



Outer East Community Committee

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

**Meeting Venue: Parish Centre, St Mary's Church, Church Lane, Garforth, LS25 1NR
Tuesday, 14th June 2016 at 4.00 p.m.**

The Outer East Community Committee business meeting starts at 4.00 p.m. and will be followed by the Community Committee's Workshop on 'Making Leeds the best city to grow old in' between 5.00 p.m. and 6.00 p.m.

P Grahame
P Gruen
J Walker

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

M Dobson
S Field
S McKenna

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

M Harland (Chair)
J Lewis
K Wakefield

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

D Coupar
H Hayden
M Lyons

Temple Newsam;
Temple Newsam;
Temple Newsam;





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

*Images on cover from left to right:
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>	1 - 2
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 - 15 MARCH 2016</p> <p>To confirm as a correct record, the minutes of the meeting held on 15 March 2016</p>	
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>NOTIFICATION OF ELECTION OF COMMUNITY COMMITTEE CHAIR FOR 2016/2017</p> <p>To receive and consider the attached report of the City Solicitor</p>	3 - 4

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9			<p>COMMUNITY COMMITTEE APPOINTMENTS 2016/2017</p> <p>To receive and consider the attached report of the City Solicitor</p>	5 - 14
10			<p>COMMUNITY COMMITTEE NOMINATIONS TO HOUSING ADVISORY PANELS (HAP)</p> <p>To receive and consider the attached report of the Chief Officer, Housing Management</p>	15 - 18
11			<p>OUTER EAST COMMUNITY COMMITTEE - UPDATE REPORT</p> <p>To receive and consider the attached report of the South East Area Leader</p>	19 - 30
12			<p>OUTER EAST COMMUNITY COMMITTEE BRIEFING NEIGHBOURHOOD TEAMS - JUNE 2016</p> <p>To receive and consider the attached report of the South East Area Leader</p>	31 - 34
13			<p>OUTER EAST COMMUNITY COMMITTEE WELLBEING BUDGET REPORT</p> <p>To receive and consider the attached report of the South East Area Leader</p>	35 - 42
14			<p>OUTER EAST COMMUNITY COMMITTEE FORWARD PLAN 2016/17</p> <p>To receive and consider the attached report of the South East Area Leader</p>	43 - 50
15			<p>DATE AND TIME OF NEXT MEETING</p> <p>Tuesday, 6 September 2016 at 4.00 p.m.</p> <p>MAP TO TODAY'S VENUE</p>	51 - 52

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Outer East Community Committee
Communities Team – South East
190 Dewsbury Road
Beeston
Leeds
LS11 6PF

Contact: Peter Mudge
Tel: 0113 378 5794

southeast.ast@leeds.gov.uk

03 June 2016

Dear colleague,

I write to invite you to a workshop entitled '**Making Leeds the best city to grow old in**'.

This workshop will run from **5.00 pm – 6:30pm** on **Tuesday 14 June 2016** in the **Parish Centre** to the rear of **St Mary's Church**, Church Lane, Garforth, LS25 1NR.

This is the latest of our community committee workshops which are open to the public and feature experts meeting with the community to discuss ideas to then be introduced in the area.

If you wish to come earlier, you will be most welcome to observe the Outer East Community Committee business meeting, as part of the audience. This part of the session runs in the same venue from 4.00 pm -5.00 pm. If you wish to speak on a community matter, you have the option within the 10 minute open floor section. Please let us know in advance of the meeting what you wish to raise with the Committee.

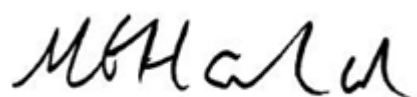
If you could please reply to the email address above it will help us arrange sufficient refreshments and seating. I hope you can make it and look forward to seeing you there.

Date: *Tuesday 14 June 2016*

Time: Council business meeting 4.00 pm – 5.00 pm, workshop: 5.00 pm – 6.30 pm.

Venue: *The Parish Centre, St Mary's Church, Church Lane, Garforth, LS25 1NR*

Yours sincerely

A handwritten signature in black ink, appearing to read 'M Harland', written in a cursive style.

Councillor Mary Harland
(Chair of the Outer East Community Committee)



Report of: City Solicitor

Report to: Outer East Community Committee – Cross Gates & Whinmoor; Garforth & Swilington; Kippax & Methley and Temple Newsam

Report author: Andy Booth – 0113 247 4325

Date: 14 June 2016

To note

Notification of Election of Community Committee Chair for 2016/2017

Purpose of report

1. The purpose of this report is to formally notify Members of the appointment of Councillor M Harland to the position of Outer East Community Committee Chair for the duration of the 2016/2017 municipal year, which was made at the Annual Council Meeting on 19th May 2016.

Main issues

2. In line with Community Committee Procedure Rule 2.11, where Council has made an appointment of a Community Committee Chair, there is a requirement for the decision to be formally reported to the relevant Community Committee.
3. With this in mind, this report fulfills that requirement and seeks to formally notify the Committee that at the Annual Council Meeting on 19th May 2016, it was resolved that Councillor Harland be elected as Chair of Outer East Community Committee for the 2016/2017 municipal year.

Corporate considerations

a. Consultation and engagement

This report fulfils the requirement within Community Committee Procedure Rules to formally notify the relevant Community Committee following an appointment at the Annual Council Meeting to the position of Community Committee Chair.

b. Legal implications, access to information and call in

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

This report fulfils the requirement within Community Committee Procedure Rules to formally notify the relevant Community Committee following an appointment at the Annual Council Meeting to the position of Community Committee Chair.

Conclusion

4. In line with Constitutional requirements, this report is submitted to formally notify Members of the appointment made at the Annual Council Meeting on the 19th May 2016 to the position of Outer East Community Committee Chair for the duration of the 2016/17 municipal year.

Recommendations

5. The Community Committee is recommended to note that Councillor Harland was elected as Chair of the Outer East Community Committee for the duration of the 2016/2017 municipal year at the Annual Council Meeting on 19th May 2016.

Background information

- Not Applicable



Report of: City Solicitor

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

Report author: Andy Booth – 0113 247 4325

Date: 14 June 2016

For decision

Community Committee Appointments 2016/2017

Purpose of report

- 1 The purpose of this report is to invite the Committee to make appointments to the following, as appropriate:-
 - Those Outside Bodies as detailed at Appendix 1;
 - One representative to the Corporate Parenting Board;
 - Community Committee Champions, as listed; and
 - Those Children's Services Cluster Partnerships, also as listed.

Main issues

1. **Outside Bodies**
2. Member Management Committee annually determines which Outside Bodies will be delegated to Community Committees for appointment. Attached at Appendix 1 are those organisations.
3. **Community Committee Champions**
4. The Constitution requires that Community Committees appoint Member 'Champions' in several designated areas. Currently, these areas are: 'Environment & Community Safety'; 'Children's Services'; 'Employment, Skills & Welfare'; and 'Health, Wellbeing & Adult Social Care'.

5. **Children's Services Cluster Partnerships**

6. Previously, Member Management Committee has resolved that the nomination of Elected Member representatives to the local Children's Services Cluster Partnerships be designated as a 'Community & Local Engagement' appointment, and therefore be delegated to Community Committees for determination.

7. **Corporate Parenting Board**

8. In recent years Community Committees have been used as the appropriate principle body by which local Elected Member representatives are appointed to the Corporate Parenting Board.

Options

9. **Outside Bodies**

10. The Community Committee is requested to determine the appointments to those Outside Bodies as detailed within Appendix 1. The Council's Appointments to Outside Bodies Procedure Rules can be made available to Members upon request.
11. The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
12. Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Community Committee as a whole.
13. All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
14. Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Community Committee and agreement sought as to whether the vacancy will be filled.
15. A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles described above.
16. Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to Member Management Committee.
17. Please note, any appointments to those Outside Bodies detailed in Appendix 1 which are made by the Committee at today's meeting are subject to Member Management

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

Committee approving at its first meeting of the municipal year, that arrangements for such appointments remain unchanged and that they continue to be made by this Community Committee.

18. **Outside Body Appointments 2016/2017**

19. This year there are **6** appointments to be made in relation to the following organisations:-

- Cross Gates & District Good Neighbours Scheme
- HOPE (Halton Moor & Osmondthorpe Project for Elders) (2 Appointments)
- Neighbourhood Elders Team
- Swarcliffe Good Neighbours Team
- Swillington Educational Charity

Local Housing Advisory Panels

20. Due to changes regarding Elected Member representation on the Local Housing Advisory Panels, a dedicated report on this can be found elsewhere on the agenda.

21. **Community Committee Champions**

22. The Community Committee Champions role aims to provide a local “lead” perspective and further facilitate local democratic accountability; particularly in conjunction with the relevant Executive Member. It is formally defined as covering the following areas:

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

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

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

24. Given that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting two of the roles namely:

- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.

- Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

25. **Corporate Parenting Board**

26. Under the Children’s Act 1989, all local Councillors are corporate parents, this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after).
27. Executive Board has previously agreed a clearer framework for the corporate parenting role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Parenting Board'. This core group includes representation from each of the 10 Community Committees and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children.
28. In February 2015, Executive Board approved a report that proposed a number of developments to enhance the Corporate Parenting Board, including a better link to the ‘Care Promise’ for looked after children and more regular involvement from senior leaders and partners both within and outside of the Council. The Board considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Community Committee and champion the importance of effectively supporting those children. This is an important role within the overall framework of support and accountability for looked after children’s services. The March 2015 Ofsted report for Leeds highlighted the positive benefits and impact of the Board’s work.
29. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the 2016/17 municipal year. The Committee may consider it appropriate to combine the role with that of the Committee’s Children’s Services ‘Champion’.
30. It should be noted that membership of the Corporate Parenting Board is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Parenting Board.

31. **Children’s Services Cluster Partnerships**

32. Clusters are local partnerships that include, amongst others: the Children’s Social Work Service, schools, governors, Police, Leeds City Council youth service, Youth Offending Service, Children’s Centres, Housing services, third sector, health, local elected members and a senior representative from children’s services. Local clusters are key to the Children & Families Trust Board partnership and delivery arrangements.
33. They aim to:

- enable local settings and services to work together effectively to improve outcomes for children, young people and their families;
- build capacity to improve the delivery of preventative and targeted services to meet local needs;
- create the conditions for integrated partnership working at locality level;
- promote the Children & Young People’s Plan and the ambition of a child friendly city across the locality.

34. A “well-coordinated locality and cluster approach results in early identification and extensive work with families according to need.” (Ofsted report, March 2015).
35. Clusters began life as extended services for schools and have grown to engage a wide range of partners who provide early help and early intervention and prevention. In April 2011, the Children & Families Trust Board and Schools Forum agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships, which included elected members as standing members of the governance group for each partnership.
36. Elected Members also sit alongside a senior leader (Local Authority Partner) from the Children’s Services directorate to be part of the Council’s representation on each cluster partnership.
37. In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children’s Services Cluster partnerships to Community Committees. This was with the aim of establishing a clear formal link between those Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.
38. The Committee is invited to nominate Members to each cluster partnership within their area. The table below sets out the suggested numbers, Ward links and current representation as a basis for discussion:

Cluster	Number of Elected Members suggested	Suggested Ward link	Current Elected Member Representation
Garforth	1	Garforth & Swillington	Councillor S McKenna
Brigshaw Co-operative Trust	1	Kippax & Methley	Councillor J Lewis
Temple Newsam	2	Temple Newsam 1 Full Trustee 1 Associate Trustee	Councillor M Lyons Councillor H Hayden
Seacroft Manston	2	1 Crossgates & Whinmoor 1 Killingbeck & Seacroft	Councillor P Grahame Appointed by Inner East Community Committee

Corporate considerations

a. Consultation and engagement

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

b. Equality and diversity / cohesion and integration

Both the Community Committee Champion roles and the Corporate Parenting role aim to champion, address and monitor issues arising in their respective fields, whilst also providing clear links with the relevant Executive Member, Council officers and partner agencies. As such, these roles would also look to address any equality, diversity, cohesion or integration issues arising in their specific areas.

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

c. Council policies and city priorities

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

d. Legal implications, access to information and call in

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

e. Risk management

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

Conclusion

39. The Community Committee is asked to consider and determine the appointments to those designated Outside Bodies, partnerships and organisations as detailed within the report and appendix.

Recommendations

40. The Community Committee is asked to consider and confirm appointments to the following:-

- (i) The Elected Member representatives to work with the Outside Bodies identified above/at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as summarised in this report;
- (ii) Member representatives to those Community Committee Champion roles, as listed;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee, as listed; and
- (iv) One Member representative to the Corporate Parenting Board.

Background information

- None

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Report of: Jill Wildman, Chief Officer Housing Management

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

Report author: Ian Montgomery, Housing Manager – Tenant and Community Involvement 07891 271612

Date: 14 June 2016 For decision

Community Committee nominations to Housing Advisory Panels (HAP)

Purpose of report

1. To seek Ward Councillor nominations from the Outer East Community Committee to the Outer South East Housing Advisory Panel (HAP)

Main issues

2. There are 11 HAPs across the city, in geographical alignment with Community Committee's, with the exception of the East Inner Community Committee – which is split into two HAPs due to the large number of Council homes.
3. Ward Members play an important role in helping the panels undertake their wider tenant engagement role, giving insight into the needs of local communities and linking the priorities of the HAP with the Community Committee so that Council and other services work more effectively together.
4. HAP membership currently includes two Elected Members that are nominated by the Community Committees. This has been in place a number years.
5. However, this standard request to all the Community Committees to nominate 2 Ward Members has raised a number of queries due to the variations in the number of wards

within each HAP area, and the variation in the number of Council homes within them.
(See appendix 1)

6. To address this and to adopt a more flexible approach, Community Committees in their June 2016 round of nominations are requested to:
 - a. Nominate up to 1 Ward Member per Ward within the HAP area (with the exception of Outer East which has 1 Ward, where 2 nominations from the same Ward are welcomed).
 - b. To undertake the above on the basis that all nominations are for full members, with HAP voting rights.
 - c. Take into account the number of Council homes in each Ward. For Wards with relatively few Council homes nominations are sought on an optional basis.
7. To reflect the tenant-led nature of the HAPs, and the potential increase in Ward Members for some HAPs, tenant membership, as outlined in the HAP terms of reference, will be adjusted from 10 tenants, up to a possible 12.
8. Council nominations to the panel will continue to help develop local working relationships, especially between the local housing teams, the Tenant and Community Involvement Service and the Area Support Teams. Closer working between these teams and services will also help maximise the opportunities for the joint funding of local projects.

Corporate considerations

9.

a. Consultation and engagement

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

b. Equality and diversity / cohesion and integration

Council representation on Housing Advisory Panels enables those appointed Members to act as a conduit in terms of linking the Council's policies and priorities. It also encourages joint working between services to support local projects; these would potentially include matters relating to equality, diversity, cohesion or integration.

c. Council policies and city priorities

Council representation on, and engagement with Housing Advisory Panels, to which the Community Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

d. Resources and value for money

Council representation on the HAPs encourages closer working relationships, in particular the opportunities for the joint funding of projects that meet local needs.

e. Legal implications, access to information and call in

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

f. Risk management

In not appointing to the HAPs, there is a risk that the Council's designated representation would not be fulfilled and the opportunities and benefits to local tenants and residents not maximised.

Conclusion

10. The Housing Service is seeking nominations to Housing Advisory Panels. Community Committees are requested to nominate up to 1 Ward Councillor per Ward within the HAP area. The nominations to the HAPs will continue to help the service build positive working relationships with the Committee and to ensure local priorities are reflected in panel activity.

Recommendations

11. The Outer East Community Committee is requested to nominate up to 1 Ward Member from each of the four wards within the HAP area to serve on the Outer South East HAP.

Background information

- Key functions of Housing Advisory Panels are to:
 - Be aware of the needs of local communities and wider Council priorities and use HAP funds to support a range of community and environmental projects that help support these.
 - Work with local housing and other Council teams to help review and monitor the delivery of local services and help shape services that meet the local communities needs.
 - Support all forms of tenant engagement activity, linking local activities and projects with Communities Teams and other partners. More information is available from www.leeds.gov.uk/hap or from the Tenant and Community Involvement Service, 0113 378 3330 or email housingadvisorypanel@leeds.gov.uk

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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: Aretha Hanson (0113 37 85791)

Date: Tuesday 14th June 2016

For decision

OUTER EAST COMMUNITY COMMITTEE – UPDATE REPORT

Purpose of report

1. To bring to Members' attention an update report on 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 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. The 2016/17 Community Plan will be presented to the 6th September 2016 Community Committee for consideration and approval.

Main issues

Updates by theme: Children's Services

Voice and Influence of Children and Young People in Local Decision Making

3. As the Council strives to be a child friendly city, giving children and young people a voice in decisions that affect their lives a priority for the Council.

4. Communities Team South East is working towards delivering an event in Temple Newsam ward around October 2016. The event will aim to bring together young people through clusters, schools and voluntary sector groups to set priorities, review Youth Activities Fund (YAF) and discuss the positive and negative aspects of their community. Working in partnership is key to delivering successful events. The final format of the day will be agreed in collaboration with the Children's Champion, ward members, Communities Team and other key partners working with children & young people in the Temple Newsam ward.

Updates by theme: Employment, Skills and Welfare South East Leeds Debt Forum

5. On 29th April, a workshop style meeting was held at Hillside, Beeston, to discover if the appetite was there to re-establish the forum. This forum had been in hiatus for the last few months.
6. Relevant voluntary, community and 3rd Sector organisations, along with council services attended and the consensus was that it would be beneficial to re-establish a forum for networking, sharing information and campaigning around financial inclusion in the South East of the city.
7. In addition, it will make people aware of what advisory services are available, signpost people to sources of help around loan sharks and promote savings and good sources of credit through organisations such as Leeds Credit Union.
8. Following a review of all the feedback, relevant elected members will be invited to attend a launch event – date and venue to be decided.

Updates by theme: Health and Wellbeing LSE CCG Social Prescribing – Connect for Health

9. Referral numbers have increased significantly, however, Connect for Health (CfH) are still not at capacity and continue to look for ways to promote the service and make the service as accessible as possible. Reasons for referral continue to be varied with key areas being split into social isolation/ connectivity, mental health, physical activity, finance and welfare benefits and housing.
10. CfH now has several drop-ins running across Leeds South East and the Wellbeing Coordinators have made contact with all GP practices and branches in the area. In general three-quarters of all practices in the LSE CCG area are now referring; there is still more work to be done in terms of engaging with GPs and facilitating links between the GP and community based services. CfH is making positive referral routes with a range of services including Health Trainers, Carers Leeds, The Memory Support Team, Care and Repair, Feel Good Factor, Forward Leeds and Zest. The referral base shows a good mix of GP, agency and self-referrals.

11. CfH are engaging a variety of partners through local networks, neighbourhood improvement boards and health and wellbeing groups, they are also having promotional stands at a range of events coming up over the summer including local festivals and are always interested to find out more about how to get involved and promote the service. They are keen to reach all groups, particularly those who don't visit their GP practices.
12. The CfH website is undergoing some final tweaks but people can continue to refer through the website, it is secure. Also in production is the CfH promotional film, this will be launched Summer 2016 and the service will provide further information through social media.

Leeds Health and Wellbeing Forum

13. On 16th March, the South and East Wellbeing Forum took place with attendees having the opportunity to share their views and ideas on developing new ways of working in the Leeds South and East CCG area.
14. Discussions focussed on:
 - the development of a new work programme aiming to create and enhance a supportive environment and appropriate services to increase breastfeeding initiation and continuation rates
 - an enhanced local offer to parents and carers to encourage parent bonding and attachment; and
 - enhanced or coordinated delivery of courses related to becoming a parent and parenting skills.
15. The second session considered the importance and impact of good health literacy and focussed on the need for a health literacy programme in LSE area with what a model could look like.
16. All discussions are helping shape the development of new work programmes to support in reducing health inequalities in the LSE area

Physical Activity – Leeds Let's Get Active

17. The LSE CCG Health Inequalities fund is being used to develop work to support LSE CCG meet its aim of improving the health of the whole population and reducing health inequalities. As part of this, Leeds Lets Get Active has been funded to support in its continuation
18. LLGA has now seen over 350,000 free visits made across the city

Leeds South and East - reducing smoking prevalence rates

19. LSE CCG has committed funding in 2016/17 in relation to local activity to encourage local people to make a smoking quit attempt. The work plan developed includes;
- A localised social marketing campaign including local people's stories and experiences. This will be advertised using a number of channels including rear bus advertising which began April 2016
20. Work is also being carried out to increase primary care engagement around the stop smoking service and wider workforce development.

Cancer Prevention

21. LSE CCG is investing funding in 2016 /17 into a work programme which aims to locally increase awareness of the bowel cancer screening test, breast cancer screening and lung cancer. In areas with low screening attendance rates, practice based champions are contacting patients who do not attend screening to offer advice and support.

Community Safety & Environment

22. The local tasking teams agreed from their 2015/16 allocation to fund additional security measures to be used and installed by west Yorkshire police through the crime reduction officer. These items will be supplied and fitted by the crime reduction officer focusing on vulnerable households, repeat victims of crime or repeat locations. The funds will pay for anti-theft number plate screws, shed alarms, shed screws, door alarms, personal alarms, etc other avenues of funding/support will be explored first, for example not for profit organisations such as Care and Repair. From its 2015/16 Tasking allocation Outer East Community Committee allocated £2,800 to support this project.

Flooding

23. A number of meetings have been held with residents to discuss the flooding issues affecting their properties. With the support of the Garforth Flood Action Group, Methley & Mickeltown have formed a Flood Action Group and discussions have taken place with the intent that both Kippax and Allerton Bywater form Flood Action Groups.

Community Committee Champions

24. The Community Champions have not met since the last Community Committee meeting. Champions will be appointed at today's meeting and future meeting dates agreed.

Communications

Facebook and Twitter

25. Social media from the Outer East continues to achieve the highest take-up of all communities teams in the city. This is attached as **Appendix 1**.

Outer East Community Committee Newsletter

26. The Communities Team produces a newsletter highlighting key aspects of activities after each Community Committee meeting and workshop. The Communities Team circulates the newsletter to their contacts and via social media. This is attached as **Appendix 2**.

Community Forum draft dates

27. The proposed dates for forums in 2016/17 are detailed below. Ward Members have decided they will not agree dates for Swarcliffe Forum at this stage.

Forum	Q1	Q2	Q3	Q4
Cross Gates	22.06.16	12.10.16	20.01.17	28.03.17
Garforth & Swillington	26.05.16	18.08.16	10.11.16	02.02.17
Halton	28.07.16	13.10.16	26.01.17	13.04.17
Halton Moor	12.07.16	04.10.16	17.01.17	04.04.17
Kippax & Methley		14.09.16		15.03.17
Swarcliffe	tbc			
Whinmoor	04.07.16	18.10.16	10.01.17	29.03.17

Community Centres

28. In July 2014, it was agreed Community Committees would consider free lettings based on the priorities for their area. This came into effect for letting renewals running from 1st September 2015 to 31st August 2016. The total value of free lets authorised for this period was **£33,975**. The total additional free lets approved in the Outer East area thus far this financial year is **£405.50**.

Ward	Community Centre	Organisation	Date	Value
Crossgates & Whinmoor	Fieldhead Community Centre	Fieldhead Carr Primary School	11.03.16 - 08.08.16	£126.00
Crossgates & Whinmoor	Fieldhead Community Centre	LCC Youth Service	13.4.16 - 13.04.16	£33.00
Crossgates & Whinmoor	Swarcliffe Community Centre	Seacroft Manston Cluster	17,19,25 May 16 06,13,17,22 June 16	£85.00
Crossgates & Whinmoor	Swarcliffe Community Centre	Seacroft Manston Cluster	26 May 2016 7, 9 June	£90.00
Kippax & Methley	Allerton Bywater Youth & Adult Centre	LCC Youth Service	14.04.16	£71.50
Outer East Total				£405.50

29. A full breakdown of free lets is available on request.

Third Sector Leeds Goes Local (TSL)

30. Third Sector Leeds Goes Local is a partnership between the Local Authority and the third sector. The meetings are organised by Voluntary Action Leeds (VAL). TSL Goes Local are events/workshops that take place in each of the three areas of the city to:

- Identify challenges facing communities; and
- Enable meaningful consultation and involvement from the sector

31. In the past conversations have included, community resilience/ inclusion, the environment, social isolation and more recently how the sector can contribute to the community hubs and community committee agendas.

32. The next meeting of Third Sector Leeds Goes Local will be held on 22nd June 2016 at 10.00 am, at Tenants Hall, Middleton.

33. The meeting will consider austerity and the impact it is having locally. There will be presentations from various organisations and then the group will break into workshops.

34. The Communities Team is supporting VAL in the promotion of the event in order to get maximum local involvement and feedback from this session will be used to help the Debt Forum develop an action plan.

Corporate Considerations

Consultation and engagement

35. Local priorities were set through the Community Committee Plan process.

Equality and diversity / cohesion and integration

36. The Business Planning process takes into account equality, diversity, cohesion and integration issues.

Council policies and city priorities

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

Recommendations

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

Background documents

There are no background documents associated with this paper.

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Community	September			October			November			December			January		
	Reach	Number of Posts	Engagement	Reach	Number of Posts	Engagement	Reach	Number of Posts	Engagement	Reach	Number of Posts	Engagement	Reach	Number of Posts	Engagement
Outer West	13895	93	571	8613	103	395	11432	65	587	6868	32	139	6560	62	170
Inner West	4916	31	398	2815	44	123	2105	40	188	5782	28	215	1542	28	36
Outer North	7890	45	290	4949	49	137	5586	50	242	4392	44	123	6063	33	95
Inner North	1290	32	39	1621	22	42	1301	35	51	729	26	26	823	27	27
Inner North	4694	28	71	2999	37	185	3190	41	168	4680	53	155	1955	21	55
Outer North	1365	14	47	3225	32	110	348	24	21	430	27	20	840	21	33
Inner East	2173	24	108	1328	23	96	1818	23	75	1108	23	48	2040	40	88
Outer South	5543	21	102	1913	17	45	4248	22	130	5854	27	203	2661	28	80
Outer East	15222	46	733	9069	32	325	34209	58	1391	23030	37	819	19452	44	479
Inner South	3254	28	87	3554	28	121	1524	29	60	1713	21	93	3493	28	114
Total (month)	60242	362	2446	40086	387	1579	65761	387	2913	54586	318	1841	45429	332	1177

Community	February			March			April			May		
	Reach	Number of Posts	Engagement	Reach	Number of Posts	Engagement	Reach	Number of Posts	Engagement	Reach	Number of Posts	Engagement
Outer West	7207	55	154	7356	59	213	10954	38	183	4921	41	180
Inner West	1600	20	43	3568	23	153	2067	14	37	3898	40	202
Outer North	2124	31	86	3241	36	83	6358	48	195	2133	39	102
Inner North	1647	24	55	957	16	41	1398	25	56	2014	23	81
Inner North	1024	16	29	2343	30	70	1301	19	52	3303	23	119
Outer North	495	19	15	380	15	9	3552	12	38	518	16	36
Inner East	1947	39	66	3943	43	168	4405	21	109	1828	26	81
Outer South	3000	31	100	1968	17	67	2149	18	96	1857	22	91
Outer East	8709	34	297	11800	47	331	18830	41	347	23284	52	684
Inner South	3529	28	81	3359	27	145	3413	28	190	2542		108
Total (month)	31282	297	926	38915	313	1280	54427	264	1303	46298	282	1684

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Which councillors make up this Community Committee?

(Updated following the elections in May 2016)

Cross Gates and Whinmoor



[Councillor Pauleen Grahame](#)

Cross Gates and Whinmoor

Labour



[Councillor Peter Gruen](#)

Cross Gates and Whinmoor

Labour



[Councillor Janette Walker](#)

Cross Gates and Whinmoor

Labour

Garforth and Swillington



[Councillor Mark Dobson](#)

Garforth and Swillington

Labour



[Councillor Sarah Field](#)

Garforth and Swillington

Labour



[Councillor Stuart McKenna](#)

Garforth and Swillington

Labour

Kippax and Methley



[Councillor Mary Harland](#)

Kippax and Methley

Labour



[Councillor James Lewis](#)

Kippax and Methley

Labour



[Councillor Keith Wakefield](#)

Kippax and Methley

Labour

Temple Newsam



[Councillor Debra Coupar](#)

Temple Newsam

Labour



[Councillor Helen Hayden](#)

Temple Newsam

Labour



[Councillor Michael Lyons OBE](#)

Temple Newsam

Labour

Open doors in outer east

The Community Committee holds all meetings (and workshops) at local public venues and you are welcome to come along to see and hear what is happening, plus ask questions during the *open floor* section.

The next meeting will take place 4-5pm on **Tues 14 June 2016** in the **Parish Centre - St Mary's Church, Church Lane, Garforth, LS25 1NR.**



At 5pm the business meeting will end and the workshop will get underway, this time looking at how to make Leeds **the best city to grow old in**. You are welcome to attend one, or both parts of the meeting.

Neighbourhood meetings

Did you know we also hold public meetings every three months across outer east Leeds? They're also free to attend and we use local venues.

These meetings (known as Forums) give you an opportunity to talk to us and other agencies working in your area to find out about local projects, developments and consultations. If you live in any of the following neighbourhoods, we have a forum for you!

The Outer East Community Committee covers Allerton Bywater, Austhorpe, Colton, Cross Gates, East Osmondthorpe, Garden Village, Garforth, Great Preston, Halton, Halton Moor, Kippax, Ledsham, Ledston, Ledston Luck, Little Preston, Lower Micklethorpe, Manston, Methley, Micklefield, Micklethorpe, Pendas Fields, Stanks, Swarcliffe, Swillington, Temple Newsam, Wellington Hill, Whinmoor and Whitkirk.

The next cycle of Forums will start around July 2016 so please sign up for notifications on our Facebook events page, give us a call, or email us (see the contact details below) to find out about your local meeting. We look forward to meeting you!

For more information about who we are and what we do, get in touch with the **Communities Team - South East** on **0113 378 5808**, via **southeast.ast@leeds.gov.uk** or check us out on social media:



[LccOuterEast](#)



[@_YourCommunity](#)



A round up of the Outer East Community Committee business meeting and local policing workshop held on 15 March 2016

Neighbourhood policing

We were back in the local community on 15 March 2016 for our third workshop of the series, this time at Swarcliffe Community Centre, discussing the new policing system and how it links to our local communities.

Once again, the workshop was well received. After hearing from the police, the workshop was alive with a range of ideas to meet the needs of outer east Leeds.

The Police changed their operating model in February 2016 and this saw the creation of a new bigger team which deals with call handling, freeing up the area team to concentrate on local problem solving. The workshop was seen as an excellent opportunity to explore the potential for the community to increasingly help the police resolve low level crime and anti-social behaviour (ASB).

The workshop was attended by Superintendent Atkinson, Chief Inspector Croft, Sergeant Paul Denison and crime reduction officer Nick Whitcombe. There were also approximately 60 representatives from residents, neighbourhood watch groups, school clusters and youth organisations.

Some of the attendees had been victims of crime and were calling for action to reduce the likelihood of these problems reoccurring.

The criminal and ASB matters raised at the meeting were already being investigated and examples of these included the ASB caused by a small number of youths around taxis and buses in Halton Moor, Cross Gates and neighbouring areas, graffiti in Garforth and Kippax, and burglaries across the area. Other issues included problems caused by

waiting for the 101 phone service to be answered, excessive noise and brawling outside certain pubs, plus protection and better reporting for people suffering domestic violence and other abuse.

The officers in each ward provide a dedicated team patrolling and assisting with community issues in that neighbourhood. In the first instance this team will deal with neighbourhood issues, ASB and community policing, attending meetings (such as our local Forum and PACT meetings) and co-chairing the three Tasking Team meetings where the police, council and other partners look to resolve local crime and grime issues.



Residents welcomed the opportunity to discuss their concerns with their local senior officers.

Swarcliffe Work Club
A place of opportunity.

Swarcliffe Work Club is a place to meet, exchange skills, share experiences and find opportunities.

HOSPITALITY

COLLABORATION

EMPOWERMENT

CHANGE

Drop in for a cuppa and find out how we can help you.

- ✓ Writing successful CVs and covering letters.
- ✓ Effective online job searching.
- ✓ Setting up a professional email account and creating an online portfolio.
- ✓ Setting up your own business.
- ✓ Personalised IT Support through the Leeds Digital Passport.
- ✓ Using social media to access opportunities.
- ✓ Accessing volunteering opportunities.
- ✓ Support with Universal Job Match.

Mondays - 9:30am - 12:30pm Wednesdays - 1pm - 4pm

Supported by Cross Gates & Whinmoor Councillors and Outer East Community Committee.

Swarcliffe Community Centre
(Formerly St Gregory's Youth and Adult Centre)
Stanks Gardens, Leeds LS14 5LS
Tel: 0113 318 0522

Leeds City Council, Community Committee, LS14 TRUST, YORKSHIRE HOUSING

money, Money, MONEY!

The following grants were approved at the March meeting:

- Establishing a Work Club at based Swarcliffe Community Centre (£11,883 for 2015/16 and £9,600 for 2016/17)
- Verge hardening on Sherburn Road North in Whinmoor, to make additional parking spaces (£14,673)
- Resurfacing the public right of way at East View, Kippax (£6,325)
- Removal of the chicane on Ninelands Lane, Garforth (£7,500)

Youth Activity Fund (YAF)

To date, 12 grants have been approved for 2016/17 to the tune of £63,273 (83% of the budget). The promotional material for the activities are currently being developed and will be available on our social media as soon as possible!

Round 2 is currently open for applications - ask us for an outer east YAF application pack via southeast.ast@leeds.gov.uk or call **0113 378 5808**

Exciting times for children and young people in outer east Leeds!

Your local ward councillors, via the Outer East Community Committee, have considered the first round applications to the 2016/17 Youth Activity Fund and are delighted to let you know the following grants have been approved:



Activity	When?	Taking place in?	Delivered by?	Grant awarded (£)
Kippax & Methley ward holiday programme	Easter - end of Aug	Kippax & Methley ward	LCC Youth Service	6,002.50
Temple Newsam ward holiday programme	Easter - end of Aug	Temple Newsam ward	LCC Youth Service	5,992.60
Cross Gates & Whinmoor ward holiday programme	Easter - end of Aug	Cross Gates & Whinmoor ward	LCC Youth Service	4,300.00
Olympic sport camps	Easter and summer hols	John Smeaton Leisure Centre	LCC Sports & Active Lifestyles	4,000.00
Garforth & Swillington ward holiday programme	Easter - end of Aug	Garforth & Swillington ward	LCC Youth Service	3,874.00
Herd Farm activities on tour in outer east	April - 2 Sept	Across outer east	LCC Youth Offer Team	6,450.00
Junior golf development at Temple Newsam	May - mid Sept	Temple Newsam golf club	LCC Parks & Countryside	4,000.00
Kippax miniBreeze	23-Jul	Kippax Common	Breeze Team / Kippax Parish Council	2,000.00
Cricket camps in Kippax, Whitkirk & Garforth	25 July - 19 Aug	Kippax, Whitkirk & Garforth	Yorkshire Cricket Board	7,550.00
Sports camps across outer east	August (4 weeks)	Across outer east	RFL (Rugby Football League)	14,000.00
Brigshaw holiday programme	1 week in Aug (TBC)	Brigshaw High School	Brigshaw Cluster	1,353.50
Garforth miniBreeze	08-Aug-16	Garforth Academy	Breeze Team / Garforth Cluster	3,750.00

Total grants awarded for 2016/17 to date: 63,272.60

[f LccOuterEast](https://www.facebook.com/LccOuterEast) [@_YourCommunity](https://twitter.com/_YourCommunity)

(83% of the budget)

Watch out for more details from the delivery organisations - we'll be posting updates on our social media channels too!

In the 2015/16 financial year the following small grants were approved, totalling £4,963.81 from a £5,000 budget:

- Cross Gates Good Neighbours Scheme *cinema café* (£500)
- Swillington St Mary's Beavers/Scouts *storage container* (£500)
- Garforth Brass *music stands* (£500)
- Swillington in Bloom *planters* (£450)
- Garforth in Bloom *gazebo* (£445)
- Garforth Historical Society *speaker fees* (£310)
- 1st Micklefield Scouts *Beaver colony start up costs* (£500)
- Yorkshire Wildlife Trust *Ledston Luck benches* (£500)
- Micklefield Regeneration Partnership *community orchard* (£453)
- East Osmondthorpe Starlight Dance Academy *equipment* (£221.50)
- Igbo/Edo Union family *fun day* 2015 (£88.06)
- Across outer east, For Disability Mobility *outings to reduce isolation & loneliness* (£496.25)

New financial year, new budget! Community and voluntary groups should email southeast.ast@leeds.gov.uk and ask for an **outer east small grant pack**.



Report of: Martin Dean, South East Area Leader

Report to: Outer East Committee; Crossgates & Whinmoor, Garforth & Swillington, Kippax, Methley & Temple Newsam

Report author: James Turner (07843080216)

Date: Tuesday, 14 June 2016

To note

Outer East Community Committee Briefing Neighbourhood Teams – June 2016

Purpose of report

1. This report highlights steps taken to provide an integrated service for District Nursing, Community Matrons, Intermediate Care Services and area-based Social Work which formerly operated to geographical populations with therapy services spread across intermediate care and domiciliary physiotherapy.

Leeds Neighbourhood Model

2. The reasons for integrating are well documented:
 - ❖ Better joined up care for the Citizens of Leeds
 - ❖ A reduction in unplanned admissions into acute care
 - ❖ Smoother discharge pathways
 - ❖ Supporting people for longer in a community setting
 - ❖ Government policy including The Care Act

Previous model

3. Formerly separate, citywide services such as District Nursing, Community Matrons, Intermediate Care Services and area-based Social Work operated to geographical populations with therapy services spread across intermediate care and domiciliary physiotherapy.

Main issues

What does the Leeds model look like today?

4. Adult services are now organised on a neighbourhood level working together in teams of Community Nursing, Community Therapy & Social Work known as “Neighbourhood Teams”.

There is one single point of access into the system and the 13 Neighbourhood Teams wrap around the GP practices they support.

The Neighbourhood Teams link with other specialist services brought into the local community e.g. Reablement, Geriatrician, Mental Health Liaison, Memory Support & Carers Support.

Teams work closely with family, friends, carers & other support networks, community, voluntary and 3rd sector organisations and with other Health & Social Care providers/partners.

What is working well?

5. There is an understanding and recognition that the issues are broader than just physical health and are based on a range of factors including choices, opportunities and aspirations all of which must be addressed to deliver improved health and wellbeing.

The teams adopt case management principles to integrate services around the needs of individuals and citizens benefit from a targeted, community-based approach to care that involves assessment, care planning, care co-ordination and review.

Monthly multi-disciplinary meetings are well established and attended by wide range of professionals including voluntary sector and both staff and service users have been involved in building and shaping the service model.

These services are beginning to embed within natural community settings and deliver a personalised approach based around the way people want to live their lives.

From the very beginning relationships have been built with community groups e.g. neighbourhood networks and liaison roles facilitate improved understanding and engagement.

The Neighbourhood Teams have developed excellent working relationships with Garforth NET – main providers of 3rd sector services in this area - and also with GP Practices including being welcomed into Practice meetings.

Continuing to develop the model

6. As the new processes are further tested and developed there are a number of things that all teams will continue to work on to support effective partnership working, including:

- ❖ Continuing to develop close working relationships with GP practices

- ❖ Strengthening case management meetings
- ❖ Building stronger links with Area and Citywide teams
- ❖ Developing an asset-based community focus
- ❖ Exploring New Models of Care

Benefits - Individual Outcomes

- ❖ Connection to community groups reduces social isolation
- ❖ Restored confidence of carer and individual in care team
- ❖ Improved diet and nutrition
- ❖ Addressed personal safety concerns
- ❖ Increased independence
- ❖ Improved home environment

Benefits – Clinical Outcomes

- ❖ Reduced dependency/full withdrawal of/changes to appropriate medication
- ❖ Regular monitoring and review enabling early intervention
- ❖ Fewer GP or community matron visits
- ❖ Fewer hospital admissions
- ❖ Prevented long term care admission
- ❖ Appropriate dementia support in place

Next Steps

7. A period of consolidation will enhance relationships within teams as the services continue to grow together and the development of a Neighbourhood Leadership Community will help provide strategic direction.

Work will continue with primary care and mental health services and the development of a shared performance culture and a service specification for neighbourhood teams and will help drive the improvement of patient outcomes.

Social Care intervention brokered by health colleagues will allow services to be put in place to support independence rather than to reactively manage emergencies.

Better and more systematic use of third sector and community services will continue to sustain independence and promote an asset-based approach.

Recommendations

8. The Community Committee is asked to:
 - a. note the content of the report and make comment as appropriate;

Background documents¹

There are no background documents associated with this document.

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

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Report of: The 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 14 June 2016

For Decision

Outer East Community Committee Wellbeing Budget Report

Purpose of report

1. This report seeks to provide Members with:
 - a. Details of the Wellbeing Budget position. (Paragraph 11, 12, 16)
 - b. Details of proposed Commissioned Projects for 2016/17 (Paragraph 13 – 15)
 - c. Details of the available Capital Budget (Paragraph 17 - 18)
 - d. Details of Youth Activities Fund projects (Paragraph 19 - 21)
 - e. Details of project proposals for consideration and approval (Paragraph 22)
 - f. Details of the Small Grants Budget approvals (Paragraph 23)

Background information

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

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

Minimum Conditions

6. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of Wellbeing and Youth Activity budgets. Concurrently with the Committee, designated officers have delegated authority from the Assistant Chief Executive (Citizens and Communities) to take such decisions.
7. The Community Committee has previously approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when such conditions have been satisfied:
 - (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.
8. From the commencement of this municipal year, the Constitution allows for the delegated decision process and associated minimum conditions to also include urgent decisions required around the use of Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Committee.
9. The Committee is invited to review the conditions previously agreed and consider whether any amendments are required, prior to agreeing such conditions for operation in the forthcoming municipal year.
10. Members are asked to review the minimum conditions, consider whether any amendments are required and approve such conditions for operation in 2016/2017. These conditions would need to be satisfied prior to an urgent delegated decision being taken in between formal Community Committee meetings in respect of the administration of Wellbeing and Youth Activity budgets and also the use of the CIL Neighbourhood Fund which has been allocated to the Committee.

Wellbeing Budget Position 2016/17

11. The revenue budget approved by Executive Board is £132,340. There is also a brought forward figure from 2015/16 of £6,726. This provides total revenue funding for 2016/17 of £139,066.
12. Community Committee is asked to note that £120,691 has been provisionally allocated from the 2016/17 Wellbeing Revenue Budget (Table 1). With commitments and funding streams this leaves a remaining budget of £18,375.

Commitments, Commissioned Projects and Allocations

13. Commitments

Outer East Community Committee has 3 commitments: The first is **£33,091** towards the monitoring/ maintenance and BT costs of its Leedswatch CCTV cameras; the second is **£5,000** allocation for maintenance of the Cross Gates feature and the third is **£10,000** to cover the cost of the Garforth Neighbourhood Elders Team (NET) employee that provides support towards luncheon clubs.

14. Community Committee is asked if it wishes to approve a number of funding streams from the Wellbeing Budget:

Commissioned Projects

- £ 5,000 for a small grants budget.
- £ 5,000 for skips (only for In Bloom, community clean ups and galas)
- £ 5,000 to hold older persons event week
- £10,000 to support the work of its Tasking teams
- £ 3,000 communications budget
- £25,000 for existing Christmas lights and switch on events

15. Outer East Community Committee has approved two allocations for 2016/17:

Allocations

- £ 9,600 for Swarcliffe Work Club (subject to 6 month evaluation)
- £10,000 to NET if they succeed in Social Isolation external funding bid

16. **TABLE 1: Revenue Wellbeing Budget 2016/17**

Item	Cost	Balance
Revenue Wellbeing Budget 2016/17		132,340
Balance Brought Forward from 2015/16		6,726
Sub Total		139,066
Commitments		
CCTV monitoring	33,091	
Garforth Neighbourhood Elders Team employee (luncheon clubs)	10,000	
Sub Total	43,091	95,975
Proposed Funding Streams		
Small Grants	5,000	
Skips	5,000	
Older Peoples Events Week	5,000	
Tasking	10,000	
Communications Budget	3,000	
Christmas Lights / Switch-ons	25,000	
Sub Total	53,000	42,975
Allocations		
Swarcliffe Work Club	9,600	
NET	10,000	
Sub Total	19,600	23,375
New Wellbeing proposal		
Chapel FM Feasibility Study Grant	3,500	
Remaining Balance		19,875

Capital Budget

17. The capital budget of **£42,500** is now available to spend. This is allocated from capital receipts received from council assets sold. To date we have allocated 2 projects from this budget.

18. **TABLE 2: Capital Budget**

Projects Funded	Ward Split			
	Garforth & Swillington	Kippax & Methley	Cross Gates & Whinmoor	Temple Newsam
Swillington Village Hall Boiler	£1,000			
Swarcliffe Community Centre new signs			£900	
Allocation	£10,625	£10,625	£10,625	£10,625
Balance	£9,625	£10,625	£9,725	£10,625

Funding Activities for Young People

19. The funding stream for youth activities in 2016/17 is £52,010. There is a brought forward figure of £ 22,740 giving a budget of £74,750.
20. However the Community Committee is asked to note that 15 grant applications have been approved by Members for Spring/Summer events with a combined total cost of £70,513.60. This leaves a remaining balance for 2016/17 of £4,236.
21. **TABLE 3: Youth Activities Fund Delegation 2016-17**

Item	CG / W	G / S	K / M	TN	Balance
YAF allocation 2016/17					52,010
YAF Balance Brought Forward					22,740
Sub Total					74,750
Commitments					
Garforth Mini Breeze		3,750			
Junior Golf Development				4,000	
Kippax Mini Breeze			2,000		
Brigshaw Holiday Programme			1,353.50		
G&S Ward Holiday Programme		3,874			
Ward Holiday Programme	4,300				
Ward Holiday Programme			6,002.50		
Ward Holiday Programme				5,992.60	
Herd Farm Activities on Tour	1,612.50	1,612.50	1,612.50	1,612.50	
Olympic Sports Camps	4,000				
RFL Sports Camps	3,500	3,500	3,500	3,500	
YCB Cricket Camps	1,887.50	1,887.50	1,887.50	1,887.50	
The Bridging Zone		580			
Broadcasting skills (Heads Together)	698	698	698	698	
Community Ambassadors				3,869	
Total allocations by ward	15,998	15,902	17,054	21,559.60	
Remaining Balance					£4,236

Wellbeing Projects for Consideration

22. The following application has been received for consideration by Members:

- (i) **Grant towards Feasibility Study for extending Chapel FM – 2016/17 -** £3,500. The application is requesting an OE grant towards a feasibility study into extending Chapel FM into the neighbouring Methodist Church.

The total cost of this study is £10,600 of which £6,100 is being requested from Inner East Community Committee.

The premise is in Seacroft and the group says that since opening in 2014 over 10,000 visitors have joined in activities at Chapel FM. The group notes that it now has approximately 45% take-up from youth in Outer East and 55% take-up from youth in Inner East.

OE ward members asked for details of participation per ward are brought to today's meeting. Heads Together said that of the 44 regular young participants, 20 are from Inner East wards, and 21 are from Outer East wards. 3 are from adjoining wards - Roundhay and Moortown.

The minimum attendance is a two hour session each week throughout the year. Many attend extra sessions, volunteer at special events, attend as audiences etc.

Of the Outer East participants:

- 12 are from Cross Gates & Whinmoor
- 6 are from Temple Newsam
- 2 are from Kippax & Methley
- 1 is from Garforth & Swillington.
- 2 visually impaired participants taking part in regular activities during the school holidays (Cross Gates & Whinmoor / Temple Newsam)

Small Grants Update

23. The following table outlines the Outer East small grants approved to date:

Project Name	Amount Approved	Ward
Garforth Amateur Dramatic Society	£500	Garforth & Swillington
1 st Micklefield Scout Group	£500	Kippax & Methley
Total	£1,000	

Conclusion

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

Recommendations

25. Members of the Outer East Community Committee are requested to:

- Approve the following project:
£3,500 grant towards Feasibility Study for extending Chapel FM
- note the contents of the report;
- review the minimum conditions as set out in paragraphs 5 to 8 of this report, consider whether any amendments are required and approve such conditions for operation in 2016/2017. These conditions would need to be satisfied prior to an urgent delegated decision being taken in between formal Community Committee meetings in respect of the administration of Wellbeing and Youth Activity budgets and also the use of the CIL Neighbourhood Fund which has been allocated to the Committee
- consider proposed Commissioned Projects (Paragraph 14)
- note the Capital allowance (Paragraph 17) and suggest schemes
- note the Youth Activity Fund available spend (Paragraph 21)
- note the small grants situation (Paragraph 23)

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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: Aretha Hanson

Date: Tuesday 14th June 2016

For decision

Outer East Community Committee Forward Plan 2016/17

Purpose of report

1. This report introduces the Outer East Community Committee Forward Plan for 2016/17. It details the Community Committee meeting dates and sets out proposed workshop themes. It also highlights the role of the Community Committee Champions and the work of the Community Committee in relation to the Council Constitution and associated delegations which are managed through its sub group structure on behalf of the Community Committee. The report also reviews the Community Committee and its sub structure operations in 2015/16 and makes recommendations for continued improvement.

Background information

2. Leeds City Council has agreed a constitution which sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by law, while others are a matter for the Council to choose.
3. In order to give local citizens a greater say in Council affairs, Community Committees were established to represent all areas of the city. The Constitution states that the Executive can make arrangements for the discharge of some functions for which the Executive is responsible by Community Committees. The Executive has identified a number of functions that Community Committee exercise decision making on. However the Executive remains ultimately responsible for these services and may remove or limit a Committee's powers. As with the Executive, in exercising their powers Community Committees must make decisions which are in line with the Council's overall policies and budget. The Community Committees involve all the Councillors from the Wards

within each Committee area and meetings are held in public. The following areas are delegated to Outer East Community Committee:

- Wellbeing budget
- Environmental Services
- Youth Activities Fund
- Facilities (Community Centres)
- Parks & Countryside
- Community Infrastructure Levy (CIL)

Outer East Community Committee structure

4. The Outer East Community Committee has put in place a sub structure (**Appendix 1**) to provide support, monitoring of performance and, when required, decision making to the delegations it is responsible for. These are:

- Environmental Sub Group
- Older Person's Sub Group
- Community Committee Champions meeting
- CIL sub group
- Temple Newsam Ward Based Briefing
- Forums (Crossgates, Garforth & Swillington, Halton, Halton Moor & East Osmondthorpe, Kippax & Methley, Swarcliffe, Whinmoor)

5. Driving the work of the Community Committee through the sub groups are the Community Committee Champions. The Champion role aims to provide local leadership for each theme, whilst acting as a critical interface with services. Meeting quarterly with service leads, Community Committee Champions are well placed to shape the local agenda around each theme, working with services. Information on the activities of the sub groups is included in the Community Committee Update Report.

6. Alongside the Community Committee, seven Forums provide a focused perspective of local issues. Led by ward members, the forums aim to offer a platform for engagement with local people to:

- address social exclusion, inequality and disadvantage experienced by people living in the defined boundary;
- take action to improve residents quality of life through better and more appropriate public and community led services
- support the economic regeneration of the area; and
- fully involve the community in the development of proposals to improve their area.

Outer East Community Committee workshops 2015/16

7. Community Committees were established in June 2014 to build on the successes of Area Committees with an enhanced focus on community engagement and in particular, increase the attendance and active involvement of local people at Community Committee meetings.
8. The only Ward Based Briefing arranged by Outer East Communities Team is for the Temple Newsam Ward which is used to discuss longstanding problems.
9. Community Committees continue to work to improve community involvement and engagement in local decision making. Themed workshops take place to provide a forum for Councillors, residents and services to consider issues affecting their communities and find solutions. The workshops topics for 2015/16 were determined in collaboration with service leads and Community Committee Champions.
10. The Outer East Community Committee held four workshops in 2015/16 covering key issues in the area, they were:
 - Localities / Parks & Countryside – ‘Community groups helping the environment’
 - Children & Young People – ‘How to engage better with young people’
 - Environment / Highways – ‘Flooding in Outer East Leeds’
 - Community Safety – ‘Policing Priorities in Outer East’
11. All workshops followed the same format but introduced variations to meet the particular needs of the subject and audience. Examples include:
 - holding the Environmental services workshop at Temple Newsam House, one of the most attractive places in the city, opening the facility for free tours and working with Housing to provide a minibus to transport people to the venue
 - the Youth workshop was arranged to accommodate the wishes of young people. Emphasis was put on bringing young people to the meeting
 - the flooding workshop ensured everyone attending had a questionnaire and pen so they could record problems they had faced. This was well utilised and subsequently the flood defence team are responding to points suggested
 - the policing priorities workshop facilitated a two-way dialogue with the police and local community on challenges faced on both sides and identified solutions appropriate to local need.
12. Actions from each of the workshops have been fed back to services and through relevant sub groups of the Community Committee where key partners are helping to deliver against the actions and improve service delivery.

13. For future workshops, the Communities Team will:

- circulate the written notes form each workshop within 5 working days of the event
- develop and share the action plan with the Champion within 10 working days for agreement and circulate to all Members
- progress actions through services and relevant sub groups
- undertake monitoring through the Community Committee Champions meeting
- provide updates from Community Committee Champions through the Update Report

14. Whilst the Community Committee format has proved successful in the Outer East area, opportunities exist to further develop this approach. Members are asked to consider the following points:

- In part this success has been due to reducing the number of reports that would previously have come to this Community Committee, together with showcasing local issues determined by the champions at themed workshops
- Community Committee Champions have played a key role in shaping the agenda and working with service leads, which has had a positive impact. The Community Committee Champions' role has proved more successful in shaping the local service agenda when working with a designated service lead. This connectivity with services is essential if we are to achieve increased service improvement and local influence on service delivery, especially when dealing with those services delegated to the Community Committee. There is a need to further develop the role of the champions to monitor performance and service improvements.
- The use of Facebook and features such as video have been effective in reaching a wider audience and securing attendance at Community Committee workshops. The Communities team will continue to explore innovative ways to develop the use of social media to promote the role of the Chair and Community Committee Champions and to continue to engage with local communities.

15. Attached at **Appendix 2** is the draft forward plan for Outer East Community Committee and Workshops for 2016/17. Proposed topics will be considered and agreed in collaboration with Community Committee Champions and service leads.

16. **Appendix 3** details the sub group and forum dates for 2016/17, where available.

Conclusions

17. The new ways of working have enabled engagement with a range of services, stakeholders and residents on a number of topics across the area. This has provided a platform to widen the conversation and make connections with all involved including local communities and service users in the issues that matter to them.

18. Community Committee Champions have played an active role in shaping the agenda and working with service leads, which has had a positive impact.
19. Greater publicity and communication continues to play a key role in promoting the Community Committee and new ways of engagement with residents and local groups. Various promotional activities have been used to publicise meetings and workshops to residents, local groups and service partners. The Facebook page and Twitter accounts are updated regularly with information about events and meetings. This also provides an opportunity for residents to post comments or questions before the Community Committee.

Recommendations

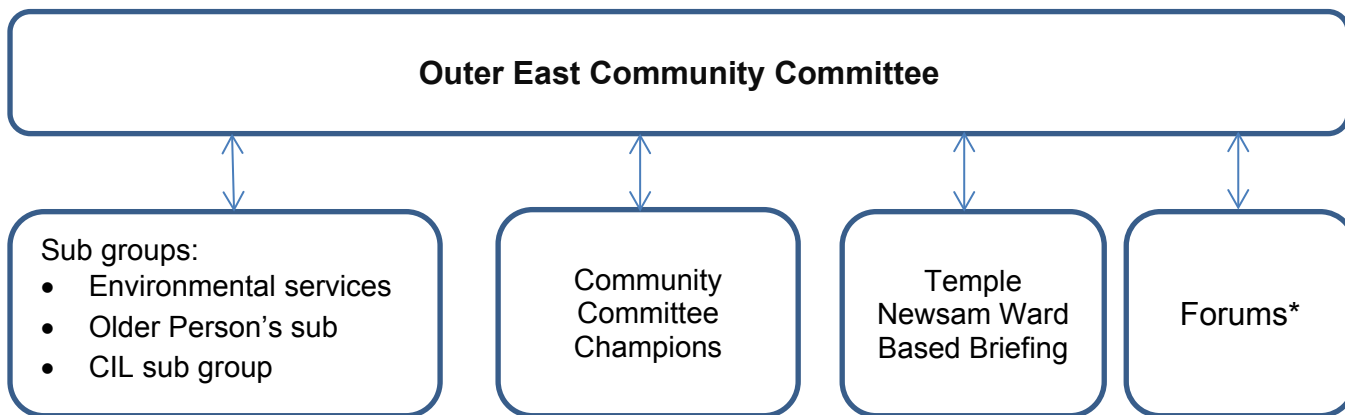
The Community Committee is asked to note the content of the report and make comment as appropriate.

Background documents¹

There are no background documents associated with this document.

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

The structure of the Outer East Community Committee can be illustrated follows:



***Outer East Forums:**

- Crossgates
- Garforth & Swillington
- Halton
- Halton Moor & East Osmondthorpe
- Kippax & Methley
- Swarcliffe
- Whinmoor

PROPOSED FORWARD PLAN FOR 2016/17 COMMUNITY COMMITTEE AND WORKSHOPS			
Core Business		Appeals against refusal of inspection documents Exempt information Late items Declarations of disclosable pecuniary interests Apologies for absence	Minutes of last meeting Open Forum Update Report Wellbeing Review of previous themed meeting
Community Committee and Workshop date	Workshop topic	Community Committee Champion	Service Lead/Key contributors
14 th June 2016	Ageing Well	TBC	Mick Ward – Adult Social Care Carole Clark – Public Health
6 th September 2016	Parks	TBC	Kris Nenadic – Environmental Services
6 th December 2016	Health / European Capital of Culture 2023	TBC	Rachel Brighton – Public Health
21 st March 2017	Community Safety – Policing priorities	TBC	Zahid Butt – Community Safety

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There is potential to have reserve themes should any of the planned workshops have to be deferred. Members are also encouraged to consider emerging priorities as themes. Suggestions are:

- CIL/Neighbourhood Planning
- Young People
- Environment
- Engaging better with the 3rd Sector

Outer East Community Committee sub groups and community engagement events

Appendix 3

<p>Environmental Sub Group</p> <p>Meeting dates to be agreed</p> <p>Jul-16 Oct-16 Jan-17 Apr-17</p>	<p>Summer Galas</p> <p>Swarcliffe Gala - No plans announced Garforth Gala - Sunday 26th June Garforth Arts Festival - late June/early July (tbc) Kippax Carnival - no date set Ledsham Fair - 5th September</p>	<p>Community Champions</p> <p>Meeting dates to be agreed</p> <p>Jul-16 Oct-16 Jan-17 Apr-17</p>
<p>Forums</p> <p>Suggested meeting dates (all to be confirmed)</p> <p>Garforth & Swillington - 26.05.16, 18.08.16, 10.11.16, 02.02.17 Cross Gates - 22.06.16, 12.10.16, 20.01.17, 28.03.17 Whinmoor - 04.07.16, 18.10.16, 10.01.17, 29.03.17 Swarcliffe - TBC Halton - 28.07.16, 13.10.16, 26.01.17, 13.04.17 Halton Moor & East Osmondthorpe - 12.07.16, 04.10.16, 17.01.17, 04.04.17 Kippax & Methley - 14.09.16, 15.03.17</p>	<p>Christmas Lights Events</p> <p>Dates</p> <p>Cross Gates switch-on - TBC Methley - Fri 2 Dec (TBC) Kippax - TBC Garforth - Sat 26 Nov 2016 Gt Preston - TBC Allerton Bywater - TBC</p>	<p>Older Person's sub-group</p> <p>Dates to be agreed</p>
<p>Older Persons Event Week</p> <p>03 Oct - Gt Preston 04 Oct - Swarcliffe 05 Oct - Cross Gates 06 Oct - Halton 07 Oct - Garforth & Swillington ward / Kippax & Methley w</p>	<p>Tasking Meetings</p> <p>Garforth/Kippax & Villages: 1 Jun, 13 Jul, 24 Aug, 5 Oct, 16 Nov, 21 Dec, 30 Jan, 13 Mar, Temple Newsam: Cross Gates & Whinmoor: 25 May, 6 Jul, 17 Aug, 28 Sept, 09 Nov, 14 Dec, 1 Feb, 15 Mar</p>	

Map to Today's Venue: Parish Centre, St Mary's Church, Church Lane, Garforth, LS 25 1NR



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