

**Report of:** The South East Area Leader

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

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**Date:** Monday, 30<sup>th</sup> November 2015

For decision

## **Outer South Community Committee Summary of Key Work Report**

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### **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**

#### **Updates by theme: Children's Services Community Committee Champion: Councillor Bob Gettings**

##### **Children & Families Sub Group**

3. The Children and Families Sub Group met on 10<sup>th</sup> November 2015 at Morley Town Hall and minutes will be circulated to the group and Ward Members by email. Highlights include young people's consultation, successful Breeze events and a review of the Youth Activities proposal for 2016/17.

4. Action plans for the Children & Young People's Activities Workshop on the 14<sup>th</sup> October 2014, the Tackling Social Isolation Workshop held on the 2<sup>nd</sup> February 2015 and the Child Sexual Exploitation Workshop on the 29<sup>th</sup> June 2015 themed workshops were appropriate were signed off by the group. The next meeting for the group is scheduled for 23<sup>rd</sup> February 2016.

### **Fostering Events**

5. Following a request from Councillor Bruce (Chair of the Outer South Community Committee) and Councillor Gettings (Outer South Children's Champion) two Fostering events took place on 30<sup>th</sup> July 2015 (Rothwell Library) and 10<sup>th</sup> September 2015 (Morley Town Hall). Two interested couples attended the Morley event; being such a niche, specialist area, this was considered a success. The attendance at the Rothwell event was poor.
6. The Fostering Team provided a paper at the Outer South Children's & Families Sub Group in the form of an update and evaluation. Copies of the paper are available to Members on request.

### **Updates by Theme: Employment, Skills & Welfare Community Committee Champion: Councillor Neil Dawson**

7. The Community Committee Employment, Skills and Welfare themed workshop held on Monday, 23<sup>rd</sup> March 2015 focused on achieving positive outcomes in the labour market for disabled people. The Communities Team distilled the information and developed a local action plan. The Community Committee Champion's meeting on 14<sup>th</sup> September 2015 agreed that the local action plans be signed off by Champions if tasks have been completed. Subsequently this action plan was signed off by Councillor Neil Dawson.
8. Further to the Champion's meeting held on 14<sup>th</sup> September 2015, it was reported that Employments & Skills were continuing to establish links with businesses and HR to provide work experience opportunities with a view to improve employment outputs and there was on-going partnership working with increased capacity from Hubs regarding engagement with people with disabilities on zero hour contracts
9. The Point, based in White Rose Shopping Centre, is an initiative established in partnership with Leeds City Council, Leeds City College, Job Centre Plus, Land Securities and the National Careers Service. It offers free impartial careers advice and support for all ages including writing Curriculum Vitae (CV), help with application forms, interview techniques, information, advice and guidance (IAG) and courses to develop skills to secure employment.
10. The Point held a Jobs Fair in August 2015 to support Christmas recruitment; over 750 people attended 70% were from Inner and Outer South Leeds. Employers advertised 200 vacancies and will use The Point venue for selection and recruitment activities. There will be follow up work to track outcomes as a result of the event.

11. The Point started a Retail course in October 2015. This is being delivered by Leeds City College with the intention of developing skills and awareness around the retail /customer service industry as well as developing personal and social skills. Job matching will be provided as part of the course. Further information/assessment sessions will be held for the next course due to start in the New Year. This will be promoted to all persons who attend any of the recruitment information sessions on Asda /Aldi stores to enhance their chances of applying and competing for employment.
12. The Personal Work Support Package (for Council Tax support) launched in October 2015. It is estimated that 160 people from the Outer area will be invited to access the support package over the next 6 months. To date, city wide figures are showing that less than 50% of those eligible are attending the introductory sessions. Follow up invites will be sent to promote the positive aspects of the additional support that can be received.

### **Money Buddies Project (Update due 02/11/15)**

13. Outer South Community Committee approved £1,995 to deliver the project across the Outer South area. The project continues to be developed; currently there are 12 Money Buddy outreach services, with seven more in the process of being set up and three more in the process of being sourced.
14. To date, Money Buddies are active in the following centres in the Outer South: Morley One Stop Centre (OSC) and Rothwell OSC as well as Osmondthorpe OSC, St George's Centre, Middleton Dewsbury Road OSC in South East Leeds.
15. The gains for clients are encouraging and the feedback from clients has been good. It has been a slower start than anticipated to get the Money Buddies into the Centres, for a combination of reasons which, as reported previously, include over 50% of volunteers gaining full time paid work (an added benefit of being a Money Buddy), slower uptake of volunteers from South Leeds, which meant Money Buddies did more active recruitment and the determining which Centre will have a Money Buddy. To date, the total financial gains as result of e.g. utilities switch/utilities arrears/debt consolidation etc. for Morley and Rothwell combined equate to over £47K. Total financial gains for South Leeds overall equate to over £146K.

### **Updates by theme: Environment & Community Safety Community Committee Champion: Councillor Karen Bruce**

#### **Outer South Environmental Sub Group**

16. The Outer South Environmental Sub Group was held on 23<sup>rd</sup> September 2015 and updates were given by Housing Leeds, the Environmental Locality Team and Parks and Countryside. Highlights include an update of the environment delegation from Parks & Countryside and a review of the skip policy and procedure that will be undertaken following reported incidence of fly tipping around skips located for community clean ups. Minutes have been circulated to the group and Ward Members by email. The next meeting is scheduled for 13<sup>th</sup> January 2016.

17. Site based gardeners – This Wellbeing project funded the provision of 3 site based gardeners to work 37 hours per person per week for 6 months of the year, dedicated to managing a number of green spaces including Smithy Lane Recreation Ground, Woodlesford Park, Driglington Park, Lewisham Park, Hembrig Park, Wide Lane, Churwell Park, Lowry Road, Magpie Lane, Shayfield Recreation Ground and Carlton Village at a cost of £35,654.01. This year's project ended on 30<sup>th</sup> September 2015.

Duties included grass cutting, pruning, de-littering, emptying of litter bins, removing fly tipping, inspection of play equipment, maintenance of park infrastructure, planting and sweeping paths.

The 3 members of staff worked to a high standard and have helped to improve the physical environment and security issues within these parks. Additionally the continuation of engagement with members of the public rather than just employing staff to undertake horticultural and maintenance continue to ensure that the service and the team play an important part in helping to enhance people's enjoyment of their parks and green spaces. All agreed outputs have been met and there were no reportable issues. A proposal to fund the scheme in 2016 will be presented to members when available.

18. It was proposed that the Outer South Community Meeting/Workshop scheduled for March 2016 should cover the Environment theme and an appropriate topic will be developed by the Champion in conjunction with the service.

### **Community Safety**

19. The crime reduction packs previously funded through the Outer South Community Committee are now in use in all the Wards. West Yorkshire Police has received some positive feedback from residents about the packs. As well as some publicity in the Rothwell Record, an article about the scheme has been featured in the South Leeds Police Newsletter, which is distributed via email and Facebook on the Police page.

20. The Outer South Community Committee has also funded Operation Flame in all Wards in the run up to bonfire night and the weekend after. This is a multi-agency coordinated operation to tackle anti-social behaviour (ASB) and environmental issues leading up to and including mischief night and the bonfire period. Various partners work together in the lead up to this period including Fire Service, PCSOs/PCs, Housing Leeds and the Environmental Locality Team. The aim is for partners to report any material which could be used in un-official bonfires to the Environmental Action Team for removal. PCSOs will direct young people to the youth provision and the ASB Team and Police also undertake pro-active visits to reduce ASB during this period.

21. The Outer South Community Committee has asked Third Sector partners to consider applying for a Small Grant as part of the international 16 days of action to raise awareness about domestic violence and abuse. The initiative will run between 25<sup>th</sup> November and 10<sup>th</sup> December 2015.

## **Updates by theme: Health and Wellbeing Update**

### **Community Committee Champion: Councillor Lisa Mulherin**

The following work provides an update of the Health & Wellbeing activities taking place:

#### **Winter Friends**

22. Winter Friends Training has been delivered to support organisations and volunteers with identifying vulnerable people and using ten evidence-based high impact interventions to reduce excess winter mortality. The interventions support people to signpost to medicines reviews, flu vaccinations and food access projects. Winter Wellbeing Packs will be available for Winter Friends to distribute to vulnerable people and support people to engage with those whom they may have not done so with before. For Outer South, a total of 524 packs will be available for distribution as a result of £4,000 ring fenced by the Outer South Community Committee and Housing Advisory Panels funding.

23. The training also covers information on the new Warmth for Wellbeing service. Following an open procurement process, a 3-year contract to deliver the Warmth for Wellbeing Service was awarded to Groundwork Leeds, in partnership with Care & Repair Leeds. They started to deliver the service together from 1<sup>st</sup> October 2015.

24. The service is being funded by Public Health, with significant contributions from South & East Clinical Commissioning Group (CCG) and North CCG. The 3 year contract value is £590,000.

25. The year-round service will provide tailored solutions to needs identified by/for vulnerable people (as per NICE guidance 2015) living in cold and/or damp homes including:

- Advice and assessment e.g. advice on heating controls and equipment, issues with condensation and/or damp, keeping warm through behavioural change and self-help;
- Energy bill health checks' to save money on energy bills e.g. advice on energy tariffs and standing charges, payment methods and supplier comparison with regard to gas and electric, advice on water meters and social water tariffs;
- Supplier issues e.g. contacting energy suppliers, switching energy suppliers, meter issues, advice on dealing with energy debt and negotiating re-payment plans;
- Benefits checks, to assess which other home improvements they may be entitled to;
- Energy efficiency improvements e.g. installation of draught proofing, reflective radiator panels, energy efficient light bulbs, servicing of existing heating, referrals to Better Homes Leeds for larger energy efficiency measures;
- Emergency support E.g. crisis fund for emergency repairs to existing heating/hot water equipment or systems, temporary heating.

The service is in the process of setting up a Freephone number, website and Facebook page. Existing Green Doctor Service (Groundwork) and Warm Homes Service (Care & Repair) contact details will continue to be used.

Referrals are welcomed from frontline workers (such as CCG funded social prescribing schemes), carers, householders themselves etc. with a particular focus on private sector households.

## **Frailty**

26. Training courses commissioned by Leeds South & East CCG and delivered by Age UK will be offered to frontline professionals to able them to identify frailty among older residents. The training provides practitioners with advice and tools to use. Once a person has been identified as being frail, a referral card will be given to that person to present to their GP which advises on steps that can be taken to reduce their risk of falls and ill health. This is recorded on System One (the clinical IT system).

## **Social Prescribing**

27. Leeds South & East CCG Social Prescribing Scheme, 'Connect For Health' will go live on 23<sup>rd</sup> November 2015. The aim of this service is to link local people to community activity, support and provision to improve their overall health & wellbeing via a professional or self-referral into the service. Leeds MIND is the lead organisation to deliver this service along with 5 partner organisations. By the end of October 2015 the service will have recruited a minimum of 16 staff members to deliver the service. A briefing paper outlining the scheme is available to Members on request.

The Patient Empowerment Project (one model for social prescribing) continues to run funded by Leeds West CCG supporting those living within that boundary which includes some residents in Outer South.

## **Third Sector Health Grants**

28. Leeds South & East CCGs recently announced that 24 projects will benefit from its £1 million Third Sector Grant Scheme, which will support communities to improve health and wellbeing across the South and East of the city. The 12 month programme will help the CCG deliver its ambitious plans to improve health and wellbeing, prevent ill-health and ultimately enable local people to lead healthier lives. Funding is available to support a range of projects, from developing services to building new partnerships in health or involving local people in community activities surrounding health and wellbeing. Activities being targeted include tackling alcohol addiction, providing support for those with mental health concerns, and addressing the healthcare needs of children and infants and the CCG is keen to see impact against CCG activity measures. Furthermore, the Third Sector Grants scheme opened for a second round of applications until Thursday, 5<sup>th</sup> November 2015:

- Small grants — up to £5,000 to pilot new innovative ideas and initiatives to support local groups in improving their community's health and wellbeing
- Large grants — up to £50,000 to develop programmes that can demonstrate that they are helping to meet the city's health and wellbeing priorities

## **Updates by theme: Adult Social Care**

### **Community Committee Champion: Councillor Karen Renshaw**

#### **Older Persons Working Group**

29. The Outer South Community Committee Older People's Working Group met on 14<sup>th</sup> October 2015 and minutes have been circulated by email. Highlights included working with Public Health with a view to taking part in the city wide offer and the collation and distribution of Winter Wellbeing Packs (as above). Ward Members will have received information via email regarding this. The action plan for the Social Isolation and Loneliness Workshop which took place on 2nd February 2015 has been signed off by Councillors Renshaw and Mulherin. The next meeting of the group will take place on 27<sup>th</sup> January 2016.

30. International Day of Older People: Since 1998 Leeds has organised annual events to celebrate International Day of Older People. Following the establishment of the Older Person Group and to help mark this day, the Outer South Community Committee approved £1,000 each for Rothwell & District Live at Home Scheme and Morley Elderly Action to host events on Wednesday, 30<sup>th</sup> September 2015 at Blackburn Hall, Rothwell and Monday, 14<sup>th</sup> October 2015 at the Town Hall, Morley respectively. The following is a summary of the events:

- The events focused around promoting independent living for people over the age of 60 by introducing them to services that could be of help and engaging with the socially isolated older people living in the South Area to enable them to find out what activities and groups are available that could have a positive impact on their health and wellbeing. Transport was arranged for those who may have been unable, or may lack the confidence, to come along to an activity on their own. The grants permitted a number of qualified instructors to deliver taster sessions of gentle exercise, for example. To further complement the activities, local therapists were invited to offer alternative therapies along with statutory organisations and agencies, including the Police, Fire Service, Council Services, Leeds Let's Get Active', Leeds Community Healthcare Trust, Alzheimer's Society and Leeds Community Healthcare Trust.
- Refreshments were available throughout the day, offering a relaxed environment to talk to new and existing members, with their carers or family support, to enable any anxiety or fear that may have been prevalent in preventing older, socially isolated people from becoming involved in their community and/or attending activities. Around 400 people attended the events.
- Through the work of partners, volunteers and community engagement both Rothwell & District Live at Home and Morley Elderly Action have a proven track record of delivering high standard events, information days and activities for older, socially isolated people promoting health and wellbeing activities.

## Outer South Community Centres Sub Group

### Chair: Councillor Bob Gettings

31. The Community Centres sub group met on 3<sup>rd</sup> November 2015 and minutes have been circulated by email. Highlights included a discussion on improving facilities at Morley Town Hall, Events Stewarding, relocation of the Rothwell Food Bank to the Windmill Youth & Community Centre, re-decoration of the Windmill Youth & Community Centre, Community Centre Consultation Report to be submitted to the Executive Board on 18<sup>th</sup> November 2015 and a review of the Action Plan. The next meeting is scheduled to take place on 11<sup>th</sup> March 2016.

### Community Centre Pricing Policy

32. At Executive Board in July 2014, it was decided that Community Committees would approve free lettings based on the priorities for their area. Community groups are required to complete an application if they are requesting a free letting which will be forwarded to the appropriate contact for the Community Committee. Following on from this, a decision will be made by a Delegated Decision Notice process seeking approval by email with Ward specific Members giving at least 2 weeks' notice.

33. A breakdown of free lets since July 2015 is summarised below:

Ward	Community Centre	Organisation	Value
Ardley & Robin Hood	Tingley Youth & Community Centre	Dance Action Zone Leeds (DAZL)	£1,235.00
Ardley & Robin Hood	St Gabriel's Community Centre	Dance Action Zone Leeds (DAZL)	£475.00
Ardley & Robin Hood	St Gabriel's Community Centre	Youth Services	£1,664.00
Ardley & Robin Hood	Tingley Youth & Community Centre	Youth Services	£2,808.00
Ardley & Robin Hood	Tingley Youth & Community Centre	Tingley Brass Band	£1,570.00
Ardley & Robin Hood	Tingley Youth & Community Centre	Tingley Tenants & Residents Association	£290.00
Morley South	Lewisham Youth & Community Centre	Kids For Kids	£10,816.00
Morley South	Lewisham Youth & Community Centre	John Brian Appleyard (Mental Health)	£1,749.00
Morley South	Lewisham Youth & Community Centre	Action For Blind People	£2,459.60
Morley South	Lewisham Youth & Community Centre	Youth Service	£100.00
Morley South	Lewisham Youth & Community Centre	Youth Service	£2,184.00
Morley North	Drighlington Youth Centre	Youth Services	£1,144.00
Morley North	Gildersome Youth Centre	Youth Services	£1,664.00
Morley North	Gildersome Youth Centre	4th Morley (Gildersome) Scouts	£1,520.00
Morley North	Gildersome Youth Centre	4th Morley (Gildersome) Cub Scouts	£1,280.00
Morley North	Gildersome Youth Centre	4th Morley (Gildersome) Beaver Scouts	£912.00
Morley North	Gildersome Youth Centre	Mongoose Explorer Scouts	£2,112.00
Morley North	Gildersome Youth Centre	1st Gildersome Brownies	£3,200.00
Morley North	Gildersome Youth Centre	Jolly Tots Playgroup	£9,100.00
Rothwell	Windmill Youth & Community Centre	Rothwell & District Gateway Club	£3,100.00
Rothwell	Windmill Youth & Community Centre	Rothwell Judo Club	£1,287.50
Rothwell	Windmill Youth & Community Centre	Rothwell & District Drop-In	£234.00
Rothwell	Windmill Youth & Community Centre	Rothwell Windmill Youth Clubs	£12,896.00
Rothwell	Windmill Youth & Community Centre	Music Club - Youth Services	£6,370.00
		<b>Total :</b>	<b>£70,170.10</b>



## **Community Committee Champions**

34. The Outer South Community Committee, at its meeting on 29<sup>th</sup> June 2015 considered a Forward Plan Report and agreed its recommendations. The report confirmed the Community Committee Champion role would aim to provide local leadership for each theme, whilst acting as a critical interface with services. Meeting on a quarterly basis, the report confirmed that Community Committee Champions, along with Service Leads are well placed to shape the local agenda around each theme.

35. Themed workshops were introduced to provide a forum for Councillors, residents and Services to consider issues affecting their communities and find solutions. It was agreed that the topics would be determined by Community Committee Champions in collaboration with Service Leads. The Outer South Community Committee held the following workshops in 2014/15 covering key issues in the area. These were:

- Children's Services: (Children & Families Working Group) Things for Children and Young People To Do (October 2014)
- Health & Wellbeing and Adult Social Care: (Older Persons Working Group) Tackling Social Isolation and Loneliness (February 2015)
- Employment, Skills & Welfare: Achieving Positive Outcomes in the Labour Market for Disabled People (March 2015)
- Environment and Community Safety: Child Sexual Exploitation (June 2015)

36. The Communities Team developed local action plans from the information. The Community Committee Champions meeting on 14<sup>th</sup> September 2015 agreed monitoring of actions plans and that updates would be provided through the Summary of Key Work report.

37. Following the Champion's meeting on 14<sup>th</sup> September 2015, there was agreement that time limited, post event action plans be signed off by the Champions if tasks have been completed.

## **Community Infrastructure Levy (CIL)**

38. The Community Infrastructure Levy (CIL) allows local authorities to raise funds from developers undertaking new building projects in their area. These funds will go towards a wide range of infrastructure that is needed to support the city wide development. The CIL is applied as a charge on each square metre of certain types of new buildings and replaces the previous Section 106 planning obligations.

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

#### 40. CIL Neighbourhood Fund Guidance Executive Board Paper, 9<sup>th</sup> October 2015

- Community Committees have responsibility for allocating the CIL Neighbourhood Fund. The Communities Teams and Planning worked together to respond to a query raised by Executive Board about how to ensure that Community Committees have consistency of approach when spending CIL neighbourhood fund.
- It was agreed that Planning would seek the views of Community Committees before drafting the CIL Neighbourhood Fund Guidance.
- The Guidance was produced after 4 workshops across the city which included Community Committees, Parish & Town Councils and other interested parties in Neighbourhood Planning such as Neighbourhood Forums. They were very well attended and feedback indicates everyone found the experience very informative and welcomed the opportunity to shape the guidance using local views.
- An important element of these discussions was to include the Parish & Town Councils who in several areas will get the CIL rather than the Community Committee. By involving Parish & Town Councils and also ensuring Community Committees model of good practice it may help to influence Parish & Town Councils spend and enhance working relationships.
- The workshops also highlighted other CIL issues that related to the strategic CIL. The main question was about the balance of CIL retained for corporate allocation and also how Community Committees could influence the corporate spend. The guidance suggests that smaller amounts of CIL should be spent at Ward/community level but that larger CIL receipts should be spent more widely. It leaves it open to the Community Committee to determine the appropriate thresholds for the split.
- The other aspects of the guidance outline how the Community Committee should widely consult and be transparent in its decision making.

41. These above points are for guidance to support decision making with some degree of local flexibility. A checklist to assist local decision making will be developed to support the more detailed guidance.

#### **Outer South Housing Advisory Panel (OSHAP)**

42. The OSHAP welcomed an officer from the Communities Team to their last meeting to help build relationships and understanding between the HAP and the Community Committee. The HAP found this very useful, and look forward to working more closely with the Community Committee in future.

43. The OSHAP meet every six weeks, and enjoy a full membership of 10 tenants to review the delivery of local housing services and monitor local performance. The OSHAP are well represented by OS Ward Members Councillors Jack Dunn, Karen Renshaw and David Nagle. The panel are also funded to be able to consider and support a range of environmental and community related projects. Some of the OSHAPs funding priorities include enhancing the environmental appearance of neighbourhoods, including those that address community safety and security, to support applications which will give tenants an overall better quality of life in terms of their general health and well-being.

44. The HAP forward plan includes the regular review of housing performance with a senior housing officer. Recent HAP discussions included the performance of the local Housing teams on rent arrears and Annual home visits. Community Lettings were also discussed.
45. The panel have an allocation of £119,732 for use during 2015/16, £105,826 of which has been committed, and the remaining £13,905 is forecast to be spent.
46. The OSHAP have supported 43 community and environmental related projects so far this year. Some examples of joint, matched funded Community Committee projects include:
- City Wide Winter Wellbeing packs
  - Street cleaner for Woodlesford Action Group
  - New path for Bruntcliffe Cemetery
  - Christmas trees in the Rothwell and Ardsley and Robin Hood Wards
47. A further example of joint working includes a £9,044 contribution to a citywide 'Community Payback' partnership between Housing Services, Localities Teams and West Yorkshire Community Rehabilitation Services. This funded the salary for a supervisor and group of 8 offenders to carry out a range of environmental jobs, like clearing overgrown areas and ginnels on a referral basis from local staff.
48. The HAP are keen to help support and raise awareness about future Community Committee activity, work with officers to explore joint funding opportunities to tackle joint priorities and help the Committee with community engagement.

### **Neighbourhood Improvement Officer**

49. Health for All were commissioned to employ a Neighbourhood Improvement Officer for the Outer South area for 3 days per week. Responsibility of the role is summarised below:
- Work on behalf of the Outer South Community Committee priority neighbourhoods, identifying and leading on projects through engagement with local residents and developing and implementing action plans
  - Working alongside partner organisations to deliver positive results for local residents, improving the resilience and sustainability of neighbourhoods and helping reducing the dependency on public services
  - Work with relevant community groups, partners and third sector organisations in Outer South that support neighbourhood improvement work
  - Working in targeted neighbourhoods identified through Indices of Deprivation and with Ward Members' approval of boundary areas
  - Deliver Neighbourhood Improvement Plans aimed at building community cohesion, capacity and empowering resident to improvement their local neighbourhoods.
50. This work also compliments the approved scheme in the Inner South Leeds area for 2 days a week working in similar neighbourhoods in Inner South. A total of £24,112.21 was ring fenced for the project from the Outer South Community Committee for the 2015/16 municipal year.

51. Health For All gave notice to end the contract for the commissioned work and the employment of the Neighbourhood Improvement Officer in August 2015 resulting in an underspend of £13,637.

### **Outer South Community Committee Newsletter**

52. The Outer South Community Committee at its meeting on Monday, 28<sup>th</sup> September 2015, agreed that the Communities Team will produce a newsletter highlighting key aspects of activities after each Community Committee meeting and workshop. As such, a copy of the most recent Outer South Community Committee Newsletter is attached (**Appendix 1**) for information. The Communities Team will be circulating the newsletter to their contacts and on social media.

### **Conclusions**

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

### **Recommendations**

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

### **Background documents<sup>1</sup>**

55. None.

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<sup>1</sup> 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.