



Outer East Community Committee

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

Meeting to be held in The Cluster Partnership, Vicar's Court, Vicar's Terrace, Allerton Bywater, WF10 2DJ on Tuesday, 8th September, 2015 at 4.00 pm. Workshop 'How to Better Engage with Young People' to follow at 5.00 p.m.

D Coupar

P Grahame
P Gruen

Cross Gates and Whinmoor;
Cross Gates and Whinmoor;
Cross Gates and Whinmoor;

M Dobson
A McKenna
S McKenna

Garforth and Swillington;
Garforth and Swillington;
Garforth and Swillington;

M Harland
J Lewis
K Wakefield

Kippax and Methley;
Kippax and Methley;
Kippax and Methley;

J Cummins
H Hayden
M Lyons

Temple Newsam;
Temple Newsam;
Temple Newsam;





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South East Area Leader: Martin Dean Tel: 395 1652

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

A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(the special circumstances shall be specified in the minutes)</p>	
4			<p>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>	
6			<p>MINUTES - 16 JUNE 2015</p> <p>To confirm as a correct record, the minutes of the meeting held on 16 June 2015</p>	1 - 6
7			<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 three minutes in the Open Forum, except by permission of the Chair.</p>	
8			<p>LIBRARIES UPDATE IN OUTER EAST AREA - GARFORTH, KIPPAX, WHINMOOR AND HALTON LIBRARIES</p> <p>To receive and consider the attached report of the Senior Communities Librarian.</p>	7 - 8

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Garforth and Swillington; Kippax and Methley		<p>FLOODING IN OUTER EAST LEEDS - SATURDAY 22ND AUGUST 2015.</p> <p>Report to follow</p>	
10			<p>OUTER EAST COMMUNITY COMMITTEE WELL BEING BUDGET 2015/16, YOUTH ACTIVITY FUND (YAF) AND CAPITAL BUDGET</p> <p>To receive and consider the attached report of the South East Area Leader.</p>	9 - 14
11			<p>SUMMARY OF KEY WORK</p> <p>To receive and consider the attached report of the South East Area Leader</p>	15 - 32
12			<p>COMMUNITY PLAN</p> <p>To receive and consider the attached report of the South East Area Leader</p>	33 - 52
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>Tuesday, 1 December 2015 at 4.00 p.m.</p> <p>MAP OF TODAY'S VENUE</p>	53 - 54

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OUTER EAST COMMUNITY COMMITTEE

TUESDAY, 16TH JUNE, 2015

PRESENT: Councillor A McKenna in the Chair

Councillors D Coupar, M Dobson,
P Grahame, P Gruen, M Harland,
H Hayden, J Lewis, M Lyons, S McKenna
and K Wakefield

1 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

2 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor J Cummins.

3 Minutes - 24 March 2015

RESOLVED – That the minutes of the meeting held on 24 March 2015 be confirmed as a correct record.

4 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 Community Committee. On this occasion none of the public present made any representations.

5 Notification of Election of Community Committee Chair for 2015/16

The report of the City Solicitor informed Members of the election of Councillor Andrea McKenna as Chair of the Outer East Community Committee for the 2015/16 Municipal Year.

RESOLVED – That the election of Councillor Andrea McKenna as Chair of the Outer East Community Committee for the 2015/16 Municipal Year be noted.

6 Community Committee Appointments 2015/2016

The report of the City Solicitor outlined the Community Committee's role regarding appointments to Outside Bodies; Area Lead Members; Children's Services Cluster Partnerships and the Corporate Carer's Group. The Community Committee was invited to make appointments to these posts.

Draft minutes to be approved at the meeting
to be held on Tuesday, 8th September, 2015

RESOLVED –

- (1) That in respect of the Community Committee's Outside Body Schedule that the following appointments be made for the 2015/16 Municipal Year
 - Cross Gates & District Good Neighbours Scheme – Councillor P Grahame
 - HOPE (Halton Moor & Osmondthorpe project for Elders) – Councillors H Hayden and M Lyons
 - Neighbourhood Elders Team – Councillor J Lewis
 - Swarcliffe Good Neighbours Scheme – Councillor P Gruen

- (2) That in respect of the Community Lead Member roles the following appointments be made for the 2015/16 Municipal Year:
 - Environment & Community Safety – Councillor M Harland
 - Children's Services – Councillor S McKenna
 - Employment, Skills & Welfare – Councillors P Grahame
 - Health, Wellbeing and Adult Social Care – Councillor A McKenna and H Hayden

- (3) That in respect of the Corporate Carer's Group, Councillor S McKenna be appointed for the 2015/16 Municipal Year

- (4) That in respect of the Cluster Partnerships, the following appointments be made for the 2015/16 Municipal Year
 - Councillor S McKenna – Garforth
 - Councillor J Lewis – Brigshaw Co-operative Trust
 - Councillor M Lyons – Temple Newsam Learning Partnership (Full Trustee)
 - Councillor H Hayden – Temple Newsam Learning Partnership (Associate Trustee)
 - Councillor P Grahame – Seacroft Manston

7 Outer East Community Committee nominations to the 'Outer South East' Housing Advisory Panel (HAP).

The report of the Director of Environment and Housing sought two Councillor Nominations from the Outer East Community Committee to the Outer South East Housing Advisory Panel. (HAP).

Members were informed of changes to management boundaries within Housing Services which now moved the whole of the Temple Newsam ward into the Outer South East HAP area. It was previously divided between the Outer East and Outer South East HAPs.

Nominations to the Outer South East HAP had been made on behalf of Councillors A McKenna and P Grahame. Prior to the meeting it had been requested that a further Member from the Outer East Community Committee

be appointed to the Outer South East HAP. A further nomination was made on behalf of Councillor M Lyons.

RESOLVED – That Councillors P Grahame, M Lyons and A McKenna be appointed to the Outer South East Housing Advisory Panel for the 2015/16 Municipal Year.

8 Outer East Community Committee Well Being Budget 2015/16, Youth Activity Fund (YAF) and Capital Budget

The report of the South East Area Leader provided Members with details of the Wellbeing Budget allocated to the Outer East Community Committee for 2015/16 along with funding stream recommendations and commitments. The report also provided information on the Capital Budget and Youth Activity Fund.

Martin Hackett, Area Improvement Manager presented the report.

Members' attention was brought to the spending commitments to CCTV in Outer East Leeds and for the Neighbourhood Elders Team (NET). It was reported that the commitment to NET was now £10,000 due to expansion of luncheon clubs.

With reference to the Youth Activities Fund, Members discussed bids and the involvement of young people. It was felt that there needed to be more awareness of what was available and assistance with the bidding process. Members also discussed the Summer Cricket Coaching Scheme and it was reported that there had been discussion with Sports and Active Lifestyles regarding other projects relating to sport.

RESOLVED –

- (1) That £5,000 be allocated for a small grants budget.
- (2) That £5,000 be allocated for skips.
- (3) That £5,000 be allocated to hold the older persons event week.
- (4) That £10,000 be allocated to tasking teams (to be divided equally)
- (5) That a communications budget of £2,000 be provided.
- (6) That the cost of Christmas lights and switch on events across Outer east be underwritten.
- (7) That the following commitments be noted:
 - £33,091 towards the monitoring and maintenance and BT costs of the Leedswatch CCT cameras
 - £10,000 to cover the cost of the Garforth Neighbourhood Elders Team (NET) employee that provides support towards luncheon clubs.
- (8) That the Youth Activities Fund and budget available be noted.

9 Outer East Community Committee Summary of Key Work Report

The report of the South East Area Leader brought Members attention to a summary of key work which the Area Support Team was engaged in based

on priorities identified by the Community Committee and not covered elsewhere on the Agenda.

Peter Mudge, Area Officer presented the report.

Issues discussed included the following:

- Delegated decisions.
- Following the workshop on Domestic Violence at the last meeting of the Outer East Community Committee, posters and leaflets had been produced and distributed. Members were asked if there was anywhere they would like to see these distributed further.
- Members were informed of the Older Person's Event week which would be held between 28 September and 2 October 2015.
- Further to the Social Isolation Workshop in January 2015 a meeting had been held with Adult Social Care and partner agencies to pursue further outreach work. A grant of £120,000 had been secured for a social isolation hub at Belle Isle and it was anticipated some of the work to address social isolation would be expanded to Outer East Leeds. Members discussed the role of Neighbourhood Networks and it was suggested that further information be brought back to the Committee regarding the extension of Neighbourhood Network contracts.
- Food banks were due to be launched in Garforth and Allerton Bywater.
- Five representatives from each of the Outer East wards had been found to sit on the Outer East Youth Panel.
- Mark Jackson gave the Committee an update on the Thorpe Park Development. It was reported that a major retailer for the site had been secured and this would lead to further retail development. This would enable road improvements and other infrastructure improvements. An application was due to be considered at Plans Panel on 23 July 2015. Members discussed the need for the road network to be improved and the provision of local employment and it was suggested that a meeting of the East Leeds Regeneration Board be held before the Plans Panel meeting. Members were further informed that planning approval had been given for 2 office buildings, an agreement had been signed with Network Rail and there had been a Section 278 agreement for Phase 1 of the East Leeds orbital road.
- Galas, Events and Forum dates.
- The revised Community Centre Pricing Policy including arrangements for free lettings.
- The new integrated Sexual Health Service. Concern was expressed regarding the lack of consultation and that people would have to travel to the city centre.

RESOLVED –

- (1) That the report be noted.

- (2) That the delegated decisions process for the forthcoming Municipal Year be reviewed.
- (3) That Members consider new locations for litter bins.
- (4) That the delegated decision arrangements for free lettings be agreed.
- (5) That work on combatting domestic violence will progress through the Community Safety and Environmental Community Champion and updates feature in the Summary of Key Work to the Area Committee.

10 Outer East Community Committee Forward Plan 2015/16

The report of the South East Area Leader introduced the Outer East Area Plan for 2015/16 and detailed the work of the Community Committee in relation to the constitution and associated delegations which are managed through its sub group structure.

Appendices to the report outlined proposals for future meetings and workshop discussions.

RESOLVED – That the report be noted.

11 Date and Time of Next Meeting

Tuesday, 8 September 2015 at 4.00 p.m.

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Report of: Fiona Titterington – East Area

Report to: Outer East Community Committee – Temple Newsam, Garforth and Swillington, Kippax and Methley, Crossgates and Whinmoor

Date: 8th September 2015

Subject: Libraries update in Outer East Area – Garforth, Kippax, Whinmoor and Halton Libraries

Purpose of this report:

1. This report is an update of the work libraries are doing in the Outer East Area of the City, and will highlight work done in Garforth, Kippax, Whinmoor and Halton Libraries.

Background

2. Leeds Library and Information Service provide 35 libraries across the city including a major Central library, as well as 6 mobile libraries, Library at Home service, a service for 3 prisons, and a school library service. The principle purpose is to *provide access to information, knowledge and varied reading choices through books, online resources and well informed staff*. The vision is *‘To provide the world at your fingertips’* : a physical place in the heart of the community, access to a virtual space using community and information networks and a friendly face to support and guide people to access whichever services they need.

Main Issues

3. **Garforth Library –**
 - 227 children have joined the Summer Reading Challenge, Record Breakers, so far.
 - Weekly story and rhyme time sessions are continuing to take place.
 - A children’s craft club has been established.
 - We also run free IT sessions using tablets.
 - A new Minecraft club starts in September.
 - New IT Tablet sessions being delivered.

4. **Kippax Library** –

- 111 children have joined the Summer Reading Challenge Record Breakers so far.
- New IT tablet session delivered to 6 customers
- Strong readers group continuing
- Weekly story and rhyme time.
- New Minecraft club being established

5. **Whinmoor Library** –

- 20 children have joined the Summer Reading Challenge so far.
- The library bookstock has been refreshed and exchanged for new titles e.g. Crime, Large Print.
- Leaflets publicising the service were distributed to the new housing developments in January 2015.
- Librarian visited Whinmoor St. Paul's school to promote the Summer Reading Challenge to 200 pupils.
- Librarian has offered to facilitate class visits to the library next term.
- Continuing partnership work with Children's Centre.

6. **Halton Library**

- 138 children have joined the Summer Reading Challenge, Record Breakers so far.
- Well-attended Summer Reading Challenge event 18/8/15
- Library staff promoted the library service at Temple Newsam Breeze on tour event.
- Partnership work with Temple Newsam and Colton children's centre, contributed to an outstanding Ofsted judgement for the centre.

7. **Mobile Library Services**

- Librarians visited Swillington and Methley schools to promote the Summer Reading Challenge, which also takes place through our Mobile Library services.
- Methley Readers Group, in Riversmeet café is being supported by Library staff.

Looking forward:

- Due to the popularity of Minecraft, Lego and coding work with Children and Young People, we would like to extend provision for such clubs in local libraries.
- Some libraries are using 'Raspberry Pi's' to engage with people in libraries. This is also something we would like to build on.

Conclusion

8. The Community Committee is asked to receive an update from the Senior Communities Librarian for the North East Area, providing an update on some of the work libraries are delivering in local communities.



Report of the South East Area Leader

Report to Outer East Community Committee covering the wards of Cross Gates & Whinmoor, Temple Newsam, Kippax & Methley, Garforth & Swillington

Report author: Martin Hackett (2475536)

Date: 8 September 2015

For Decision

Subject: Outer East Community Committee Well Being Budget 2015/16, Youth Activity Fund (YAF) and capital budget

1 Purpose of this report

- 1.1 This report provides details of the Well Being Budget allocated to Outer East for 2015/16 along with funding stream recommendations and commitments.
- 1.2 The report provides information on the capital budget and Youth Activity Fund (YAF).

2 Background information

- 2.1 The Well Being Budget allocated to Outer East for 2015/16 is £147,500 which is a reduction of £15,290 on the 14/15 budget, or 9.4%. However, there is a carry-over from 2014/15 of £20,953 which therefore provides a total budget to spend of **£168,453**.
- 2.2 Outer East Community Committee has 2 commitments: the first is for £33,091 towards the monitoring/ maintenance and BT costs of its Leedswatch CCTV cameras; the second is £10,000 to cover the cost of the Garforth Neighbourhood Elders Team (NET) employee that provides support towards luncheon clubs.
- 2.3 Outer East Community Committee now receives a proportion of the capital receipt from Council assets. Some of that goes towards Ward Based Initiatives and 5% is top sliced and shared amongst Community Committees as a capital budget. Outer East has a capital budget of **£35,187.42** that is now available to spend.

2.4 Outer East Community Committee has a Youth Activity Fund (YAF) budget of £57,970 for 2015/16. There is an unspent carry-over of £18,739 from 2014/15 giving a total budget of **£76,709**.

3 Main issues

3.1 Funding streams and approvals. Community Committee has agreed a number of funding streams from its Well Being Budget:

- £5,000 for a small grants budget.
- £5,000 for skips
- £5,000 to hold older persons event week
- £10,000 to support the work of its tasking teams
- £2,000 communications budget

3.1.1 Community Committee also agreed to underwrite the cost of the Christmas lights and switch on events across Outer East. Last year the cost was £23,620. Efforts will be made to reduce these costs by supporting organisers with funding bids and promoting other fund raising activity.

3.1.2 Community Committee is asked to note that it has 2 funding commitments: the first is for £33,091 towards the monitoring and maintenance and BT costs of its LeedsWatch CCTV cameras; the second is £10,000 to cover the cost of the Garforth Neighbourhood Elders Team (NET) employee that provides support towards luncheon clubs.

3.1.3 Community Committee has approved funding for the following projects from its YAF budget:

3.2 Youth Activity Fund - The budget for 2015/16 was £57,970 and with last year's underspend there is a balance of £83,000.

3.2.1 So far this year 26 grant applications have been received. 16 of these have been approved and 10 rejected.

3.2.2 The 26 approved grants total £58,050 which equates to 70% of the budget. To date, the smallest grant is for £575, the largest grant is £11,900 and the average grant is £2,233.

3.2.3 The successful applicants so far this year are:

- Temple Newsam Learning Partnership,
- Yorkshire Cricket Board,
- LCC - Parks & Countryside,
- Brigshaw Cluster,
- 1st Cross Gates Brownies,
- Getaway Girls,

- LCC – Youth Service,
- Swillington Parish Council,
- LCC – Out Of School Activities Team,
- Heads Together Productions,
- LCC – Sports & Active Lifestyles,
- Stitch-Up CIC,
- Barca Leeds,
- Kippax Parish Council
- Leeds Development Education Charity.

3.2.4 The first application round closed in February 2015 but was extended to June as only eight applications were received. The second application round closed in August but we have reopened it in an effort to attract additional applications and commit the remaining 30% of the budget.

3.3 A capital budget of **£35,187.42** is now available to spend. There have been no projects funded from this budget to date.

3.2 New Proposal – addressing social isolation amongst the elderly.

3.2.1 In January 2015 Community Committee held a workshop on the subject of social isolation, particularly amongst the elderly. The overwhelming feedback from volunteers and other front line staff working for Neighbourhood Networks was that there was an urgent need for additional outreach work to engage with the 20% to 30% of elderly people that are still socially isolated.

3.2.2 A project to provide an outreach worker based on a similar model to that in operation in Richmond Hill is now progressing with the lead organisation being Garforth NET but the officer working across the whole Outer East.

3.2.3 There will be further discussions at the Older Persons sub group with a bid anticipated in the new year to the Time to Shine funding source. Community Committee, Housing Leeds and Public Health will all be asked to contribute towards match funding.

3.2.4 At this point Community Committee is requested to approve ‘in principle’ funding of £10,000 per year for 2 years towards this project. This is subject to Community Committee receiving a full brief on the project and the bid to Time to Shine being successful.

3.1 Swillington Village Hall replacement boiler

3.1.1 Swillington Parish Council is seeking £1,000 of Wellbeing funds towards installing a new combination boiler for the Village Hall. The total cost of the project is £4,200 and the parish council is providing and securing the remaining funds.

3.1.2 The project will include removing the existing boiler, hot water tank and pipework which was installed when the building was built. This system is becoming increasingly inefficient and expensive to run.

3.1.2 Garforth & Swillington Ward Members support the application and the Community Committee is recommended to support this project and award £1,000 from its Well Being Budget.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.3 All projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the Well Being budget is secured at Community Committee.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Community groups submitting a project proposal requesting funding from the Well Being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality group the project will work with, and how equality and cohesion issues have been considered.

4.2.4 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

4.3 Council policies and City Priorities

4.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well Being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

4.4 Resources and value for money

4.4.1 There is no new resource implications as a result of any projects detailed within this report. In all requests for funding from Community Committee applicants are asked to consider value for money during the application process.

4.5 Legal Implications, Access to Information and Call In

4.5.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and Contracts to Tender that arise from projects funded from the Well Being budget.

4.5.2 All decisions taken by the Community Committee in relation to the delegated functions from Executive Board are no longer eligible for call in.

4.5.3 There are no key or major decisions being made that would be eligible for call in.

4.6 **Risk Management**

4.6.1 All proposals requesting Well Being funding complete a section in the application process outlining the risks associated with the project and how they will be managed.

5 **Conclusions**

5.1 The report provides information on the Well Being Budget allocation for 2015/16 and recommends a number of funding streams as well as reporting commitments on the budget. The report also provides details of capital funds and YAF available to spend in 2015/16.

6 **Recommendations**

6.1 Community Committee is recommended to:

- Note Well Being Budget funding streams.
- Note YAF projects funded and remaining budget available and note capital budget available.
- Agree 'in principle support' of £10,000 each year for 2 years to match fund the Social Isolation project which is subject to funding being acquired from other sources. This is subject to a number of conditions.

7 **Background documents**

7.1 None.

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Report of: the South East Area Leader

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

Report author: Pete Mudge (07891 276853)

Date: Tuesday 8th September 2015

For decision

Subject: Outer East Community Committee – A Summary of Key Work

Purpose of report

- 1 To bring to Members' attention a summary of key work which the Communities 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

3 Area Chairs' Rebranding to Communities Team

- 3.1 The title Communities Team – SE has replaced the former title Area Support – SE. It is felt that the former better links with Community Committees, Community Champions and the community agenda. All relevant paperwork and online branding is being changed to the new identity.
- 3.2 The minutes of the Community Chairs Forum are attached as *Appendix 1*

4 Updates by theme:-

4.1 Community Safety & Environment

- 4.1.1 Environment themed workshop – Items recorded at the Community Committee workshop on 16th June 2015 attracted 80 members of the public with roughly equal attendance from each ward.

The proposed actions are summarised on the plan on a page document which is proposed to be developed through OE Environmental Sub. The Plan on a Page is enclosed as *Appendix 2*.

- 4.1.2 The Environment themed workshop centred on identifying ways for the public and council to develop “social contracts” whereby the public resolve some items and the Council others.

- 4.1.3 Key points identified were:

- **Engagement with schools –**

There needs to be partnership working with schools as the worst time for litter is immediately before and immediately after school.

Teaching children to be responsible for litter disposal should be part of school policy at primary and secondary school.

Initially discussion should be held with the school clusters so that schools could be encouraged to support the notion that while pupils are in their uniforms the schools take some responsibility.

Pupils who support the environmental initiative will then educate their peers, juniors and adults.

- **Tackling dog fouling –**

Leeds should follow the example of Barnsley by having a by-law whereby dog owners will be fined by enforcement if they do not carry doggy-bags when walking their pooch in public areas.

Have on the spot fines. Investigate using the money collected to improve the local environment.

- **Less complaints and more action –**
 Introduce a culture where people are encouraged to provide solutions to environmental issues rather than simply report incidents and make complaints.
 Presentations to the public on what action they can and should take to resolve environmental issues.
 Place signs along a key route in the area telling people to keep the area tidy or advertising social contracts.

Officers could share examples of good practice whenever they attend public meetings.
 Provide meet and greet packs in social housing tenures. This happens in some areas but it would become more effective if it can be expanded to others. To include information on correct and incorrect methods of environmental management including litter and dog fouling.
- **Regular engagement –**
 Consider a large get together annually to develop social contracts. Competitions such as a clean street contest could be staged.
 The Council could provide techniques for community based environment groups including In Bloom, traders, neighbourhood improvement and parish councils to resolve problems before they reach the Council and its often heavy-handed approach.
- **Reduce litter from retail –**
 Encourage business areas to realise their legal responsibility to keep their environs clean and tidy.
 Where litter is dropped away from the shop, such as takeaways and confectioners, established and innovative techniques can be used to find long term solutions.
- **Regular blitzes by volunteers –**
 Encourage adults and youth organisations (including schools) to organise regular community clean-ups. Possibly the Council could oversee waste removal.
- **Publicity –**
 Have an easy to use online system so people can promote actions and issues.
 Make more use of promoting good practice on bin day stickers.
 Promote how to report incidents within the local area and actually name the area in the promotion. This should include dog fouling, litter and flytipping and the information should include which day bins are collected, contact numbers for In Bloom, flytipping etc.
 Reintroduce community notice boards advertising actions, events and ways to report problems.

Investigate publicising prosecutions at a local level and social media.

- **Interdepartmental initiatives -**

Council services come together to tackle environmental issues including Locality, Waste Management, Highways and Children's Services jointly tackling litter, obstructions, ginnel and footpath maintenance and promote social contracts.

Identify and repair damaged litter bins.

4.1.4 **Litter Bins** - At the January 2015 meeting of Community Committee £12,000 was approved to provide up to 10 additional litter bins for each ward in Outer East at locations approved by Ward Members. Recently 5 bins were to have been installed in Temple Newsam, 3 in Cross Gates & Whinmoor, 2 in Kippax & Methley and 2 in Garforth & Swillington. Members are invited to suggest locations for their remaining bins by contacting the Communities team.

4.2 **Health and Wellbeing & Adult Social Care**

4.2.1 **Older Persons Event Week** - The 15th OPEW is well into planning stage now and is once again being steered by the Outer East Older Persons sub-group. This year the week will run from Monday 28th September to Friday 2nd October, taking in the International Day of Older People on 1 October.

4.2.2 Venues remain the same as last year, those being Great & Little Preston Village Hall, Swarcliffe Community Centre, The Newman Centre (Cross Gates), Christ Church (Halton) and the Holiday Inn (Garforth). All events will be free of charge and will have information/advice stalls in the morning, and afternoon entertainment from singer Johnny Evans. Lunch will be included and choirs are still being sought from local schools to help make the events intergenerational. There will, of course, also be the chance to get involved with bingo and raffles.

4.2.3 The OPEW is fully funded by the Outer East Community Committee and run in partnership with Great & Little Preston Lunch Club, Swarcliffe Good Neighbours, Cross Gates & District Good Neighbours Scheme CIO and Garforth Neighbourhood Elders Team. These networks also provide the much needed volunteers to ensure these events run smoothly.

4.2.4 HOPE (Halton Moor and Osmondthorpe Project for Elders) is arranging and running a similar event on Wednesday 23 September. This is also funded by the Outer East Community Committee.

- Wednesday 23rd September – The Anchorage (HOPE)
- Monday 28th September – Great Preston Village Hall
- Tuesday 29th September – Swarcliffe Community Centre, Swarcliffe
- Wednesday 30th September – Cross Gates Good Neighbours
- Thursday 1st October – Christ Church, Halton

- Friday 2nd October – Garforth (TBC)

4.2.5 **Foodbanks in Outer East** – Foodbanks are now operational in Garforth and Allerton Bywater assisted by Community Committee and the LCC backed Fare Share food pickup centre. The next meeting of the group is scheduled for Wednesday 2nd September 2015.

4.3 **Children & Young People**

4.3.1 **Youth Panel** - At the last Community Committee it was reported that 5 youth from each ward had agreed to be on the Outer East Youth Panel. Disappointingly when the meeting was held two weeks later only 1 attended. It is hoped that following lessons learnt and today's workshop, attendance will significantly improve.

4.3.2 **Youth Activity Fund** - The budget for 2015/16 was £57,970 and with last year's underspend there is a balance of £83,000.

4.3.3 So far this year 26 grant applications have been received. 16 of these have been approved and 10 rejected.

4.3.4 The 26 approved grants total £58,050 which equates to 70% of the budget. To date, the smallest grant is for £575, the largest grant is £11,900 and the average grant is £2,233.

4.3.5 The successful applicants so far this year are:

- Temple Newsam Learning Partnership,
- Yorkshire Cricket Board,
- LCC - Parks & Countryside,
- Brigshaw Cluster,
- 1st Cross Gates Brownies,
- Getaway Girls,
- LCC – Youth Service,
- Swillington Parish Council,
- LCC – Out Of School Activities Team,
- Heads Together Productions,
- LCC – Sports & Active Lifestyles,
- Stitch-Up CIC,
- Barca Leeds,
- Kippax Parish Council
- Leeds Development Education Charity.

4.3.6 The first application round closed in February 2015 but was extended to June as only eight applications were received. The second application round closed in August but we have reopened it in an effort to attract additional applications and commit the remaining 30% of the budget.

4.3.7 **Junior Cricket** – The 2015 Junior Cricket season ran daily over three weeks at Kippax Cricket Club (27 – 31 July,) Whitkirk Cricket Club from 10-14 August and Garforth Cricket Club from 17-21 August. Each camp cost participants £5 for the week and was attended by boys and girls.

- 4.3.8 The camps were subsidised by funding from the Outer East Community Committee via the Youth Activity Fund and delivered by Yorkshire Cricket Board.
- 4.3.9 Organisers Tony Bowry said “This has been the eleventh year, and one of the most successful as far as participation is concerned. We were blessed with good weather most of the time, and the behaviour was generally very good. The three venues were, Kippax, Whitkirk and Garforth Parish Cricket Club, with an average attendance of 80 per day.
- 4.3.10 “There was an increase number of girls attending, and two of the clubs have signed some of them to play in the junior teams with a view of setting up a girls only team.
- 4.3.11 Tony has asked to discuss over the coming months ideas for a wider range of activities.

4.4 **Employment & Skills**

- 4.4.1 **Thorpe Park** - New construction works are unlikely to begin before 2016 however site cabins with viewing platforms are due to arrive later this month. It has been suggested that in October 2016 members of the Outer East Community Committee may like to visit the site to see what is planned and discuss proposals and opportunities. A date will be suggested by Employment and Skills and Communities SE will then discuss the project.

5 **Community**

5.1 **Forums**

- Cross Gates (14th October): The next meeting is scheduled for 14th October 2015.
- Garforth & Swillington (22nd October): The next meeting is scheduled for 22nd October however on 17th September forum members are being invited to meet with the development company seeking to build a supermarket at Town End Garforth.
- Halton (9thJuly): A joint initiative between the Learning Partnership, forum and Temple Moor High School has led to improvements to a long-running issue of some schoolchildren leaving rubbish on a nearby street and using it as an extension to the playground. The school is now closing a gate to block direct access to the street and keeping a watch to ensure it can act quickly if problems are reported.
- Halton Moor (7thJuly): Several projects are being undertaken in Halton Moor to target ASB by groups and individuals. Instances were noted in the forum PACT meeting however the main push took place on 11th and 14th August through Action Days focusing on hate crime and asb. Supported by a range of partners including the Police, Housing, LASBT, Victim Support and Youth Service, participants undertook door knocking

to engage with residents about any issues of concern such as crime, asb, environment and hate crime - and pass the questionnaire back to co-ordinators. The event covered: Kendal Drive, Coronation Parade, Ullswater Crescent and neighbouring streets including Coniston Gardens and Esthwaite Gardens and the second area covered Neville Road, Halton Moor Avenue and the Wykebeck area including Terrace, Mount, Avenue, Street, Road and Gardens.

- Kippax & Methley (September 23rd): The next Kippax and Methley forum is scheduled for 23rd September 2015.
- Swarcliffe (July 1st): Representatives of the Youth Matters group gave a summary of Swarcliffe Gala including the day's activities, setting up and clearing up the event and having to staff the kitchen at short notice. There were approximately 5,300 people who attended the event.
- Whinmoor (July 16th): In partnership with the Cluster, Youth Service undertook two sessions per week responding to youth issues. The forum heard that following the crackdown youth service has received no further reports of any unacceptable behaviour / crimes by young people.

5.2 Community Infrastructure Levy (CIL)

5.2.1 The Community Infrastructure Levy (called 'the levy' or 'CIL') allows local planning authorities to raise funds from developers who are creating new buildings in their area. The funds raised will go towards infrastructure that is needed to support the growth of the city, such as schools and transport improvements.

5.2.2 The CIL is applied as a charge on each square metre of certain types of new buildings. It replaces the current method of seeking pooled contributions from developers, called Section 106 planning obligations. In Leeds these pooled S106 contributions were collected for greenspace, public transport improvements, education, and public realm in the Holbeck Urban Village. S106s will however continue to be used for site specific requirements such as greenspace within the site, or access or nearby junction improvements. Affordable housing provision remains the same.

5.2.3 The Leeds CIL Charging Schedule was adopted by the Council on 12th November 2014, and charging was implemented on 6th April 2015. It applies to all relevant development permitted after this date.

5.2.4 A summary of key issues discussed will be shared with the Community Committees by the Planning Team.

6 Revised Community Centres' Pricing Policy

6.1 It was agreed that Ward members would agree free lets of Community Centre's within their wards. A breakdown of free lets is summarized below.

Ward	Community Centre	Organisation	Dates	Value
Cross Gates & Whinmoor	Swarcliffe Community Centre	YMCA – Teenage Parent Programme	09.09.15 to 31.07.16	£2,535
Cross Gates & Whinmoor	Swarcliffe Community Centre	Swarcliffe Good Neighbours Scheme	2015 - 2016	£17,936
Cross Gates & Whinmoor	Field Head Carr	Youth Service	29.07.15	£48
Cross Gates & Whinmoor	Swarcliffe Community Centre	Youth Service	12.08.15	£88
Kippax & Methley	Allerton Bywater Youth & Community Centre	Allerton Bywater Craft Class	10.09.15 to 31.08.16	£800
Kippax & Methley	Allerton Bywater Youth & Community Centre	Allerton Bywater Women's Group	07.09.15 TO 31.07.16	£800
Kippax & Methley	Methley Village Hall	Methley Mites	07.04.15 to 28.03.16	£6,600
Kippax & Methley	Micklefield Youth & Adult Centre	Micklefield Tenants & Residents	03.10.15	£22
Kippax & Methley	Micklefield Youth & Adult Centre	Micklefield Drop In	02.09.15 to 27.08.16	£500
Kippax & Methley	Micklefield Youth & Adult Centre	Micklefield Beaver Scouts	09.09.15 to 27.07.16	£700
Total				£30,029

7 Conclusions

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

8 Recommendations

8.1 The Community Committee is asked to:

- Note the content of the report and make comment as appropriate.
- Consider locations for new litter bins.
- Agree its delegated decision arrangements for free lettings.

- Agree that work on introducing the Environmental Workshop recommendations will progress through the Community Safety & Environmental Community Champion role.

Background documents

None.

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Community Chairs Forum Tuesday 31 March 2015 East Room, Civic Hall		
	Attendance: Councillors: A Gabriel, C Gruen, P Gruen (CHAIR), S Hamilton, G Hussain, A Khan, A McKenna, P Wadsworth, G Wilkinson. Officers: R Barke, M Dean, S Mahmood, J Maxwell, J Rogers, B Uppal, S Wimsett.	
	Minutes: J Sharp.	
	Attending for specific items: A McMaster, K Regan, L Hughes, I Mackay, A Richardson	
Item	Description	Action
1.0	Apologies	
1.1	Cllr J Akhtar; Cllr K Bruce; Cllr J Jarosz	
2.0	Minutes of previous meeting (30/01/15), matters arising and round robin updates	
2.1	<u>5.12 of previous minutes – Communications activity update.</u> Rory confirmed that he had spoken to Dee Reid (Head of Communications & Marketing) who explained that there is not adequate capacity within the press team to deal with all requests. Kim Regan has been working with the Area Support teams, developing training and templates. James reported that the intention is for the Area Support teams to have the freedom to produce and distribute their own press releases. Cllr Wadsworth and Cllr McKenna expressed concerns at the current situation, re producing press releases. Cllr P Gruen agreed that it was a serious issue that is being resolved.	
2.2	<u>7.1.5 of previous minutes – backlog maintenance for Bramley Community centre.</u> Jonathan provided Cllr C Gruen with the most recent condition survey. The estimated backlog maintenance amount is £60,340.	
2.3	<u>7.21 of previous minutes – pricing & lettings policy / database.</u> Rory reported that the new policy will be implemented this month. IT glitches are currently being resolved. The database will deliver the three-tier pricing policy but is not a long-term solution. Work is ongoing to develop a long-term solution that will be able to accommodate on-line bookings, etc., through the new customer contact platform (CCP).	
2.4	Cllr McKenna reported that some ward members had expressed concerns about the business element of the Community Committee meetings. Cllr Khan added that the IE Community Committee is proving popular in attendance and via social media.	
2.5	James noted that the first year of Community Committees is drawing to an end and that there will be a review of how it went.	
3.0	Communications – Kim Regan	
3.1	Communications update	
3.1.1	The following report was distributed with the meeting papers: 'Communication activity'.	
3.1.2	Kim reported that Facebook followers are 1,800 and that the total reach for posts on the Community Committee pages is 46,049.	

3.1.3	Kim reported that the new Twitter account @_YourCommunity has been launched. This is generating a lot of re-tweets and the Area Support teams are being encouraged to follow local groups.	
3.1.4	The press team ran a training session with Area Support team officers on 17 March, re the most effective mechanisms for issuing press stories / promoting stories.	
3.1.5	Some internal promotion has been carried out via Essentials and InSite. External communications has been carried out via a Housing Leeds article and inserts on the council tax bills.	
3.1.6	The next steps involve: <ul style="list-style-type: none"> • Increasing online engagement. • Developing a communications toolkit for the Area Support teams. • Developing an easy-to-navigate website reflecting the 'Your Community' branding proposals. • Preparing a brief for a 'Get Involved' campaign to commence after the elections. • Developing press and media forward plans. • Looking at best practice following Community Committee meetings. • Looking at how we can use the annual report as a promotional tool. 	
3.2	<u>Proposed changes to branding</u>	
3.2.1	Kim carried out the following PowerPoint presentation: 'Branding, marketing and communications'.	
3.2.2	Kim explained that the purpose is to bring together the Community Committees, Citizens@Leeds and the Community hubs under one cohesive brand. This will include ensuring understanding and recognition by residents, staff and partners. It is also intended that this process will improve signposting the public to services.	
3.2.3	It is felt that some of the current council terminology (e.g. inner east, outer west, etc.) has little meaning to the general public and does little to improve public engagement with council democracy / services.	
3.2.4	Plans include: <ul style="list-style-type: none"> • Having an umbrella 'Community Committee' brand. • Having a 'Your Community Committee' sub-brand. • Having a 'Your Community' brand for local level community engagement and services (e.g. @_Your Community #Armley). • Retaining the Community Committee pin icon but individually colour coding the ten Community Committees. • Introducing and promoting community hub service integration. • Having a single Twitter account encompassing all 10 Community Committees whilst retaining the 10 separate Facebook accounts. • Using the Hootsuite to monitor and engage with social media. • Linking into LCC's community related web-pages and possibly linking into the StreetLife social media site. • Providing more autonomy to the Area Support teams to do their own press releases and deal with local media. 	
3.2.5	The plan is to roll-out the programme city-wide by March 2016.	
3.2.6	James added that other council directorates have requested use of the branding.	
3.2.7	Cllr Gabriel expressed concerns, re losing face-to-face contact with customers, particularly older customers who might be less social-media savvy. She also felt that the Area Support staff are not involved enough at ground level with their local communities. James clarified that, amongst other things, we will be using the contact	

	centres and the hubs to continue to promote face-to-face contact.	
3.2.8	Cllr Hamilton enquired about the colours. These are not yet decided. IE and ONW (etc.) will still be used for internal purposes.	
4.0	Community Infrastructure Levy (CIL) - Jane Maxwell, Lora Hughes & Ian Mackay	
4.1	The following presentation was distributed and presented at the meeting - 'The Leeds Community Infrastructure Levy and Neighbourhood Planning: Infrastructure Planning and Spending'.	
4.2	Ian provided a CIL overview. It was adopted 12/11/14 and charging commences 06/04/15. This is a non-negotiable charge on many new buildings calculated in £s per square metre on gross internal floor area. The current method of S106 pooled contributions has changed nationally. The payments must be made in set time periods from the start on site: below £10k (within 2 months); bands up to £500k (4 instalments over two years).	
4.3	The mechanics of the payments (for instance different payments for different buildings and different zones within the city) are detailed within the presentation.	
4.4	Community Committee advice is being sought to provide support on: consultation and engagement; how to make neighbouring plans joined-up and complementary; wider links to localism; local sustainability; partnership working; delivery; mediation.	
4.5	There was a discussion about the differences in payment to areas with adopted neighbourhood plans. CIL rises from a 15% contribution to 25% (including Town & Parish Council areas). Cllr Gruen suggested that it would be wise to co-opt Parish & Town Council reps onto the Community Committees.	
4.6	The next steps include: <ul style="list-style-type: none"> • The Community Committees need to start dialogues and liaise with and the Parish & Town Councils and the emerging Neighbourhood Forums. • Develop 3 area based workshops to co-produce the CIL Spending Guidance. • Executive Board report September 2015. 	
5.0	Youth Activities Fund - Jane Maxwell & Andrea Richardson	
5.1	The following combined PowerPoint presentation was distributed at the meeting: Locality Targeted Youth Work + Youth Activities Fund + Youth Panels.	
5.2	<u>Locality Targeted Youth Work.</u>	
5.2.1	Andrea reported that the Aspire-Igen Connections budget has been reduced but it is hoped that a high-level of service can still be maintained despite reductions in staff. A new 12-month Aspire-Igen contract is being negotiated and the plan is to continue working with the same number of young people.	
5.2.2	Work with ward members has taken place to identify local priorities. Andrea reported that she has a list of groups on a locality basis which she is willing to share.	
5.2.3	Andrea noted the Youth Service provision centres that are working towards being cost neutral to the council, e.g. Herd Farm Activity Centre; Lazer Centre; South Leeds Youth Hub.	
5.2.4	Partnership working is being looked at, e.g. with clusters and third sector.	
5.2.5	Conversations have also taken place with the Schools Forum (statutory body that makes decisions about school funding) about possibly utilising some of their underspending. Some high schools have expressed interest in this idea and this will hopefully lead to more sustainable collaboration with schools.	

5.2.6	Social enterprise investment is also being investigated.	
5.2.7	Cllr C Gruen mentioned that she is working with the Lazer Centre and that she had concerns about targeting any school underspend. Andrea clarified that this will not affect any schools' pupil premium spend which is used for, e.g. assisting disadvantaged children.	
5.2.8	Andrea clarified that contracts will continue for 6 months from 01/04/15 at full rate. During this period, consideration will be given for how this moves forward in the future.	
5.2.9	Cllr McKenna expressed concerns about funding going to the local Academy. Andrea said the money to the Academy would be withdrawn from September 2015. Cllr McKenna also reported that there were no third sector organisations to deliver in outer east.	
5.2.10	Cllr P Gruen summarised that financial difficulties within local government meant there was less money for youth service delivery. There needs to be flexible working but Children's Services also have to accept that part-delegation of funding means that (rightly or wrongly) decisions will be made at a local level.	
5.3	<u>Youth Activities Fund.</u>	
5.3.1	Jane provided some background. The proposal is to centralise to one application process with two application rounds. There will be a standard application form for all areas. Decisions will be made locally but all grants will be administered centrally. All monitoring will be through the Breeze Culture Network. There will be reporting to Community Committees.	
5.3.2	It is proposed that there will be two application rounds: <ul style="list-style-type: none"> • November 2015 (for April 2016 to September 2016). • May 2016 (for October 2016 to March 2017). 	
5.3.3	The proposed outcomes of new arrangements include: <ul style="list-style-type: none"> • Streamlining administration to increase capacity for local projects. • Simplifying the process for applicants. • Standardising and reducing duplication of monitoring arrangements. • Providing a citywide picture of activities provision for young people. 	
5.4	<u>Youth Panels.</u>	
5.4.1	The proposals for the Youth Panels are: <ul style="list-style-type: none"> • The resources for the Youth Panel will be transferred to C&C directorate. • The team will comprise of: 1 x 37hrs Youth Worker; 2x 9hrs Youth Support Workers; 1 x 18.5hr Admin support. • Some additional leadership capacity TBC (approx. 14 - 21hrs). • All panels in place but with different success rates. • Offer is to organise one meeting per month at Community Committee level. • Link to local youth work activity to grow the panels including partners and youth service. • Develop better links to the Voice and Influence team that have a citywide role. 	
5.4.2	Cllr C Gruen noted it was important to report about the quality of delivery not just the type of delivery.	
6.0	Community Committee Champions Evaluation – Anne McMaster	
6.1	There was no time to discuss this item. ACTION: Chairs to read report and provide any feedback to Anne.	All Chairs / Anne McMaster
7.0	Any Other Business	

7.1	Parks and Countryside Delegation.	
7.1.1	The 'Parks and Countryside Area Delegation' report proposes	
FORWARD PLAN OF MEETINGS		
Date / Time	Venue	Non-regular agenda items
Friday 5 June 2015, 10am to 12pm	Committee Room 4, Civic	<ul style="list-style-type: none"> • Budget (looking back and looking forward) – Dean Marshall • Engagement campaign for Forward View of Council - Matt Lund • Parks & Countryside Delegation – Martin Dean
Friday 14 August 2015, 10am to 12pm	Committee Room TBC, Civic	
	Friday 11 December 2015, 10am to 12pm, Committee Room 1	
	Friday 12 February 2016, 10am to 12pm, Committee Room 1	

Friday 9 October 2015, 10am to 12pm	Committee Room TBC, Civic	
Friday 11 December 2015, 10am to 12pm	Committee Room TBC, Civic	
Friday 12 February 2016, 10am to 12pm	Committee Room TBC, Civic	

DRAFT DOCUMENT BEING DELIVERED
THROUGH OUTER EAST
ENVIRONMENTAL SUB COMMITTEE



**PLAN ON
A PAGE**

Outer East Environment Workshop ACTION PLAN

BACKGROUND: The workshop was held at Temple Newsam House on Tuesday June 16th 2015.

It centred on identifying ways for the public and council to develop “social contracts” with individuals and groups.

80 members of the public attended with roughly equal attendance from each ward.

Key issues identified were:

- Good school engagement.
- Tackle dog fouling.
- Less complaint, more action
- Housing meet & greet packs
- Regular engagement.
- Reduce litter from retail.
- Regular blitz by volunteers.
- Localised publicity needed
- Interdepartmental initiatives

PROBLEM - Litter thrown by schoolchildren
SOLUTION - Schools responsible while in uniform
ACTION - Locality/Governors/Members

PROBLEM - Lack of communication
SOLUTION - Utilise all publicity
ACTION - Members/Press Office/Social Media/Area Managers/Localities

PROBLEM - Some dog owners not cleaning up
SOLUTION - Identify & fine walkers without bags
ACTION - More reporting / & introduce by-law / educate community / Locality/Housing

PROBLEM - Litter outside shops
SOLUTION - Get businesses to keep area clean
ACTION - Trader group help - by: Area Management/Locality

PROBLEM - Silo working by departments
SOLUTION - Get joint initiatives on Environment
ACTION - Develop through Env Sub - by: Housing/Parks/Locality/Comm Safety – ongoing now

PROBLEM - Some footpath & ginnels neglected
SOLUTION - Make this a higher priority
ACTION - Liaise with Locality/Highways/Park/Haps – Community payback

PROBLEM - Unnecessary call outs for officers
SOLUTION - People take appropriate action
ACTION - Educate/Promote direct action – Members/Housing/Locality/Area Management

PROBLEM - No ongoing social contract support
SOLUTION - Have annual meetings/ blitzes
ACTION - Meet to talk or meet for action – Ward based presenting, do it all again each year

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Report of: the South East Area Leader

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

Report author: Peter Mudge (07891 276 853)

Date: Tuesday 8th September 2015

For decision

Subject: Outer East Community Plan

1. This report presents a draft 2015/16 Community Committee annual Community Plan which includes priorities and actions for the year and a framework for community engagement.

Recommendations

2. Community Committee is recommended to agree the priorities highlighted in the plan and agree to receive ongoing updates on actions, activities and programmes of work that will be delivered locally to address these priorities.

1 Purpose of this report

- 1.1 The report presents a draft 2015/16 Community Committee annual Community Plan.
- 1.2 The report sets out key priorities supported by Community Committee through its Well Being Budget, delegated roles and functions, Area Champion roles and partnership groups.

2 Background information

- 2.1 To translate city wide priorities and outcomes to local improvement priorities, the Area Committee approved a three year Area Delivery Plan in June 2008. This was replaced by the Area Committee Business Plan in 2011.
- 2.2 The Community Committee replaced Area Committee in June 2014. It will now provide an annual Community Plan that will include a framework for community engagement and set local priorities.

3 Main issues

3.1 The draft Community Plan has been developed and is included at the end of this cover report as **Appendix 1**.

3.2 The Community Plan features:

- Priorities and actions
- Area Champions
- A framework for community engagement

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The Community Plan incorporates the community engagement framework for Outer East Community Committee that has previously been approved. It also includes city priorities with local actions and the roles of Community Committee Area Champions.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Under equality legislation, the Council has a legal duty to pay due regard to the need to eliminate and promote equality in relation to race, disability, gender, age, sexual orientation, pregnancy and maternity, and religion or belief.

4.2.2 Project work included in the Business Plan that support this legal duty includes: Wellbeing Pack –age and disability; activities for young people and cricket coaching – age.

4.3 Council Policies and City Priorities

4.3.1 The themes in the Community Plan will mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

4.4 Resources and Value for Money

4.4.1 As outlined in the Function Schedule 2014/15, the Well Being budget delegated by Executive Board is used to finance projects which meet the needs of the Community Plan. Members of the Community Committee are keen to ensure that, wherever possible, the use of Well Being budget brings in additional match funding to the area.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no specific legal implications concerning this report.

4.6 Risk Management

- 4.6.1 There are no specific risks identified as part of the Community Plan. As part of the application process, any projects funded by Well Being must complete a section identifying risks and solutions.

5 Conclusions

- 5.1 The Community Committee requires a document to set out the key priorities for the year that links to city wide policies and provides a framework for spending the Well Being Budget.
- 5.2 The Community Plan will support and contribute to changes already being put in place to the planning framework at a city wide level and continue to illustrate how the Area Support Team will support partnerships and local services in this process and continue to champion the role of the Community Committee.

6 Recommendations

- 6.1 The Community Committee is asked to:
- approve the Community Plan set out in *Appendix 3*.

7 Background documents None.

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Contents

1. Community Plan Priorities and Actions

- Locality working priorities
- Delegated functions and priority work relating to those delegations
- Partnership working and priorities for action
- Work funded through the Wellbeing Budget and support given to local groups and organisations

2. Community Committee Area Champions, sub-groups, partnerships and clusters

- Page 37
- The Area Champions elected by Community Committee
 - Various sub groups and partnerships covering Outer East
 - Elected Members on School clusters

3. The Community Engagement Framework for 2015/16

- Community Forums
- Older Persons Event Week
- Neighbourhood Planning
- Traders/Town Teams
- Social Media
- Citizens Panel



Outer East Community Committee 2015/16: Community Plan Priorities and Actions

1. Community Plan Priorities and Actions for 2015/16

(i) **Integrated Locality Working Priorities:**

- ✓ Develop effective and efficient services which best meet the needs of the people and the places we live
- ✓ Increase peoples' sense of influence in decisions affecting their lives and communities through open, fair and accountable neighbourhood driven processes.

(ii) **Communities Team Service Plan objectives and outcomes**

Objectives

- ✓ To support Community Committees in their leadership roles and to develop local delegations
- ✓ To develop and implement Locality Leadership Teams
- ✓ To effectively use information and intelligence to influence service delivery
- ✓ To develop new working practices and new ways of thinking about service delivery in local areas

Outcomes

- ✓ To develop strong and effective local leadership and governance arrangements that are responsive and accountable to the needs of local communities
- ✓ To maximise the engagement of local people in the design and delivery of local services
- ✓ To support the development of sustainable and resilient local communities
- ✓ Maximise the use of local intelligence to improve our understanding of communities and their functions/characteristics so that services are targeted and tailored to meet need effectively and efficiently

2. **Community Plan objectives and outcomes to improve services locally**

These are detailed on the table below illustrating how Well Being funds, partnership working and delegations to Community Committee are providing added value and service improvement to deliver specific outcomes.

Outer East Community Plan Objectives and Outcomes 2015/16

RAG Rating: **Red** (no start/completion date confirmed), **Amber** (work in progress), **Green** (completed)

Best City for Business

Leeds has started to recover from the recession, and we need to make sure jobs are created and that local people can access those jobs. We will make sure new developments create skills and opportunities through apprenticeships. Leeds will be an attractive place to visit and invest in, with cultural attractions for local people and visitors nationally and internationally.

Objective 1: Support work that helps town and district centres remain commercially active and vibrant

What will we do?	Lead Agencies	By when?	Progress	Impact	RAG
Support delivery of Christmas lights and switch on events in town and district centres	Festival Light Committees, parish councils, Traders, Garforth Lions.	Nov/Dec 2015	<ul style="list-style-type: none"> Funding allocated and teams agreed. Considering ideas to reduce need for funding from Well Being: <ul style="list-style-type: none"> Funding bids, fundraising Traders/business contributions 	Increased footfall for switch on. Town centres promoted through events that attract local people. Town and district centres focal points for communities	Amber
Support Traders associations and town teams getting involved in leading rejuvenation of their neighbourhood centres.	Communities Team Local business WY Police	Ongoing	<ul style="list-style-type: none"> Traders groups represented on Cross Gates, Garforth, Kippax, Halton forums. 	Reduce Council's existing neighbourhood centre costs. Improved vitality and viability of trading areas. Reduce turnover and number of empty units.	Amber
Ensure neighbourhood centres are safe and welcoming places to visit and work.	Communities Team Local business WY Police Locality Working LeedsWatch	Ongoing	<ul style="list-style-type: none"> Police have provided advice to traders groups in town and district centres. Community Committee covers CCTV costs in 4 district centres 	Visitors and traders feel safer. Centres more attractive to visit.	Amber
Ensure neighbourhood centres are prioritised for cleaning following the events schedule.	Locality Working Events organisers Businesses Parish Councils	Morning after event(s)	<ul style="list-style-type: none"> Clean up's take place after all Christmas lights event(s) Partnership working developing between AST / 	Cleaner and more attractive neighbourhood centres	Green

			SLA and traders for increasing private sector responsibility and awareness.		
Objective 2: Provide opportunities for people to get jobs or learn new skills					
What will we do?	Lead Agencies	By when?	Progress	Impact	RAG
Support initiatives to target NEETs (Not in Employment, Education or Training)	Employment & Skills Children's Services Communities Team IGEN	On-going	<ul style="list-style-type: none"> Through SE NEET reduction Plan target and reduce NEET Leeds pathways has been developed further to include a portal for South East. 	<p>Local people have an increased number of training opportunities available</p> <p>Local businesses engaged to support training opportunities for young people</p>	
In 2014 Community Committee held themed workshop on maximising opportunities at Thorpe Park. Despite uncertainty over future development, of the site, the owners continue to work with the community on job opportunities.	E&S (LCC) AST	Ongoing	<ul style="list-style-type: none"> Consultation programme with East Leeds High Schools started October 2014 Programmes being developed with local schools 	Schools engaged in Thorpe Park opportunities.	
Work with partner agencies to promote apprenticeships across the area..	E&S (LCC) Apprenticeship Hub	Ongoing	<ul style="list-style-type: none"> Apprenticeships promoted with clusters/job shops and on local outlets Apprenticeship opportunities forwarded to Learning Partnership officers to progress. 	More young people taking up apprenticeships.	
<ul style="list-style-type: none"> Best City for Communities Our communities will get the backing they need to help local people lead their lives successfully. We will encourage community spirit and local activity but recognise that it will take high-quality public services working with local people to effectively tackle crime and anti-social behaviour. We will also keep our neighbourhoods clean and green. 					
Objective 3: Residents in Outer East have access to opportunities to become involved in sport and culture					
What will we do?	Lead Agencies	By when?	Progress	Impact	RAG
Help deliver Community Centres delegation and asset rationalisation strategy.	Community Centres Project Team, AST	Ongoing	<ul style="list-style-type: none"> Working with users/ community groups in Allerton Bywater / Methley Rebranding of Swarcliffe Community Centre (Aug 	Better use of community assets by local people and maximising income.	

			<p>2014)</p> <ul style="list-style-type: none"> • Kitchen refurb at Fieldhead Community Centre (Aug 2014) • Reviews of Fieldhead Community Centre and Kippax Kabin completed March 2015 	John Smeaton High School now operating special classes from Swarcliffe Community Centre on a long term let (Sept 2014)	
Support community based events.	Voluntary & community organisations	Throughout 2015/16	<p>Events to be supported include:</p> <ul style="list-style-type: none"> • Swarcliffe Gala (6 June 2015) • Cross Gates Christmas lights event (20 Nov) • Garforth Christmas Lights event • Contribute funding towards Methley Lights event, Gt Preston tree and event, Allerton Bywater tree and event 	Increase in local people involved in community activities and improving community cohesion.	
Provide small grants for local community groups to provide sporting and cultural activities.	Communities Team	Throughout 2015/16	<ul style="list-style-type: none"> • Applications to Small Grants being considered for projects in Outer East. • 2015/16 application round currently open 	Increase in local people involved in community activity and improving community cohesion.	
Provide assistance to groups to acquire alternative funding for projects eg via Mondegreen, Veolia or cost cutting / fundraising techniques.	AST	Ongoing	<ul style="list-style-type: none"> • Promotion at community forums and various meetings to increase numbers of project applications in South East • Workshops to be arranged. • Promote alternate funding sources. 	Increased capacity of community groups.	
Recognise the service, performance and funding priorities of Housing Leeds and share these priorities where there is a common theme:	AST / Housing Leeds	Ongoing	<ul style="list-style-type: none"> • To understand service priorities for the Older Person's Service (Sheltered and Supported Housing) and monitor progress in achieving service improvements • Tackle anti-social behaviour, helping residents to feel safer in their local community. • Understand more about rent arrears and what is being done to reduce any inequality in debt profiling • Support applications which help to build skills for people trying to get into employment or education, particularly NEETs • Better understand the lettings process in particular value for money when it comes to re- 	Achieve common targets.	

			<ul style="list-style-type: none"> letting adapted homes and recharges for any tenant damage. Support applications that contribute towards a cleaner and greener environment Support applications which promote the health, well-being and independence of older people 		
Objective 4: Neighbourhoods in Outer East are clean and attractive					
<i>What will we do?</i>	<i>Lead Agencies</i>	<i>By when?</i>	<i>Progress</i>	<i>Impact</i>	<i>RAG</i>
Fund Community Environmental Safety Officer in Swarcliffe.	Environmental Action Team	Funded until 2016	<ul style="list-style-type: none"> Officer works closely with Ward Members and community groups on areas of highest concern. Reports to Swarcliffe Forum. 	Cleaner Streets and general environment. Improved safety through cleaner, greener environment	
Assist colleagues in tackling OE based sites in the top 10 derelict / problem buildings list.	Derelict Property Nuisance sites	Ongoing since Sept 2011	<ul style="list-style-type: none"> LCC provided £500k fund to support project Outer East projects The Whinmoor – potential housing development The Hermitage – public consultation Jan 2015 Halton Moor Public House – working with owners Updates at Tasking meetings. 	Faster and coordinated response in addressing issues relating to derelict and nuisance properties. Teamwork to find long term solutions to problem sites	
Provide £10k to tasking teams to address issues relating to community safety and the environment.	Tasking team members, Police, Locality Working, Communities Team	From April 2015	<ul style="list-style-type: none"> New allocation from 2015/16 Well Being funding allocated to tasking teams. Outer East has significantly contributed to developing the system for the whole of Leeds. Tasking group focus on local issues on crime and grime. 	Safer communities and cleaner / greener environments Reduction in fear of crime	
Environmental sub group to meet 4 times a year to monitor environmental services delegation and improve partner working.	Members / Communities Team/ Sub Group attendees	Quarterly	<ul style="list-style-type: none"> Service Level Group has now developed a problem solving approach looking to achieve a more efficient working process bringing area direct benefits. Community Committee will fund 10 additional street litter bins per ward. Group has agreed an innovative opportunity for businesses and volunteers to de-ice car parks and high streets. Group is developing a pilot project for social 	Cleaner / greener environment Better partnership working. Saving money for the Council	

			<p>contracts enabling Localities and traders to work together on litter removal which will save the Council money.</p> <ul style="list-style-type: none"> Discussions with all partners to resolve the ongoing challenges of providing and maintaining grit bins. 		
Objective 5: Help support a strong network of community groups that are able to contribute to improving the environment of their neighbourhoods					
What will we do?	Lead Agencies	By when?	Progress	Impact	RAG
Provide skips for community clean ups and in bloom groups from a £5k budget	AST / Community Groups	Ongoing	<ul style="list-style-type: none"> Budget allocated and orders progressing Completed community clean-ups to be promoted via Community Committee Facebook page Skips restricted to community clean-ups, in bloom work and galas. 	<p>Tidier neighbourhoods</p> <p>Community support</p> <p>Community work to improve areas</p>	
Support In Bloom and environmental groups through funding both large and small grants.	AST / Community Groups Parks and countryside Locality Working	Ongoing	<ul style="list-style-type: none"> Grants progressing In bloom groups continuing to work in local areas Recently formed groups developing (eg Halton) New embryonic group for Swarcliffe via the Swarcliffe Gala 	<p>Increase in local people involved in community activity, improving community cohesion.</p> <p>Improvements to the appearance of the area</p> <p>Safer and more attractive environment</p>	
Objective 6: Residents in Outer East are safe and feel safe					
What will we do?	Lead Agencies	By when?	Progress	Impact	RAG
Neighbourhood Tasking Teams meet on 6 weekly basis to identify and address issues relating to crime and environmental issues.	Police Appropriate partners	Ongoing	<ul style="list-style-type: none"> Police / Community Safety have devised initial scheme 	<p>Safer communities</p> <p>Cleaner/greener environment</p>	
Ensure adequate grit bins are in place for severe weather conditions. Bins funded through Ward Based Initiatives but refilled from Well Being Budget.	Highways	Oct – March each year	<ul style="list-style-type: none"> All grit bins funded to maximum 3 re-fills per year. Survey of all grit bins to be undertaken as some are not being filled. Actioned at Environmental sub group 	<p>Safer highways and footpaths for residents / shoppers / traders.</p>	

Objective 7: Communities are empowered and engaged and get on well together					
<i>What will we do?</i>	<i>Lead Agencies</i>	<i>By when?</i>	<i>Progress</i>	<i>Impact</i>	<i>RAG</i>
Hold 24 community forums per year to engage local residents on local issues and priorities.	AST / Partners, (Police, Youth Service, Locality, Housing)	Quarterly	<ul style="list-style-type: none"> Forum cycle for 2015 now underway Liaison between chairs and AST over items. Now also advertised on OE Community Committee Facebook page 	<p>Increased number of residents engaged and contributing towards local decision making.</p> <p>Involve forum attendees in Community Committee discussions.</p>	
Provide support to a variety of community galas and events.	AST / leaders	Ongoing	<ul style="list-style-type: none"> Meetings held with many key agencies over alternate funding mechanisms. Some applications progressing through Well Being. Festive Lights Group including Garforth Lions and Traders Association formed. 	Increase in local people involved in community activities and improving community cohesion.	
Support delivery of neighbourhood plans to agreed levels	Planning / AST / Locality		<ul style="list-style-type: none"> Assistance given to Kippax and Garforth Kippax have published priorities for consultation 	Plan supported by local people and including priority areas / buildings for investment.	
Objective 8: Have an asset base which is fit for purpose					
<i>What will we do?</i>	<i>Lead Agencies</i>	<i>By when?</i>	<i>Progress</i>	<i>Impact</i>	<i>RAG</i>
Ongoing review of operational asset base in Outer East	Asset Review Panel / Communities Team / Asset and Property Management / Departments and Services	Ongoing	<ul style="list-style-type: none"> Meetings held with Members and Asset officers. East Leeds Leisure Centre received funds to open as a Free School. Kippax Kabin identified for sale. Fieldhead Carr seeking a users' management team. 	<p>Assistance to Asset management in the disposal of unwanted assets</p> <p>Community groups playing an increasing role in identifying opportunities</p>	
Objective 9: Implement Action Plans for Priority Neighbourhoods					
<i>What will we do?</i>	<i>Lead Agencies</i>	<i>By when?</i>	<i>Progress</i>	<i>Impact</i>	<i>RAG</i>
Through Area Leads meetings establish projects that target priority neighbourhoods.	AST Area Leads		<ul style="list-style-type: none"> Deliver priority projects in Neighbourhoods: 	Addressing very specific issues in neighbourhoods. Health projects include smoking cessation and tackling obesity.	

	Other partners		<ul style="list-style-type: none"> ○ Winter warmth pack for older people ○ Well-being pack for older people <ul style="list-style-type: none"> ● Potential for healthy living projects being considered ● Supporting development of a food bank in Outer East 		
<p><i>Best City For.....Children & Young People</i> <i>Leeds will be a child-friendly city where the voices, needs and priorities of children and young people are heard and inform the way we make decisions and take action</i></p>					
<p>Objective 10: Provide a range of activities for young people across the Outer East</p>					
<i>What will we do?</i>	<i>Lead Agencies</i>	<i>By when?</i>	<i>Progress</i>	<i>Impact</i>	<i>RAG</i>
Cricket coaching for youngsters aged 8 – 17 years during the summer holidays.	Yorkshire CCC	Sept 2015	<ul style="list-style-type: none"> ● Scheduled in August 2015 in <ul style="list-style-type: none"> ○ Kippax: 27 July - 31 July ○ Whitkirk: 10 August - 14 August ○ Garforth: 17 August - 21 August 	<p>More children involved in sport and receiving healthier lifestyles.</p> <p>2015 programme will return to previous charging arrangements</p>	
Provide a developing and varied range for young people from Youth Activities Fund.	Members / Communities Team/Youth Service	Ongoing	<ul style="list-style-type: none"> ● Young Persons sub-group operating in OE. ● Young person's consultative group established February 2014. ● Increasing range of applications for funding <p>Projects funded in 2014/15:</p> <ul style="list-style-type: none"> ● 17th Colton Scouts, activity camp ● Manston Cluster, Easter activities ● Garforth Cluster, mini-Breeze events in Garforth & Micklefield ● 1st Cross Gates Brownies, big Brownie birthday celebrations ● LCC Sports & Active Lifestyles, Crossgates Cougars Community Athletics ● LCC Sports & Active Lifestyles, multi-sport camp at John Smeaton LC ● 1st Cross Gates Guides, summer activities ● Temple Newsam Learning Partnership, summer activities ● Manston Cluster, holiday programmes 	<p>Young people engaged in positive activities</p> <p>Reduction in isolated young people. Increased community cohesion.</p> <p>Varied and very wide range of activities that support young people.</p> <p>Young persons panel to be further developed in order to commission work based upon priorities identified by young people.</p>	

			<ul style="list-style-type: none"> • Yorkshire Cricket Board, summer cricket camps • Youth Service - Corpus CCC enrichment programme • LCC Library & Info Service, Build your own story: Lego at the Library • Parkrun - Temple Newsam junior parkrun • NACRO - Halton Moor Youth Inclusion Project 		
<p>Best City For.....Health and Wellbeing <i>There are a range of social, economic and environmental factors that affect people's health in Leeds, which means some people have poorer health than others. In Leeds, we will focus on housing, education, transport, green space, work and poverty and what we can do to help everyone have the best chance to be healthy. Health and social care services will work together better to help people stay active and independent for as long as possible and provide care when needed in local communities.</i></p>					
<p>Objective 11: Residents in Outer East are active and healthy</p>					
What will we do?	Lead Agencies	By when?	Progress	Impact	RAG
Support older peoples' groups and healthy living groups	Communities Team	On-going	<ul style="list-style-type: none"> • Providing funding for activities such as luncheon clubs • Provide a week of promotion of healthy living for older people • Developing projects to reduce social isolation 	<p>More activities taking place</p> <p>More people involved in day trips and luncheon clubs</p> <p>Reducing isolation</p>	
Establish at least one health and well-being project in priority areas by the end of 2014	Public Health Partner agencies	By April 2015	<ul style="list-style-type: none"> • In discussion with public health to identify priorities 	Considering smoking cessation, obesity, dementia support	
<p>Objective 12: Vulnerable members of the community are able to live independently at home for longer</p>					
What will we do?	Lead Agencies	By when?	Progress	Impact	RAG
Hold an annual event to celebrate the contribution older people make to our communities	Communities Team	2 October 2015	<ul style="list-style-type: none"> • Application being submitted to the OE CC for £5,000 to support the weeklong event: <ul style="list-style-type: none"> ○ Mon 28 Sept – Gt Preston ○ Tues 29 Sept – Swarcliffe ○ Weds 30 Sept – Cross Gates ○ Thurs 1 Oct - Halton ○ Fri 2 Oct – Garforth • Additional well-being funded event arranged by HOPE (date TBC) 	<p>Reduce isolation of elderly residents and contribute towards elderly people living independently.</p> <p>Help and advice also available from service providers</p>	

Support luncheon clubs for elderly through funding for a dedicated worker to support luncheon clubs.	Area Support Garforth NET	Dec 2014	<ul style="list-style-type: none"> Co-ordinator in post and projects progressing Two new clubs established in Swillington Looking at re-establishing a club in Micklefield (winter 2014) 	Support network strengthened to reduce isolation of elderly residents. Astley Court lunch club has 16 members and Primrose House lunch club has 12 members. Both still growing.
Service and support the older persons sub group	AST Partners	Ongoing	<ul style="list-style-type: none"> Group to discuss projects that support older people and implement project work. Group is the driver for Older Persons Event Week 	Reducing isolation of elderly Priority focus of group on fuel poverty and vulnerable elderly.
Provide Well-being pack to elderly and vulnerable residents living in Outer East.	AST Housing Leeds HOPE, NET, Cross Gates Good Neighbours, Swarcliffe Good Neighbours		<ul style="list-style-type: none"> Provided new offer in spring 2015 and repeat previous year success of 1400 packs distributed through the older persons networks. (Including Methley via Rothwell Live at Home Scheme) 	As well as providing practical support to the elderly this project has promoted the <i>issue of avoiding fuel</i> poverty and provided support and assistance to elderly residents.
Food banks in Outer East	Garforth NET	March 2015	<ul style="list-style-type: none"> Developing an idea to set up a food bank for the elderly in Garforth & Swillington / Kippax & Methley wards 	An additional resource to help older and vulnerable residents



Outer East Community Committee 2015/16: Community Plan Priorities and Actions

2. Community Committee Champions

The Community Committee elected the following representatives:

- Outer East Community Committee Chair - Cllr Andrea McKenna
- Community Committee Champions:
 - The Champion for Children (including Corporate Carers' Group) – Cllr Helen Hayden
 - The Champion for Environment & Community Safety – Cllr Mary Harland
 - The Champion for Employment, Skills & Welfare – Cllr Pauleen Grahame
 - The Champion for Health, Wellbeing & Adult Social Care – Cllr Andrea McKenna

The following Ward Members represent Community Committee on these Boards/ Sub-Groups/Clusters

- **Outer East Environmental sub-group** – Cllr Mary Harland (Chair), Cllr Pauleen Grahame, Cllr Andrea McKenna, Cllr Helen Hayden
- **Older Persons sub-group** – Cllr Andrea McKenna,
- **Young Persons sub group** – Cllr Helen Hayden, Cllr Andrea McKenna, Cllr Mary Harland.
- **Thorpe Park Employment & Skills Steering Group** – Cllr Pauleen Grahame
- **Locality Community Safety Partnership (South East)** – Cllr Mary Harland
- **Housing Advisory Panel** – Cllr Andrea McKenna, Cllr Pauleen Grahame, Cllr Mick Lyons
- **Seacroft/Manston Cluster** – Cllr Pauleen Grahame
- **Temple Newsam Learning Partnership** – Cllr Mick Lyons
- **Brigshaw Cluster** – Cllr James Lewis
- **Garforth Extended Services Cluster** – Cllr Stuart McKenna



**Outer East Community Committee 2015/16: Community Plan
Priorities and Actions**

3. Outer East Community Engagement Framework 2015/16

(i) Community Forums

The main aspect of community engagement will be through the Neighbourhood Forums with an increasing role played by the Community Committee workshops.

Forums are held in all four outer east wards and are chaired by a Ward Member from the respective Ward. The schedule for 2015/16 is detailed below.

In recent years the forums have incorporated PACT meetings. These were originally called Police & Communities Together, later to become Partners & Communities Together.

In 2015/16 the plan is to have either all or part of forums themed to reflect the priority themes of the Community Committees.

The Forums are also being advertised and promoted through social media, newsletters and ad hoc posters at community venues.

Wards	Area	Summer	Autumn	Winter	Spring
Cross Gates & Whinmoor					
	Cross Gates	24.06.15	14.10.15	20.01.16	06.04.16
	Swarcliffe	01.07.15	21.10.15	12.01.16	30.03.16
	Whinmoor	16.07.15	22.10.15	14.01.16	14.04.16
Garforth & Swillington					
	Garforth & Swillington	02.07.15	22.10.15	28.01.16	31.03.16
Kippax & Methley					
	Kippax & Methley		23.09.15		16.03.16
Temple Newsam					
	Halton	09.07.15	08.10.15	14.01.16	21.04.16
	Halton Moor	07.07.15	06.10.15	12.01.16	19.04.16



Outer East Community Committee 2015/16: Community Plan Priorities and Actions

(ii) Older Persons Event Week

This year the event will run from Monday 28th September –Friday 2nd October. A number of ideas were submitted at the 2014 event from comments cards and these will be incorporated into the 2015 event. Venues / days agreed (subject to venue availability) are as follows:

- Wednesday 23rd September – The Anchorage (HOPE)
- Monday 28th September – Great Preston Village Hall
- Tuesday 29th September – Swarcliffe Community Centre, Swarcliffe
- Wednesday 30th September – Cross Gates Good Neighbours
- Thursday 1st October – Christ Church, Halton
- Friday 2nd October – Garforth (TBC)

The aims of this event are to engage with older people and celebrate their contributions to their communities. It is also an opportunity to make communities more cohesive through inter-generational work with local schools and groups. Added to that is the opportunity for service providers to engage with old people and provide support and information to them about the services they provide.

(iii) Support to galas/events

To date in 2015/16, the Community Committee has or has committed to support the following:

- Garforth Arts Festival
- Swarcliffe Gala
- Garforth Gala
- Kippax Christmas lights switch-on
- Cross Gates Christmas lights switch-on
- Garforth Christmas lights switch-on
- Methley Christmas lights switch-on
- Great Preston Christmas lights switch-on
- Allerton Bywater Christmas tree
- Methley Big Clean-up

(iv) Neighbourhood Planning

The village of Kippax is one of the four Neighbourhood Planning pilots in the city. An offer of support from the Communities Team has been made and agreed with Kippax Parish Council. The support includes helping to advertise, organise and plan consultation events; help with recruitment; help with key sites and support regarding assets of community value where investment is recommended. If required this offer of support will be extended to other areas in Outer East as required.

Garforth is also progressing a neighbourhood plan though there has been no update to Community Team in recent months.

(v) Social Media. Each Community Committee has a Facebook account to publicise its work and engage with residents. Since its launch, the Outer East Facebook page has been the most popular of all Leeds' Community Committee pages. At the start of the year the OE facebook had 645 likes. All Community Committees support the @_your community Twitter page.



**Outer East Community Committee 2015/16: Community Plan
Priorities and Actions**

(vi) Citizens Panel

The Council is still recruiting to the citizen's panel with a target figure of 6,000 people. It has reached just over 4,000.

Community Committee will receive regular updates on the feedback we get from the citizens panel on issues of local importance.

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The Cluster Partnership, Vicars Court, Vicars Terrace, Allerton Bywater, WF10 2DJ



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