial year;
- c) To note the delegated decisions made since the last meeting of the Inner North East Community Committee on 29th June 2015 as outlined in paragraphs 23 to 27.
- d) That, having considered the applications as set out in paragraphs 29 to 46 of the submitted report and the recommendations of the Wellbeing Member advisory group, the following be approved:

Area Wide Wellbeing Fund

Community Participation & Learning Foundation	Granted: £2,500
Roundhay & Oakwood Festival	Granted : £500
Church Community Chair Fund	Granted : £2,000
Men In Sheds	Granted : £2,150
Allerton Grange Field markings	Granted : £1,675.69
Connecting Communities	Granted : £1,000
RJDance Flooring	Granted : £3,348
Enterprise & Social Enterprise Development	Nil granted
Community Highlights Celebration Edition	Nil granted
Training for Young Adults	Nil granted
Installation of LCD Screen	Nil granted
Obama Gardens	Nil granted

- e) To note that an allocation of £500.00 per ward from the small grants pot towards projects will be made to contribute towards tackling domestic violence in the Inner North East area

31 Community Comment

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

Recruitment of staff at the Reginald Centre and the view that the ethnicity of the workforce did not reflect the community it served. In response, the Chair agreed that the issue of staff recruitment and selection would be discussed at a separate meeting with the ENE Area Leader, the Chair and the community representative who raised the matter.

32 Date of Next Meeting

RESOLVED - To note the date and time of the next meeting as Thursday 10th December 2015. The time and venue to be confirmed

33 Chairs Closing remarks

In closing the meeting, Councillor Taylor thanked all present for their attendance and urged local residents to visit the Inner North East CC social media sites for current information on local events and issues
At the conclusion of the formal Community Committee meeting, the Chair advised that an informal workshop session would now take place where local residents, ward Councillors, partners, stakeholders and relevant Council officers would have the opportunity to discuss the topic of

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Report of: Jane Maxwell, East North East Area Leader

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

Report author: Lee Griffiths, Area Officer, Tel: 0113 3367638

Date: 7th December 2015

Wellbeing Budget Report

Purpose of this report

1. The purpose of this report is to provide Members of the Inner North East Community Committee with details of its Wellbeing budget, including details of any new projects for consideration.

Main Issues

2. This report provides Members with an update on the current position of the revenue and capital budgets for the Inner North East Community Committee.
3. Applications for funding, both revenue and capital, are included in the report for Members consideration.
4. Funding decisions made by delegated decision are included for Members to note.

Recommendations

5. The report asks Members to:
6. note the current balances for the 2015/16 and the spend to date against these budgets.
7. Note the delegated decisions made in relation to Wellbeing applications since the last meeting of the Inner North East Community Committee on the 21st September 2015.
8. Consider the Wellbeing Advisory Group's recommendations and approve, where appropriate.

Background information (2015/16)

Revenue

9. Each of the ten Community Committees receives an annual allocation of revenue funding. The amount of funding for each Community Committee is determined by a formula based on 50% population and 50% deprivation in each area, which has been previously agreed by the Council's Executive Board.
10. It has been agreed that the revenue Wellbeing budget for this Community Committee for 2015/16 is £128,070. Carryover of both uncommitted and committed revenue funds from 2014/15 has also continued as well as any in year underspends. The total budget for 2015/16 is £172,995. It must be noted by the Community Committee that this figure includes schemes approved and on-going from 2014/15 which are carried forward to be paid (£39,205.49). A full break down can be found at **Appendix 1**.
11. As agreed at the March 2015 meeting of the Inner North East Community Committee, once the agreed funding has been allocated to budget headings the remaining budget will be for large grants across the whole of the Inner North East area.
12. Wellbeing fund applications are considered at Wellbeing Advisory Group meetings, a sub group of the community committee This group comprises of a nominated Elected Member from each of the wards in the Inner North East Community Committee Area; Chapel Allerton, Moortown and Roundhay.

Ward Budgets

13. As agreed at the March 2015 meeting of the Inner North East Community Committee each ward (Chapel Allerton, Moortown and Roundhay) were delegated a budget of £10,000 from the larger Wellbeing budget. This budget is for projects taking place at a Ward level. Applications are subject to an approval process and may also include cross ward projects. More information can be found at **Appendix 1**.

Community Engagement

14. The Inner North East Community Committee approved an amount of £2,000 at its March 2015 meeting to spend on community engagement activities across the Community Committee boundaries.
15. The funds are to be spent on room hire, refreshment and stationary costs associated with community meetings and the annual volunteer thank you event. The expenditure to date against this budget can also be found at **Appendix 1**.

Capital Receipts Programme

16. The establishment of a Capital Receipts Incentive Scheme (CRIS) was approved by Executive Board in October 2011. The key feature of the scheme is that 20% of each receipt generated will be retained locally for re-investment, subject to maximum per receipt of £100k, with 15% retained by the respective Ward – via the existing Ward

Based Initiative Scheme - and 5% pooled across the Council and distributed to Wards on the basis of need.

17. Details of the current balance of Capital Wellbeing funding are shown in **Appendix 1**. Future allocations will take place on a quarterly basis following regular update reports to Executive Board.

Youth Activity Funding 2015- 16

18. In March 2013 the Council's Executive Board approved a new allocation to the overall Community Committee budget ring-fenced for youth activities of £500k in 2014/15.
19. As a result, the budgets ring-fenced for youth activities allocated to the Community Committee was £51,760 in 2014/15. In 2015/16 the amount of YAF funds allocated to the Community Committee is £51,760, which was ratified by Full Council on the 25th February 2015. The allocation of budget has been calculated based on NHS population data of young people aged 8 – 17 living in the Inner North East Community Committee boundaries. Details of the current balance of Youth Activity Fund (YAF) are shown in Appendix 1.
20. In addition to the ring fenced budget of £51,760 to allocate on Youth Activities in 2015/16 the underspend from the 2014/15 budget is £1,455.25. This will provide an overall budget for the Youth Activities Fund of £53,125.25 in 2015/16.
21. The remaining unallocated spend for the next round of Youth Activity Funding in December 2015 currently stands at £21,127.54

Well Being Budget 2015-16

22. There is currently an over spend of £933.32 on the main area wide Wellbeing budget for 2015/16 following decisions made at the last Community Committee and those made by delegated decision since the last meeting.
23. However there is currently a projected underspend of £8160 due to the Community Committee apprenticeship post not being recruited and the project being rolled forward to 2016/17.
24. The following decisions were made **by delegated decision** from Youth Activity Fund budget and ward budgets since the Inner North East Community Committee meeting on the 21st September 2015. These approval are included within **Appendix 1**:

Youth Activity Fund

25. **Project:** Bonfire night extravaganza
Organisation: CYDC
Amount applied for: £2,400
Awarded: £2,400
26. **Project:** Deen project
Organisation: Deen Enterprise
Amount applied for: £2,509.64

Awarded: £2,509.64

Chapel Allerton ward budget

27. **Project:** Chapeltown Flower Planter
Organisation: Leeds City Council Communities Team ENE
Amount applied for: £75
Awarded: £75
28. **Project:** Chapeltown Festive market
Organisation: Chapeltown Development Trust
Amount applied for: £1,351.80
Awarded: £500
29. **Project:** Chapel Allerton Festive lights additional funds
Organisation: Leeds City Council Communities Team ENE
Amount applied for: £2,911
Awarded: £2,911

Roundhay ward budget

29. **Project:** Roundhay Ward Festive lights additional funds
Organisation**Amount applied for:** £1,147
Awarded: £1,147

Moortown ward budget

30. **Project:** New Grit bin/refills
Organisation: Leeds City Council Communities Team ENE
Amount applied for: £1847.56
Awarded: £1,847.56

New Revenue Projects for consideration from 2015/16 budget

Ward Budgets

31. There are no applications to consider from the ward budgets at this round of community committees.

Area wide Wellbeing budget

32. There are two applications to consider from the area wide budgets at this round of community committees. Recommendations made the Wellbeing Advisory Group can be found at Appendix 2 which will be submitted to the community committee meeting, following the Wellbeing working Group meeting on the 27th November 2015.

Youth Activity fund

33. The recommendations made by the Wellbeing Advisory Group for decision at the committee can be found at Appendix 2 which will be submitted to the community

committee meeting, following the Wellbeing working Group meeting on the 27th November 2015.

Corporate considerations

34. Wellbeing funding is used to support the annual priorities agreed by Elected Members at the March meeting of the Inner North East Community Committee. The annual priorities support the Council's Vision for Leeds 2011 to 2030 and Best Council Plan 2013-17.
35. Youth Activity Funding supports the Children and Young People's plan outcome – 'Children and Young People Have Fun Growing Up'.
36. Sometimes decisions need to be made between formal meetings of the Community Committee and therefore the Area Leaders have delegated authority from the Assistant Chief Executive (Citizens and Communities) to approve spend outside of the Community Committee cycle. All delegated decisions are taken within an appropriate governance framework and must satisfy 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.
37. The Community Committee, supported by the Communities Team (East North East), has delegated responsibility for taking of decisions and monitoring of activity relating to utilisation of capital and revenue Wellbeing budgets (including the Youth Activity Fund) within the framework of the Council's Constitution (Part 3, Section 3D) and in accordance with the Local Government Act 2000.
38. 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.
39. There is no exempt or confidential information in this report.

Conclusion

40. The Wellbeing fund provides financial support for projects in the Inner North East area which support the annual priorities of the Community Committee.

41. New capital funds have been transferred to the Inner North East Community Committee via the Capital Receipts Incentive Scheme.
42. The Youth Activity Fund (YAF) has been delegated to the Area Committee to fund universal activities for children and young people aged 8 – 17.

Recommendations

Members are asked to:

43. Note the current position of the revenue and capital budgets for the Inner North East Community Committee
44. Note the spend to date against budget headings for the 2015/16 financial year;
45. Note the delegated decisions made since the last meeting of the Inner North East Community Committee (September 21st) as outlined in paragraphs 24 to 30.
46. Consider the project proposals and approve, where appropriate, the Youth Activity applications as outlined in Appendix 2.



Report of: Jane Maxwell, East North East Area Leader

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

Report author: Lee Griffiths, Area Officer, Tel: 0113 24767638

Date: 7th December 2015

For decision

Community Committee Update Report

Purpose of report

1. This report provides an update on the work programme of Inner North East Community Committee Community Committee, its recent successes and current challenges.

Main issues

2. Since the last Community Committee, work has progressed in a number of areas, including through the Committee's sub groups and local partnerships, which are currently evolving into Neighbourhood Improvement Partnerships.

Sub Groups

3. The main issues discussed at the sub groups recently are set out here:-

Environmental Sub Group

4. The Environmental Sub Group is chaired by the Environmental Community Champion, Cllr Bill Urry. The sub group received updates on: refuse service, waste recycling facility, city wide burial service and leaf clearance/locality.

Concerns were raised by the group around missed refuse collections due to parked cars, the group requested refuse explore how closing working relationships can be developed with highways.

Wellbeing Advisory Group

5. The Wellbeing Advisory Group had not met at the time of writing this report. The group will be meeting on the 27th November to consider Youth Activity Fund applications.

Recommendations from the working group will be reported to the Community Committee at its meeting.

Neighborhood Improvement Partnership/s

6. Over the last few months discussions have taken place across the area with a number of local third sector and public sector partners to get their views on neighbourhood improvement in the Chapeltown and Meanwood areas. Ongoing work around employment and access to services is taking place in the Brackenwoods where local partners have agreed to formalise their local partnership arrangements around the neighbourhood improvement approach. Overall there is emerging consensus from partners for supporting increased collaboration at neighbourhood level. Discussions in the Queenshills area have highlighted that local partners would like further dialogue to explore the best approach for their neighbourhood. This work is ongoing.
7. Existing work with the Meanwood Seven estates project has re- started. Partners and resident have commented that they feel the new impetus around neighbourhood working will accelerate progress in relation to the housing based regeneration activity and work led by local partners. This group has looked at some of the statistical information for the area and has started to agree some common areas of focus. The next phase will be to focus on refreshing the action plan for the area.
8. A meeting to explore the working partnership arrangements for the Chapeltown area is due to take place in December 2015. The focus of this session will be to work with a wide range of partners to explore how we work together to improve community outcomes and what the partnership arrangements will look like in Chapeltown. The session is being called " Working Together for Chapeltown" and is the start of a new way of working that will see a greater emphasis on specific themes identified through discussion with local organisations about their key concerns and a review of the local statistical information.
9. Briefings have taken place through ward member meetings and in the new year it is proposed to convene the Community Committee working group of the members identified from each ward to work with the Chair to over see the local developments.

Community Champions

10. Work is ongoing to develop the role of the Community Champions. In addition to their role in supporting the work of the sub groups, referred to earlier in this report, the community champions continue to support work within their portfolio. The community committee chair has committed to bi-monthly community champion meetings to ensure that champions in post are able to share their key areas of work and identify any areas of overlap. The meetings are also an opportunity to share good practice and address any challenging issues collectively.

Environment Champion – Cllr Urry

11. As under paragraph 4 the sub group met in October where we had representatives update us on refuse, waste recycling facility, city wide burial service, leaf clearance and locality working.
12. The group raised concerns around missed refuse collections due to parked cars, the group acknowledged that this can cause problems and requested the refuse service to work in closer partnership with highways around the issue.

Community Safety Champion – Cllr Rafique

13. Since the last community committee meeting in September work around domestic violence has commenced at a local level. At the time of writing the report a number of activities are planned during the 16 days of action around Domestic Violence and Abuse.
14. On the 25th November a number of display boards will be erected in the following locations: Reginald Centre, Moor Allerton Library, Oakwood Library. On the same day there will be a walk from the Reginald Centre to the Compton Centre to raise awareness of Domestic Violence and Abuse. Prior to the walk Cllr Raffique in his role as Community Safety Champion will give a speech highlighting why the committee has chosen to make domestic violence a local priority. This will be alongside the tying of white ribbons around trees as a symbolic gesture of men against domestic violence.
15. At the last meeting the committee also agreed to set aside £500 from each of the ward budgets to fund local activities around domestic violence in each of the wards. To date only one application has been received for Chapel Allerton ward, despite contacting all groups on the committee mailing list and sending follow up e-mails. This is currently with ward Members for a decision.

Adult Social Care Champion – Cllr Macniven

16. Within the current financial context there are a number opportunities and challenges that may arise locally due to the current financial position in which the local authority is working within. One of the main opportunities discussed at the Community Committee Champions' meeting related to homecare and day care review and potential for local third sector partners.

Health and Wellbeing Champion – Cllr Taylor

17. A group of local third sector partners have been working together to explore social isolation and services in the locality. This meeting has resulted in a local directory being created in the Meanwood area that has been well received.
18. Work is currently underway to engage faith organisations in the locality to ensure they are able to engage within social isolation conversations locally.

19. Attendees of the group from Chapeltown have made a decision to design a local mechanism to enable third sector partners to effectively signpost socially isolated people to one another.

Children's and Young People's Champion – Cllr Charlwood

20. Being new to the role Cllr Charlwood has actively been engaging in meetings to gain a greater understanding. Cllr Charlwood has attended her first meeting with the Executive Board Member and other community committee champions from across the city.

Employment and skills champion – Cllr Hussain

21. Work around the employment and skills agenda is still being led locally by Cllr Ghulam Hussain. The current progress of this agenda will be outlined in detail in the full employment and skills report at item 3 on the meeting agenda.

Community Committee Performance Management Framework

22. A new performance management framework has been developed to help drive forward the priorities and achieve defined and measurable outputs from the workshop discussions which have formed an important part of community committee meetings.

23. This document provides a review of all agreed workshop actions with each action being allocated a progress rating of red, amber or green. Each of the community champions will be able to review and monitor progress against key actions within their local portfolio. Not only will this process serve as a useful mechanism for community champions to readily identify areas of good practice and any cases where we are struggling to make progress, it also allocates actions to a named individual and organisation and therefore provides clear accountability around any actions arising from the community committees.

24. The Community Committee Performance Management Framework is attached at **Appendix 1 & 2.**

Community Events

25. The Community Committee and Communities Team (ENE) have supported a range of community events since the last committee. These include the South Asian Confluence event on 20th September. This event was funded by £300 from the Inner North East Community Committee's Well-being budget, with Outer North east also contributing. It provided an opportunity for different cultures to come together at St Edmund's Church in Roundhay for inter-faith worship and artistic performances.

26. Christmas lights switch-on events have taken place in Moortown and a more high profile event in Chapel Allerton which was well attended and received well. It should be noted that over £500 business sponsorship was secured for the event by the Communities team, meaning that a fireworks display could be funded for the first time.
27. Forthcoming community events include the Oakwood Christmas Lights switch on on 24th November and the Chapeltown Christmas Lights switch on and festive market on 4th December, both with support from the Community Committee.

Communications & Social Media

28. The Communities Team ENE have continued to use the Community Committee Facebook pages to provide details of work of the committee as well advertising community events and local opportunities.
29. At the time of writing, the Inner North East Community Committee Facebook pages had been “liked” by 254 people, an increase from 16 at the time of the last Community Committee in September. The number of people that have seen content since the last Community Committee is 7262. The Facebook pages continue to be an important communications tool between the council and local residents and services.

Challenges and Opportunities

Community Led Local Development (CLLD)

30. Members may recall that in early 2014 they were briefed on a European funding initiative called Community Led Local Development (CLLD) which is part of the current European Structural and Investment Funds (ESIF) programme. CLLD is not for general “community development” and its use is restricted to the development of the economy and to support people into employment. It cannot be used as “continuation funding” for existing projects or activities. Funding can come from both the ERDF and ESF funds within the programme.
31. A number of Members subsequently attended early consultation meetings and other activities designed to help consider what a local economic strategy would look like. There have, however, been significant delays at a national level in the published timetable; so although activity has continued at a local level to prepare for the eventual bidding process, these have mostly been confined to occasional meetings at a local level of people who indicated they wished to help frame the bid, and meetings of the city wide co-ordinating group which has “kept the pot boiling” by preparing the ground for the eventual implementation of CLLD bidding processes.
32. There are three proposed areas based on deprived communities in inner Leeds. Each will require a (separate) Local Action Group (LAG) which will be responsible for

developing a Local Development Strategy and leading any resulting CLLD programme. A LAG is a partnership comprising the public, private and third sectors and must also have an Accountable Body, which may be the local authority, to manage/ oversee the expenditure in accordance with the ESIF regulations.

33. A CLLD area must have a population of between 10,000 and 150,000, falling within the top 20% most deprived LSOAs, and the programme area must form a cohesive geography. The programme must also have a minimum size of €3m public sector funding input, and there is an overall requirement for 50% matched funding for all activity.
34. The bidding process is now open, providing an opportunity for Leeds to apply for a 'preparatory stage' funding of up to £20k European funding, which must be equally matched by other funding, to identify and establish the local action group , the accountable body, refine the areas and produce a Local Development Strategy. By the end of November 2015, the preparatory bids will be submitted and it is anticipated that approvals for those areas which are invited to proceed to the next stage will be announced in January, with the actual final bid being developed over a six month period which will involve detailed local consultation. At this point in time, within the overarching criteria, no absolute commitments as to the exact geographical boundaries or activities to be delivered will be made. These decisions will be made as part of the process to create a local development strategy in 2016; and the earliest that we would expect to see any spend, should those later bids be accepted, will be Spring 2017. Community Committees and individual Members will have the opportunity to fully participate in this development process if the preparatory bids are agreed at national level.

Conclusion

35. The report outlines a wide range activities being undertaken by the Community Committee. There are also a great deal of opportunities moving forward which members and the committee will be updated on as there are further developments.

Recommendations

36. That members note the contents of the report and make comment where appropriate.

Background information

None

Key Actions	Lead officer	Timescales	Progress Against Action	Impact/ what difference made	RAG Rating
Deputation for Moortown Community Group to create a communal area at Moortown Parade. AST to form a meeting of key partners to pull together the project.	Carole Osborne/Lee Griffiths	On going	Project is well underway with a specific design concept and costings. The group are now awaiting info on how legal applications need to be made, this will inform external funding applications Moortown Community group will be making in December.		Amber
Deputation from Bhupinder Dev from Friends of Allerton Grange in relation to linking east Leeds to city centre/HS2	Lee Griffiths	Complete	Formal Response received and sent to Bhupinder 21/09/2015	Bhupinder aware of current context around deputation and medium and long term plans, opportunities and challenges.	Green
Deputation from Woodhouse Ridge Action Group requesting the installation a pedestrian crossing on Meanwood Road next to the sandwich shop Roulette	Lee Griffiths	Complete	Relevant officer advised, traffic survey complete and the results added to the list of potential crossing sites. WRAG have been connected directly to the officer leading on this	Option explored and community group now have direct links to officers in department.	Green
Send paperwork for wellbeing youth activity funded activities awarded funds by the committee	Lee Griffiths	Complete	Complete	Funding applications received and correspondence from local organisations.	Green
Members asked for a briefing on the role of the CCG as to how the allocation of GP's is decided.	Liz Bailey	Ongoing	No action to date		Red
Paperwork to be sent to successful wellbeing applicants	Lee Griffiths	Complete	Complete		Green
Bhupinder Dev Friends of Allerton Grange submitted a deputation on the development of a cycle route to link Wykebeck Valley routes and citywide cycle route.	Lee Griffiths	Complete	Formal Response received and sent to Bhupinder 21/09/2015	Local residents point of view fed into West Yorkshire Combined Transport Authority	Green
Paperwork to be sent to successful wellbeing applicants	Lee Griffiths	Complete	Complete	All applicants can deliver there grant funded projects	Green
Cllr Hamilton requested info on services out of moor town library	Lee Griffiths/ Julie Wood	Complete	Complete	Cllr Hamilton now aware of library activities	Green
Members to be sent an e-mail asking for a nomination to attend a working group around NIP	Lee Griffiths	Ongoing	E-mail sent to members and attendees to date confirmed as Cllr Dowson, Cllr Hamilton. Still awaiting a response for Roundhay Ward.		Amber
Establish a resident focus group around community engagement	Lee Griffiths	On going	No action to date		Red

Inner North East Community Committee Thematic Action Tracker										
Date	Community Committee (ward/ neighbourhood)	Best City	Theme	Goals	Key Actions	Services/ Lead officer	Timescales	Progress Against Action	Impact/ what difference made	RAG Rating
6/10/15	Moortown - Queenshills & Roundhay - Brackenwoods	Promoting sustainable and inclusive economic growth	Employment and skills in the Queenshills and Brackenwoods	Establish community learning provision out of the Brackenwood Community Centre and a job club.	Develop job clubs and community learning on the Brackenwood Estate and create a link between local organisations in the Brackenwoods and housing Leeds	Lee Griffiths	Ongoing	The committee have met with local partners and third sector organisations and community learning to discuss how to take this forward and review results of survey the Committees Team supported the committee to deliver. It was felt that before community learning provision/job club is set up more surveys need completing. In addition the centre needs to increase footfall and awareness of the community centre. A Christmas fair is being held to increase footfall, raise awareness. Cllr Macniven to explore possibility of Zest health for Life contract being extended to the Brackenwoods	Job and Skills, communities team ENE and the Brackenwood Community Association can now objectively explore what services could be introduced in the area. The Committee of the centre now have an understanding of the requirements for community learning and what is needed to achieve provision commencing.	Amber
6/10/15	Moortown - Queenshills & Roundhay - Brackenwoods	Promoting sustainable and inclusive economic growth	Employment and skills in the Queenshills and Brackenwoods	Enable local residents incite and ability to personally manage mild mental health concerns	Look at commissioning the Headspace case in the two localities	Liz Bailey	Ongoing	Two Headspace courses have been commissioned and delivered in the Queenshills Area but not Brackenwoods at the moment due to the locality the provider is commissioned to work.	Currently reviewing the feedback sheets from Queenshill area.	Amber
19/01/16	INE Wards	Delivering the better lives programme	Social Isolation	Influence commission of local services	To compile a report of workshops funding to make recommendations to North Leeds Clinical Commissioning Group on social prescribing and funding organisations at a local level	Liz Bailey/Lucy Jackson	Complete	North Leeds Clinical Commissioning Group has allocated £900k (including procurement and project costs) to commission social prescribing work. £750K has been contributed to the Third Sector health Fund for local businesses to bid into. The fund has been promoted to local organisations.		Green
19/01/16	INE Wards	Delivering the better lives programme	Social Isolation	Regular feedback mechanisms between local third sector and public health and support for the sector.	Public Health Lead Officer & Health Community Champion to meet with local third sector to explore what is happening locally and what more might be possible locally	Liz Bailey	Ongoing	Meetings are taking place regularly, directory established in meanwood as partners felt lots of activity taking place but not interlinked. Discussions have started to explore a referral mechanism between organisations working in Chapeltown.	feedback has included On average, how often do you use the directory? <ul style="list-style-type: none"> Weekly x 4 A few times a week x 1 I have shared the directory with other food bank outlets. Those in the South are very jealous of our resource!	Green
09/03/2015	INE Wards		Priority Setting	Workshop sessions to inform business part of the meeting	Workshop sessions to inform the business part of the meeting and inform the priorities set by the committee	Jane Maxwell	Complete	Complete	Local residents and members able to shape and influence the communality committees priorities.	Green
29/06/2015	INE Wards	Dealing effectively with the cities waste/	Environment	Local citizens and partners able to influence SLA	Hold a workshop to gather local intelligence and feedback to help populate the ENE Locality Action Services "Plans on a Page" for each ward	John Woolmer	Ongoing			Amber
21/09/2015	INE Wards	Domestic violence breakthrough project	Domestic violence	Local citizens to shape how local services can be improved	To draw up and shape a local action plan to raise awareness of the key messages around domestic violence during the 16 days of action and on an ongoing basis.	Bev Yearwood/communities team	Ongoing	1) Nine displays around DV to be created in situ in libraries, community hubs and third sector venues. 2) Four walk to take place across the city with elected members, partners ,third sector organisations to raise awareness of DV & abuse. Planned for 25th November, walk from Reginald centre to Crompton will involve talks by community champions, tying white ribbons around tree, songs from Harehills Primary school. 3) Quotes and press releases written, awaiting sign off from communications .		Amber
21/08/2015	INE Wards	Domestic violence breakthrough project	Domestic violence	Local organisations to run activities funded around domestic violence during the 16 days of action.	Design poster and promote to all third sector networks	Lee Griffiths	Complete	Poster and funding promoted via mailing list. No applications were received, this was followed up with specific contact to partners which resulted with one application being received for the value of £200 for the Chapel Allerton Ward. This is now with members for consideration.	Full impact will not be known until after the activity has taken place.	Green

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**Community
Committee**

Report of: Employment and Skills - Head of Communities & Partnerships

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

Area Contact: Clare Wiggins, ENE Area Improvement Manager, Tel: 0113 3367646

Date: 7th December 2015

Subject: East North East Employment and Skills Plan 2015/16

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

Summary of main issues

1. The report summarises the East North East Employment and Skills Plan outcomes for 2014/15.
2. The report describes the revised structure of the East North East Employment and Skills Board and Plan for 2015/16 based on local employment and skills intelligence.

Recommendations

The Inner North East Community Committee is asked to note the content of this report, to agree on the revised arrangements for 2015/16 and, to receive an annual update from the ENE Employment and Skills Board.

1.0 Purpose of this report

- 1.1 The report provides an update on the progress of the work of the Board in 2014/15 for the ENE area as a whole and, for the three specific Community Committee areas.
- 1.2 The report describes the revised structure of the ENE Employment and Skills Board and Plan for 2015/16.

2 Background information

- 2.1 The ENE Employment and Skills Board was established in 2014. The primary focus of the group is to maximise job outcomes for local people, improve skills levels and ensure that effective support is available for local people to access work and training opportunities that will arise in East North East Leeds and across the city.
- 2.2 The Board is chaired by Councillor Ghulam Hussain with Councillor Ron Grahame as deputy chair and Cllr Matthew Robinson as the third Employment and Skills Champion. The Board also comprises a 'core' membership of colleagues from Employment & Skills, Children's Services, Department for Work and Pensions (DWP) and the Communities Team. Other partners are invited to the board as required e.g. Leeds City College and Families First.
- 2.3 In March 2015, the Board developed an ENE Employment & Skills Plan setting out a number of priorities covering all ENE areas and others specific to the Community Committee areas. The plan reflects the main issues which have emerged through partnership discussions across all priority neighbourhoods. These issues include improving communications, improved employability skills and a focus on maximising the support from local businesses offering apprenticeships or work placement opportunities. A summary of the key achievements of the Board in 2014/15 against these priorities is set out in section 4 below.

3 Main Issues

- 3.1 The Board has just completed its first full municipal year of operation (Jul 14 – Jun 15). Due to a number of factors, there was an unusual delay in reconvening the Board for the first time in Year 2 and the meeting could not take place until 26th October 2015. This meeting was used to focus on two key areas:
 - a report on progress against key priorities (see below)
 - a refresh of Board arrangements in light of a number of changes and pressures across the employment and skills landscape
- 3.2 The proposal to refresh was based on a number of factors:
 - new priorities were required following the achievements against the plan in 2014/15

- a need for priorities to reflect current and emerging challenges in 2015/16 and, forthcoming opportunities on a city wide basis. The most significant examples of these include:
- opportunities within the current and imminent calls as part of the European Structural and Investment Fund (ESIF) Programme for the Leeds City Region
- reduction in the Adult Skills budget impacting provision across the city, including the availability of ESOL
- potential for further reductions to skills provision following the spending review in November
- the reducing capacity of partner organisations and the impact on their deployment of resources to support this area of work

3.3 In combination, these factors require the city's Employment and Skills Boards to work differently so that they further improve their efficiency, effectiveness and most importantly, outcomes for local people. To that end, a number of changes were agreed:

- representation on the Board is revised to include representation from the Citizens and Communities Hub network
- meeting frequency is reduced to 3 times per year, (with optional additional meetings only where required) acknowledging that significant strategic and operational progress intentionally occurs outside the meeting
- the agenda is thematic, focussing on a maximum of 2 themes per meeting, nominated by Board members and scheduled in for the year to take account of known pressures/challenges/planned activities that are most effectively managed through the Board's partnerships. This approach will ensure that all those activities that have now been operationalised through the progress made in year one do not remain a focus of the Board

3.4 Implementation of the above is in progress. The outcome reporting and thus schedule of Board meetings will be planned to align with existing Member communications which reflect different geographies (ward and Community Committee boundaries) but not overlap or duplicate other information channels. These include Community Committee reporting, ward profile briefings, community learning briefings detailing the full area offer and other issue based briefings.

4 ENE Employment & Skills Plan Priorities & Achievements

4.1 This section of the report summarises achievements so far against some of the priorities in the ENE Employment & Skills Plan:

4.2 **Priority 1: Increase access to careers support and information for young people and schools.**

Leeds Pathways and the Youth Information Hub – work continues to develop these interactive services and a number of improvements have been made since the Community Committee report in March 2015. These include the page for Children Looked After and those leaving care and the sector specific pages with videos and improved local labour market information. The site has recently been revamped to include updates on the latest jobs in the area and also now has the facility for young people to upload their CVs directly to the Leeds Apprenticeship Hub team, based in the Employment and Skills service. Data on ENE specific pages has been available since June. Usage from ENE schools is now monitored on a monthly basis and reports will be provided to the Board. Schools with low usage will be targeted to encourage take up.

School / Employer Engagement – led by the Education Business Partnership which forms part of the Employment and Skills Service, specific programmes have been developed and delivered with the following employers; Young Chefs Challenge - Hilton Hotel, O2 Girls into Digital, Hospitality in Action Weetwood Hall, Inspiring Futures Premier Inn and Utilities in Action Northern Gas.

Children's Services has implemented the 'Moving On' process which is a partnership approach to identify and encourage suitable learning pathways for young people into post 16 provision. The following schools in ENE, Mount St Mary's, The Co-operative Academy, David Young Community Academy and Leeds East Academy are all currently engaged. The aim is to expand the Moving On process to cover all FE colleges and Year 13/14 students (18/19 year olds) during the 2015/16 academic year.

4.3 **Priority 2: Increase number of local businesses offering work experience opportunities and Apprenticeships**

Head Start Programme – there continues to be a focus on increasing the number of local employers taking on a Head Start work placement across the ENE area. To the end of September 2015, in the Inner North East, Unity Housing Association has also taken on a placement and, from April this year, 4 people in the INE have gone in to work.

The Council continues to be the main provider of employer placement opportunities but there are a number of larger employers who continue to support the programme including Premier Inn, Harvey Nichols, Sodexo, Jones Bar Group and Keepmoat, these companies not only offer placements but regularly take on our young people in to paid employment. A new telemarketing company, Blueberry was appointed earlier this year. Managed by the Employment and Skills Service, Blueberry was initially recruited to support the Leeds Apprenticeship Hub but this service has been extended to include targeting and promotion of opportunities to small businesses.

4.4 Target adult learning and skills activities that support local people to access job opportunities

Community Learning – maximising numbers of local residents engaged in adult learning including those who are under-represented or, with complex needs has and continues to be a priority for the board. In 2014/15, 411 learners lived in the Inner North East and, 362 local residents enrolled on courses in other parts of the city.

The current challenge for the board is the reduction in adult skills provision across the city and, specifically the reported growth in demand for ESOL classes. This is the result of the impact of on-going budget cuts in FE providers including Leeds City College. There is no known accredited ESOL provision currently available in the Inner North East.

- 4.5 Intensive support through JCP Social Justice Team – the number of residents in the ENE being supported through the JCP Social Justice Team remains positive. As at November 2015, in the Inner North East a total of 42 customers were on caseload (Chapel Allerton – 14; Moortown – 18 and Roundhay – 10). The number of customers being engaged is encouraging, however the challenge is now to ensure sustained progression for individuals supported.

5.0 Consultation and Engagement

- 5.1 The ENE Employment and Skills Board ensures consultation on the Employment and Skills Plan with relevant stakeholders including Elected Members, Council officers and partner agencies.

6.0 Equality and Diversity / Cohesion and Integration

- 6.1 A key purpose of the Plan is to improve engagement, enhance opportunities for, and support access to, employment and skills support for those furthest from the labour market.

7.0 Council Policies and City Priorities

- 7.1 Addressing poverty and deprivation is a key priority for the Council. The establishment of the ENE Employment and Skills Board and implementation of the ENE Employment and Skills Plan reflects the priorities and objectives of the Council's Best Council Plan 2015-20 to support sustainable and economic growth by supporting young people into jobs, improving their skills and supporting local economic growth by meeting the workforce development and skills needs of local businesses.

8.0 Resources and Value for Money

- 8.1 The proposals set out in this report seek to provide sustainable partnership arrangements to increase employment and skills levels within the ENE area. Many of the actions within the ENE Employment and Skills Plan aim to make more efficient and effective use of existing funding streams, align programmes and resources to maximise outcomes.

9.0 Legal Implications, Access to Information and Call In

9.1 There are no specific legal, access to information or call-in implications arising from this report.

10.0 Risk Management

10.1 The main risk to the delivery and success of the ENE Employment and Skills Plan relates to demand and capacity to meet demand. The Board has agreed to only include actions which are deliverable and measurable so that the ENE Employment and Skills Plan is a meaningful and useful document.

11.0 Conclusions

11.0 The report details the revised Employment and Skills Board arrangements and Plan. Alongside the ward based intelligence available to Members, these changes will support a strengthened focus on identified key priorities and local outcomes.

12.0 Recommendations

12.1 The Inner North East Community Committee is asked to note the content of this report and, agree to receive an annual update from the Employment and Skills Board.

Background documents

Not applicable.



**Community
Committee**

Report of: Citizens and Communities – Inner and Outer N/E Community Hub Manager

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

Area Contact: Clare Wiggins, ENE Area Improvement Manager, Tel: 0113 3367646

Date: 7th December 2015

Subject: Community Hubs

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

Summary of main issues

- The report outlines the Community Hub Model through which the Council aims to achieve the following outcomes:
 - providing more accessible and integrated services;
 - helping more people out of financial hardship;
 - helping more people into work; and
 - being responsive to the needs of local communities.

Recommendations

The Inner North East Community Committee is asked to note the content of this report, and to make recommendations around additional services that could be delivered from the Community Hubs and other ‘pop up’ locations in the area.

Facilitated workshops will take place during the committee to capture ideas to take forward.

1.0 Purpose of this report

- 1.1 The report provides an update on the development of the Community Hub Model with specific reference to the Inner North East area.

1 Background information

- 1.1. A key objective for our Citizens@Leeds work is to build further on the excellent work done through the development of the Council's one stop centre network. Our ambition is to deliver local solutions within communities that integrate more council and partner services, with the aim of dealing with increasingly more complex issues affecting individuals and their families at the first point of contact.
- 1.2. Based on the success of the three initial pathfinder sites at the Compton Centre in Harehills, the St George's Centre in Middleton and the One Stop Centre in Armley, all of which have been operational community hubs since 1st April 2014, Executive Board received a further report on Community Hubs in October 2014. That report set-out both the successes delivered by the Pathfinders and the challenges they faced in delivering truly integrated and accessible services and proposed a city-wide network of community Hubs to build on the success.
- 1.3. The recommendations agreed by Members of Executive Board for the establishment of a city-wide network of community hubs were as follows:
 1. Approve the adoption of a city-wide community hub model that sees a network based approach, developed in partnership with Community Committee's and local ward councillors, and supported by a city centre community hub.
 2. Approve the proposal to bring together all existing community based one stop centres, libraries and housing management offices to be managed as a single set of front-of-house services, to enable the development of a city-wide network of community hubs.
 3. Approve the proposal to create a single 'front of house team' to provide the community hub workforce. The team to be made up from all existing front-of-house staff based in customer services, libraries, housing Leeds and jobs and skills.
 4. Authorise the Assistant Chief Executive (Citizens and Communities) to progress the detailed design of the proposed city-wide community hub network and associated workforce arrangements as set out in section 5 of the report.

2. Key Messages

- 2.1. One year on and the three pathfinder community hubs are making a real difference for local communities, enabling us to deliver more and better services at the same or lower cost.
- 2.2. Community hubs are developing real integration with a wide range of services and partners including police, health, training providers and the third sector and are providing better outcomes for local people.
- 2.3. Libraries are now opening for longer, we are taking the job shop approach to areas of the city where there was previously no provision, and we are helping more people into work.

3. Main Issues – Meeting local need:

Early Successes in Inner North East

- 3.1. Alongside the continued successes being delivered by the pathfinders, and despite only being 'live' with true integration of services and staffing for 7 months, there have been a number of successes delivered in the Inner N/E area. Some of the key successes include:

- **Chapeltown library – Reginald Centre.**

It was agreed as part of the Review of Library Opening Hours in October 2014 to see if the Chapeltown Library at Reginald Centre could remain open and be staffed by Customer Services thereby allowing Libraries to still achieve their required savings. This change has happened to the effect that whereas the Library used to be open afternoons only and closed on a Thursday, it is now open every day, giving an extra 24 hours per week of Library provision on top of current provision.

- **Job Outcomes**

During October the Reginald Centre was the highest achieving Job shop in the City with 52 customers accessing work through attending our provision. Success has been possible through using Customer Service Officers (CSO's) to help Job shop staff 'track' customers leaving them free to deliver more face to face sessions.

- **Extended Job Shop Provision.** Outside of the existing Job Shop provision across the city, we have through the Hub approach taken Job Shops to areas of the city where there was no such provision but knowledge existed that local people were requesting this service from the library. These 'pop-up' Job Shops have been delivered in areas including Moor Allerton from which 78 customers have accessed the service, with 29 Job outcomes achieved. The pop up was set up in June 2015 and runs every Friday delivered in partnership with National Careers Service

- **Working with partner agencies.** A central part of the Community Hub approach is working with the partner agencies and we continue to make significant progress in this regard as the following examples demonstrate:

- We have rolled out *Money Buddies* in the Reginald Centre (funded by a wellbeing grant) so that local trained volunteers can help other residents face up to debt problems. The volunteers have usually been in debt themselves so can talk to others on this basis.
- *National Careers Service* – now support the Job shop staff every other Friday delivering CV writing, skills profiling and dedicated employment and training support (both Reginald Centre and Moor Allerton).
- *Harrison Bundy* – Free Legal Clinic starting mid-November will be every week for one hour. Day TBC
- *Leeds City College* – commencing every Tuesday from 13th October Advanced IT courses (includes social media, advanced Outlook and Skype elements). Bookable in advance at Reginald Front Desk. Initial session had 17 attendees.
- *Black Health Initiative (BHI)* - Black Health Initiative (BHI) every Tue from 10-5PM deliver one to one support advice and guidance around healthy eating, physical activity, smoking and alcohol use and mental health and wellbeing.
- Introduction of *Welfare Rights* Appointments in Moor Allerton Library on Thursday Morning. This service offer free, confidential, impartial advice and support on a whole range of welfare benefits, help to complete claim forms and can offer guidance and support when making appeals. *Booked centrally though Welfare Rights hotline*
- *Path Yorkshire* – Free ESOL classes advertised in the Reginald Centre before each cohort starts. Each course to date has been full to a capacity of 12.
Cohort 1 ran 14 September – 20th October, every Monday and Tuesday 9.30 -2.30PM
Cohort 2 starts 28th October – 10th December, every Monday, Tuesday and Wednesday 9.30-3.30PM
Cohort 3 starts 11 January – 1st March, every Monday and Tuesday 9.30 – 2.30PM One Off events and activities

- **Creating a more flexible, Community Hub Workforce.**

A key element of the Community Hub model is to develop a more flexible and integrated workforce. This will help to reduce customer wait times, make services more accessible and encourage self-service options wherever appropriate. Examples of this in the Inner North East area include the library staff at the Reginald Centre now working from behind the main front desk, giving them more of an immediate presence to customers but also allowing them to help CSO's deal with basic enquiries (and vice versa).

Linked to this, work has also been done to integrate services at Moor Allerton with the introduction of Self-Serve PCs and public access phones

from which customers can now make Council enquiries such as asking for a housing repair, bidding for a property and reporting environmental issues amongst others. Library staff have also received training on how to facilitate basic CSO enquiries so they are confident in dealing with customers.

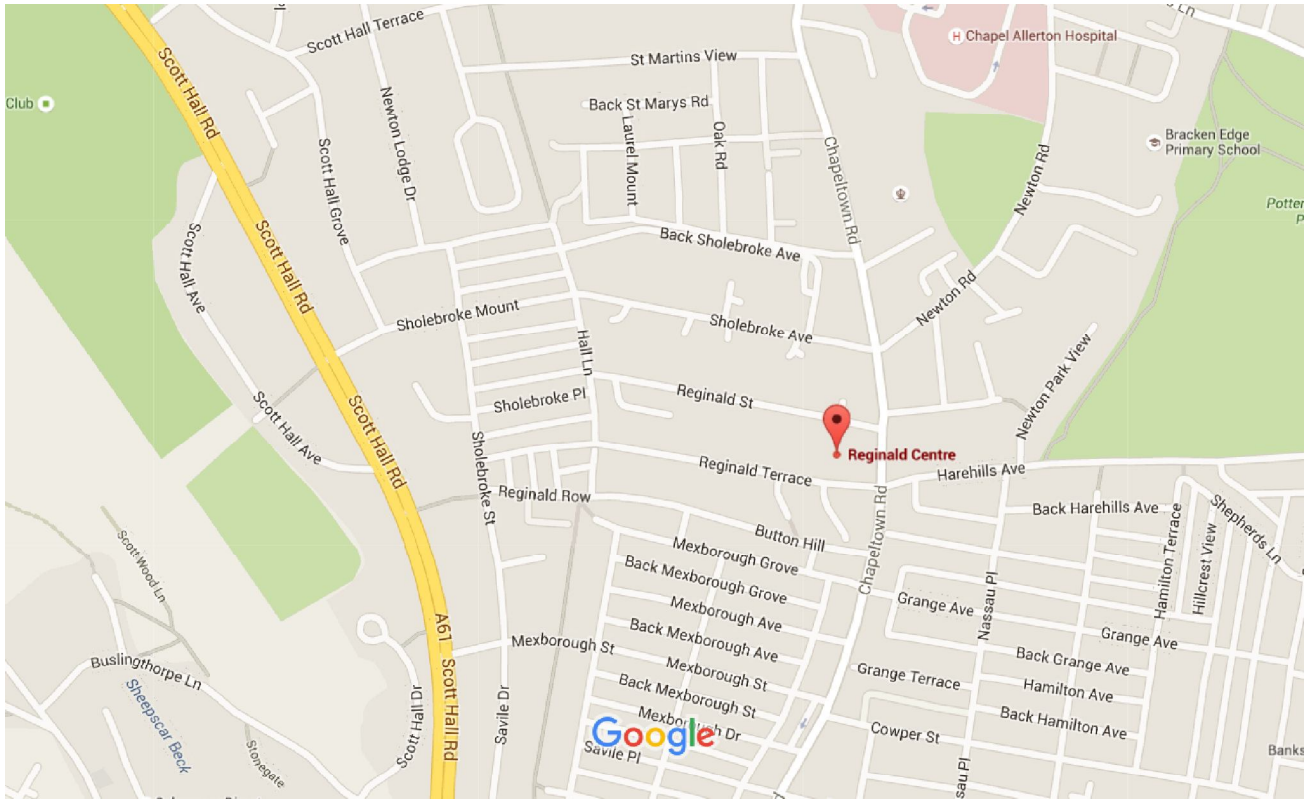
We will seek to roll this out on a scalable level at other sites including Oakwood Library, and Chapel Allerton Library.

4. Next steps: working closely with Health partners

- 4.1. Alongside the above, significant positive progress has also been made in delivering services in a more cohesive manner with health partners in the area.
- 4.2. Agreement has now been reached with North Leeds CCG (who will invest £20,000) to co fund a Partnership Development Worker post with the aims of:
 - Positively promoting the Community Hubs within the local communities of Chapeltown, Chapel Allerton and Moortown.
 - Developing the Community Champion approach (a presentation about this role will be given at the Community Committee) to lead to a sustainable model.
 - Working with Council employees and services based in the Reginald centre and other Community Hubs in the area to develop enhanced levels of provision particularly around health and wellbeing initiatives.
 - To Work closely with practice based 'social prescribers' who will start in April to join up patients accessing primary care with support for their wider social needs.
- 4.3. The Community Hub has also been included in a consortium application, with Touchstone leading, for the North Leeds CCG Social Prescribing contract. If successful the Reginald Centre will become a 'central Hub' for North Leeds from which a number of wellbeing Coordinators would base. These coordinators would receive referrals from GP surgeries across North Leeds and seek to 'prescribe' non-medical interventions for patients, some of which would be accessible from the Reginald Centre and other Community Hub sites. We anticipate this significantly increasing the number of customers using our services and in addition to the post described above would be a huge step forward in truly integrating Community Hubs with Health partners. Should the consortium application not be successful the Reginald Centre Community Hub would still work closely with the successful bidder, but would not become the 'central hub'.
- 4.4. GP Practices in Chapeltown meet regularly as a 'locality' group to provide a co-ordinated approach to meeting the needs of their patients. An example of work in Primary Care in Chapeltown targeting health inequalities and health improvement is the Practice Health Champion (PHC) programme. PHC's are people from the local community who give their time voluntarily to work with the staff in their local surgery to find new ways to improve the services that

the practice offers and to help meet the health needs of the patients and the wider community. This has seen varying levels of success in Chapeltown. Where the model has successfully embedded in the practice, a common theme has been a 'co-ordinator role'. Taking into consideration the learning to date, the next step in development of the model is to develop more of a 'community champion' role linking Community Champions, patients / community, practices and LCC together in the Reginald Centre Community Hub. It is suggested that the Partnership Development Worker will play a key role in taking this programme forward.

Google Maps Reginald Centre



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