



# Inner North East Community Committee

Chapel Allerton, Moortown, Roundhay

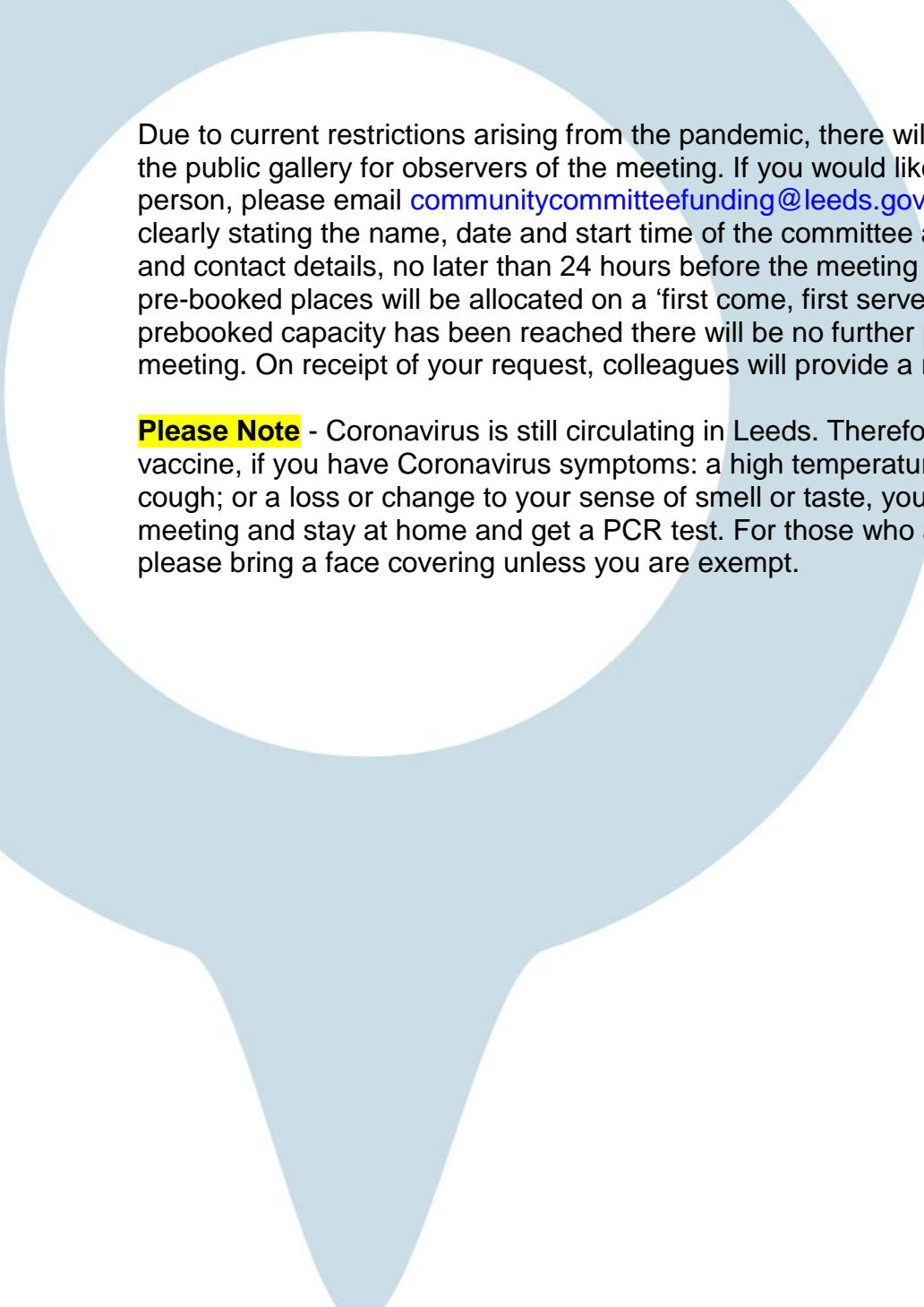
**Meeting to be held in St Matthew's Church, The Vicarage, Wood Lane, Chapel Allerton, Leeds, LS7 3QF**

Monday, 6th September, 2021 at 6.00 pm

**Councillors:**

- |             |                    |
|-------------|--------------------|
| J Dowson    | - Chapel Allerton; |
| M Rafique   | - Chapel Allerton; |
| E Taylor    | - Chapel Allerton; |
| R Charlwood | - Moortown;        |
| S Hamilton  | - Moortown;        |
| M Shahzad   | - Moortown;        |
| J Goddard   | - Roundhay;        |
| Z Hussain   | - Roundhay;        |
| L Martin    | - Roundhay;        |





Due to current restrictions arising from the pandemic, there will be very limited capacity in the public gallery for observers of the meeting. If you would like to attend to observe in person, please email [communitycommitteefunding@leeds.gov.uk](mailto:communitycommitteefunding@leeds.gov.uk) to request a place, clearly stating the name, date and start time of the committee and include your full name and contact details, no later than 24 hours before the meeting begins. Please note that the pre-booked places will be allocated on a 'first come, first served' basis and once prebooked capacity has been reached there will be no further public admittance to the meeting. On receipt of your request, colleagues will provide a response to you.

**Please Note** - Coronavirus is still circulating in Leeds. Therefore, even if you have had the vaccine, if you have Coronavirus symptoms: a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste, you should NOT attend the meeting and stay at home and get a PCR test. For those who are attending the meeting, please bring a face covering unless you are exempt.

**Agenda compiled by:** Natasha Prosser 0113 3788021  
Governance Services Unit, Civic Hall, Leeds LS1 1UR

**Head of Locality Partnerships:** Liz Jarmin Tel: 0113 37 89035

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

# A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence</p>	
6			<p><b>OPEN FORUM</b></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> <p>In order to facilitate the Open Forum whilst certain restrictions relating to the pandemic remain in place, the process has been adapted slightly, so that members of the public are invited to make written submissions in advance of the meeting on any matter which falls within the Committee's terms of reference. These will be read out under the agenda item and considered by the Community Committee.</p>	
7			<p><b>MINUTES OF THE PREVIOUS MEETING - 19 JULY 2021</b></p> <p>To confirm as a correct record the minutes of the previous meeting held Monday, 19<sup>th</sup> July, 2021.</p>	7 - 14

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8			<p><b>LIBRARY SERVICE UPDATE</b></p> <p>To consider the report of the Chief Officer (Community Hubs, Welfare &amp; Business Support) that provides an overview of the activity of Leeds Libraries during the past 18 months and outlines the key priorities for the service as part of our Service Recovery Strategy.</p> <p>(Report attached)</p>	15 - 34
9			<p><b>CITY PLAN ENGAGEMENT</b></p> <p>To consider the report of the Head of Locality Partnerships that introduces a verbal update on the development of a City Plan for Leeds in the Inner North East Community Committee Area and to gather input from elected members and residents to feed into the Plan.</p> <p>(Report attached)</p>	35 - 36
10			<p><b>INNER NORTH EAST COMMUNITY COMMITTEE - FINANCE REPORT</b></p> <p>To consider the report of the Head of Locality Partnerships that provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Committee Infrastructure Levy Budget for 2021/22.</p> <p>(Report attached)</p>	37 - 46

Item No	Ward/Equal Opportunities	Item Not Open		Page No
11			<p><b>INNER NORTH EAST COMMUNITY COMMITTEE - UPDATE REPORT</b></p> <p>To consider the report of the Head of Locality Partnerships that provides an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.</p> <p>(Report attached)</p>	47 - 60
12			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note the date and time of the next formal meeting as Monday 29<sup>th</sup> November 2021 at 6 pm.</p> <p><b>MAP OF VENUE</b></p> <p><b><u>Third Party Recording</u></b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> <li>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</li> <li>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</li> </ul>	61 - 62

## INNER NORTH EAST COMMUNITY COMMITTEE

MONDAY, 19TH JULY, 2021

**PRESENT:** Councillor M Shahzad in the Chair

Councillors J Goddard, S Hamilton,  
Z Hussain, L Martin, M Rafique and  
E Taylor

- 1 Appeals Against Refusal of Inspection of Documents**  
There were no appeals against the refusal of inspection of documents.
- 2 Exempt Information - Possible Exclusion of the Press and Public**  
There were no exempt items.
- 3 Late Items**  
There were no formal late items.
- 4 Declaration of Interests**  
There were no interests raised at the meeting.
- 5 Apologies for Absence**  
Apologies for absence were received from Cllr J Dowson.
- 6 Open Forum**  
On this occasion there was a submission from Ms A Akbar on behalf of Heroes, Warriors and Leaders.

The submission from Ms A Akbar was as follows:

“Lots of the community are not happy with the big plant boxes blocking all our roads. In addition, this was done without consultation and during lockdown, so people did not have a choice. They should have gone through the temporary Chapeltown Neighbourhood Forum. The overwhelming response is we do not want them, petitions were raised, and we really are committed to opposing them as a community.”

The Committee explained that the Council are taking part in delivering the Active Travel Neighbourhoods scheme, using an experimental traffic order to trial the road closures for a maximum of 18 months. This will be monitored during this time to see whether traffic has reduced, and road safety improved. Additionally, it was confirmed that prior to permanent closure of ‘through’ traffic, a statutory process will need to be followed which includes publication of notice and formal consultation. This trial will be in place for a minimum of 6 months, and during that time, residents are encouraged to provide their submissions to the consultation.

Members requested that the Localities Officer feedback information to Ms A Akbar on the Active Travel Neighbourhoods scheme, and to provide the

relevant link to the formal consultation website where groups can provide their views on the pilot scheme.

**7 Minutes of the previous meeting - 1 March 2021**

**RESOLVED** – That the minutes of the previous meeting held on the 1<sup>st</sup> March 2021, be approved as an accurate record.

**8 Community Committee Appointments 2021/22**

The report of the City Solicitor noted the appointment of Cllr M Shahzad as Chair of the Community Committee for 2021/22 as agreed at the recent Annual Council Meeting, and also invite the Committee to make appointments to those positions detailed in section 6 and the appendices. The Committee was also invited to note the appointment of Cllr J Dowson as Deputy Chair.

The Community Committee made the following appointments:

<b>Organisation / Outside Body</b>	<b>No. of Places</b>	<b>Appointment</b>
Moor Allerton Elderly Care	1	Cllr M Shahzad
Community Action for Roundhay Elderly	1	Cllr Z Hussain
2Gether	1	Cllrs J Dowson, E Taylor & M Rafique (Shared Role)
Alwoodley, Roundhay, Moortown (ARM)	2	Cllr R Charlwood (Moortown) & Cllr L Martin (Roundhay)
Inner North East HAP	3	Cllrs J Dowson (Chapel Allerton), S Hamilton (Moortown) & L Martin (Roundhay)
Chapelton LCP	1	Cllr E Taylor
Central LCP (includes Meanwood & Moortown)	1	Cllr R Charlwood
Children and Young People Champion	1	Cllr Z Hussain
Environment Champion	1	Cllr M Shahzad
Community Safety Champion	1	Cllr M Rafique
Employment, Skills and Welfare Champion	1	Cllr S Hamilton
Health, Wellbeing and Adult Social Care Champion	1	Cllr E Taylor
Corporate Parenting Board	1	Cllr Z Hussain

**RESOLVED** – To agree the appointments as set out above and to note the appointment of Cllr M Shahzad as Chair of the Inner North East Community Committee and Cllr J Dowson as Deputy Chair.

Draft minutes to be approved at the meeting to be held on Monday, 6th September, 2021



## 9 Inner North East Community Committee - Finance Report

The report of the Head of Locality Partnerships provided the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy (CIL) Budget for 2021/22.

Members were advised that Paragraph 14 of the report, presented the minimum conditions in relation to delegated decisions. The Committee were invited to review and consider whether any changes were required to the minimum conditions. Members were of the view that no changes were required for this coming year.

The projects set out in the report were discussed, and agreed as follows:

Project Title	Wards	Amount requested	Decision
Chapel Allerton Arts Re-engagement 2021	Chapel Allerton, Roundhay & Moortown	£5,025 (Wellbeing)	Agreed
Your Local Pantry, Meanwood – Year 1	Chapel Allerton & Moortown	£4,885 (Wellbeing)	Agreed
Active Communities Project	Chapel Allerton & Roundhay	£2,550 (Wellbeing)	Agreed
More than a Coffee Morning (Zumba Class)	Chapel Allerton & Roundhay	£2,790 (Wellbeing)	Agreed
Leeds Money Buddies	Chapel Allerton, Roundhay & Moortown	TBC	Deferred for further information
Environmental Summer Playscheme	Chapel Allerton, Roundhay & Moortown	£3,818.74 (YAF)	Agreed
New Horizon Summer Youth Project	Chapel Allerton, Roundhay & Moortown	£1,691 (YAF)	Agreed

Members received the following information:

- An update on the Wellbeing Fund. A full breakdown and projects were provided at Table 1 of the submitted report. The total revenue funding available to the Community Committee for 2021/22 is £165,530.17, with a remaining balance of £59,589.20;
- Delegated decisions taken since the last Community Committee held on 1<sup>st</sup> March 2021. These were set out at paragraph 28 of the submitted report;
- Declined projects since the last Community Committee held on 1<sup>st</sup> March 2021. Details of this project was set out at paragraph 29 of the submitted report;

- An update on the Youth Activities Fund. The remaining balance for 2021/22 is £60,727.75;
- A breakdown of the Ward Pots 2021/22 as outlined in Table 4 of the submitted report;
- The Capital Budget 2021/22 and an update on the remaining balance being £20,348;
- The Community Infrastructure Levy Budget 2021/22 allocation broken down by ward as summarised in Table 7 of the submitted report. Members were informed there will be an update at the next Community Committee meeting in terms of an injection figure to this budget.

**RESOLVED** – To note and approve:

- a) Details of the ‘minimum conditions’ for delegated decisions (Paragraph 14 of the submitted report)
- b) Details of the Wellbeing Budget position (Table 1)
- c) The projects as set out above
- d) Details of the projects approved via Delegated Decision
- e) Details of the Youth Activities Fund position (Table 2)
- f) Details of Skips and Wards Pots (Table 4)
- g) Details of the Capital Budget (Table 6)
- h) Details of the Community Infrastructure Levy Budget (Table 7)

## **10 Inner North East Community Committee - Update Report**

The report of the Head of Locality Partnerships provided the Community Committee with an update of the work which the Communities Team was engaged in, based on priorities identified by the Community Committee. It also provided an opportunity for further questioning, or to request a more detailed report on a particular issue.

The report also requested Members to make nominations to each of the Inner North East Community Committee subgroups for 2021/22.

Members highlighted key activities undertaken in terms of their role as Community Committee Champions, including an update on:

- IT equipment for schools during national lockdown for home learning and for people shielding at home;
- A service update on the Cleaner Neighbourhoods Team and the challenges surrounding staff self-isolating and the impact this has across communities;
- A service update on the Leeds Anti-Social Behavioural Team and the position on active cases across the North East area, including patterns/emerging trends.

A member raised particular concern in relation to bins being left on pavements and causing obstructions for pushchairs and those deemed partially blind. The Executive Member for Environment and Housing informed the Committee of the challenges faced by the CNT in terms of staffing and will feed back concerns to the team.

Members’ attention was also drawn to the following points:

Draft minutes to be approved at the meeting  
to be held on Monday, 6th September, 2021

- Breeze Membership – There is an introduction of a paid annual membership to Breeze, and children on free school meals will be exempt from the £5 fee. It was noted that work is ongoing around waiving the fee for other groups of young people. The Committee acknowledged that there will many children being excluded, and further considerations need to be taken in terms of the requirements around the fee being waived, particularly for families experiencing job losses as a result of the pandemic;
- Community defibrillators – two new defibrillators have been installed in the Inner North East area; one in Stainbeck URC and the other at Meanwood Valley Urban Farm. Members were informed that an update on the location of defibrillators across the Inner North East area will be circulated;
- Neighbourhood Centres;
- The Housing Advisory Panel budget and the projects approved including Chapeltown Community Nurse, Litter Free Meanwood and Your Pantry Meanwood;
- Community Cares Volunteer Coordinators.

The Committee commended the work carried out by the Third Sector over the course of the pandemic and requested their thanks to all volunteers be noted.

**RESOLVED** – To note the contents of the report, and appointments to the following sub-groups:

Inner North East Finance Sub Group 2021		
Chapel Allerton Ward	Moortown Ward	Roundhay Ward
Cllr J Dowson	Cllr S Hamilton	Cllr J Goddard

Inner North East Community Safety & Environmental Sub Group 2021		
Chapel Allerton Ward	Moortown Ward	Roundhay Ward
Cllr M Rafique	Cllr M Shahzad	Cllr J Goddard

## 11 Inner North East Community Committee - Youth Activity Fund Consultation Report

The report of the Head of Locality Partnerships provided the Community Committee with the background and context on the decision not to have a youth summit in 2020/21.

The report provided the Community Committee with an update on the Youth Activity Fund consultation with children and young people. The consultation had been held with the aim to inform the Community Committee's Youth Activity Fund spend for the 2021/22 financial year.

It had been the plan to deliver the Youth Summits virtually this year, to ensure that events could still go ahead even with Covid restrictions. However, with the lockdown in December 2020, and with schools closed until 8<sup>th</sup> March 2021, even virtual Youth Summits were not possible. Therefore, it was proposed that an online consultation survey would be produced to capture

feedback on how children and young people wished to see the Youth Activity Fund spend in their area.

The consultation survey was promoted from Monday 15<sup>th</sup> February 2021 until Friday 30<sup>th</sup> April. Promotion of the survey was publicised widely across the Inner North East Community Committee area, and information was posted on the Community Committee Facebook page, and publicity sent out to school & cluster contacts, youth groups and other funded organisations that work with young people.

The Inner North East Community Committee received 57 survey responses to the survey, with all responses being completed via the online consultation survey.

The survey recorded that children and young people from the Inner North East Community Committee area suggested the following:

- Activities to be offered in venues such as community centres, youth clubs and sport centres as well as activities delivered outdoors.
- Activities to take place after school, in the evenings and on the weekend with some holiday camps.
- Activities are inclusive of friendship groups and refreshments are available and supported by good quality staff.
- Popular activities included, Sport Clubs such as Rugby and Football, Youth Club based activity, Cooking, Dance, Outdoor Activities.

The Committee were informed of an upcoming Breeze Event, that will provide officers with the opportunity to capture further young people's views on preferred options.

The Committee recognised the importance of seeking providers and ensuring that the Community Committees funding priorities focus on Youth Clubs. Positive feedback was relayed in terms of a Youth Club in Meanwood and remote activity sessions with young people held by youth workers.

**RESOLVED** – To note:

- a) Reflections from the last 12 months during the pandemic.
- b) Details of the Youth Activity Fund consultation survey.
- c) That the Youth Activity Fund survey informs the Community Committee's Youth Activity Fund for 2021/22.
- d) That any projects funded by the Community Committee from the Youth Activity Fund focus on the themes and activity priorities identified in the Youth Activity fund consultation survey.
- e) That the Communities Team arrange a physical Youth Summit with young people this financial year, 2021/22 and that this informs the Youth Activity Fund spend for 2022/23.

## **12 Date and Time of Next Meeting**

**RESOLVED** – To note the date and time of the next meeting as Monday 6<sup>th</sup> September 2021, at 6 pm.

(The meeting concluded at 19.10)

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**Report of:** Lee Hemsworth, Chief Officer Community Hubs, Welfare & Business Support

**Report to:** Inner North East Community Committee

(Chapel Allerton, Moortown and Roundhay Wards)

**Report author:** Andrea Ellison, Chief Librarian 07891 272 061

**Date:** 6 September 2021      **To note**

## **Library Service Update**

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### **Purpose of report**

1. This report provides an overview of the activity of Leeds Libraries during the past 18 months and outlines the key priorities for the service as part of our Service Recovery Strategy.

### **Main issues**

#### **Library Activity During the COVID Pandemic**

2. Our response to the COVID pandemic followed a similar path to that of many other library services across the country.

#### **Customer Support**

3. Initially many of our staff were deployed into different roles to support the foodbanks, the delivery of food parcels and staffing the COVID helplines. At the same time, we were pivoting our library service from a 'face to face' model of delivery to a digital offer. This included providing more resources which customers could access from home.
4. During the first period of lockdown, we picked up on an initiative being developed in other library authorities and introduced a 'Keep in Touch' project telephoning over 9,500 of our older customers to:

- Keep them updated about what was happening in the library service
  - Support them to access the library service and other council services and agencies digitally
  - Check that they knew where to get any other help or support as necessary (e.g. the COVID helpline)
5. We had some very positive feedback to this initiative which evidenced the real impact of the calls:
- “Thank you that was the nicest phone call I've had in days.”
  - “I had a telephone call this morning from yourselves just to check on whether I am alright and coping with the current lockdown; also, to update me on the library services now available. It is a worthy initiative and did a lot for me. Please extend my thanks.”
  - “You are all doing a fantastic job. Thank you very much for all your hard work you Librarians are doing keeping us informed and reading during this horrible time.”

### **Customer support for developing digital skills**

6. One of the biggest revelations of the pandemic was the extent of digital exclusion and the increased challenges our citizens faced including isolation from essential support, deteriorating mental health and financial hardship. This prompted us to review our digital support offer in Leeds libraries, which we have now rebranded as #Digital121.
7. During the lockdowns our #Digital121 telephone service was at the heart of our digital support offer, capturing and directing requests for digital support received from customers and partner organisations and matching them to the most appropriate support and information available from within the service or through referral.
8. #Digital121 is a universal offer but during lockdown we targeted those with low digital skills who may have never previously had access to their own device and who needed support to use it more fully. A dedicated #Digital121 marketing campaign focussed on our core offer of providing digital support and encouraging our citizens to get in touch so our librarian team could help them to develop their digital skills and confidence.
9. During the pandemic and current restrictions, we delivered this support remotely by telephone or Zoom. Between May 2020 and May 2021, we delivered over 200 support sessions.
10. We also invested in more digital resources, increasing our e-book catalogues, and purchasing new resources such as:
- Niche Academy – a range of free online tutorials from setting up an e-mail account or getting started with social media to helping you build your skills using our online



resources, such as eBooks, business support and genealogy searches. There has been significant interest in this resource with tutorials accessed over 13,500 times since its introduction in April 2020.

- Press reader – an e-newspaper service ‘PressReader’ allows our customers to keep up to date with the latest news, free of charge.

11. Feedback from customers about all these activities, digital support sessions and new resources has been very positive:

- “Accessing eBooks has been a lifeline. It is the best app on my phone now!”
- “A wonderful service (eNewspapers) that I can still use from home”
- “Delighted I can get on Ancestry at home”

### **Developing our Digital library offer – resources and online events/activities**

12. The initial period of lockdown was marked by an explosion of digital content which at times seemed overwhelming. As well as introducing Niche Academy and e-Newspapers, in our role as information professionals, we used our specialist skills to create a new virtual library on our [webpages](#), curating the best of our own online content and also signposting to some of the ‘best of what else’ was available on others’ websites.

13. We also curated information about quality resources for our partners in education and sent out a regular newsletter to [schools](#).

14. In addition, we developed a whole new range of virtual activities aligned to the broader library purpose to inform, educate, and entertain. The full range of activities is shown at Appendix 1. We have created this short film about our activity during the past year or more. [youtu.be/QfGwr2vW8tQ](https://youtu.be/QfGwr2vW8tQ)

### **Library Service Recovery Strategy.**

15. In its publication ‘Libraries: An Essential Part of Recovery’, Libraries Connected<sup>1</sup> identifies the five key areas where libraries can play a central role in meeting the needs of individuals and communities who may be struggling to overcome the effects of the Covid-19 crisis. These are:

- Economic recovery, with help and training for job seekers and entrepreneurs
- Education support for children and SEND (special educational need) students who struggled to learn at home
- Isolation mitigation for vulnerable groups and to help people to reconnect locally
- Digital inclusion for residents who lack IT skills or have no access to the Internet

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<sup>1</sup> Libraries Connected is the sector support agency for public library services in England.

- Cultural partnership to help local artists and arts organisations to continue their work.

16. We have adopted these five broad themes to inform and underpin our new local Recovery Strategy in Leeds Libraries which has the following areas of focus (all activity going forward is aligned with one or more of these key priorities):

- Economic Recovery
- Children and Young People
- Health and Wellbeing (including isolation mitigation)
- Support for Digital and Learning
- Books, Reading and Culture

17. We have drafted detailed Workstream Action Plans and from September we will be gradually introducing programs of work aligned with each of the areas of activity.

18. Our focus will be on consolidating service development activity and the programme will take the learning from the pandemic so embedding a blended approach to activity across both digital and face to face programmes.

19. A summary of the proposed new activity under each of our priority areas is as follows:

### **Economic Recovery**

20. Leeds Libraries are part of the British Library's Business and Intellectual Property Centre (BIPC) Network. This network operates in towns and cities across the UK. The centres are physical hubs where people can come together to learn, network and access free and low-cost information and support in protecting and commercialising a business idea.

21. In the Spring 2020 budget the British Library was awarded £13m for sustaining and expanding the Business & IP Centre National Network over the next 3 financial years.

22. The money will be used to expand the network, "supercharge" existing BIPCs and trial a hub and spoke model that supports other library services to develop an offer in our neighbouring authorities of Calderdale, Bradford, Kirklees, and Wakefield.

### **Outcomes**

- Greater Prosperity

### **Priorities**

23. Key priorities for our economic recovery programme include:

- Refurbishment of the current space within Central Library to create a Business and Enterprise Suite with co-working space, business resources and tech suite

- Development of the current programme of activity to include high profile panel events linked to key city events and participation in national Start Up Day
- Extension of the BIPC service to neighbourhoods across Leeds as part of AD:Venture providing a business on your high street service
- Embedding the regional partnership with library services across West Yorkshire (Bradford, Calderdale, Kirklees, and Wakefield)

## **Children and Young People**

24. Public Libraries welcome children from the very earliest months of life, helping parents and carers to support them as they grow and learn.

25. Since 2012, Leeds has had an ambition to be the best city for children and young people to grow up in and children is one of the Big Ideas in the Inclusive Growth Strategy. To make Leeds a truly child friendly city, the challenge is to ensure every child and young person in the city has the opportunity and support to achieve their potential. The 3 As Strategy (Attend, Attain, Achieve) sets out the approach to ensuring that children have the best possible educational experiences as well as the best possible outcomes. A key priority within the strategy is that all children in Leeds read for learning and fun.

26. We know that in the early years and right through to Key Stage 2, children in Leeds lag behind the national average in terms of reading and so a real driver for us in the library service in Leeds is to ensure that our children's programme is underpinned by a focus on reading for pleasure, particularly in the early years.

27. We will do this through ensuring we create children's spaces in our libraries that are welcoming, attractive, and stocked with the best in contemporary children's literature. Our libraries will be exciting places to be with a knowledgeable staff team on hand and able to support children and families with their book choices and so sowing the seeds of a love of libraries, books and reading.

28. Our focus of activity in the first phase of our strategy will be on supporting reading in the Early Years with our Story Bus and Ready Steady Readers programme. The name of this programme has been chosen to focus on the outcome we are hoping to achieve – that all our children in Leeds are readers.

29. Our wider programme will ensure that every child and young person in libraries is inspired to read for pleasure, has access to a diverse range of materials, can engage in a variety of digital activities and can take part in activities that improve their well-being.

## **Outcomes**

- Increased reading and literacy
- Helping everyone achieve their full potential

30. Key priorities for developing our service to children and young people over the coming year include:

- Relaunch of the Ready Steady Readers programme for babies and children aged 0- 5 years, to include story and rhymetimes, information for parents registering the birth of their baby and the Ready Steady Reading Challenge
- Launch of the new Storybus Service
- New programme of support for schools, including information literacy
- Focus on support for reading for pleasure and relaunch of the Book Award

### **Health and Wellbeing (including Isolation Mitigation)**

31. Public Libraries provide a population scale platform for population-scale public health issues. (Health on the Shelf, Scottish Libraries)

32. The library is a space that belongs to everyone. A place that is open and free for everyone to go to share – share the space and share the resources - helping to build a sense of trust which is vital for place making and community cohesion. By widening access to information about our shared history and heritage, the library service helps to develop increased understanding across communities and a sense of community pride.

33. We also play an important role in the collection and preservation of information about our city and our communities. Our local and family history archive and special collections hold over 180,000 items including books, pamphlets, and ephemera as well as journals, directories, maps, photographs, and prints focused on Leeds with significant publications of Yorkshire.

34. Our libraries are democratic spaces, providing free, independent, respected sources of information.

35. People who are better informed have better health outcomes. Libraries contribute to the public health agenda by tackling health inequalities and supporting health literacy. Our libraries have an extensive reach into communities and our services and programmes of activity include tailored health and wellbeing services. Through the provision of free access to the internet, online resources, and well-trained staff, we empower people to access, understand and use health and wellbeing information effectively.

### **Outcomes**

- Healthier and happier lives
- Stronger, more resilient communities

## Priorities

36. Key priorities for developing our programme of support for health and wellbeing over the coming year include:

- Development of libraries as health information points (including the development of 34 Digital Health Hubs across the city)
- Building a menu of health-related activity available to GPs as part of social prescribing activity. Initial phase to include local library 'socials' peer support reading groups and cultural events, e.g. talks and author readings
- Developing our volunteer offer
- Investigating Libraries of Sanctuary award
- Targeted work around services to Care Homes and the Homeless community

## Support for Digital and Learning

37. Digital access and literacy are increasingly critical, especially to central and local government strategies around economic development, channel shift, reducing social isolation and creating community cohesion (Ambition).

38. Across our city, however tens of thousands of adults are offline or have very limited digital skills:

- 90,000 adults in Leeds are without essential digital skills
- 50,000 are not online at all
- 40% of council housing tenants are not online

39. Research shows that those who are digitally excluded also have poorer health and that by improving digital inclusion we can combat some of these health inequalities.

40. There are three main barriers to digital inclusion:

- Lack of skills/confidence
- Limited or no access to equipment/connectivity
- Not motivated to get online/not understanding of the benefits of being online

41. Providing support for digital access has been at the heart of library services since the introduction of the People's Network back in 1997.

42. Libraries as safe, non-stigmatised spaces at the heart of the community are well placed to tackle the barriers to digital inclusion. We have provide free access to computers, the internet, wi-fi and a tablet lending scheme and have a skilled staff team of Digital Champions who are able to support customers with the motivations and skills development through our free training and support programmes.

43. The Covid-19 pandemic has emphasised the importance of digital access and a [blog from the Joseph Rowntree Foundation](#) highlighted in particular the impact that the closure of library buildings especially in the first period of lockdown had on digital inclusion for some of the most economically disadvantaged people in our communities.

44. We have therefore identified as a priority the development of our community libraries in Leeds as Digital Hubs. The concept will include the introduction of Digital Health Hubs which use community engagement to reach poorly served groups and support access to digitally enabled health care and wider wellbeing. We will also be exploring the concept of libraries as data hubs.

45. And at the heart of our digital offer is support for Learning. Libraries were set up as the universities of the people and learning and today our libraries still provide citizens with access to a wide range of informal learning opportunities, including digital skills.

## **Outcomes**

- Improved digital access and literacy
- Helping everyone achieve their full potential

## **Priorities**

46. Key priorities for developing our programme of support for our digital inclusion and learning support over the coming year include:

- Developing the new #Digital121 service including telephone support and a refreshed programme of face to face support sessions and city-wide webinars (e.g. keeping your children safe online for parents)
- Creation of a network of 34 Digital health Hubs across the city
- Launch of Creator Space at Compton Road Library, a space which will provide access to resources to support creative digital activity
- Further development of Niche Academy platform to include more locally curated content to support digital learning in the community
- Developing our programme of support for ESOL and Adult Literacy

## **Books, Reading and Culture**

47. Libraries are the cultural cornerstones of communities (Darren Henley CEO Arts Council).

48. Libraries enable communities to access and participate in a wide variety of quality and diverse arts and cultural experiences. Leeds Libraries work with cultural providers to spark curiosity, imagination, and fun. Our programme of activity enables new creative skills to flourish, enriching the lives of children and adults by providing arts and cultural experiences in local settings. Our offer will celebrate diversity, promote inclusivity, value identity and will contribute to an active local cultural economy.

49. Through our reading offer, libraries help build literate, confident and empathetic communities. We provide diverse and inclusive reading resources and support

programmes and experiences for children and adults to create excitement around reading. Our range of stock and linked activity programme encourages individuals of all ages to read for pleasure and purpose to increase their understanding of the world, stretch their imaginations and think differently.

## **Outcomes**

- cultural and creative enrichment
- Increased reading and literacy

## **Priorities**

50. Key priorities for developing our programme of support for Cultural programme over the coming year includes:

- Following successful Expression of Interest, submission of a full bid to Arts Council for the refurbishment of Central Library's ground and first floors, including the development of the City Reading Room, City Children's Library and City Art and Music Library
- Full transition of the Library at Home Service to the Reading Friends model
- Introduction of new model of support for Reading Groups
- Review of stock management policies
- Reintroduction of Cultural Programme of events and activity including participation in the British Library 'In the News' Exhibition and event programme (launch event to be held in Leeds)
- Programme of 'treasures on tour' taking the Special Collections held in Central Library out and about to libraries around the City

51. To support the delivery of these priority activities we have realigned our staff teams. The new structure is flatter and more manageable with just 5 tiers of staffing as opposed to the previous 11 tiers. The development of generic job descriptions across the service will ensure greater flexibility to accommodate changes in priorities over time.

52. The structure (see Appendix 2) is split into 3 key areas: Service Support, Service Delivery and Service Development.

## **Corporate considerations**

### **Council policies and city priorities**

53. The priorities of Leeds Libraries recovery strategy play a direct role in supporting the following Best Council Plan objectives:

- Health and Wellbeing
- Child Friendly City

- Age Friendly Leeds
- Culture
- Safe strong communities
- Inclusive Growth

## **Conclusion**

54. We will report back to Area Committees on an annual basis with specific information about the delivery and engagement with our programmes of activity for each area.

## **Recommendations**

55. That the information in this report and the verbal update provided at the meeting is noted.

## **Background information**

- None



## Appendix 1: Leeds Libraries Online Activities during COVID-19 pandemic

### British Library exhibition, 'Unfinished Business: The Fight for Women's Rights'

56. Later in the year, as part of our work with the British Library<sup>2</sup> (BL) we curated a [virtual exhibition](#) and programme of events to celebrate the BL's own exhibition, 'Unfinished Business: The Fight for Women's Rights'. Our online exhibition highlighted Leeds' unique contribution to the campaign for gender equality and featured important books connected to the wider history of women's rights.

57. The exhibition spanned over 300 years from the poetry of Katherine Philips in 1669, through to the activism of the 1970s and 80s, culminating in the work of contemporary local spoken word artists. The weekend of events, created in partnership with the BL, included workshops, author talks and performances, and attracted over 800 people from all over the world.

58. To celebrate the exhibition Studio12 led a series of 5 poetry workshops and mentoring sessions with young poets and renowned literary activist, writer, and playwright Khadijah Ibrahiim. The workshops explored women's voices, activism, and the fight for a fairer world. The participants' poetry was transformed into spoken word performance films, which were showcased at a special live [Spoken Word Showcase](#).

59. The showcase involved a panel discussion between Khadijah and poet/activist Suhaiymah Manzoor-Khan, followed by a spoken word takeover by The Sunday Practice. We had 300 engagements via social media in the lead up to the Spoken Word Showcase, and over 300 people tuned in. Our largest audience was in Yorkshire, followed by London.

### BBC's 'Novels That Shaped Our World'

60. We also took part in the BBC's national 'Novels That Shaped Our World'<sup>3</sup> project and one strand of activity explored the connection between games and storytelling. A programme of events that included a workshop on creating your own literary escape game, a talk on the real history behind some of the novels from the BBC's Novels list, animation activities for families and a panel event discussing how libraries and museums can use games to engage new audiences, which all led up to a two day Games Jam. The Jam challenged people to design a digital or physical game inspired by the BBC's Novels list, and the participants were given access [to images from our special collections](#) for inspiration.

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<sup>2</sup> The British Library is the [national library](#) of the United Kingdom and is one of the [largest libraries in the world](#). As a [legal deposit](#) library, the British Library receives copies of all books produced in the United Kingdom and Ireland, including a significant proportion of overseas titles distributed in the UK.

<sup>3</sup> BBC Novels That Shaped Our World is in partnership with BBC Arts, Libraries Connected and Arts Council England.

61. Our headline event of the weekend was a live [mixed reality performance](#) by virtual reality artist Rosie Summers who brought the world of Narnia to life. The games that were submitted can be viewed on our [itch.io page](#) and all events were recorded and added to [YouTube](#).
62. We also delivered a programme of activity based around Arts and Cultural activities.
63. Arts Activity: We ran workshops inspired by the artist Joseph Cornell's 'world in a box' sculptures and assemblage art. In these workshops, we captured the feel of the novel, its story, journey or place by assembling items in a box. The resulting artwork can be viewed in an [exhibition with our partners Space2](#).
64. Cultural Activity: We ran a number of activities on social media and with readers and writers groups across the city. We asked readers to share the novel that has shaped them on social media, challenging readers to read as many of the 100 titles as they can. For writers we set a number of writing challenges and participants could also attend a writing class led by local author Alison Taft. Work written by the participants is currently featured on our digital book platform and you can read more about it [here](#).

### **Business & Intellectual Property Service**

65. For some key aspects of our service we took a business as usual approach albeit digitally. For example, during the last year our Business & Intellectual Property Service quickly pivoted their services to an online model, ensuring local businesses had continuous support during the pandemic. This included:
- Intensifying messaging across social media channels and via partners to inform the local business community that the service would continue to be available to support businesses with their enquiries via email and telephone.
  - The team and our business advice partners moved face-to-face consultations into a telephone format that proved particularly popular leading to the addition of new sessions.
  - Online access to our business resources ensured that the team were able to effectively deal with enquiries via email and telephone. Customers needing to consult these resources were able to book on one-to-one Zoom sessions providing the option of screen sharing.
  - Our face-to-face event programme was moved to webinar format ensuring continuity of our full programme of support [Business & IP Centre Leeds Events | Eventbrite](#)
  - As businesses looked to adapt to new ways of working and marketing, our webinars also refocused upon these sought-after areas. This included extra webinars focusing upon online selling, social media and our first Start-up Summer School.
66. A successful *Reset. Restart* programme of talks aiming to support businesses transform, future-proof or grow was developed in partnership with the British Library. This provided access to a range of new webinars and follow-up one-to ones with specialist advisors.

[Reset. Restart - The British Library \(bl.uk\)](#) One of our most successful *Reset. Restart* online events focussed on the music sector, which had been hit particularly hard by the pandemic. This online panel event, which was held in partnership with Manchester libraries, featured musicians and other representatives from across the sector and provided a lively discussion about how to cope and pivot moving forward. Over 120 people attended the event live.

**67. Additional events and activities are included in the table below:**

Activity	Audience	Frequency	Description
Storytime	0-5	Daily (Mon – Friday)	<p>Regular storytime each morning at 9.45 am featuring an author or illustrator reading from their books followed by BBC rhymes and an activity from our <a href="#">Leeds 50 things App</a> <a href="https://twitter.com/leedslibraries/status/1255775297787629569?s=20">twitter.com/leedslibraries/status/1255775297787629569?s=20</a></p> <p>We worked with local theatre company <a href="#">Tutti Frutti</a> to commission some performed readings with actors, these were then shared across the UK with other libraries!            Playlist: <a href="https://youtube.com/playlist?list=PLkero3eEEZV88RlpPBje8KXGPcNuiOJec">youtube.com/playlist?list=PLkero3eEEZV88RlpPBje8KXGPcNuiOJec</a>            Podcast: <a href="https://tutti-frutti.org.uk/show/welcome-to-sweet-dreams/?section=our-work">tutti-frutti.org.uk/show/welcome-to-sweet-dreams/?section=our-work</a>            Sign up to receive more free stories and news: <a href="https://eventbrite.co.uk/e/tutti-frutti-story-time-tickets-140071661109?aff=nationallibrary">eventbrite.co.uk/e/tutti-frutti-story-time-tickets-140071661109?aff=nationallibrary</a></p> <p>Our Librarians created storytimes for #BabyWeek:  <a href="https://twitter.com/TinyOwl_Books/status/1329363829906616320?s=20">https://twitter.com/TinyOwl_Books/status/1329363829906616320?s=20</a></p> <p>They also worked with frontline staff to deliver sessions to ensure we stayed connected to our audiences. <a href="https://facebook.com/119146154207/videos/514171752926835">facebook.com/119146154207/videos/514171752926835</a></p>
Stories By heart	4- 8	Weekly	<p>Oral story telling session with professional storytellers  <a href="https://twitter.com/leedslibraries/status/1255496977305010182?s=20">twitter.com/leedslibraries/status/1255496977305010182?s=20</a></p>
Games Group	Teens	Weekly	<p>A fun friendly online Games Group for under 20s. Currently playing the games 'Magic the Gathering' and 'Dauntless'. Uses Discord to create an online community.</p>
#AskALibrarian	Adults	Daily (Mon – Fri 10 – 4)	<p>An online enquiry support line – covering any general information enquiry, including for example book recommendations  <a href="https://twitter.com/leedslibraries/status/1328277874386857984?s=20">twitter.com/leedslibraries/status/1328277874386857984?s=20</a></p>
Virtual #DigiDropIn (now rebranded #Digital121)	Adults	Daily (Mon – Fri 10 – 4)	<ul style="list-style-type: none"> <li>• Access to computers for essential use only, for 45 min sessions at a number of sites across the city. Details can be found here: <a href="https://leeds.gov.uk/libraries">leeds.gov.uk/libraries</a></li> <li>• Bookable 1 to 1 digital sessions with a librarian - call 0113 378 5005 or email <a href="mailto:libraryenquiries@leeds.gov.uk">libraryenquiries@leeds.gov.uk</a></li> <li>• Basic digital enquiry support - whether our customers have a digital question or need a bit more support to get online, our <a href="#">#Digital121</a> librarians can help. Contact our team on 0113 378 5005. <a href="https://twitter.com/leedslibraries/status/1389569776125718537?s=20">twitter.com/leedslibraries/status/1389569776125718537?s=20</a></li> </ul>

Activity	Audience	Frequency	Description
Selection Bags	All		We provided pre-packed selection bags for primary age children and adults. If customers contacted us we would put together a package of books for them to collect from their local library <a href="https://twitter.com/leedslibraries/status/1363886551185428480?s=20">twitter.com/leedslibraries/status/1363886551185428480?s=20</a>
#LeedsReadsBook Club	Adults	Monthly	Our online book club features a book of the month from our multiple download collection and a hosted discussion with a librarian on Facebook once a month. Authors are invited to take part in the discussion. The club now has over 100 members. <a href="https://facebook.com/groups/345068199880216">facebook.com/groups/345068199880216</a> <a href="https://leedsreads.net/leeds-reads-book-club">leedsreads.net/leeds-reads-book-club</a>
Virtual Bookshelf #LeadsReadsBooks helf	Adults	ongoing	Content curated by residents who are invited to share images and reflections of the books they are reading. This has led to the creation of a #LeedsReadsBookshelf; this is a community bookshelf created by the people of Leeds, for the people of Leeds. <a href="https://twitter.com/i/events/1260132950802399233">twitter.com/i/events/1260132950802399233</a>
LEGO	Children and families	Weekly / monthly	This is an exciting Lego experience for children and families, with entertaining videos and a range of build challenges. <a href="https://youtube.com/playlist?list=PLkero3eEEZV9X2rTykCI_1tKLsfdVybuL">youtube.com/playlist?list=PLkero3eEEZV9X2rTykCI_1tKLsfdVybuL</a>
Code Club	Children and families	Fortnightly	We provide ongoing support for existing code club members as well as new audiences. The Clubs are delivered through a fortnightly Zoom meet up when a new challenge is introduced along with a 'show and tell' with library staff and Code Club volunteers. <a href="https://blog.codeclub.org/2020/08/17/linking-code-to-literacy">blog.codeclub.org/2020/08/17/linking-code-to-literacy</a> <a href="https://helloworld.raspberrypi.org/articles/hw14-creating-a-remote-code-club-with-leeds-libraries">helloworld.raspberrypi.org/articles/hw14-creating-a-remote-code-club-with-leeds-libraries</a>
Local and Family History	Adults	Fortnightly	<a href="#">Family History for Beginners</a> Held on Zoom, a librarian narrates a local family history session. These are live and interactive versions of our popular Family History workshops, providing a friendly online introduction to key concepts and resources for complete beginners. Attendees are invited to ask questions throughout the presentation.  <a href="#">Leodis</a> by Leeds Libraries A photographic archive for the city. Over 62,000 heritage images of the city digitized and accessible to all. Over 40,000 of the images belong to the Leeds Libraries while the remaining images come from partner heritage organizations and individuals from across the city. Over 20 years old the website has recently undergone an extensive rebuild bringing its accessibility and security in line with the demands of today and has become

Activity	Audience	Frequency	Description
			<p>more popular than ever. The rebuild has allowed us to include over 5000 playbills showcasing historical theatre bills from some of Leeds oldest theatres.</p> <p><b>#ThrowbackThursday:</b> Every week librarians share what is going on in the Local Family History Department and highlight heritage in Leeds.  <a href="https://twitter.com/leedslibraries/status/1319209444832665600?s=20">twitter.com/leedslibraries/status/1319209444832665600?s=20</a></p> <p><b>Lunchtime talks series:</b>  <a href="https://secretlibraryleeds.files.wordpress.com/2021/04/lfh-online-events-programme-apr-jun-21-1.pdf">secretlibraryleeds.files.wordpress.com/2021/04/lfh-online-events-programme-apr-jun-21-1.pdf</a></p> <p>Our team of Librarians introduce participants to the <b>relaunched Leodis website</b>, the digital archive of Leeds' historical photographs. Customers can explore the background to the creation of Leodis 20-years ago and discover exciting new features – before our Librarian team take them through their favourite images from the site: <a href="https://leodis.net">leodis.net</a></p> <p><a href="https://youtube.com/playlist?list=PLkero3eEEZV93tzscVukw04QPBvD9YdF9">youtube.com/playlist?list=PLkero3eEEZV93tzscVukw04QPBvD9YdF9</a>  <i>The Secret Library</i>, is the home to Leeds Libraries' heritage blog. The site provides insights into the history and architecture of the 1884 Central Library building, a behind the scenes look at the Library and highlights from our Special Collections, including rare books: <a href="https://secretlibraryleeds.net">secretlibraryleeds.net</a></p>
#RareBookoftheWeek	Adults	Weekly	<p>Every week using #RareBookOfTheWeek we showcase items from our special collections on social media.  <a href="https://twitter.com/leedslibraries/status/1407682217040658434?s=20">twitter.com/leedslibraries/status/1407682217040658434?s=20</a></p>
Lunchtime Tech Talk	Adults / young people	11-part series	<p>Each episode features an inspirational speaker from the digital and cultural sector in Leeds along with a member of the library staff team who will highlight library resources relevant to the main talk.            Find the full playlist here:  <a href="https://youtube.com/playlist?list=PLkero3eEEZV9V1HSQbeT7xZ4oBzRxuu9a">youtube.com/playlist?list=PLkero3eEEZV9V1HSQbeT7xZ4oBzRxuu9a</a></p>
#LeedsDropInAndDraw	Adults	Weekly	<p>Each week, a different theme and image from our art collections is chosen and posted on social media. Audiences are asked to create their own drawing in response to the image we post and to share their work on social media</p>

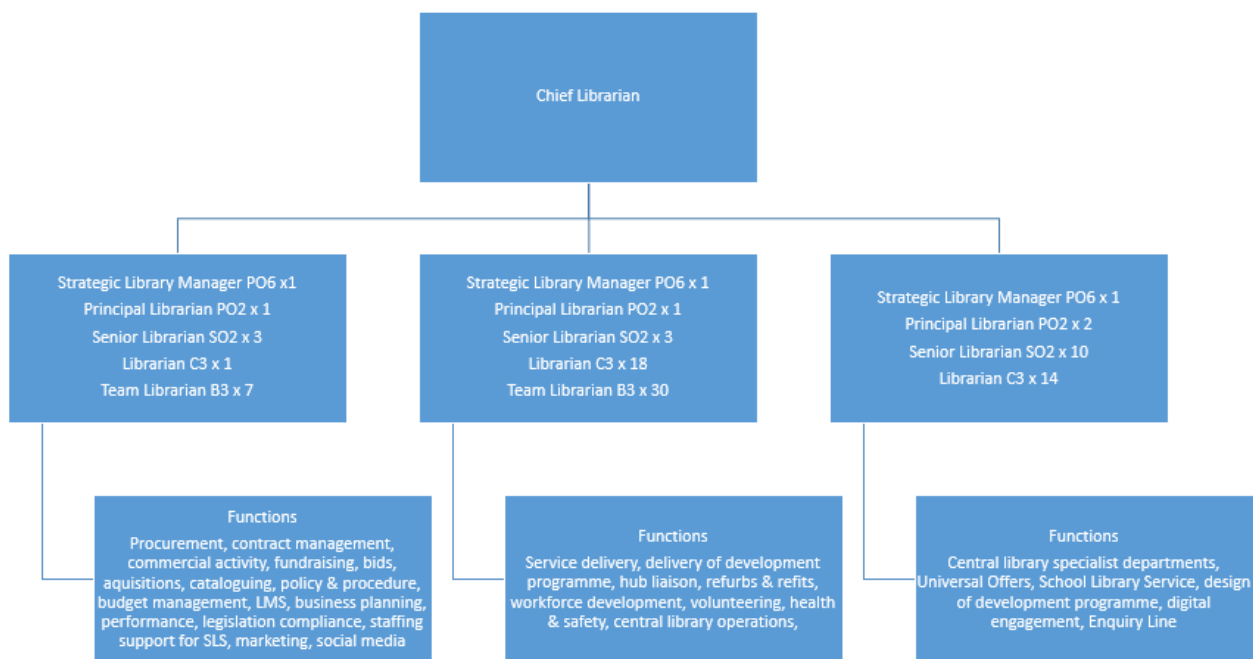
Activity	Audience	Frequency	Description
			<a href="https://twitter.com/leedslibraries/status/1256158965634928640?s=20">twitter.com/leedslibraries/status/1256158965634928640?s=20</a>
Art Book Club	Adults	Every two months	Each month, a book chosen by an artist will be read in conjunction with the current exhibition. The book club is hosted via Zoom and places are bookable on Libraries' ticketsource. <a href="https://twitter.com/cultureleeds/status/1251989702544146432">twitter.com/cultureleeds/status/1251989702544146432</a>
Craft Club #LeedsLibrariesCC	Adults and Young People	Monthly	Virtual Craft Club is delivered online once a month. A different theme and image from our E-magazines collection is chosen and posted on Leeds Libraries Facebook.  Audiences are asked to create their own crafts using material from around their home and garden in response to the article posted and to share their work on social media <a href="https://twitter.com/leedslibraries/status/1257271808950140931?s=20">twitter.com/leedslibraries/status/1257271808950140931?s=20</a>
Leeds Libraries community and heritage trail #LeedsLibrariesCH T	Adults	Weekly	During the past year we have celebrated each one of our unique libraries as part of the Leeds Libraries community and heritage trail. #LeedsLibrariesCHT <a href="https://twitter.com/leedslibraries/status/1404801487180550152?s=20">twitter.com/leedslibraries/status/1404801487180550152?s=20</a>
Tutti Frutti Festive Show	Families	December	We will be hosting a festive play with local theatre company Tutti Frutti. <a href="https://bit.ly/TuttiPrincessPea">Bit.ly/TuttiPrincessPea</a> Set in the Museum of Forgotten Things, three musical curators, tell the amazing tale of the museum's artefacts including the mystery of a little green pea and how it got there.
Covid Diaries			A city partnership project aiming to ensure we document the impact that Covid is having on all of us. Personal diaries, experiences, films and pictures will help to paint a picture of what life is like in Leeds and the challenges our people face <a href="https://covididiaries.co.uk">covididiaries.co.uk</a>
School Library Service	Schools	One off	Organised 22 virtual author events for schools in Leeds, for World Book Day, giving children learning both in school and at home the opportunity to come together and celebrate reading
Authority Figures Podcast	Teens	3 episodes	A 3-part Authority Figures podcast series for Teens, with young volunteer Chandni who interviews Ben Oliver, Matt Abbott and Kenny Baraka. <a href="https://youtu.be/-u8fch0n1qM">youtu.be/-u8fch0n1qM</a>
Summer Reading Challenge	Families	Summer	We are asking families to share their images of reading in the wild #LeedsWildReads <a href="https://twitter.com/i/events/1407976126727741440">twitter.com/i/events/1407976126727741440</a>
United We Wait – Refugee & Asylum film project	Adults	6-week project	Delivered over 6 weeks Studio12 worked with Members of the Hearts youth group at Leeds Playhouse to create an honest and ultimately uplifting short film to share their experiences of leaving their home countries, settling in Britain and the recent challenges of lockdown.



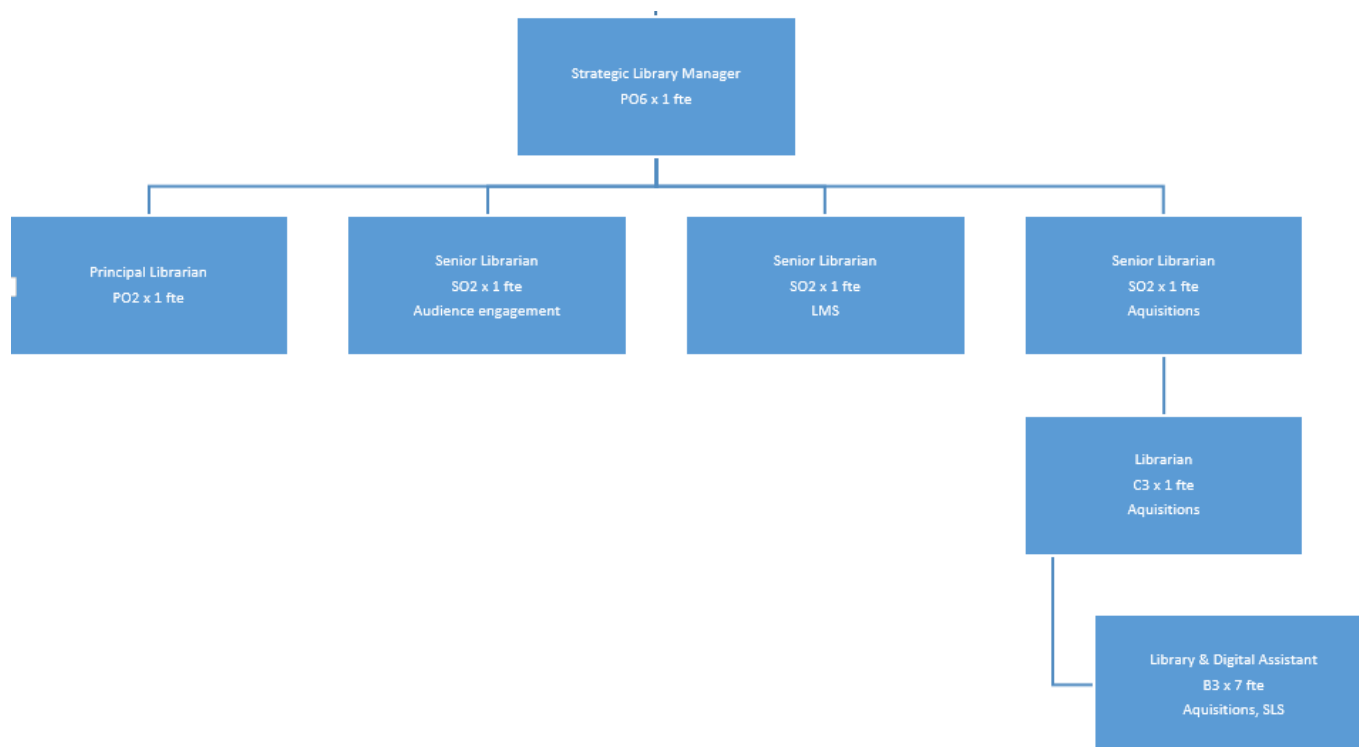
Activity	Audience	Frequency	Description
			"I am sure the books saved my life!" As part of <a href="#">#RefugeeWeek2021</a> we created 'We Walk With You' with <a href="#">@ArtsTogetherLDS</a> Filmed in Leeds Central Library, <a href="#">@Studio12Leeds</a> member, Rahman tells his story of feeling safe in arts spaces. <a href="https://youtu.be/K7wITr2rKzI?list=PLAbXg1ADT_6BWKZtG63Btp2_YKv-tLUXr...">youtu.be/K7wITr2rKzI?list=PLAbXg1ADT_6BWKZtG63Btp2_YKv-tLUXr...</a>
Ingenious Awards	Young people aged 7-14	Ongoing	Working together, Leeds Libraries, Leeds Museums and the University of Leeds will create a modular STEAM-focused series of activities, focusing on tackling environmental issues and using developments in technology for societal and environmental good <a href="https://raeng.org.uk/grants-prizes/grants/ingenious-grant/current-awards">raeng.org.uk/grants-prizes/grants/ingenious-grant/current-awards</a>
Enterprise Club and talks. Business and IP Centre	Adults	Ongoing	You can book a free one to one consultation with specialists including business advisors, accountants, and IP attorneys, and attend a range of free events and workshops to help you start-up and grow your business. <a href="https://eventbrite.co.uk/o/business-amp-ip-centre-leeds-2985198129">eventbrite.co.uk/o/business-amp-ip-centre-leeds-2985198129</a>
Studio12	YP 16-30	Tuesday - Friday	<p><b>Website relaunch:</b> Responding to studio12 member feedback we overhauled our online service provision, by building a new website equipped to be a one-stop resource for creatives in the Leeds community and beyond. Content is sourced, curated, and uploaded on a regular basis to maintain its relevance. It includes an <a href="#">opportunities page</a> with online events, funding, commissions, talent development schemes, business support and creative jobs. It also includes industry guides for <a href="#">music</a>, <a href="#">film</a> and <a href="#">writing</a>. In addition there is a <a href="#">Covid-19 Support Guide</a> for artists including health and wellbeing advice. The Studio12 website provides valuable opportunities for people to enter the industries via non-traditional academic routes, and now receives over 1,000 visits a month. This is an engagement increase of over 10 times the amount of visits received pre-pandemic.</p> <p><b>Bookable 1:1s:</b> Recently we supported a member applying for a 1-year prestigious art residency in the Netherlands. We have also just signposted and supported a member in applying for over £8k in the ACE DCYP programme, results pending</p> <p><b>Online Masterclasses:</b> We worked in partnership with the British Library and acclaimed producer / rapper Awate, who gave two music production masterclasses into his <a href="#">British Library Residency</a>.</p>



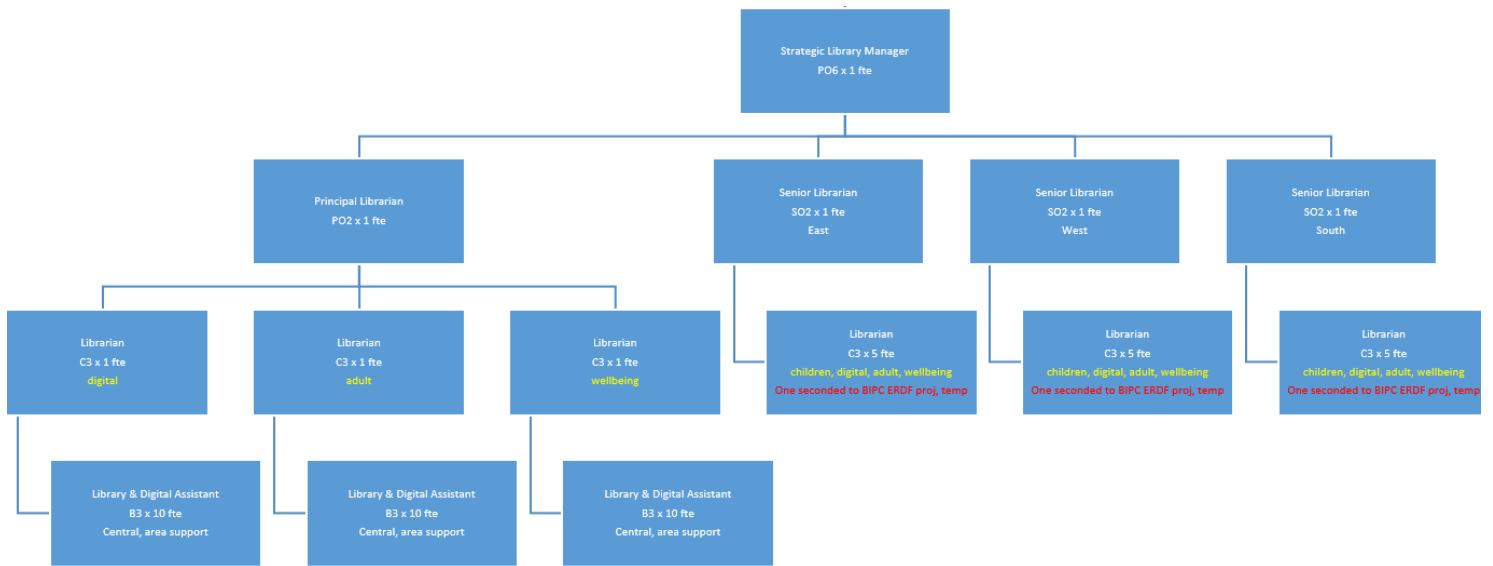
## Appendix 2: The staffing structure of Leeds Libraries



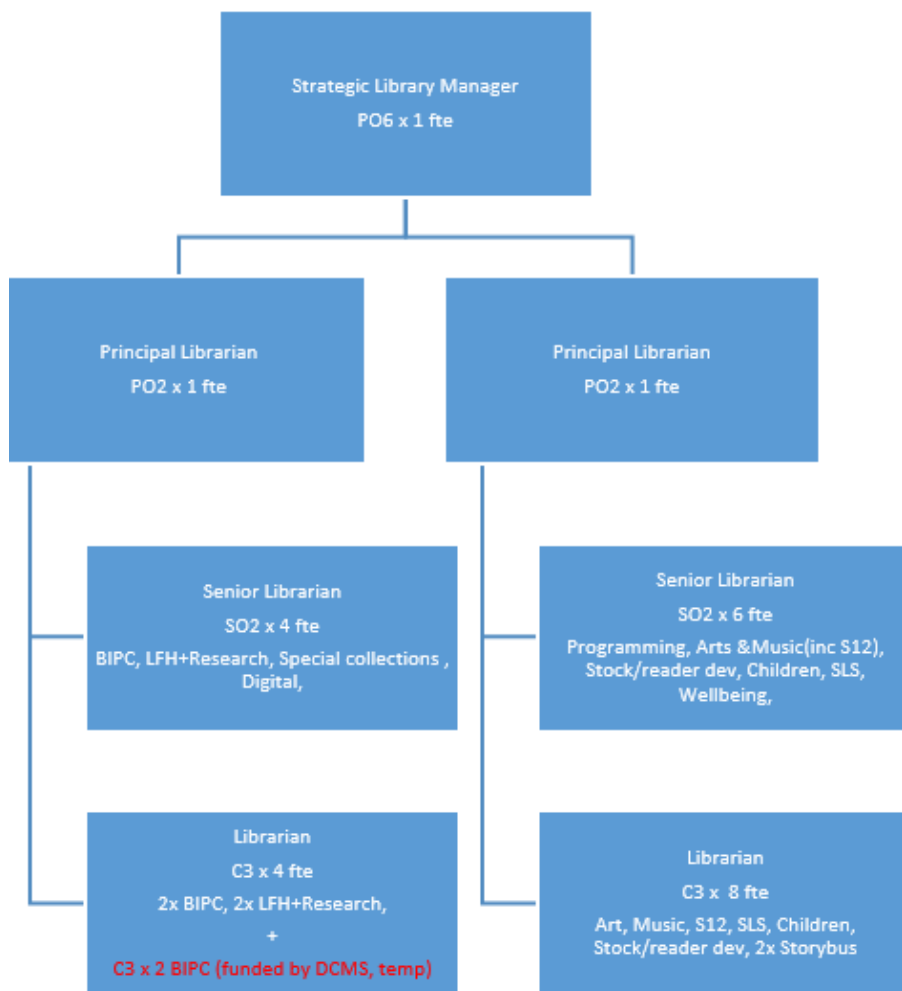
### Service Support



## Service Delivery



## Service Development





**Report of: Head of Locality Partnerships**

**Report to: Inner North East Community Committee**

**Report author: Mike Eakins- Intelligence & Policy Manager**  
**Telephone No: 0113 378 8646**

**Date: 6 September 2021**

**To note**

**Title: City Plan Engagement**

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## **Purpose of report**

1. To provide the Inner North East Community Committee with a verbal update on the development of a City Plan for Leeds and to gather input from elected members and residents to feed into the Plan.

## **Main issues**

2. The verbal report is provided at the specific request of the Community Committee.
3. The verbal report outlines the new City Plan in development for Leeds, which will become the main overarching strategy for the city, replacing the Best Council Plan. The verbal report will provide details of the timeframe for the development of the Plan, how consultation and engagement will take place, and what the final product is likely to look like. As part of the consultation towards the Plan, elected members and residents will be invited to share their views about pertinent issues affecting the Inner North East Community Committee Area, and discuss how these can best be represented in the City Plan.
4. There will be an opportunity for questions from elected members and residents after the presentation, and for elected members and residents to share their views as part of the consultation process.

## **Recommendations**

5. The Inner North East Community Committee is asked to note the contents of the verbal report that will be provided by Councillor Dowson and Mike Eakins.



**Report of:** Head of Stronger Communities

**Report to:** Inner North East Community Committee  
(Chapel Allerton, Moortown and Roundhay)

**Report author:** Zahir Lunat – Localities Officer

**Date:** 6 September 2021

**For Decision**

## **Inner North East Community Committee - Finance Report**

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### **Purpose of report**

1. This report provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund as well as the CRIS and Community Infrastructure Levy Budget for 2021/22.

### **Main issues**

2. Each Community Committee has been allocated a wellbeing budget (revenue and capital) and Youth Activities Fund which it is responsible for administering. The aim of these budgets is to support the social, economic and environmental wellbeing of the area and provide a range of activities for children and young people, by using the funding to support projects that contribute towards the delivery of local priorities.
3. A group applying to the Wellbeing Fund must fulfil various eligibility criteria, including evidencing appropriate management arrangements and financial controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equal opportunities and be unable to cover the costs of the project from other funds.
4. 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.

5. The amount of wellbeing funding provided to each committee is calculated using a formula agreed by Council, taking into consideration both population and deprivation of an area.
6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.
7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
8. In the Inner North East Community Committee this means that the money for Chapel Allerton, Roundhay and Moortown will be administered by the Inner North East Community Committee.
9. It was agreed at the Inner North East Community Committee March 2018 that CIL monies for Chapel Allerton, Roundhay and Moortown would be spent in the Community Committee ward that it was generated in. At the INE Finance Sub Group meeting on 9 July 2020 it was agreed that decisions for CIL needs to be agreed at the relevant ward meeting or by contacting the 3 Ward Councillors. The exception is if the funding is over £25k it needs to be agreed at INE Finance Sub Group and ratified at INE Community Committee meeting.
10. Projects eligible for funding by the Community Committee could be community events; environmental improvements; crime prevention initiatives, or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010, projects funded at public expense should provide services to citizens irrespective of their religion, gender, marital status, race, ethnic origin, age, sexual orientation or disability; the fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.
11. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.

12. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.
13. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of wellbeing and youth activity budgets and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Community Committee. Alongside the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.
14. 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 the following 'minimum 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.
15. Members are reminded that the necessary scrutiny of applications to satisfy our own processes, financial regulations and audit requires the deadline for receipt of completed applications to be at least five weeks prior to any Community Committee. Some applications will be approved via Delegated Decision Notice (DDN) following consultation with Members outside of the Community Committee meeting cycle.
16. Wellbeing Fund applications and Youth Activity Fund applications are considered at Finance and Policy Sub Group meetings, a sub group of the Community Committee. This group comprises a nominated Elected Member from each of the wards in the Inner North East Community Committee; Chapel Allerton, Moortown and Roundhay. The sub group makes the recommendations to award funding for projects which is then ratified by the Inner North East Community Committee.

### **Wellbeing Budget Position 2020/21**

17. The total revenue budget approved by Executive Board for 2021/22 was **£81,850.00**. **Table 1** shows a carry forward figure of **£95,054.53** which includes underspends from projects completed in 2020/21. **£11,374.36** represents wellbeing allocated to projects in 2020/21 and not yet completed. The total revenue funding available to the Community Committee for 2021/22 is therefore **£165,530.17**. A full breakdown of the projects approved or ring-fenced is available on request.

18. It is possible that some of the projects may not use their allocated spend. This could be for several reasons, including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement, or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified in Table 1.

19. Community Committee is asked to note that, at the time of writing the report, there is currently a remaining balance of **£45,139.20**. A full breakdown of the projects is listed in Table 1 and is available on request.

**TABLE 1: Wellbeing Revenue 2021/22**

<b>INCOME: 2021/22</b>	<b>£81,850.00</b>
<b>Balance brought forward from previous year</b>	<b>£95,054.53</b>
<b>Less projects brought forward from previous year</b>	<b>£11,374.36</b>
<b>TOTAL AVAILABLE: 2021/22</b>	<b>£165,530.17</b>

<b>Area wide ring fenced projects</b>	<b>£</b>
Ward Pot	£64,018.69
Community Engagement	£1,000.00
Festive Lights	£25,000.00
CCTV (Chapeltown)	£3,000.00
<b>Total spend: Area wide ring fenced projects</b>	<b>£93,018.69</b>

<b>Area wide ward projects</b>	<b>£</b>
Irish Arts & cultural activities and events	£900.00
Nubian Noire	£1,125.00
Wilderness on your Doorstep	£7,350.00
A Midsummer Night's Showcase in Roundhay Park	£500.00
Summer Bands in Leeds Parks 2021	£650.00
PHAB	£1,352.94
Chapel Allerton Arts Re-engagement 2021	£5,025.00
Your Local Pantry, Meanwood – Year 1	£4,885.00



Active Communities Project	£2,550.00
More than a coffee morning	£2,790.00
Igbo Union Family Fund Day August 2021	£500.00
<b>Total spend:</b>	<b>£27,627.94</b>
<b>Plus Underspend</b>	<b>£255.66</b>
<b>Remaining Available Balance</b>	<b>£45,139.20</b>

## Wellbeing and YAF for Consideration and Approval

### 20. The following projects are presented for Members' consideration:

#### 21. Project Title: Festival of World Music

**Name of Group or Organisation:** World on our Doorstep

**Total Project Cost:** £5,550.00

**Amount proposed:** £2,000.00 (WB) 2021-22

**Amount agreed:** £2,000.00

**Wards covered:** Chapel Allerton, Moortown and Roundhay

**Project Description:** World on Our Doorstep.

World on our Doorstep was established in 2018, as a 'festival of local music from around the world'. The festival attracts musicians from the local area, representing a range of musical genres and styles, both traditional and contemporary. Musical influences include Eastern European, North African, South American, continental European, as well as Traditional Irish and English Folk music.

With support from Seven Arts we are able to consider a smaller weekend festival in their COVID aware environment, which will re-establish the festival as an annual event and give a much needed boost to performers and audiences who have been starved of income and enjoyment of live music. The festival will feature concerts from popular and established performers such as Mestisa (South American folk band), From East to East (Balkan folk and pop band), Kwame D (Soul/Reggae artist) as well as pop-up gigs from new and emerging talent. Saturday evening will feature a concert entitled 'Women of The World', which will showcase female world music performers.

World on Our Doorstep has benefitted from the support of Seven Arts; MEWL music; Muzikantes Festival; Flashpop Images; Chapel Allerton Blog/Leeds Life; Music: Leeds and local councillors. We hope to strengthen and expand support for this and future World on our Doorstep Festivals as part of our mission in 'Sharing, perpetuating and preserving the mix of cultures and traditions in suburban Leeds, through celebration, dance and music making' (from our Festival Mission statement)

### Community Committee Priorities:

Best city for health and wellbeing (Vision for Leeds 2011 to 2030)  
 Supporting healthy ageing (Best Council Plan 2015-20)  
 Keeping people safe from harm (Best Council Plan 2015-20)  
 Best city for communities (Vision for Leeds 2011 to 2030)  
 Keeping people safe from harm (Best Council Plan 2015-20)  
 Supporting communities, raising aspirations (Best Council Plan 2015-20)

### Delegated Decisions (DDN)

22. Since the last Community Committee meeting on 19<sup>th</sup> July 2021, the following projects have been considered and approved by DDN.

#### Wellbeing, YAF and CIL

##### Wellbeing

Igbo Union Family Fund Day August 2021 - £500.00

##### YAF

RJC Dance Holiday Activity Camp - £5,200.00

##### CIL

Community Garden – Newton Lodge Drive - £2,000.00

#### Declined Projects

23. Since the last Community Committee meeting on the 19<sup>th</sup> July 2021 the following project has been declined:  
 Leeds Money Buddies - £5,438.00

#### Youth Activities Fund Position 2021/22

24. The total available for spend in the Inner North East Community Committee in 2021/22 including carry forward from previous year, was **£64,470.30**
25. The Community Committee is asked to note that so far, a total of **£12,959.74** has been allocated to projects, as listed in **Table 2**.
26. The Community Committee is also asked to note that there is a remaining balance of **£46,368.01** in the Youth Activity Fund. A full breakdown of the projects is available on request.

**TABLE 2: Youth Activities Fund 2021/22**

	£
<b>INCOME: 2021/22</b>	<b>£43,000.00</b>
<b>Balance brought forward from previous year</b>	<b>£28,093.30</b>

<b>Less projects brought forward from previous year 2020/21</b>	<b>£6,623.00</b>
<b>TOTAL AVAILABLE: 2021/22</b>	<b>£64,470.30</b>

<b>Ward Projects</b>	
Easter Eggtravaganza Art Camp @ Mill Field School	£1,470.00
RJC Dance Easter Camp 2021	£1,350.00
Spring Bank Half term Art Camp @ Millfield School	£980.00
Environmental Summer Playscheme	£3,818.74
New Horizon Summer Youth Project	£1,691.00
Mini Breeze – Scott Hall Playing Fields	£3,650.00
RJC Dance Holiday Activity Camp	£5,200.00
<b>Total</b>	<b>£18,799.74</b>
<b>Plus Underspend</b>	<b>£57.45</b>
<b>Balance remaining</b>	<b>£46,368.01</b>

### Ward Pots Budget (incorporating skips) 2021/22

27. The total available for spend in the Inner North East Community Committee in 2021/22 including carry forward from previous year, was **£64,018.69**.

28. There is currently a remaining balance **£57,620.24** detailed in Table 4.

**TABLE 3: Ward Pots 2021/22**

Ward Pots	£	Ward Split		
		Chapel Allerton	Moortown	Roundhay
<b>Ward Pots</b>	<b>£64,018.69</b>	<b>£20,675.26</b>	<b>£22,375.43</b>	<b>£20,968.00</b>
Chapel Allerton & Chapeltown Barrier Troughs	£450.00	£450.00		
Meanwood Park Litter Bins & Dog Fouling Signs	£1,965.00		£1,965.00	
Moortown Park Environmental Improvements	£1,000.00		£1,000.00	

BM Wellbeing Village Pilot Event	£1,559.00	£1,559.00		
Summerhill Gardens – Greenspace Development	£500.00			£500.00
Pain Management Peer Support Group – LCC Community Hub	£772.00	£772.00		
RAGA - Roundhay Allotments and Gardens Association (Skip)	£152.45			£152.45
<b>Total Spend</b>	<b>£6,398.45</b>	<b>£2,781.00</b>	<b>£2,965.00</b>	<b>£652.45</b>
<b>Balance remaining (Total/Per ward)</b>	<b>£57,620.24</b>	<b>£17,894.26</b>	<b>£19,410.43</b>	<b>£20,315.55</b>

### Capital Budget 2021/22

29. The Inner North East Community Committee has a capital budget of **£20,348.00** available to spend. Members are asked to note the capital allocation broken down by ward and summarised in Table 6.

**TABLE 4: Capital 2021/22**

	£
<b>Available Balance 1 April 2020</b>	<b>£37,048.00</b>
<b>Injection 1 – May 2020</b>	£8,300.00
<b>Injection 2 – November 2020</b>	£1,000.00
<b>Total Available during April 2020 to March 2021</b>	<b>£46,348.00</b>
St Martin’s Stair Lift (2020/21)	£2,500.00
Beck Hill’s Playground (2020/21)	£20,000.00
Gledhow Valley Road Speed Indication Display Camera (SID) 2020/21	£3,500.00
<b>Total spend during 2020/21</b>	<b>£26,000.00</b>
<b>Balance remaining as at 1 April 2021</b>	<b>£20,348.00</b>

### Community Infrastructure Levy (CIL) Budget (2021/22)

30. The Community Committee is asked to note that there is now **£95,551.18** total available to the Inner North East Community Committee. Members are asked to note the CIL allocation broken down by ward and summarised in Table 7.

**TABLE 5: Community Infrastructure Levy (CIL) 2020/21**

	<b>INE (£)</b>	<b>Chapel Allerton</b>	<b>Moortown</b>	<b>Roundhay</b>
<b>Budget as of 1 April 2020</b>	<b>£124,981.47</b>	<b>£61,995.50</b>	<b>£16,725.26</b>	<b>£46,260.90</b>
<b>Injection 1 – May 2020</b>	£12,288.20	£8,292.21	£0.00	£3,996.00
<b>Injection 2 – November 2020</b>	£5,101.51	£3,773.25	£1,328.26	£0.00
<b>Total Available 2020-21</b>	<b>£142,371.18</b>	<b>£74,060.96</b>	<b>£18,053.32</b>	<b>£50,256.90</b>
Landscaping a Happy and Healthy Outdoor Space (Moortown Primary School)	£10,000.00		£10,000.00	
Harehills Lane SID	£3,500.00	£3,500.00		
Harehills Baptist Church	£3,158.00	£3,158.00		
Roundhay Park Litter Bins	£4,950.00			£4,950.00
<b>Totals:</b>	<b>£21,608.00</b>	<b>£6,658.00</b>	<b>£10,000.00</b>	<b>£4,950.00</b>
<b>Balance as at 1<sup>st</sup> April 2021</b>	<b>£120,763.18</b>	<b>£67,402.96</b>	<b>£8,053.32</b>	<b>£45,306.90</b>
Leeds Islamic Centre Community Sports Hall Refurbishment	£3,212.00	£3,212.00		
Hill Top (Beckhill Grove) Playground	£20,000.00	£20,000.00		
Community Garden – Newton Lodge Drive	£2,000.00	£2,000.00		
<b>Remaining Balance</b>	<b>£95,551.18</b>	<b>£42,190.96</b>	<b>£8,053.32</b>	<b>£45,306.90</b>

**Corporate Considerations****Consultation and Engagement**

31. The Community Committee has previously been consulted on the projects detailed within the report.

**Equality and Diversity/Cohesion and Integration**

32. All wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process complies with all relevant policies and legislation.

**Council Polices and City Priorities**

**33.** Projects submitted to the Community Committee for wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

1. Vision for Leeds 2011 – 30
2. Best City Plan
3. Health and Wellbeing City Priorities Plan
4. Children and Young People’s Plan
5. Safer and Stronger Communities Plan
6. Leeds Inclusive Growth Strategy

### **Resources and Value for Money**

**34.** Aligning the distribution of community wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

### **Legal Implications, Access to Information and Call In**

**35.** There are no legal implications or access to information issues. This report is not subject to call in.

### **Risk Management**

**36.** Risk implications and mitigation are considered on all wellbeing applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

### **Conclusion**

**37.** The Finance Report provides up to date information on the Community Committee’s budget position.

### **Recommendations**

**38.** Members are asked to consider/approve:

- a. Details of the Wellbeing Budget position (Table 1) (paragraph 19)
- b. Wellbeing, Capital proposals for consideration and approval (paragraph 20)
- c. Details of the projects approved via Delegated Decision (paragraph 24)
- d. Details of the Youth Activities Fund (YAF) position (Table 2) (paragraph 28)
- e. Details of Skips & Ward Pots (Table 4) (paragraph 29 )
- f. Details of the position statement on projects funded by the committee that are currently running or hold and how they have been affected by the Coronavirus pandemic (Table 5) (paragraph 30)
- g. Details of the Capital Budget (Table 6) (paragraph 31)
- h. Details of the Community Infrastructure Levy Budget (Table 7) (paragraph 32)
- i. Details of the Community Committees and the Communities Team response to the Coronavirus pandemic (paragraph 33)



**Report of:** Head of Locality Partnerships

**Report to:** Inner North East Community Committee  
(Chapel Allerton, Moortown and Roundhay)

**Report author:** Localities Officer - Zahir Lunat

**Date:** 6 September 2021

For consideration

## Inner North East Community Committee – Update Report

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### Purpose of report

1. To bring to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.
2. This report provides regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champions roles, community engagement, partnership and locality working.

### Main issues

#### Updates by theme

#### Children & Young People: Councillor Zara Hussain

3. The Breeze event took place on Tuesday 3<sup>rd</sup> August at Potternewton Playing Fields. It was attended by over 600 young people over 2 sessions in the afternoon. The Communities Team attended and undertook Youth Activity Fund Survey, this will help Councillors decide what activities to fund in the Inner North East area in the next financial year 2022-23.
4. Cllr Zara Hussain attended along with other councillors from the Inner North East area to see what activities were on offer. The weather was bright and sunny which helped with the turnout.

## **Environment: Councillor Mohammed Shahzad**

5. Martin Allen has now taken over as Team Leader for the INE replacing David Bratton.
6. At present CNT are currently having to share resources across the whole of the East due to some staff leaving through ELI, long term sickness and holidays. So, it may take a little longer for referrals to be removed. Some recruitment is taking place to fill these vacancies.
7. The team are actively removing reported fly tips, some of the ginnels have been cut back.
8. All team members are responsible for the housing estates requests for service this includes litter-picking, bin emptying, fly-tip removal and raising their own proactive referrals. Daily zonal cleansing is still taking place where possible although some of the mechanical sweeping are not covered by both shifts.
9. Planning is well under way for the route for Leeds half marathon/10k which takes place on the 5th September.
10. Keep Britain Tidy purple bags are proving positive and are being utilised by lots of community groups. They are a great way to distinguish between CNT Street cleaning and community litter picking. The CNT purchase the bags and distribute to groups that request them.
11. Several fly tipping investigations are ongoing, CNT are starting to invite alleged perpetrators for these offences in for formal interview(s) now restrictions have been removed.
12. Adele (EAO) has recently completed a letter drop of the Beckhill estate with regards to residents depositing of their waste in the recycling points.

## **Employment & Skills: Councillor Sharon Hamilton**

### **Universal Credit**

13. The table below shows the revised figures for the number of people claiming Universal Credit in the Inner North East Community Committee area that were unemployed in May 2021 is 3,679. This is an increase of 103% since March 2020, a decrease of 62 on the previous month. The increase in claimants is reflective across all wards due to the impact of COVID.
14. The Coronavirus Job Retention Scheme (furlough) will cease at the end of September, and there is an expectation that a number of people will be made redundant which could subsequently increase claimants to Universal Credit.



	Universal Credit Claimants (Not in Employment) 16-64yrs					
	March 2020		April 2021		May 2021	
	Number*	Rate**	Number*	Rate**	Number*	Rate**
Leeds	23,618	4.6%	47,061	9.1%	46,061	8.9%
<b>Inner North East</b>	<b>1,814</b>	<b>4.0%</b>	<b>3,741</b>	<b>8.3%</b>	<b>3,679</b>	<b>8.2%</b>
Chapel Allerton	1,019	6.1%	2,004	12.1%	1,960	11.8%
Moortown	355	2.1%	823	5.0%	803	4.8%
Roundhay	440	3.1%	914	6.4%	916	6.4%

\*Number is the number of people claiming Universal Credit that are not in employment

\*\*Rate shows the number of claimants not in employment as a percentage of the working age population

## Employment and Skills Services

The table below shows the number of people being supported from the Inner North East Community Committee area.

	Accessing Services		Into Work		Improved Skills	
	2020/21 (Apr – Mar)	2019/20 (Apr – Mar)	2020/21 (Apr – Mar)	2019/20 (Apr – Mar)	2020/21 (Apr – Mar)	2019/20 (Apr – Mar)
<b>Inner North East</b>	<b>991</b>	<b>1,612</b>	<b>286</b>	<b>427</b>	<b>508</b>	<b>726</b>
Chapel Allerton	508	863	162	238	253	320
Moortown	213	323	52	74	107	178
Roundhay	270	426	72	115	148	228

15. COVID has had considerable impact since March 2020, with closures of face to face services, the employment and skills delivery models were adapted and continued through a virtual or remote offer along with email and telephone support. During April 2020 – March 2021 10,071 people accessed the Service, 991 of whom were from the Inner North East, a reduction of 39% when compared to the same period last year.

16. Across the city the service has supported 3,413 people into work, (April 2020 – March 2021), 286 were residents from the Inner North East, a reduction of 33% when compared to the same period last year. Customers were supported into work across all sectors with the largest numbers in health and care, food retail, logistics, distribution, and transport.

### Leeds Employment Hub

17. A single point of contact for ESIF funded programmes and Jobshops that provides tailored and comprehensive support into employment or education to all unemployed Leeds residents. A large team of Employment Advisors deliver the programme by providing one to one support, tailored preventative and remedial support to eligible residents who are disadvantaged in the labour market.

18. The Service continues to be successful in securing ESIF funding that will now be in place until December 2023, supporting around 3,500 people per year in Leeds to improve their skills and significantly increase their prospects of moving into sustained employment. The service and its partners will be spending in the region of £2.7m in this financial year on the delivery of employment support programmes.

19. A further ESIF bid to support 15-24 year old Leeds residents has been submitted and the service expects to hear by the end of August 2021 if successful. This will replace two existing programmes that are due to finish at the end of December 2021.
20. ESIF programmes are predominantly focused on residents who are not employed. The service has therefore sought to gain funding for residents that are ineligible for ESIF programmes, supporting underemployed residents in low paid, low skilled jobs as well as those at risk of redundancy. Residents at risk of being redundant will be offered support beyond the limited statutory minimum offered by DWP and National Careers Service and residents seen as underemployed will be able to access services and support that now have not been offered through ESIF and other mainstream support.
21. All Jobshops are now fully open 5 days a week for face to face appointments which includes Reginald and City Centre Community Hubs. The Moor Allerton Community Hub is open on Monday and Tuesday.
22. Due to COVID the annual Leeds Next Steps event will not take place face to face this summer. The event usually held the day after GCSE results day, where young people can talk to local colleges and providers, get information and advice about post- 16 learning opportunities, individual courses, apprenticeships, and traineeships will be available on-line. Information from a wide range of schools, colleges and other providers will be available via the 'Start in Leeds' website.
23. Between April 2020 – March 2021 3,971 customers accessed Leeds Employment Hub including Jobshops, 2,047 customers were supported into work and 292 were supported into training or further education. From the Inner North East, 410 customers accessed Leeds Employment Hub including Jobshops, 221 customers were supported into work and 22 were supported into training or further education.

### **Leeds Learning Hub**

24. The service delivers and commissions adult learning (post 19) with courses designed to help adults take their first steps or re-engage with learning before progressing to accredited learning within community settings. This provision is targeted to the 20% most deprived SOAs with a focus on Priority Neighbourhoods. Our programme includes Family English, Maths and Language (FEML) provision designed for parents (or other carers of children) with English and Maths needs or is for families where English is not the primary language. Often these courses are linked to schools or Children's Centres.
25. Over the last 12 months, new methods of delivery were developed to ensure learners could continue to access our courses. This included blended learning e.g. digital delivery through mobile phones coupled with home learning options, remote delivery options including outdoor learning, and the return to face to face learning when

restrictions permitted with reworked COVID secure delivery spaces. The service also developed home learning resource packs to increase pastoral support, with a particular focus on vulnerable learners and those unable to access online programmes.

26. Between April 2020 – March 2021 the service has supported 4,857 people across the city to improve their skills. From the Inner North East, 508 residents have completed a skills course, a reduction of 30% when compared to the same period last year.

### **Employer Support**

27. Over the last 15 months the Service has engaged with 384 businesses (33 large and 351 SMEs). The highest number of engagements have been within construction, health and social care, IT, and digital and professional services sectors.

### **Vaccinating Leeds Programme**

28. The Service supported, in partnership with the Leeds Teaching Hospital Trust, the recruitment of Admin, Health Care Assistants and Front of House positions for the Vaccinating Leeds programme. 90 Leeds Employment Hub customers successfully passed the recruitment process, including HR checks and an initial training programme, 24 customers commenced work with the NHS in March 2021, the other customers were invited to join the talent pipeline to be put forward for other opportunities.

### **Kickstart**

29. Part of the Government's Plan for Jobs 2020 launched in September. Employment and Skills is continuing to act as a "Kickstart Gateway", to help provide placements for young people who are currently on Universal Credit and at risk of long-term unemployment. The programme provides funding to employers to offer 6 month's placements for eligible businesses. Since January 2021, 391 placements have been approved with 140 placements filled.

### **Retail and Hospitality Sector**

30. Developing a programme with employers, Leeds City College and The Engine Room, to provide taster sessions and upskilling support for participants in order to allow them to access opportunities in the sector. The initial programme is set to be delivered in September 2021, with a one-week programme covering key skills in hospitality.

### **Leeds Teaching Hospital Trust (LTHT)**

31. Working in partnership with LTHT to support the recruitment of a large number of Apprentice Clinical Support Workers and Apprentice Facilities Technicians roles within LTHT. Virtual information sessions to explain the role and application process are being delivered from September. Support arrangements are in place through the Leeds Employment Hub and targeted local promotion is being arranged.

## **Community Safety: Councillor Mohammed Rafique**

32. LASBT East has 229 Active cases of which 50 are in the Inner North East area.
33. Cases are a mixture of noise and anti-social behaviour plus a small number are related to hate and domestic violence.
34. There are no set trends currently and no emerging issues in the area.
35. The anti-social use of motor vehicles continues to be a city-wide issue as well as affecting the Inner North East. A city-wide Public Space Protection Order aimed at tackling the anti-social use of all vehicles be that in relation to cars, vans, quad bikes, scooters, e-scooters, motorbikes and off-road bikes is in the process of being developed. We are currently building up our analytical data and hope to start online consultation soon. They have done a similar process in Bradford which is having some encouraging results. This would include the banning of car meets, ride outs, use of public green spaces for quads etc.
36. LASBAT have submitted several ASB Injunction applications aimed at tackling ongoing ASB in the Meanwood area with the focus being on a group of youths who live in that area.

## **Health & Well Being: Councillor Eileen Taylor**

### **Covid-19 response summer months**

37. Infection rates have been high during the summer months within many wards across the city and within some of our INE wards especially those with a younger demographic the ward infections rates have fluctuated considerably. The situation is dynamic and will likely change again as we move towards the winter months. As the Leeds vaccination programme moves a pace and we move down the age groups infections become concentrated in the 18-24-year olds and below. The response of the NHS, Leeds City Council and Third Sector partners has been rapid and ongoing since the start of the pandemic with some vaccinations centres offering different vaccination sites for example one for forties and above and then another site for 18 above. Additional mobile testing centres have been set up. Women's only vaccination clinics have also been made available as well as roving and pop up Covid-19 vaccination sites across the city and in Inner North East. On top of this young people in the hospitality industry, night-time economy, family owned and run food business, general food retail, universities, schools, colleges, and further education venues have been targeted via campaigns and social media to take up the vaccination offer. This work continues by the NHS, CCG and LCC Public Health, Volunteers and Third Sector Partners. These partners include a strong representation from faith groups.

### **Covid-19 outreach teams across the wards**

38. In conjunction with the above outreach teams have been proactively moving across the wards and door knocking to:
  - Encourage vaccination and testing uptake

- Distribute free lateral flow test packs.
- Ask if residents require and help with shopping, prescription collection, financial inclusion matters for example. These doorstep wellbeing checks have proved to be an essential lifeline for many residents and have been well received.
- Teams have also been posting information leaflets detailing council, clinical and charitable services available.
- Outreach teams comprise of council workers, LCC commissioned services such as Better Together Outreach volunteers, public health officers, third sector community development teams, clinical colleagues who have volunteers and Forum central's volunteer resource pool.

### **Leeds City Council Contract Tracing Service**

39. The outreach component of this service is delivered through the trusted commissioned third sector partners many who have worked in their communities and geographical areas for over 25 years. This service has over a 46% success record. It helps residents track contacts they may have had if they test positive and offers isolation advice and help. The service is highly flexible and is proving a strong model for work of this nature.

### **Key Messages**

40. As we enter a new phase of living with the virus, with very few restrictions in place, here are some updated key messages that capture the national messages combined with local messaging from our Director of Public Health.

41. Covid-19 continues to be a feature of our lives, so this last step on the roadmap is around learning to live with it and manage the risk to ourselves and others.

42. Rates of Covid-19 infection are high and continue to rise therefore we should continue to be cautious, help to reduce the risk of spread and protect people at highest risk of serious illness.

43. Now, you will no longer have to wear a mask or social distance by law, but the advice is to continue to wear a mask in enclosed and crowded spaces such as public transport. Some organisations, e.g. health and social care, will ask you to wear a mask.

44. You no longer need to work from home if you can, but the recommendation is for a gradual return over the summer.

45. To keep yourself and others safe, try and limit the contact you have with people you do not usually live with, including keeping the number of people and the time you spend with them low, and not getting too close to them.

46. Where possible, meet outdoors and let fresh air into homes and other enclosed spaces.

47. Many people will be excited about the return to the way things were before Covid-19, whilst others, including those more vulnerable, maybe more cautious. Think of others when making your own decisions about when to wear a mask and social distance.
48. Please get both doses of the vaccine when called to make sure you have the highest level of protection.
49. It is also important that we all continue to reduce the risk of spread by washing hands, getting tested if you have symptoms, and isolate if advised to do so.

### **Uptake of Long Covid-19 - Support Services**

50. Work is currently underway to encourage local people within inner west wards to understand and identify if present Long Covid-19 symptoms as appropriate and then seek help through their local GP service. Uptake is low within some of our wards which is nothing to be alarmed about as cases are proportionally low across the city. However, we would like any local residents who feel they may have symptoms to access the service. There is a Leeds City Council Public Health information sheet attached with more detail from the Long-Term Conditions Team. For more information please contact the following Public Health officers. [Carl.Mackie@leeds.gov.uk](mailto:Carl.Mackie@leeds.gov.uk) or [Jonathan.Hindley@leeds.gov.uk](mailto:Jonathan.Hindley@leeds.gov.uk).

### **Updates from Key Services**

#### **Tenant Engagement Update**

#### **Housing Advisory Panel**

51. Over the last few months some members of the Tenant Engagement Team have continued to change the way they work due to (easing) restrictions on meeting residents, partners and contractors face to face. The team continue to adapt to ensure that the service to residents continues to a good standard.
52. Tenant Engagement Team have arranged for the loan of SIM enabled tablets to a number of our most involved residents to ensure that they can fully interact with groups including the one in the INE area.
53. Continued to support efforts in encouraging Covid-19 testing and vaccination take-up in some of the hardest hit areas in the city.

#### **Engagement / Involvement**

54. Continue to keep in regular contact with groups and involved residents in the area on at least a monthly basis.
55. Completed the 'Virtual walkabout' for the Beckhill estate on 'Your Voice Leads' the name of the event being Your Place Beckhill. Compared with the maximum of one or two residents who attend the face to face walkabouts we had 131 residents accessed the event, 58 people sought out more information and 14 pins were placed on the map showing areas / ideas for improvement or issues. Plans are in hand to complete further events in other communities.

56. Now spending more time with groups on the estates to rebuild links and assist with projects.

### **Housing Advisory Panels**

57. INE HAP started the year in April with a budget of £34,039.11 (including a carry-over from last year of £4,302.11). In addition, a project for a couple of years ago, but not completed has been cancelled with the funding being returned to the budget (£3,016.00).

58. In the meeting held in July, two projects were approved. One around road safety at a primary academy and one supplying three laptops to a community centre.

59. Still have vacancies for Housing Leeds residents on Inner North East Housing Advisory Panel.

60. A definite 5 environmental projects will be presented to the HAP in September along with two community projects.

### **Community Payback**

61. Since March 2020 teams from Payback have been unable to work in communities. It is hoped that teams (although reduced in number) will be back out completing referrals in the coming months. One project completed by supervisors recently with received thanks from a local resident.

### **Working in Partnership**

62. Meetings with third sector organisation, partners continue to take place virtually via Skype, Zoom, WhatsApp and now Microsoft Teams.

63. Regular contact made with groups to advertise Funding Leeds and HAP funding especially when bids for funding from HAP received.

64. Assisted in numerous areas with regard Covid-19 testing and more recently with Covid-19 vaccination bus

### **Parks & Greenspaces**

65. Visitation levels to parks and open spaces has been higher than usual and this remains the case thus increasing pressure on some maintenance tasks specially litter management. There has been a recent litter campaign to encourage people to treat parks with respect and take litter home.

66. There are still operational restrictions in place regarding the number of people in vehicles and resource pressures arising from the need to self-isolate which is having an impact of the level of service delivery.

67. Second weed spray to hard surfaces is under way and commenced on 2nd August taking around 6-8 weeks depending on weather conditions.

68. Leeds Quality Park assessments are currently underway having not been undertaken since 2019 due to the pandemic.

### **Local Community Hub**

69. Our Community Hubs, Libraries and Job shops are now offering a full face to face service working to our updated risk assessment in a Covid-19 safe way. Enquiries are dealt with fully at first point of contact for all Council enquiries offering a seamless service for communities.

### **Library/PC Usage**

70. Residents can freely browse for books in our libraries before taking home to read or use our seating area to read/study etc.

71. Customers can still reserve books via our Order and Collect Service or book PC session (which can be extended if needed).

72. Selection Bags are also available for customers to order, these have a selection of 6 books for adults or children ranging from crime, romance, key stages, picture books etc.

### **Summer Reading Challenge**

73. The Summer Reading Challenge is back and this year it has a very special nature theme, which has been developed in partnership with the Reading Agency and WWF.

74. If you're looking for fun things to do with your family over the holidays, take part in the Summer Reading Challenge where children can get involved with reading and learn about nature and the environment along the way. As part of the challenge, children and their families are encouraged to read six or more library books and take a trip to Wilder Ville through the 'Wild World Heroes' book collection.

75. All the books in the collection can be borrowed for free from your local library and children can collect a Wild World Heroes reward for every book they read. Everyone that completes the challenge will be awarded a certificate and a gold medal.

76. Sign up to take part by visiting your local library or on the Summer Reading Challenge website.

77. Leeds Libraries are also on the look-out for people to share photos of themselves reading outside with nature to help spread the word. Whether you're reading in the garden, with your pets or in the park, we'd love to see photos of your family taking part in wild reading - get involved by using #LeedsWildReads on social media and tagging @LeedsLibraries.

### **Job Shops**



78. Our Job Shops are now working Face to face, customers can access our full range of services including assisting with job searching, creating or updating a CV, completing job applications and preparing for interviews.
79. Job Shop staff are also working with customers on a new Job Shop Employability Support Programme (JESP). The Programme is built on existing local good practice to deliver an enhanced integrated employability programme for jobseekers and inactive people.
80. Job Shop advisors (Senior Customer Service Officers) work from a variety of community locations in priority areas of the City and target neighbourhoods with high levels of deprivation, unemployment, inactivity and high BAME populations. The programme will strengthen and expand links with small-scale community organisations and local authority Area and Housing teams with well-established links in BAME communities to overcome any cultural barriers to engagement.
81. All participants will have a named Job Shop advisor and dedicated support from a team of advisors who will maintain fortnightly contact. Participants will be supported for a minimum of 6 months. Where face-to-face is not possible a telephone call will be pre-arranged. The advisors will work closely with participants to build their confidence, raise aspirations and improve well-being, including mental well-being, through a combination of direct support and signposting to existing local provision.
82. Examples of activities and actions to be delivered to support the participant include:
- Budgeting and debt advice, better off calculations, support with applying for Universal Credit
  - Offering housing, childcare or other specialist advice e.g. drugs and alcohol, or signposting to relevant organisations, as appropriate
  - Digital skills training and setting up an e-mail account if participants do not already have one.
  - work related digital skills basics such as using word, excel, PowerPoint, skype, digital privacy awareness of do's and don'ts
  - Supporting participants to develop up-to-date job search techniques including using IT to search and apply for work, setting up a "Find a job" account (where they have not previously done so); completing online application forms and using social media to seek work.
  - Employability training: communication skills, self-presentation, time keeping, attitudes/behaviours at work, team building, working relationships, work related literacy and numeracy support; transferable skills.
  - Careers information including self-employment advice
  - Job sector-specific and/or vocational training including nationally recognised qualifications that are in demand with local employers

- Job search support (linking to existing provision where appropriate)
- Effective interview techniques, including mock interviews and feedback.
- employer brokerage services relevant to the participants' needs
- Access to basic skills and ESOL training
- In-work support and any additional or creative activities that help to achieve the aims of the project.

### **Project Development Work**

83. In the first half of 2021- just over 1000 hours of support has been given through the groups and projects. And this is from groups and projects that have started from scratch and did not exist before.
84. Fifteen online different projects have been delivered that are around Health and Well-being.
85. There has been an increase in referrals from GPs and 3rd Sector which is good and will hopefully lead to new projects.
86. Our popular coffee morning is restarting on 12/8/21 at the Polish Centre, running weekly 10-12 every Thursday.
87. The pain group will also be resuming soon.
88. A working group is currently being brought together to look at new projects citywide, this group will also be tasked to begin to look at long Covid-19 and managing these symptoms in a peer led way.

### **Healthy Holidays**

89. Leeds City Council's Community Hubs & Libraries are now entering week two of our Healthy Holidays provision where we are delivering 26 programmes across the City from 2nd August to 3rd September inclusive.
90. The programme aims to provide children in Key Stages 1 through 4 who are entitled to Free School Meals with enriching cultural and sporting activities along with a hot meal at lunchtime. Activities include arts and crafts, storytelling, cultural activities and performances from external providers such as Wrongsemble. A full sport offer from Active Leeds and ping pong for your activity packs to take home to continue the fun and engagement with the wider family and friends.
91. There is still time for children to register and attend the programme by emailing [healthy.holidays@leeds.gov.uk](mailto:healthy.holidays@leeds.gov.uk)

92. Vaccination Hub-The Reginald Centre hosted the 2nd vaccine via the 'pop up' women only vaccination hub last week, which proved very successful.
93. Local intelligence has highlighted that some BAME communities (3 or 4 groups, including Pakistani, Black Caribbean, East European particularly) are showing low take up of the vaccine, so Public Health are looking to set up a women-only offer which may be a more accessible option for some.
94. Public health will be managing this offer and will concentrate on getting the message out to local third sector agencies who will direct women to the centre.

### **Update from Senior Localities Officer**

95. Long awaited work to build an extension at the BAME Health & Wellbeing Hub is due to start in mid-September. The work funded by the Chapel Allerton Ward Councillors through their Ward Based Initiative capital funding will create an orangery style extension to the existing building providing much needed additional space for day centre services and better link the building to the outside area allowing users to enjoy the benefit of outdoor activity.
96. The refurbishment of the Hill Top Playground off Beckhill Grove will start in late September following confirmation of a £68k funding package with contributions from Chapel Allerton Ward Councillors (CIL & S106), the Inner North East Community Committee (CRIS), Wades Charity and the Love Leeds Parks Fund. The project will be managed by Groundwork in partnership with LCC Parks & Countryside and will see the play area revitalised with the installation of new equipment and refurbishment of existing infrastructure.
97. Partnership work has been ongoing to promote and improve access to vaccination in the Chapeltown area including a walk-in vaccination clinic hosted by Roscoe Methodist Church and an information leaflet tackling vaccine misinformation and answering questions now available in 12 different languages.
98. Following the disappointment of another year without key cultural community events - Leeds West Indian Carnival and Black Music Festival, multi-agency partnership work has been taking place in preparation for the August Bank Holiday weekend in Chapeltown. It is an important time of year for the Chapeltown community and although the main events cannot take place again this year, the carnival will be held virtually and with the recent lifting of restrictions planning is taking place to ensure that any local activity is safe and enjoyable for all.

### **Consultation and Engagement**

99. The Community Committee has, where applicable, been consulted on information detailed within the report.

## **Equality and Diversity/Cohesion and Integration**

100. All work that the Communities Team are involved in is assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process for funding of projects complies with all relevant policies and legislation.

### **Council Polices and City Priorities**

101. Projects that the Communities Team are involved in are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

Vision for Leeds 2011 – 30  
Best City Plan  
Health and Wellbeing City Priorities Plan  
Children and Young People’s Plan  
Safer and Stronger Communities Plan  
Leeds Inclusive Growth Strategy

### **Resources and Value for Money**

102. Aligning the distribution of community wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

### **Legal Implications, Access to Information and Call In**

103. There are no legal implications or access to information issues. This report is not subject to call in.

### **Risk Management**

104. Risk implications and mitigation are considered on all projects and wellbeing applications. Projects are assessed to ensure that applicants can deliver the intended benefits.

### **Conclusions**

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

### **Recommendations**

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

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

107. None.

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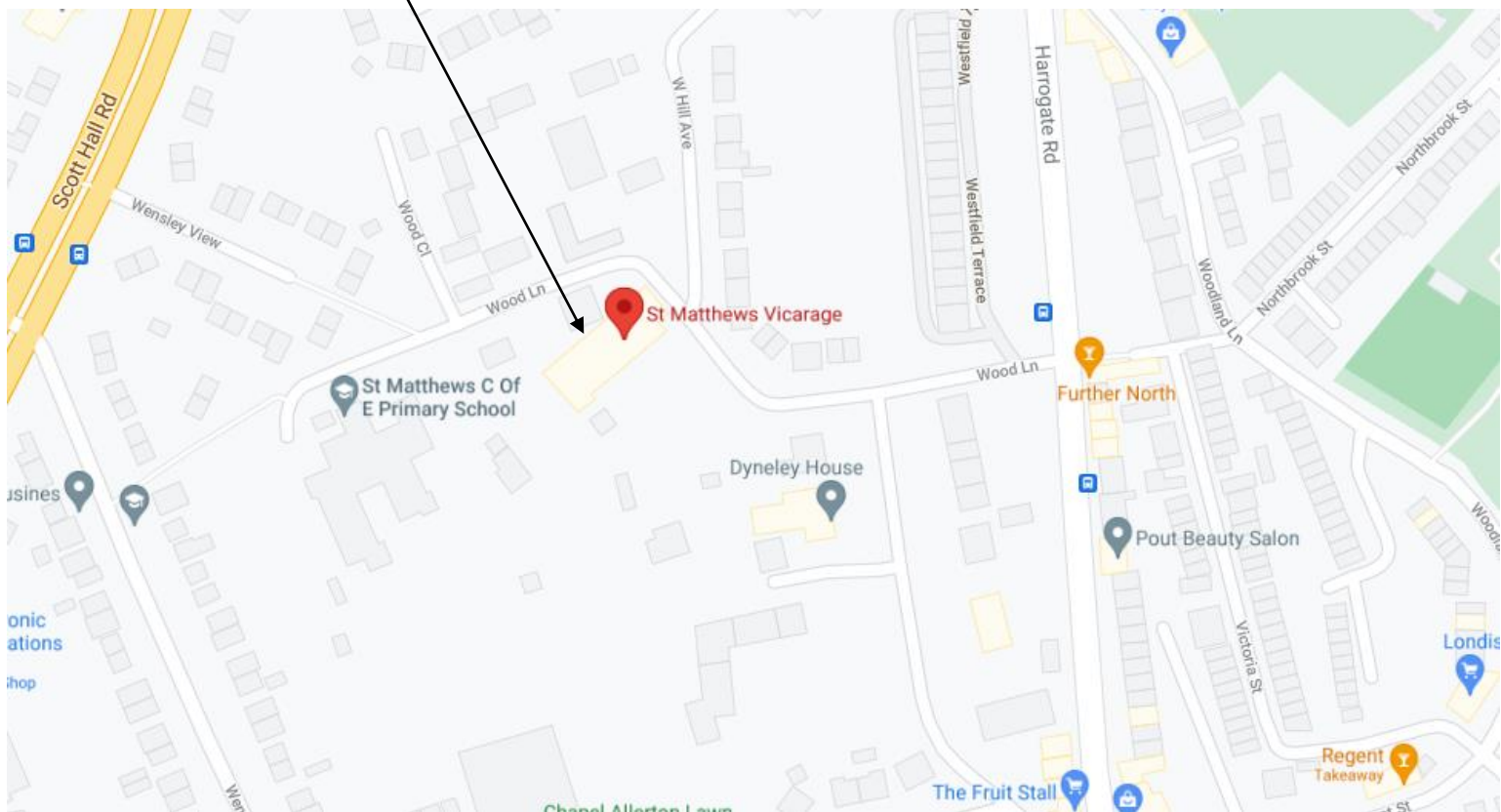
<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting Accordingly this list does not include documents containing exempt or confidential information, or any published works Requests to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

Inner North East Community Committee

Monday 6<sup>th</sup> September 2021 at 6 pm

Map of the Venue - St Matthew's Church, The Vicarage, Wood Lane, Chapel  
Allerton, Leeds, LS7 3QF

Location on Google Maps



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