



Community  
Committee



# Inner West Community Committee

Armley, Bramley & Stanningley, Kirkstall

**Meeting to be held in Leeds Civic Hall - Council Chambers - Tuesday, 20th July, 2021 at 6.00 pm**

**Councillors:**

- |               |                            |
|---------------|----------------------------|
| L Cunningham  | - Armley;                  |
| J McKenna     | - Armley;                  |
| A Smart       | - Armley;                  |
| C Gruen       | - Bramley and Stanningley; |
| J Heselwood   | - Bramley and Stanningley; |
| K Ritchie     | - Bramley and Stanningley; |
| H Bithell     | - Kirkstall;               |
| J Illingworth | - Kirkstall;               |
| F Venner      | - Kirkstall;               |

**Note to observers of the meeting:** To remotely observe this meeting, please click on the 'View the Meeting Recording' link which will feature on the meeting's webpage (linked below) ahead of the meeting. The webcast will become available at the commencement of the meeting.

<https://democracy.leeds.gov.uk/ieListDocuments.aspx?CId=1004&MId=11642&Ver=4>



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### **Co-optees**

Donna Bell	Armley Ward
Hazel Boutle	Armley Ward
Jonathan Butler	Bramley & Stanningley Ward
Joanne Fiddes	Bramley & Stanningley Ward
Stephen Garvani	Kirkstall Ward
James Gray	Armley Ward
Jessica Haigh	Kirkstall Ward
Steve Harris	Kirkstall Ward
Stephen McBarron	Bramley & Stanningley Ward

Agenda compiled by: Debbie Oldham  
Governance Services, Civic Hall, LEEDS LS1 1UR

Head of Localities Partnerships – Liz Jarmin Tel: 0113 37 89035

*Images on cover from left to right:*

*Armley - Armley Mills; Armley Library (old entrance)*

*Bramley & Stanningley - war memorial; Bramley Baths*

*Kirkstall – Kirkstall Leisure Centre; deli market at Kirkstall Abbey*

# 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 Chief Democratic Services Officer 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 within the meaning of Section 100I of the Local Government Act 1972, 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 the recommendation is accepted, to formally pass the following resolution:-</p> <p>RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 or Section 100A(4) of the Local Government Act 1972 as appropriate, the public be excluded from the meeting during consideration of those 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>	

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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>	
4			<p><b>DECLARATIONS 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 / COMMUNITY FORUMS</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>	
7			<p><b>MINUTES - 16TH MARCH 2021</b></p>	7 - 14
8			<p><b>MATTERS ARISING</b></p>	
9	Armley; Bramley and Stanningley; Kirkstall		<p><b>YOUTH CONSULTATION REPORT</b></p> <p>The report of the Head of Locality Partnerships presents to the Committee an overview of the results of the recent Online Youth Consultation, including top three activity choices, locations and times most selected by Young People in Inner West area.</p> <p>(Report attached)</p>	15 - 22

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p><b>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 Infrastructure Levy Budget for 2021/22.</p> <p>(Report attached)</p>	23 - 34
11	Armley; Bramley and Stanningley; Kirkstall		<p><b>APPOINTMENTS REPORT</b></p> <p>To consider the report of the city Solicitor which invites Members to not the appointment of Cllr Bithell as Chair of the Community Committee for 2021/22 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to those positions detailed in section 6 and the appendices.</p> <p>(Report attached)</p>	35 - 48
12	Armley; Bramley and Stanningley; Kirkstall		<p><b>CO-OPTEEES REPORT</b></p> <p>To consider the report of the City Solicitor which invites Members to give consideration to appointing co-optees to the Community Committee for the duration of the 2021/2022 municipal year.</p> <p>(Report attached)</p>	49 - 52
13	Armley; Bramley and Stanningley; Kirkstall		<p><b>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>	53 - 86
			<p><b>COMMITTEE BOARDS AND PANELS DO'S AND DON'TS GUIDANCE</b></p>	87 - 88

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			<p><b>THIRD PARTY RECORDING PROTOCOL</b></p> <p>Third Party Recording</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> <p>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.</p> <p>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.</p>	

## INNER WEST COMMUNITY COMMITTEE

TUESDAY, 16TH MARCH, 2021

**PRESENT:** Councillor H Bithell in the Chair

Councillors L Cunningham, C Gruen,  
J Heselwood, J McKenna, K Ritchie,  
A Smart and F Venner

### **CO-OPTED MEMBERS PRESENT**

Hazel Boutle, Stephen Garvani, Steve Harris, Stephen BcBarron.

### **MEMBERS OF THE YOUTH COMMITTEE PRESENT**

Mercedesz Nemeth and Daisy Pullan

### **CHAIRS OPENING COMMENTS**

The Chair welcomed everyone to the remote meeting of the Inner West Community Committee.

The Chair explained that internet connectivity may be an issue for some participants and suggested it may be appropriate to appoint a Vice Chair who could assume the Chair should the Chair lose connectivity. The Chair proposed that Councillor Fiona Venner be nominated as the Vice Chair, the proposal was seconded, upon been put to the vote the motion was passed.

### **13 Appeals Against Refusal of Inspection of Documents**

There were no appeals against the refusal of inspection of documents.

### **14 Exempt Information - Possible Exclusion of the Press and Public**

There were no exempt items.

### **15 Late Items**

There were no late items. However it was noted that supplementary information had been circulated in relation to Agenda Item 9 Finance Update Report.

## **16 Declarations of Disclosable Pecuniary Interests**

There were no declarations of disclosable pecuniary interests.

## **17 Apologies for Absence**

Apologies for absence were received from Donna Bell, Armley Co-opted Member.

It was also noted that Cllr Heselwood had informed the Chair that she would be attending the meeting late due to work commitments.

## **18 Minutes - 17th November 2020**

**RESOLVED** – That the minutes of the meeting held on 17<sup>th</sup> November 2020, be approved as a correct record.

## **19 Open Forum / Community Forums**

On this occasion there had been no submissions from members of the public.

## **20 Inner West Community Committee - Update Report**

The report of the Head of Stronger Communities brings 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 provided opportunities for further questioning, or to request a more detailed report on a particular issue.

This report also provided 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.

Members' attention was drawn to Paragraph 8 of the report which informed the Committee that the Inner West Youth Summit had been cancelled due to the national lockdown, in its place, an online survey had been sent out to all local schools and Youth Groups. The survey will enable and encourage all children and young people to influence how youth activity funding is allocated in the Inner West area. It was noted that the survey will be available until 30th April 2021. The information will be collated to recognise the top 5 priorities which will then be shared with local councillors, and this will influence how they allocate their Youth Activity Funding budget for 2021/22.

It was noted that Sunday 21<sup>st</sup> March was Census Day. The Chair had invited Elaine Thornton, a Census Engagement Officer to attend the meeting to



explain how to complete the form and provide different options for those who are unable to complete online forms.

Elaine informed the Committee of the following points with a focus on elderly people:

- Paper copies of the form are available, from the Contact Centre on 0800 1412021. A family member, trusted friend or carer can also phone up on behalf of someone. This is an automated service, available 24/7. The ten digit number found on the RHS of the Census letter, is required. It was noted that paper copies can take up to 5 working days to arrive;
- Paper copies can also be requested in large print;
- There is a dedicated Census helpline 0800 876 6276. Phone lines are open :-
  - Mon to Fri 8am - 8pm
  - Sat 8am - 1pm, except on Sat 20th March 8am - 8pm
  - Sun closed ,except on Sun 21st March 8am - 8pm;
- Guidance was provided on completing the paper Census.
  - This can be completed with the assistance of a family member, trusted friend or carer
  - The person can phone the Contact Centre and choose option 3, speak to an adviser who will arrange to phone them back to complete it with them or for them. They will arrange an appointment at a convenient time to do this; or
  - They can contact a Census Support Centre:
    - Swarthmore Education Centre (LS3 1AD) - Telephone support and open for Covid safe appointments. 0113 2432210
    - Leeds Library - Telephone support by appointment. 0113 3785005
    - Armley Community Hub - Telephone support by appointment. 0113 3785005
- There is Text relay service to assist people with hearing or speech impairments. Dial 18001 followed by the phone number.
- Household field support officers will be wearing a purple and yellow hi-vis vest and a census ID badge on a lanyard, they will not enter anyone's home. They have been trained in Covid safety. They are not assisting in doorstep completion of the form, they are only able to signpost to the help available to complete the census.

It was noted that although Sunday 21<sup>st</sup> March is Census Day this is the day that information is required for as to who is residing at the property on that date. The closing date for the Census form to be returned is 4<sup>th</sup> May 2021, reminders will be sent out.

It was also noted that the Census form does have the new LGBT plus questions. Anyone who has concerns filling in these questions could go onto the Inner West Community Committee Social Media pages where information in relation to completing these questions confidentially can be found.

The Chair thanked Elaine for her attendance at the meeting and for the advice that she had provided.

**RESOLVED** - To note the content of the report.

## **21 Inner West Community Committee - Finance Report**

The report of the Head of Stronger Communities 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 Budget for 2020/21.

Members were advised of the following points:

- The Wellbeing budget currently has a remaining balance of £60,875. A full breakdown of the projects was listed in Table 1;
- Members were requested to give consideration on a number of applications which were set out at Paragraphs 21 – 27 of the submitted report;
- The remaining balances of the Covid-19 Wellbeing budgets were as follows, Armley: £8,518.25, Bramley & Stanningley: £4,705.01, Kirkstall: £1,298.12. A full breakdown of the projects was listed in Table 2;
- The remaining balances of the Covid-19 Tier 3 budgets were as follows, Armley: £0, Bramley & Stanningley: £345.86, Kirkstall: £0. A full breakdown of the projects was listed in Table 3;
- Paragraph 30 of the submitted report provided monitoring information in relation to Hollybush Wellbeing in Wellies;
- The Youth Activity Fund had allocated a total of £30,926.04 to projects which were listed at in Table 4. The remaining balance of the Youth Activity Fund is £28,693.89;
- A list of the Small Grant and Skips funded by the Committee were listed in Tables 5 and 6 with a remaining balance of £531.31;
- The Inner West Community Committee has a capital budget of £8,928.84 available to spend, as a result of new capital injections in October 2020. Members were asked to note the capital allocation and projects summarised in Table 7;
- Table 8 provided information on the Community Infrastructure Levy (CIL) with £87,723.84 currently available to spend, after a recent injection in March 2020.

**RESOLVED** – To note and approve the following;

- a. Details of the Wellbeing Budget position (Table 1)
- b. Wellbeing & Capital proposals for consideration and approval (paragraph 21-27)
- c. Details of Payments from Covid-19 Wellbeing Budget (Table 2)
- d. Details of payments from Covid-19 Tier 3 Budget (Table 3)
- e. Monitoring information of its funded projects (paragraph 30)
- f. Details of the Youth Activities Fund (YAF) position (Table 4)

Draft minutes to be approved at the meeting  
to be held on Date Not Specified

- g. Details of the Small Grants Budget (Table 5)
- h. Details of the Community Skips Budget (Table 6)
- i. Details of the Capital Budget (Table 7)
- j. Details of the Community Infrastructure Levy Budget (Table 8)

Project	Organisation	Ward	Amount	Outcome
Security Upgrade	Kirkstall Educational Cricket Club	Kirkstall	£2,730	Approved
Easter Eggstravaganza Art Camp	Art Camp UK	Kirkstall	£1,470	Approved
Leeds West Academy Youth Worker Support	The Cardigan Centre	Bramley & Stanningley	£4,066.40	Approved
Spenn Lane Youth Club	The Cardigan Centre	Kirkstall	£9,032.10	Approved
Woodbridges Youth Club	The Cardigan Centre	Kirkstall	£8,146.60	Approved
Kirkstall Planters	Communities Team	Kirkstall	£550	Approved
River Clean Up	The Aire Rivers Trust	Kirkstall	£2,456	Approved
Armley Park Noticeboard	Parks and Countryside	Armley	£1,650	Approved

## 22 Dates and Times Report

The report of the City Solicitor requested Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2021/2022 municipal year.

Currently, the Committee meets on a Tuesday at 6:00pm, which had changed during 2020 from Wednesday as the meeting day. However, it was noted that the proposal going forward from September would be to revert back to Wednesday as the Committee's meeting day and the proposed dates reflect this pattern.

The proposed meeting schedule for 2021/22 is as follows:

- Tuesday 22nd June 2021 at 6:00pm
- Wednesday 15th September 2021 at 6:00pm
- Wednesday 17th November 2021 at 6:00pm
- Wednesday 16th March 2022 at 6:00pm

**RESOLVED** – To agree the following dates for the Inner West Community Committee to meet in municipal year 2021-22:

- Tuesday 22nd June 2021 at 6:00pm
- Wednesday 15th September 2021 at 6:00pm

Draft minutes to be approved at the meeting  
to be held on Date Not Specified

- Wednesday 17th November 2021 at 6:00pm
- Wednesday 16th March 2022 at 6:00pm

## **23 Domestic Violence and Abuse in Inner West Leeds**

The report of the Director of Communities and Environment provided the Inner West Community Committee with a verbal update and presentation on domestic violence and abuse in the Inner West Community Committee Area.

In attendance for this item was:  
Julie Peyton – Good Practice Officer (Health)

Members were provided with an overview of reported domestic violence and abuse in Inner West Leeds and the rest of the city with some key data about the impact of Covid-19 in relation to domestic violence and abuse.

Members were informed that overall, numbers seeking help fell during March/April 2020 and then increased in July and also in December. During the current lockdown numbers of people seeking help are slightly below average.

It was noted that the team have had to seek alternative approaches to accommodation with the refuge being at capacity. This had involved partnership working, negotiations with family and friends to find suitable accommodation. In some cases hotels had been used, but not where children were involved. It was noted that some funding had been secured to use Housing Association properties for use and the families would be able to remain in these properties. The team have had to work differently over the last 12 months with the support to perpetrators being limited due to social distancing it is hoped that as the restrictions are lifted there will be a move back to face to face support.

Members were advised of the current activity in Inner West to address domestic violence and abuse, with some organisations and GP practices gaining the Quality Mark. A summary of the implications of the Domestic Abuse Bill and the changes to governance arrangements in Leeds were also provided to the Committee.

Members' discussions included:

- Recognition that children will be seen as victims in their own right;
- Training for GP practices;
- Live chat line provided by Leeds Women's Aid

Members requested if figures could be collated on how many children and young people reported domestic violence. It was noted that this would be looked at.

The Chair suggested that this item be discussed further at a workshop. Members were in agreement to this. Members would be informed when a date had been arranged.

**RESOLVED** – To note the content of the report.

Cllr. Heselwood joined the meeting during this item.

## **24 Draft 'Connecting Leeds' Transport Strategy - Consultation**

The report of Martin Farrington, Director of City Development, was to bring to members' attention details of the consultation on the draft Connecting Leeds Transport Strategy.

In attendance for this item was:

- Paul Foster – Transport Planning Manager

The Community Committee were provided with a presentation of slides to inform the consultation process.

Members were informed of the following points:

- The Transport Strategy has the vision that Leeds is to be a city where you don't need a car;
- The objectives of the strategy are to: tackle climate change; deliver inclusive growth; and improve health;
- The 6 big moves identified to focus on the Transport Strategy are:
  - De-carbonising transport;
  - Creating healthier streets, spaces and communities;
  - Transform the City Centre
  - Enhance public transport
  - New mobility solutions
  - Deliver a mass transit network

It was noted that during the transport consultation held in 2016, the feedback from the Inner West area was:

- Cost of public transport;
- Punctuality of public transport;
- 20mph zones
- Behavioural changes to using cars for short journeys;
- Rat run issues;
- Accessibility and equality access;
- More opportunities for more active travel.

The Inner West Youth Committee had also provided feedback which included:

- Raise parking prices;
- Decrease parking availability;
- Promote bus travel;

- Make streets safer and improve road safety;
- More disabled transport opportunities.

Members' discussions included:

- Opportunities to open more railways stations;
- Updating of the economic model;
- More travel options for disabled travellers;
- Address issues of radial routes for public transport;
- Park and Ride;
- Rail and tram system across the city

Consultation on the Transport Strategy will be open until 26th March 2021. A copy of the Transport Strategy was appended to the report to the Committee and can be found on the Leeds City Council web pages. The Committee also heard that the team are doing a number of webinars, links to these could also be found on the Council's web pages.

**RESOLVED** – To note the content of the report.

## **25 Any other business**

Cllr Heselwood informed the Committee that she is looking to source some time capsules to capture the experiences of the Inner West community during the pandemic. She was requesting information, and items from local schools, variety of community groups and ward members to be put into the time capsules. She would inform Members of costs for these.

The Chair advised the Committee that the Uniform Exchange was still going and that information in relation to this project could be found on the Committees social media.

## **26 Inner West Covid-19 Cases - Update**

The report of the Director of Public Health was to provide the Inner West Community Committee with an update on Inner West Covid-19 cases.

Unfortunately, this item had to be abandoned due to the presenting officer having technical issues.

The presentation was circulated to all Members of the Committee with a request that questions be emailed to Jon Hindley, who would respond.

*The meeting concluded at 19:55.*



**Report of:** Head of Locality Partnerships

**Report to:** Inner West Community Committee  
(Armley, Bramley & Stanningley, Kirkstall)

**Report author:** Karen McManus (0113 5350727)

**Date:** 20<sup>th</sup> July 2021 **To note:**

## **Community Committee Youth Activity Fund Consultation Report**

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### **Purpose of report**

1. The report provides the Inner West Community Committee with background and context on the decision to not have a Youth Summit in 2020/21.
2. The report provides the Inner West Community Committee with an update on the Youth Activity Fund consultation with children and young people. The consultation aims to inform the Community Committee's Youth Activity Fund spend for the 2021/22 financial year.
3. The report provides the Inner West Community Committee with reflections from the last year as a result of the COVID-19 pandemic and the challenges that this has presented Community Committees, the Communities Team and youth activity providers.

### **Main issues**

4. Each Community Committee has been allocated a Youth Activity Fund which it is responsible for administering. The Youth Activity Fund has been made available to provide local activities for children and young people aged 8-17 years across the city.
5. The Youth Activity Fund requires the engagement and participation of children and young people in the decision making and evaluation of the fund. Children and young people are involved at each stage of the funding process and advise Community Committees on the activities they would like to take part in, in their respective areas.
6. The Youth Activity Fund can provide money for activities that offer opportunities for play, arts, sport and culture, which enable young people to have fun, get creative and have new experiences both after school and during the school holidays.

7. At the Community Committee Chairs Forum meeting in November 2020, Community Committee Chairs agreed that because of COVID-19, committees would deliver Youth Summits virtually this year, to ensure that events could still go ahead.
8. The plan was that the Youth Summits would be delivered before the spring round of Community Committees so that the event and Youth Activity Fund consultation could all feed in to the committee meeting. Staff in the Community Committee Team therefore were working with ward members and other council officers so that this could happen across all areas.
9. Given that we went in to a new national lockdown in December 2020 and that schools were closed at least until the 8th March 2021, the reality of the Youth Summits going ahead, albeit in a virtual format, were no longer realistic and the Communities Team were contacted by a number of Children's Champions regarding this matter.
10. After seeking advice from colleagues in Children's Services, the Executive Member for Communities agreed a proposal to postpone the Youth Summits. As the virtual Youth Summits could not be delivered before the end of the 2020/21 financial year, the Communities Team proposed that we would produce an online consultation survey on budget spend priorities with children and young people.
11. Capturing this feedback would ensure that young people were still able to inform the Youth Activity Fund spend for each committee in 2021/22. In this respect the survey would produce the same outcome as a physical Youth Summit, as priorities for budget spend could be presented to committees for their consideration, as the Communities Team have done in the past.

## **Reflections from the last 12 months**

### **Youth Activity Fund Projects – Responding to the Pandemic**

12. The COVID-19 pandemic has caused a number of complications for activity providers that work with young people over the last 13 months. It has been a particular challenge for organisations to keep up to date with the changing Government advice and guidance regarding COVID-19.
13. Staff in the Community Committee Team have spent a large proportion of their time liaising with projects and organisations that wanted to work with young people over the last year, making sure that projects were able to demonstrate that they were ready to deliver their activities in accordance with Government guidance and legislation regarding COVID-19, making sure that organisations had the correct policies, procedures and risk assessments in place.
14. Leeds being moved in to Tier 3 in November 2020 and then again, another full national lockdown commencing in December 2020, once again signalled the seriousness of the situation in the city and the rest of the country. In light of the news from central Government on the new national lockdown, the Community Committee Team



consulted with colleagues in Public Health on the matter and the recommendation was made that indoor youth group activity and most outdoor group activity should be suspended, with the exception of activity that was supporting vulnerable groups or targeted groups to help address specific issues, for example youth diversionary activity aimed at preventing anti-social behaviour in the run-up to and immediately after Bonfire Night. Using this approach encouraged everyone to reduce contact to help break the chain of transmission in Leeds.

15. Over the course of the last 13 months organisations and youth providers have continued to adapt to the challenges that the COVID-19 pandemic has presented them and the young people they work with, often working very differently, for example by moving their activity provision to an online virtual platform.
16. In some areas, including the Inner West Community Committee area, activity packs have also been provided via the Youth Activity Fund. The packs were provided to young people and included a 'Youth Service Guide to Lockdown Life' (as well as a range of contacts and websites that young people may need), mindfulness activities, exercise advice, a time capsule to remember 'This Time in The Future', crosswords, puzzles and diary pages.
17. Adapting responses and approaches for projects to meet the needs of individual communities demonstrates the committee's and the organisations flexibility and willingness to be agile in an ever changing environment, as well as the desire to reach out and connect with young people during the COVID-19 pandemic.

### **Temporary Youth Activity Fund Revised Criteria**

18. As discussed and agreed in the Community Committee Chairs Forum meeting in November 2020, as a result of the Coronavirus pandemic, the Executive Member for Communities agreed to apply some temporary flexibility until the end of the financial year to the current Youth Activity Funding criteria, to enable Community Committees to provide additional support to children and young people who may be experiencing greater disadvantages as a result of the pandemic and associated government restrictions/guidance.

### **Digital Inclusion**

19. Over the last 13 months the Community Committee Team have received a number of requests from committees to fund digital equipment for children and young people from their COVID-19 monies.
20. Clearly there was a need for digital devices and data continued to be a significant barrier during the COVID-19 pandemic, with less prevalence of data support available. Potential options for committees to look at therefore when considering funding projects included, MiFi (a MiFi device can be connected to a cellular network and provides Internet access for up to ten devices), dongles to supplement device distribution, or support to families with devices who were unable to afford data.

21. As we continued to receive a number of similar requests and as a number of Community Committees were interested in spending monies on digital equipment and data, the Community Committee Team developed a checklist that would assist committees in making an informed decision when a request for funding for digital equipment and data was received.

### **Youth Activity Fund Consultation Survey**

22. The Youth Activity Fund consultation survey was promoted from Monday 15<sup>th</sup> February 2021 until Friday 30<sup>th</sup> April, giving young people over two and a half months to provide feedback via the survey.

23. As the consultation survey ended on the 30<sup>th</sup> April this gave the Community Committee Team time to analyse the survey data & get reports ready for the summer committee meetings. The feedback however can also feed in to any Children's & Families Sub Group meetings that take place, in order to inform the committee's Youth Activity Fund spend.

24. Promotion of the survey has been publicised far and wide across the Inner West Community Committee area, with information being posted on the Community Committee Facebook page, publicity being sent out to all our school & cluster contacts, youth groups and any other organisations that are funded, or work with young people in the Community Committee area, as well as being circulated to local Councillors and the committee mailing list.

25. As schools started to reopen from the 8<sup>th</sup> March, the Community Committee Team continued to make schools aware of the survey and its importance. This promotion continued until the 30<sup>th</sup> April in order to obtain as many feedback responses as possible.

26. As the Youth Service started to deliver some of their face to face service provision with young people from February 2021 onwards, the Communities Team also circulated paper copies to the service, so that they could get young people to fill surveys in.

27. The Inner West Community Committee received 48 survey responses to the Online Youth Activity Fund survey.

### **Youth Activity Fund Consultation Survey Recommendations**

28. The consultation surveys submitted by young people in the Inner West Community Committee area suggest the following Youth Activity Fund priorities for 2021/22:

- a. Youth activities on offer in venues such as community centres, youth clubs and sport centres as well as activities delivered outdoors.
- b. Majority of provision taking place regularly after school, in the evenings and on the weekend with some holiday camps.

- c. Ensure the activities are inclusive of friendship groups, have refreshments available and good quality staff.
- d. Popular activities included;
  - 1. Outdoor Activities
  - 2. Cooking
  - 3. Sport
  - 4. Arts & Craft
  - 5. Music(Other activities mentioned; fun days, youth clubs, dance, drama, DJ/music production, coding/minecraft)

29. It is recommended that any projects funded by the Inner West Community Committee from the Youth Activity Fund focus on these themes and activities in 2021/22.

30. It is also recommended that the Communities Team arrange a physical Youth Summit (maybe to incorporate a virtual element) this financial year, 2021/22. This will inform the Youth Activity Fund spend for 2022/23.

### **Appendix 1: Infographic outlining the Youth Activity Fund Consultation Survey**

Appendix 1 is attached with this report.

### **Corporate Considerations**

#### **Consultation and Engagement**

31. Community Committee Chairs, Children's Champions and Community Committees have previously been consulted on the proposals for the Youth Activity Fund survey.

32. The survey has been promoted far and wide across the Community Committee area, with publicity being posted on the Community Committee Facebook page, publicity being sent out to all school & cluster contacts, youth groups and any other organisations that are funded, or work with young people in the Community Committee area, as well as being circulated to local Councillors and the committee mailing list.

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

33. All Youth Activity Fund 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**

34. Projects submitted to the Community Committee for Youth Activity Fund 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**

35. Aligning the distribution of Community Committee Youth Activity Fund funding to local priorities will help to ensure that the maximum benefit can be provided.

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

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

### **Risk Management**

37. Risk implications and mitigation are considered on all Youth Activity Fund applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

### **Conclusion**

38. The Youth Activity Fund Consultation Report provides up to date information on the Community Committee's Youth Activity Fund consultation survey position and invites committee members to use the consultation to inform its Youth Activity Fund spend for 2021/22.

### **Recommendations**

39. Members are asked to note:

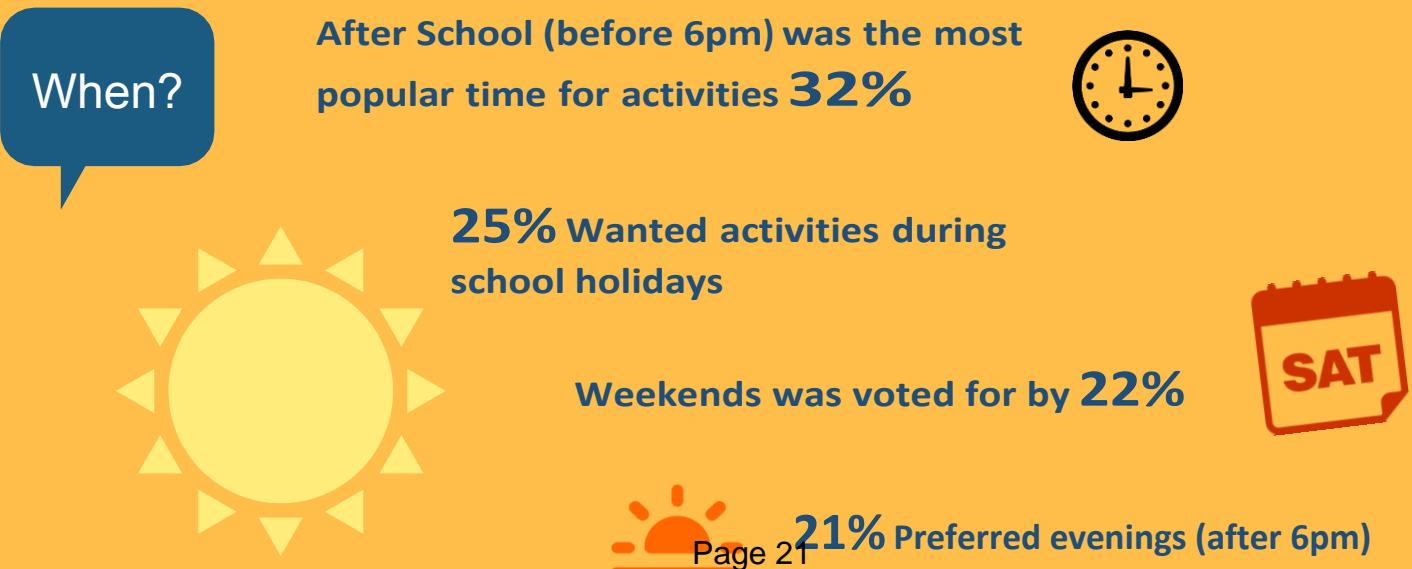
- a. Reflections from the last 12 months during the pandemic (paragraphs 12 - 22).
- b. Details of the Youth Activity Fund consultation survey (paragraphs 23 - 31).
- c. That the Youth Activity Fund survey informs the Community Committee's Youth Activity Fund for 2021/22.
- d. That any projects funded 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.

# Inner West Youth Activity Fund Consultation 21/22



The Communities Team and Leeds Youth Service have consulted with 48 young people in the Inner West area of Leeds.

Young people were asked what activities they would like local councillors to fund in their own communities.



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**Report of:** Head of Locality Partnerships

**Report to:** Inner West Community Committee  
[Armley, Bramley & Stanningley, Kirkstall]

**Report author:** Karen McManus 0113 5350727

**Date:** 20<sup>th</sup> July 2021 **For decision**

## Inner West 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, Capital Budget, as well as the 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 West Community Committee this means that the money for the Armley, Bramley & Stanningley, Kirkstall wards will be administered by the Inner West Community Committee.
9. It was agreed at Inner West Community Committee on the 20<sup>th</sup> June 2018 that CIL monies for Armley, Bramley & Stanningley, Kirkstall would go where it is needed across the Inner West Community Committee area, to be decided by the elected members of the Inner West. Members will have mindfulness of the area where development is and local sensitivity around this.
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.

### Wellbeing Budget Position 2021/22

16. The total revenue budget approved by Executive Board for 2021/22 was **£142,540.00**.

**Table 1** shows a carry forward figure of **£157,917.78** which includes underspends from projects completed in 2020/21. **£75,215.06** 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 **£225,242.72**. A full breakdown of the projects approved or ring-fenced is available on request.

17. 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.

18. The Community Committee is asked to note that there is currently a remaining balance of **£168,043.68**. A full breakdown of the projects is listed in Table 1 and is available on request.

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

	<b>£</b>
<b>INCOME: 2021/22</b>	<b>£142,540</b>
<b>Balance brought forward from previous year 2020/21</b>	<b>£157,917</b>
<b>Less projects brought forward from previous year</b>	<b>£75,215</b>
<b>TOTAL AVAILABLE: 2021/22</b>	<b>£225,242.72</b>
<b>Area wide ring fenced projects</b>	<b>£</b>
Small Grants & Skips	TBC
Community Engagement	TBC
Grit Bins	TBC
Youth Summit	TBC
CCTV	TBC

<b>Total spend: Area wide ring fenced projects</b>	<b>TBC</b>
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<b>Ward Projects</b>	<b>Total:</b>	<b>Armley</b>	<b>B&amp;S</b>	<b>Kirkstall</b>
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<b>Per ward carry forward + new allocation</b>	<b>£225,242.72</b>	<b>£96,119.09</b>	<b>£67,580.71</b>	<b>£61,542.92</b>
Security Upgrade, Kirksall Educational Cricket Club	£2,730			£2,730
Easter Eggstravaganza, Art Camp UK	£1,470			£1,470
Leeds West Academy Youth Support Worker, The Cardigan Centre	£4,066.40		£4,066.40	
Spenn Lane Youth Club, The Cardigan Centre	£9,032.10			£9,032.10
Woodbridges Youth Club, The Cardigan Centre	£8,146.60			£8,146.60
Kirkstall Planters	£550			£550
River Clean UP, The Aire Rivers Trust	£2,456			£2,456
Armley Park Notice Board, LCC Parks & Countryside	£1,650	£1,650		
Bank Holiday Variety Show, Bramley Elderley Action	£1,350		£1,350	
New Wortley Community Centre Improvements	£3,183.77	£3,183.77		
Kirkstall Mini Festival	£6,000			£6,000
Community Participation & Learning Programme. Irish Arts Foundation	£925	£462.50		£462.50
Outdoor Classroom and Activity Equipment, West Leeds Activity Centre	£5,570	£1,857	£1,857	£1,856
Half Term Art Camp, Art Camp UK	£980			£980
Two Family Fun Activity Days & New Activity Equipment	£5,371	£1,790	£1,790	£1,791
Stanningley Park Benches	£1,770		£1,770	
New Wortley Food Festival, New Wortley Community Association	£2,000	£2,000		
Summer Holiday Targeted Provision, Leeds Youth Service	£1,200	£400	£400	£400
Kirkstall Christmas Lights 2020	£1,166			£1,166
<b>Total spend: Area wide + ward projects</b>	<b>£62,116.87</b>	<b>£13,843.27</b>	<b>£11,233.40</b>	<b>£37,040.20</b>
<b>Balance remaining (Total/Per ward)</b>	<b>£168,043.68</b>	<b>£82,912.13</b>	<b>£58,402.51</b>	<b>£26,729.04</b>

## Wellbeing Budget Ring-fences

19. At this time of year it is usual for Members to consider ringfences for the new financial year.

20. Members are asked to consider the proposed ringfences set out below for 2021/22. If members request any changes to these figures they will have an impact on the amount of budget available for new schemes. Members are asked to note that these figures are based on previous year's spend and recent quotes.

21. The **Small Grant and Skips allocation** to be ring fenced is £6,000. This is based on the 2020/21 spend of £6,000. The ward allocation for this pot would be £2,000 per ward.
22. Members are asked to consider ringfencing £1,500 for the **Community Engagement** pot. Allocation by ward based on previous years is £500 per ward. This would cover costs to promote Community Committee activities such as leaflet printing, venue hire, food/refreshments, transport costs etc. Any request for schemes outside these categories would need to be considered separately through the normal wellbeing channels.
23. The **Grit Bins** allocation to be ringfenced is £1,934.88. Allocation by ward, dependant on number of blue grit bins present in the ward is as follows, Armley ward £564.34 for 7 blue bins, B&S ward £886.82 for 11 blue bins, Kirkstall ward £483.72 for 6 blue bins. Requests to refill the bins will come to the Communities Team from Members or the Champions allocated to each bin.
24. The **Inner West Youth Summit** allocation is £1,500 based on previous years allocation to be split equally by each ward of £500 each. This funding is used towards any venue hire costs, refreshments and any materials needed for the event such as posters or awards/prizes.
25. **CCTV Cameras** – members are asked to ringfence £6,000 towards the ongoing cost of the CCTV cameras in their wards. Each ward has 2 cameras at a cost of £2,000 per ward.

## Wellbeing and Capital projects for consideration and approval

26. The following projects are presented for Members' consideration:

27. **Wellbeing Project Title:** Armley Festival

**Name of Group or Organisation:** Armley Action Team

**Amount proposed from Wellbeing Budget:** £10,000

**Wards covered:** Armley

**Project Description:** The grant will be used to run Armley Festival for the 5th year on 11<sup>th</sup> September 2021.

Armley Festival is an annual event involving the entire community of Armley and utilising a wide range of activities designed to stimulate the cultural scene and contribute to local socio-economic development.

**Community Committee Priorities:** Best City for Communities

28. **Wellbeing Project Title:** Youth View and Game Safety

**Name of Group or Organisation:** Geeks Room CIC

**Amount Proposed from Wellbeing Budget:** £9,860

**Wards Covered:** Armley, Bramley & Stanningley

**Project Description:** The core idea of our project remains the same: to encourage young people to talk and think about how their actions affect both themselves and other people around them. We will also address life skills, cyber security and game safety, teaching young people how to keep themselves safe on the Internet while still being able to enjoy its many wonders.

**Community Committee Priorities:** Best City for Children & Young people

29. **Wellbeing Project Title:** Leeds Hyde Park Football Season 2021/2022

**Name of Group or Organisation:** Leeds Hyde Park Sports Club

**Amount Proposed from Wellbeing Budget:** £4,850

**Wards Coverd:** Kirkstall

**Project Description:** This grant will be used to help sustain the sports club and expand sport activity to the wider community. Starting from July, the football training and matches will return, and we will increase the number of sports teams as there is a high demand in the area. This will result in increased costs for the club due to more administration and coaching costs.

**Community Committee Priorities:** Best City for Health & Wellbeing

30. **Wellbeing Project Title:** Bramley After School Hub Klub

**Name of Group or Organisation:** Kidz Klub Leeds

**Amount Proposed from Wellbeing Pot:** £4,324

**Wards Coverd:** Bramley & Stanningley

**Project Description:** The grant will be used to support up to 20 children through; term time weekly C19 safe distanced doorstep home visits, our Community Changers Badges and Activates Program, term time Hub sessions (either on zoom or in person) and our Christmas Hampers. They will also support 2 young people through their young leader's program.

**Community Committee Priorities:** Best City for Children & Young People

31. **Wellbeing Project Title:** Jaily Fields Park Play  
**Name of Group or Organisation:** Active Leeds  
**Amount Proposed from Wellbeing:** £5,000  
**Wards Coverd:** Armley

**Project Description:** Active Leeds has begun work with ParkPlay, to identify greenspaces within Leeds which would benefit the most from the Park Play concept. Park Play brings a weekly, free, informal play session led by a play worker to a local park greenspace at the heart of a community. It's a fun session for all the family, including both organised and informal sports and play.

**Community Committee Priorities:** Best City for Health & Wellbeing

### **Delegated Decisions (DDN)**

32. Since the last Community Committee meeting on 16<sup>th</sup> March 2021, the following projects have been considered and approved by DDN:

- a) Security Review, New Wortley Community Association £3,183.77 (Armley)
- b) Bank Holiday Variety Show, Bramley Elderley Action, £1,350, (Bramley & Stanningley)
- c) Kirkstall Mini Festival, Kirkstall Festival Committee, £6,000, (Kirkstall)
- d) Community Participation & Learning Programme, Irish Arts Foundation, £925, (Armley & Kirkstall)
- e) Outdoor Classroom and Activity Equipment, West Leeds Activity Centre, £5,570, (All Inner West)
- f) Half Term Art Camp, Art Camp UK, £980, (Kirkstall)
- g) Two Family Fun Activity Days & New Activity Equipment, West Leeds Activity Centre, £5,371 (All Inner West)
- h) Stanningley Park Benches, LCC Parks & Countryside, £1,770, (Bramley & Stanningley)
- i) New Wortley Food Festival, New Wortley Community Association, £2,000, (Armley)
- j) Summer Holiday Targeted Provision, Leeds Youth Service, £1,200 (All Inner West)
- k) Kirkstall Christmas Lights, LCC Communities Team, £1,166 (Kirkstall)

### **Declined Projects**

33. Since the last Community Committee on 16<sup>th</sup> March 2021, 0 projects have been declined:

## Monitoring Information

34. As part of their funding agreements, all projects which have had funding approved by the Community Committee are required to provide update reports on the progress of their project. These reports are so that the Community Committee can measure the impact the project has had on the community and the value for money achieved.

35. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee in March 2021:

**Name of project:** The Memory Bank Mural

36. Following reports of youth nuisance and anti-social behaviour outside Armley Leisure in September 2020 We Belong Here aimed to create a project that positively engaged young people in the Armley area. The Memory Bank Mural set out to encourage involvement and create a sense of social inclusion through the planning, design and cultivation of a mural. Specifically a mural that reflected the community, the various cultures and backgrounds.

37. Working with Leeds Youth Service they ran sessions with the youth to collect stories and memories that constituted their idea of home, heritage and community. Through the collection of these stories, they designed the layout of the mural.

38. Over a course of 7 days starting on April 14<sup>th</sup> 2021 they worked with a team of young people for 5 days and a number of volunteers (20-40 people). They had a hugely positive response from the Armley community, with many locals going up to look at the mural or volunteering to help.



### **Youth Activities Fund Position 2021/22**

39. The total available for spend in Inner West Community Committee in 2021/22, including carry forward from previous year, is **£74,681.34**.

40. The Community Committee is asked to note that so far, a total of **£18,868.50** has been allocated to projects, as listed in **Table 2**.

41. The Community Committee is also asked to note that there is a remaining balance of **£54,238.14** in the Youth Activity Fund. A full breakdown of the projects is available on request.

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

	Total allocation	Ward Split 8-17 Population		
		Armley 2,629 Young People	B&S 2,745 Young People	Kirkstall 1,657 Young People
<b>Income 2021/22</b>	<b>£36,260</b>	£12,086.66	£12,086.67	£12,086.67
Carried forward from previous year	<b>£38,421.34</b>	£11,681.86	£9,538.14	£17,201.34
Total available (including brought forward balance) for schemes in 2021/22	<b>£74,681.34</b>	£23,768.52	£21,624.81	£29,288.01
Schemes approved in previous year to be delivered this year	<b>£1,575.45</b>		£787.72	£787.73
Total available budget for this year 2021/22	<b>£73,105.89</b>	£23,768.52	£20,837.09	£28,500.28

Projects 2021/22	Amount requested from YAF	Armley	Bramley & Stanningley	Kirkstall
Area Activity Programme, West Leeds Activity Centre	<b>£6,675</b>	£4,250	£1,700	£725
Armley Basketball Project	<b>£1,245</b>	£1,245		
Mini Breeze	<b>£10,948.50</b>	£3,649.50	£3,649.50	£3,649.50
<b>Remaining balance per ward</b>	<b>£54,238.14</b>	<b>£14,624.02</b>	<b>£15,487.96</b>	<b>£24,126.16</b>

### Small Grants & Skips Budget 2021/22

42. At this Inner West Community Committee a small grants & skips budget of £6,000 is being proposed. Any approved grants will be reported back on at the next committee meeting.

### Capital Budget 2021/22

43. The Inner West Community Committee has a capital budget of **£25,108.84** available to spend, as a result of new capital injections in May 2021. Members are asked to note the capital allocation summarised in **Table 5**.

**TABLE 3: Capital 2021/22**

	£
Remaining Balance April 2021	£8,408.84
Capital Injection May 2021	£16,700
<b>Balance remaining</b>	<b>£25,108.84</b>



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

44. The Community Committee is asked to note that there is **£82,153.84** currently available to spend.

**TABLE 4: Community Infrastructure Levy (CIL) 2021/22**

<b>Budget Available April 2021/22</b>	<b>£87,723.84</b>
Outdoor Classroom and activity equipment, West Leeds Activity Centre	£5,570
<b>Balance remaining</b>	<b>£82,153.84</b>

### Corporate Considerations

#### Consultation and Engagement

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

#### Equality and Diversity/Cohesion and Integration

46. 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

47. 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

48. 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

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

#### Risk Management

50. 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**

51. The Finance Report provides up to date information on the Community Committee's budget position.

## **Recommendations**

52. Members are asked to note

- a. The Minimum Conditions, to also review and agree (paragraph 14)
- b. Details of the Wellbeing Budget position (Table 1)
- c. Proposed Ring Fences (paragraph 19 onwards)
- d. Wellbeing proposals for consideration and approval (paragraph 27 onwards)
- e. Details of the projects approved via Delegated Decision (paragraph 32)
- f. Monitoring information of its funded projects (paragraph 34 onwards)
- g. Details of the Youth Activities Fund (YAF) position (Table 2)
- h. Details of the Small Grants & Skips budget Budget (paragraph 42)
- i. Details of the Capital Budget (Table 3)
- j. Details of the Community Infrastructure Levy Budget (Table 4)



**Report of: City Solicitor**

**Report to: Inner West Community Committee (Armley, Bramley & Stanningley, Kirkstall)**

**Report author: Gerard Watson and Debbie Oldham**

**Date: 20<sup>th</sup> July 2021**

**For decision**

## **Community Committee Appointments 2021/2022**

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### **Purpose of report**

- 1 The purpose of this report is to note the appointment of Councillor Bithell as Chair of the Community Committee for 2021/22 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to those positions detailed in section 6 / the appendices.

### **Main issues**

#### **Noting Appointment of Community Committee Chair for 2021/22**

1. Members are invited to note the appointment of Councillor Bithell as Chair of the Community Committee for 2021/22, as agreed at the recent Annual Meeting of Council.
2. The Committee is also invited to note the appointment of Cllr Julie Heselwood as Deputy Chair of the Community Committee for 2021/22.

#### **Appointments to Outside Bodies including Cluster Partnerships, Housing Advisory Panels and Local Care Partnerships**

3. Member Management Committee annually determines which Outside Bodies will be delegated to Community Committees for appointment. Attached at Appendix 1 is the current schedule of organisations as delegated to the Community Committee.
4. Most recently, Member Management Committee agreed in 2019 that appointments to Local Care Partnerships be delegated to Community Committees for determination.

### **Appointments to Community Committee ‘Champions’**

5. The Constitution requires that Community Committees appoint Member ‘Champions’ in several designated areas. Currently, these areas are: ‘Environment & Community Safety’; ‘Children’s Services’; ‘Employment, Skills & Welfare’; and ‘Health, Wellbeing & Adult Social Care’.

### **Appointment to Corporate Parenting Board**

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

### **Schedule of Appointments**

7. The Committee is invited to review the details in the table below together with the accompanying information which follows / is appended, and determine appoints for the 2021/22 municipal year:

<b>Organisation / Outside Body</b>	<b>No. of Places</b>	<b>Current Appointee(s)</b>
Mary Jane Butler	2	F Venner, H Bithell, J Illingworth
Bramley Poors Allotment Trust	1	K Ritchie
Clusters		
Bramley	1	C Gruen
ACES	1	J McKenna
Headingley/Kirkstall	1	H Bithell, F Venner, J Illingworth
LHAPs		
Inner West HAP	2	K Ritchie , J McKenna
Inner North West HAP	1	J Illingworth
LCPs		
Armley		L Cunningham
Bramley, Wortley & Middleton		
Champions		

Employment & Skills		J Heselwood / J McKenna
Health Wellbeing and Adult Social Care		L Cunningham / F Venner
Children's Services		H Bithell / C Gruen
Environment		J Illingworth / A Smart
Community Safety		K Ritchie
Corporate Parenting Board		C Gruen / H Bithell

## Options

### Outside Bodies

7. The Community Committee is invited to determine the appointments to those Outside Bodies as detailed within the table at section 6 / the appendices. The Council's Appointments to Outside Bodies Procedure Rules can be made available to Members upon request, however, a summary of the rules can be found at sections 8-14:
8. The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder<sup>1</sup> either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
9. Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Community Committee as a whole.
10. All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
11. Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Community Committee and agreement sought as to whether the vacancy will be filled.
12. A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles described above.

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

13. Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to Member Management Committee.
14. Please note, any appointments to those Outside Bodies detailed in the appendices / section 6 which are made by the Committee at today's meeting are subject to Member Management Committee approving at its first meeting of the municipal year, that arrangements for such appointments remain unchanged and that they continue to be made by this Community Committee.

### **Local Housing Advisory Panels**

15. Ward Members play an important role in helping HAPs undertake their activity; sharing wider Community Committee priorities, giving updates about key pieces of work or projects, helping HAPs establish their priorities and by sharing local knowledge about community or environmental issues. Council nominations also help HAPs consider every opportunity to join HAP funding resources with local Community Committee or other funding sources for the benefit of communities. During 2021/22 HAPs continue to focus their interest and resources on supporting local community projects and activities in response to COVID-19, along with contributing to wider Best Council Plan priorities.

The Community Committee in their 2021/22 round of nominations, is therefore requested to:

- a. Nominate up to 1 Ward Member per Ward within the Inner West HAP area
- b. To undertake the above on the basis that all nominations are for full members, with HAP voting rights.
- c. Take into account the number of Council homes in each Ward. For Wards with relatively few Council homes, nominations are sought on an optional basis (see Appendix 2).

### **Local Care Partnerships**

16. Local Care Partnerships (LCPs) bring health and care providers together with other partners and local communities to improve people's experience of care to be more personalised and joined up. The second purpose and to tackle the health inequalities that exist both within local communities and across Leeds. LCPS are aligned to Primary Care Network boundaries; NHS funded collaborations of GP practices working together locally to share resources and extend their offer. Further information on Local Care Partnerships and their current priorities can be found on their website <http://inspiringchangeleeds.org/local-care-partnerships/> From July 2019 forwards Community Committee meetings agreed individual arrangements for representation from Members at Local Care Partnership meetings. Members raised that representation on LCPs could helpfully be aligned with the existing Community Committee Health Champion role for some committees, as well as consider how wider elected members were included. Community Committees recognised there were already good relationships in place between some Members and individual GPs but that the picture varied significantly from GP practice to GP practice.

In 2019 a number of LCPs were newly formed and others yet to come together. Proposals were put forward on a 'best fit' approach to membership, mapping the geography of LCPs to Community Committee boundaries. Appendix 3 captures this best fit.

All LCPs are now in place and meet on a regular (usually monthly) basis. During COVID these meetings have been virtual which has resulted in a greater breadth of partners being able to attend and contribute regularly. This includes participation by Members. LCPs have played a vital role in the local coordination of the COVID response. As we emerge from COVID it is likely that most LCP meetings will remain virtual with quarterly in person meetings to facilitate networking and strengthen relationships.

Members are an integral part of Local Care Partnerships and we are requesting that the links between Local Care Partnerships and Community Committees are retained and strengthened. Community Committees are therefore requested to nominate members to the LCPs aligned to their Committee.

A key change in the Appendix from the 2019 position is an upcoming split of the Armley Local Care Partnership into Armley and Bramley, Wortley & Middleton. Member input is invited on the Bramley, Wortley & Middleton Local Care Partnership, in addition to the West Leeds LCP.

### **Community Committee ‘Champions’**

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

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

18. As set out in the Constitution, the Community Committee is invited to appoint to the Community Lead Member roles detailed in section 6.

19. Given that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting 2 of the roles namely:

- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.
- Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

## **Corporate Parenting Board**

21. Under the Children's Act 1989, all local Councillors are corporate parents, this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after).
22. Executive Board has previously agreed a clearer framework for the corporate parenting role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Parenting Board'. This core group includes representation from each of the 10 Community Committees and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children.
23. In February 2015, Executive Board approved a report that proposed a number of developments to enhance the Corporate Parenting Board, including a better link to the 'Care Promise' for looked after children and more regular involvement from senior leaders and partners both within and outside of the Council. The Board considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Community Committee and champion the importance of effectively supporting those children. This is an important role within the overall framework of support and accountability for looked after children's services. The March 2015 Ofsted report for Leeds highlighted the positive benefits and impact of the Board's work.
24. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the 2020/21 municipal year. The Committee may consider it appropriate to combine the role with that of the Committee's Children's Services 'Champion'.
25. It should be noted that membership of the Corporate Parenting Board is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Parenting Board or make the relevant officers aware.

## **Children's Services Cluster Partnerships**

26. Clusters are local partnerships that include, amongst others: the Children's Social Work Service, schools, governors, Police, Leeds City Council youth service, Youth Offending Service, Children's Centres, Housing services, third sector, health, local elected members and a senior representative from children's services. Local clusters are key to the Children & Families Trust Board partnership and delivery arrangements.
27. They aim to:
  - enable local settings and services to work together effectively to improve outcomes for children, young people and their families;
  - build capacity to improve the delivery of preventative and targeted services to meet local needs;
  - create the conditions for integrated partnership working at locality level;



- promote the Children & Young People’s Plan and the ambition of a child friendly city across the locality.
28. A “well-coordinated locality and cluster approach results in early identification and extensive work with families according to need.” (Ofsted report, March 2015).
  29. Clusters began life as extended services for schools and have grown to engage a wide range of partners who provide early help and early intervention and prevention. In April 2011, the Children & Families Trust Board and Schools Forum agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships, which included elected members as standing members of the governance group for each partnership.
  30. Elected Members also sit alongside a senior leader (Local Authority Partner) from the Children’s Services directorate to be part of the Council’s representation on each cluster partnership.
  31. In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children’s Services Cluster partnerships to Community Committees. This was with the aim of establishing a clear formal link between those Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.

## **Corporate considerations**

### **a. Consultation and engagement**

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

### **b. Equality and diversity / cohesion and integration**

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

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

### **c. Council policies and city priorities**

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

#### **d. Legal implications, access to information and call in**

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

If a Councillor is nominated to an Outside Body by the Council then that Councillor receives full indemnity from the Council. For example should someone attempt to take action against a Councillor personally in their role as a Council appointed trustee/director of an Outside Body; then the Council would cover the cost of defending the action against that Councillor, and if the action were successful the Council would cover any compensation which the Councillor had to pay. The only exception to this is for "fraud, or other deliberate wrongdoing or recklessness". The indemnity applies to a company, trust, or charity and whether a Councillor is nominated as a director or trustee. If a Member has not been nominated by the Council, then the indemnity will not apply, and the Member should check that the trust, company etc. has got appropriate insurance cover for its trustees/directors.

#### **e. Risk management**

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

### **Conclusion**

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

### **Recommendations**

33. The Community Committee is asked to consider and confirm appointments to those positions detailed in section 6 / the appendices, having regard to the Appointments to Outside Bodies Procedure Rules, as summarised in this report;
34. The Committee is also invited to note the appointment of Councillor Bithell, as Chair of the Community Committee for the duration of 2021/22, as agreed at the recent Annual Meeting of Council.

### **Background information**

- None

## Appendix 1 - Appointments to Outside Bodies

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Last App'mnt	Group	Lead Dept
Inner West HAP -Dedicated report on the Member appointment to these bodies can be found elsewhere on the agenda	No	3	Jun-21	2	K.Ritchie - Bramley/Stanningley, - J McKenna - Armley, - J Illingworth - Kirkstall	Y	1 Year	Jun-19	Labour	Resources & Housing
Mary Jane Butler Trust	Yes	2	Jun-22	2	F Venner, H Bithell, J Illingworth (F Venner -Lead)	Y	4 Years	Jun-18	Labour	Legal and Democratic Services
Bramley Pools Allotment Trust	Yes	1	Jun-21	1	K Ritchie	Y	3 years	Jun-18	Labour	Legal and Democratic Services
Children & Families Cluster - Bramley	No	1	Jun-21	1	C Gruen	Y	Annually	Jun-19	Lab	Children & Families
Children & Families Cluster - ACES	No	1	Jun-21	1	J McKenna	Y	Annually	Jun-19	Lab	Children & Families
Headingley / Kirkstall	No	1	Jun-21	1	H Bithell, F Venner, J Illingworth	Y	Annually	Jun-19	Lab	Children & Families
Number of places		9								
Places held pending review										
Places currently filled beyond June 21		2								
Number of places to fill		7								
Number of Members in the Committee Area		9			Percentage of Members on the Committee					
Labour		9			100					
Liberal Democrat		0			0					
Conservative		0			0					
Total		9								

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Housing Advisory Panel	LCC Homes	Ward	LCC Homes
Inner East	6973	Burmantofts & Richmond Hill	4342
		Gipton & Harehills	2631
Inner North East	2978	Chapel Allerton	1893
		Moortown	484
		Roundhay	601
Inner North West	3671	Headingley & Hyde Park	490
		Little London & Woodhouse	1882
		Weetwood	1299
Inner South	6305	Beeston & Holbeck	2404
		Hunslet & Riverside	1791
		Middleton Park	2110
Inner West	8006	Armley	2662
		Bramley & Stanningley	2926
		Kirkstall	2418
Outer East	4306	Killingbeck & Seacroft	4306
Outer North East	2315	Alwoodley	1096
		Harewood	372
		Wetherby	847
Outer North West	3586	Adel & Wharfedale	631
		Guiseley & Rawdon	698
		Horsforth	877
		Otley & Yeadon	1380
Outer South	4140	Ardley & Robin Hood	875
		Morley North	922
		Morley South	1087
		Rothwell	1256
Outer South East	5369	Crossgates & Whinmoor	1844
		Garforth & Swillington	868
		Kippax & Methley	1122
		Temple Newsam	1535
Outer West	4955	Calverley & Farsley	715
		Farnley & Wortley	2512
		Pudsey	1728

(2020/21 Year End)

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Councillor Alignment to LCP areas

LCP		Suggested Community Committee Member Appointment
Seacroft, Cross Gates and York Road	Seacroft	Inner East
	York Road	Inner East and Outer East (Halton Moor and Cross Gates)
	Cross Gates	Outer East
LS25/26	Garforth/Kippax/Rothwell	Outer East
		Outer South
Central	Central	Inner North East
HATCH (Chapelton, Harehills, Richmond Hill & Burmantofts)	Chapelton	Inner North East
	Harehills, Richmond Hill and Burmantofts	Inner East
Wetherby	Wetherby	Outer North East
Holt Park and Woodsley		Inner North West
Leeds Student Medical Practice		Inner North West
Aireborough & Aire Valley	Otley and Yeadon	Outer North West
Middleton & Beeston		Inner South
Morley	Morley	Outer South
Armley	Armley	Inner West
	Bramley, Wortley & Middleton	Inner West and Outer West
West Leeds	Pudsey and Bramley	Outer West

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**Report of: City Solicitor**

**Report to: Inner West Community Committee (Armley, Bramley & Stanningley, Kirkstall)**

**Report author: Debbie Oldham**

**Date: 20<sup>th</sup> July 2021**

**For decision**

## **Appointment of Co-optees to Community Committees**

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### **Purpose of report**

1. This report invites Members to give consideration to appointing co-optees to the Community Committee for the duration of the 2021/2022 municipal year.

### **Main issues**

2. In considering this issue, the committee is invited to have regard to the following rules associated with Community Committee co-optees:
3. Article 10 of the Constitution states that by resolution Community Committees may appoint or remove non-voting Co-opted Members who may participate in the business of the Community Committee.
4. The relevant Community Committee Procedure Rules state that:
5. Co-opted members may participate in the debate in the same way as Elected Members, (but will be non-voting members of the Committee).
6. No co-opted member shall be appointed for a period beyond the next Annual Meeting of the Council.
7. With regard to participation on financial matters, in line with Section 102(3) of the Local Government Act 1972, the procedure rules state that, 'Co-optees will not ...participate in (the) business of the committee which regulates or controls the finance of the area'. This

would preclude co-optees participating on matters such as Wellbeing funding applications for example.

## Options

8. Members are invited to give consideration to the possible appointment of the following nominees as co-opted members of the Community Committee for the duration of the 2021/22 municipal year:

9. Armley Ward

- Hazel Boutle
- James Gray
- Donna Bell

Bramley & Stanningley Ward

- Jonathan Butler
- Stephen McBarron
- Joanne Fiddes

Kirkstall Ward

- Jessica Haigh
- Steve Harris
- Stephen Garvani

## Corporate considerations

### a. Consultation and engagement

This report provides Community Committee Members with the opportunity to formally consider the possible appointment of non-voting co-optees to the Committee for the remainder of the municipal year.

The provision of co-opted representatives on Community Committees enables representatives of the local community to engage in the Committee's decision making processes.

### b. Equality and diversity / cohesion and integration

In considering the appointment of co-optees, Members may wish to give consideration to ensuring that any co-options are representative of the neighbourhoods that the Community Committee covers.

### c. Council policies and city priorities

Co-opted representation on Community Committees, which enables representatives of the local community to engage in the decision making process is in line with the Council's Policies and City Priorities.

#### **d. Legal implications, access to information and call in**

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

### **Conclusion**

10. Given the provisions within the Constitution regarding the appointment of co-opted representatives to Community Committees, the Community Committee is invited to determine the appointment of non-voting co-optees for the duration of the 2021/22 municipal year.

### **Recommendations**

11. The Community Committee is requested to approve the appointment of those proposed non-voting co-optees, as named within the report, for the duration of the 2021/22 municipal year, in order to support the work of the Committee.

### **Background information**

- **Not Applicable**

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**Report of:** Head of Locality Partnerships

**Report to:** Inner West Community Committee  
[Armley, Bramley & Stanningley, Kirkstall]

**Report author:** Karen McManus 0113 5350727

**Date:** 20<sup>th</sup> July 2021 **To note/discuss**

## **Inner West 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.
3. To make nominations to each of the Inner West Community Committee Sub Groups for (2021/22).
4. To make nominations for Chairs of the Armley & Bramley Community Forums for (2021/22).

### **Main issues**

#### **Sub Group Nominations**

5. Members will have considered Appointments to Outside Bodies and Community Champions elsewhere on the Community Committee agenda. Members are now asked to make nominations to each of the Inner West Community Committee Sub Groups for 2021/22. The 2020/21 representatives are shown below:

Sub Group	Number of places	Current appointees	Community Committee Champion
<b>Children &amp; Young People</b>	3	Cllr Hannah Bithell & Cllr Caroline Gruen - Chair	Cllr Bithell & Cllr Gruen
<b>Environment</b>	3	Cllr John Illingworth & Cllr Alice Smart	Cllr Illingworth & Cllr Smart

6. Members will have considered Appointments to Outside Bodies and Community Champions elsewhere on the Community Committee agenda. Members are now asked to make nominations for Chairs to each of the Inner West Community Forums for 2021/22. The 2020/21 representatives are shown below:

Forum	Number of places	Current appointees
<b>Armley</b>	1	Cllr Jim McKenna
<b>Bramley &amp; Stanningley</b>	1	Cllr Caroline Gruen

Updates by theme:

**Children and Young People: Champions Cllr H Bithell & Cllr C Gruen**

7. The Inner West Children and Young People Sub Group took place on Monday 10<sup>th</sup> May 2020 via Zoom.
8. Colleagues from Public health were in attendance to discuss Covid-19 infection rates amongst young people and how this has effected the local community.
9. The Principle of Dixons Academy and Leeds West Academy updated the Sub Group on how schools had managed returning to school and how they were adhering to Government Guidelines and the challenges they faced.
10. Elected Members passed on their thanks to all the services for their hard work and creativity during the pandemic to keep children and young people safe and as active as possible.
11. The next meeting will be held on 20<sup>th</sup> September @ 10am, details to follow.

**Inner West Youth Summit**

12. Due to the extensive impact of Covid-19, and the January closure of schools as a result, the children and young people of Inner West were consulted on future youth funding for the 2021/22 year via an online survey.

13. Promotion of the survey has been publicised far and wide across the Inner West Community Committee area, with information being posted on the Community Committee Facebook page and local residents Facebook pages, publicity being sent out to schools & cluster contacts, youth groups and any other organisations that are funded, or work with young people in the Community Committee area, as well as being circulated to local Councillors and the committee mailing list.
14. In summary, the 3 most popular activities selected by children and young people of Inner West were Outdoor Adventures, Cooking, and Sport, with activities most wanted in the local area, after school, and during school holidays.
15. A separate IWCC YAF Consultation Report, along with **Appendix 1 & Appendix 2** YAF Infographic have been produced to provide the committee with further details on the approach, consultation, and results of the Inner West Youth Survey.

### **Breeze – Update from Jason Tabor**

#### **The Vision:**

16. The vision for Breeze Membership is to give all children and young people in Leeds access to a wide range of rich and diverse cultural and sporting activities through a range of free, discounted and VIP access to services, to make Leeds the best city for young people to grow up in.

#### **The Aims:**

17. Providing opportunity for all children and young people to access quality provision by working with cultural, sporting and commercial leisure sectors in Leeds to offer discounted or free access to services and activities with a Breeze Leeds membership.
18. Removing barriers for those most vulnerable and in need, to ensure all young people can access Breeze membership benefits in an inclusive and equitable way.
19. Offering engaging, accessible and easy to use communication channels with information about membership benefits, discounts, Breeze events as well as other services from partners across the city.
20. Ensuring young people are consulted with and at the heart of what we do, offering them the opportunity to shape and develop the cultural and sporting offer in Leeds.

#### **The Strategy:**

21. To introduce a paid annual membership to Breeze, to add value and credibility to the scheme.

22. To offer a free membership to children on free school meals.
23. Re-brand the membership to position it as a new product but maintain links with the quality recognition of the events and services provided by Breeze.
24. To engage with council services and the commercial sector to secure discounts (annual and seasonal) or exclusive VIP offers (early bird ticketing, VIP packages) in areas of:
  - Family and young people leisure venues
  - Visitor attractions and museums
  - Leisure centres and sporting facilities
  - Cinemas and theatres
  - Play Centres
  - Holiday events and activities
  - Sporting events (Leeds United and Leeds Rhinos)
  - Concerts and festivals
  - Shops
  - Food venues
25. Redevelop the website to support the new brand and its offer and sign up, to ensure it is engaging and attractive to the target audience.
26. Develop an app to support the membership along with push notifications of new offers and promotions.
27. Devise a successful 'launch' marketing campaign through schools, digital platforms and through cultural and sporting venues.
28. Develop a full communication strategy to continually support the services provided by the membership to be focused on social media and digital communications.
29. To establish a young people's project team to be able to continually consult and support development of Breeze and all its services.
30. For an extensive overview of the upcoming changes to the Breeze offering, including consultation taken, outcomes, and plans moving forward, please see **Appendix 2 – Breeze Pass Perks Partners** document included within the reports pack.

**Environment: Champions Cllr J Illingworth & Cllr A Smart – Update from Chris Chamberlain**

**Covid-19 Update**



31. All Clinically Extremely Vulnerable members of staff have returned to work. Since the last report in March 2021, West CNT have had 1 member of staff who has tested positive for COVID and 14 cases of self-isolation. No staff are currently self-isolating.
32. West CNT is still operating on reduced hours. The reason for this is mainly due to the depot situation at Henshaw where the facilities are shared between Highways operational staff and refuse. There has been a lot of work in partnership with the other departments as well as Trade Unions and H&S to ensure that the very limited facilities are COVID safe. This does mean limiting the number of staff in and around the depot at pinch points of the day such as start / end of the day and lunch times. With this, West CNT are currently operating a staggered shifts and lunch times which allows staff to maintain social distancing. We have sought additional welfare facilities for staff and we should be back to full time hours within the next couple of weeks if all goes to plan.

### **General Staffing**

33. The Inner West area currently has 4 allocated Environmental Action Officers. Angela Anderson who is the EAO for the Kirkstall area is sadly leaving at the end of July after approx. 2 years with us. Cover will be provided and a decision on permanently replacing Angela will be made shortly.
34. The vacancies within the Inner West for street cleansing (Assistant Charge hand and street king sweeper driver within the Armley area) have now been released and are currently being recruited with the process at the shortlisting stage, with interviews hoping to be held within the next 2-3 weeks.
35. Staffing resources are currently being prioritised and utilised around the student area due to the changeover which started a couple of weeks ago. Additional resource is being brought in for this as well as support from the East, South and City teams to help with removing the large volumes of waste due to the students leaving their rented properties.

### **Enforcement**

36. Due to the Lockdown measures not being fully relaxed we have asked that Enforcement Officers still keep face to face visits and on site meetings to a minimum. This is still in accordance with advice from Environmental Health services who are coordinating the COVID enforcement work. Any visits have been completed within the social distancing guidelines and contact minimalised. This has caused a slight delay in getting some issues resolved as contact has had to be made with perpetrators either on the phone or by post. All work is being dealt with now.
37. The interview room is now operational and several perpetrators have been interviewed and investigations are still ongoing. Several prosecutions are now also pending for several difference offences.

38. Environmental Action Officers are still working remotely from home but are visiting the office regularly and are in contact with each other and the Team Leaders.
39. Overall, cases are still delayed and are being referred to the nearest available Magistrates within the Yorkshire and Humber region. This is still having an impact on attendance and we have seen a rise in warrants being issued for failure to attend.
40. EAOs should be providing updates on specific cases where Ward Members are involved, please let me know if there are any cases where this is not the case.
41. The PSPO enforcement is still on hold for the moment to prioritise other enforcement work.
42. Over the last few months there has been some good work done around the clearance of bins yards with several being cleared and secured. This work is ongoing and EAOs are working alongside private owners, residents and LCC housing colleagues to get positive results.

### **Community Work**

43. CNT continue to support the fantastic work being completed by the large number of volunteers within the community. Litter Free Leeds continues to grow and designated 'bag holders' have been appointed which helps with the distribution of the purple bags after the large number that was used within a very small period of time. This has seen bags being used more appropriately and controlled.
44. The weekend of 3rd and 4th of July sees a Citywide event named 'Leeds Goes Purple' where Litter Free Leeds groups will be showing their support by carrying out local litter picks and leaving the bags out over the weekend to promote the brilliant work they do. CNT will be supporting this by taking photos of filled vehicles and piles of purple bags when collecting on Monday 5th July.
45. Litter pickers and other equipment has been delivered to ward members to support the local volunteer groups which is greatly appreciated.
46. Support is still being given to other volunteer groups across INW such as the Bramley Wombles, New Wortley Urban Task Force.
47. On the 9th June an action day was completed around New Wortley in partnership with New Wortley Community Centre's Women's group, the Urban Task Force, West Yorkshire Police, Active Leeds and other internal partners. Numbers of participants were limited due to the COVID restrictions and all activity was completed under social distancing. Works were completed on the day on 'Jaily Field' which including some litter picking and cutting work was completed around 'gassy Field'. West Yorkshire Police also did some door knocking in the area and offered some crime prevention advice.

## **Service Changes:**

48. From the 5th July, some changes to the CNT management arrangements will take effect with West. These are the changes Jason Singh referred to in his email in early June. The changes come about following our service review in February 2021. There has been a number of changes which reflect a reduction in numbers of management level posts. These reductions have been necessary to effectively manage and deliver financial savings across environmental services as part of the 2021/ 2022 budget. There will be no changes to operational staff and EAOs. The key changes are:
49. Stacey Rockcliffe now leads the CNT and has managerial responsibility for citywide CNT activities: Stacey can be contacted on: [stacey.rockcliffe@leeds.gov.uk](mailto:stacey.rockcliffe@leeds.gov.uk) tel: 07562 439 539
50. Victoria Whalley is now the West Area Manager which is a post created through the service review. This provides an area-wide focus for East, West and South and these posts will be key in coordinating work between services and providing local accountability to community committees and elected members. Victoria can be contacted on: [victoria.whalley@leeds.gov.uk](mailto:victoria.whalley@leeds.gov.uk) tel: 07891 279 600.
51. Diane Otley will be the Inner West Team Leader covering Bramley / Stanningley, Kirkstall and Armley. Diane will be taking over the operational responsibility for street cleansing and enforcement from myself. The current zone 14 Ward Members will already know Diane who has been covering Bramley / Stanningley and Kirkstall since January. Diane can be contacted on: [diane.otley@leeds.gov.uk](mailto:diane.otley@leeds.gov.uk) tel: 07891 273717.
52. As you will see I will no longer be involved with the Inner West from the 5th July and I will be completing a full handover with Diane. I will be moving to Headingley, Hyde Park, Little London and Woodhouse on a temporary basis to provide Area Manager / Team Leader cover until a suitable candidate is recruited. I will continue to support Victoria in the west until my proposed new role, which will be to manage a specific team to investigate and deal with fly tipping citywide is fully confirmed. I would like to take this opportunity to thank all Ward Members for the support over the last few years and to say I have really enjoyed my time in Inner West.

## **Community Safety: Champion Cllr K Ritchie – update from Scott Lobsiger**

### **Armley**

53. Armley total number of open cases: 34
54. Top categories:
- Threats/Actual violence: 7
  - Noise: 6
  - Hate crime: 6

Of the 6 hate crime cases currently open with LASBT, 4 are race related and 2 are sexual orientation related.

### **Bramley & Stanningley**

55. Bramley total cases: 26

56. Top categories:

Threats/Actual violence: 9

Rowdy behaviour: 4

Hate Crime: 2

Of the 2 hate crime cases currently open with LASBT, 1 is race related and the other is sexual orientation related.

### **Kirkstall**

57. Kirkstall total Cases : 24

Top Categories:

Noise: 5

Threats/Actual Violence: 4

Hate Crime: 4

Of the 4 hate crime, 3 are race related and the fourth is unspecified.

### **Health and Wellbeing & Adult Social Care: Champion Cllr L Cunningham & Cllr F Venner, Update from Jon Hindley**

58. Due to a high number of requests in the area especially concerning on line problem gambling in young people a series of WLTKM sessions have been arranged which can be accessed virtually. These sessions are run by LCC Public Health Resource Centre. A list of examples of the requested sessions are listed below;

- Gambling, Gaming and Young People.
- Post Covid-19 Syndrome.
- Frailty
- Child Accident Prevention

59. For full details, times and dates please follow this link;

<https://www.leeds.gov.uk/phrc/public-health-training/want-to-know-more-sessions>

### **Key Messages: Covid-19 Information-General Briefing**

60. As Leeds moves towards the cessation of government lockdown regulations in a steady and staged manner it is still important that local residents adhere to government advice

and regulations. Infection rates are thankfully decreasing in Leeds where previously infection rates within wards have been dynamic.

Please continue to follow the advice below.

What you can and cannot do during the national lockdown.

61. <https://www.gov.uk/guidance/national-lockdown-stay-at-home#summary-what-you-can-and-cannot-do-during-the-national-lockdown>

Vaccinations in Leeds.

62. When local residents are called for their vaccination it is extremely important they attend to help reduce infection rates within Leeds so we can return to a normal life as soon as possible. If any local community members have any fears or anxiety about receiving the vaccination they can talk to their local doctor, health professional, LCC Public Health officer or visit these approved information site. Coronavirus (COVID-19) vaccine - NHS ([www.nhs.uk](http://www.nhs.uk)) <https://www.leedsccg.nhs.uk/health/coronavirus/covid-19-vaccine/>

### **Men's Health Groups set to continue after lock down**

- Due to the ongoing success and general popularity of a variety of local men's health groups in the area they are set to continue after lockdown and offer a full menu of services, support and friendship groups. As well as contributing to aiding local men to recover and become, healthier and more resilient they can also help men to;
  - Access a free loan I-pad and associated training to become more digitally literate. This in turn also opens up a world of on line support groups, exercise classes, cookery lessons, basic D.I.Y and an opportunity to talk openly and confidentially about their problems and issues and how these might be solved.
  - Access to financial inclusion services to help manage debt and money worries.
  - Access to free smoking cessation and weight management services either within a group scenario or an intensive personal support option.
63. For more information please contact:  
Ian Pepper [ian.pepper@barca-leeds.org](mailto:ian.pepper@barca-leeds.org) or Joe Kemp [joek@touchstonesupport.org.uk](mailto:joek@touchstonesupport.org.uk) or Russ Giles [russ.giles@nhs.net](mailto:russ.giles@nhs.net)

### **Armley**

64. This ward was identified by the Red Cross Vulnerability matrix during the Covid-19 pandemic and consequently there was a small pot of government funding released to fund a series of projects to help local vulnerable citizens. The priority Neighbourhood of New Wortley falls under this ward. All of the projects are gateways to other services, support and help such as social prescription, mental health, holistic health and wellbeing, gently improving and maintaining physical fitness.
65. The Listening Room – a project where men struggling with mental and emotional health problems can access session with local workers to talk about issues, they are struggling with such as anxiety, loneliness, or financial concerns. The project has an excellent

new website with many resources such as accessible DIY tips, cooking sessions, physical health and fitness and mindfulness relaxation techniques. <https://www.leedslisteningroom.org/> for more details contact; Michael Howard [Michael.howard@armleyhelpinghands.org](mailto:Michael.howard@armleyhelpinghands.org)

66. Connecting Armley – This is a digital project where local people struggling with the digital world and with no smart device of their own can loan an I-pad. Local residents receive help and training on how to use the device. Support workers can then help them access sessions either virtually or socially distanced face to face for entering the employment market, social isolation and developing skills. For more information please contact Ben Feely [Benjamin.Feely@leeds.gov.uk](mailto:Benjamin.Feely@leeds.gov.uk)

67. Treasure Books- This is an interactive learning and focussed literacy project helping parents, carers and their children learn to read with these lovely treasure hunt books and packs. There are also walks, activities and outside fun planned for with this project when it is appropriate to do so. The project links to many other educational and support activities and in addition has helped local parents to home school their children during lock down. For more information please contact Gael Timbers [Gael.Timbers@leeds.gov.uk](mailto:Gael.Timbers@leeds.gov.uk)

68. Wildlife Walks-This is a project organising walks for socially isolate or lonely residents where there is a commentary and explanation of the local flora and fauna. These have proved very popular in the past. For more information please contact Lucy Wheeler [l.wheeler@tcv.org.uk](mailto:l.wheeler@tcv.org.uk)

69. Talking Sheds- A men’s health project which helps isolated men bond over a common project i.e. constructing a shed on a local allotment and after lunch there is a coaching therapy session around emotional health, sharing tips and techniques on coping with low mood and anxiety. For more information please contact Lucy Wheeler [l.wheeler@tcv.org.uk](mailto:l.wheeler@tcv.org.uk)

## **Bramley**

70. The Bramley food environment project first stage has now completed. This piece of work is a part of the larger piece of work looking at reducing children’s and young person’s obesity. The project is from the councillor chaired Bramley Our Place group. The project was in two parts one looked at the eating, shopping and cooking habits of local families in relation to healthy eating and the second part looked at the food offer of local food retailers and takeaways. This was an incredibly difficult project to complete during a pandemic. However, the final project report is now complete and available. The report will inform our working across all of the other weight management project streams and it is hoped that in the future when it is appropriate to do so local businesses will be approached again and encouraged to join a mutually beneficial Bramley Business Club and look at profitable healthy food options they can offer. For more information, please contact Emma Strachan [Emma.Strachan@leeds.gov.uk](mailto:Emma.Strachan@leeds.gov.uk)

## **Community Engagement: Social Media**

71. **Appendix 3**, provides information on posts and details recent social media activity for the Inner West Community Committee Facebook page & Covid-19 ward pages.

### **New Wortley Community Centre & Priority Neighbourhood Update – Update from Rachel Marshall**

72. There has been a refresh of the New Wortley Safer Cleaner Greener sub group. After a challenging year due to Covid-19 the Communities team felt the group would benefit from a refresh of priorities, with the overall aim of reconnecting the group and building on our relationships with the community. Several individual discussions and wider meetings have been held, with both internal and external partners, and as a group the following priorities have been decided –

- Restore the environmental standards that were achieved pre Covid-19
- Identify activities the group can collectively work on in relation to Safer Cleaner Greener, to reconnect the group and our relationships with the local community

73. Through the discussions we have also formed a collection of project ideas, including community action days, community clean-up days, improving relationships with migrant communities living in the area, communal spaces for multi-story block residents, events that encourage the use of green space, asset mapping, playground development and drug education. Our aim is for group members to lead on particular projects that match their skillset, and meet in task and finish style small groups, with additional meetings for the full group to get together and discuss progress at several points throughout the year. The first project we are working on is a community clean-up day and we hope this will be the first in a series of regular clean-ups.

74. New Wortley Community Association has kick-started its roadmap out of lockdown with two weeks of promotional events. The team embraced the opportunity to promote positive mental health during Mental Health Awareness Week in May. They coordinated a number of opportunities to recognise the week through including a photography competition with a “nature” theme, having a nature or mental health theme for all the groups and having a “pop up ”in front of the wellbeing centre on Monday, Wednesday and Friday between 12-2pm. The pop up provided resources about mindfulness, coping strategies and an opportunity to talk to people about what we the centre has to offer.

75. The following week saw the first phase of their community engagement plan come alive as they carried out a series of engagement exercises in different areas of the New Wortley & Armley area. Some great conversations took place and some new relationships built with other organisations working in the area. The learning from this phase will inform future plans for the centre and also help identify local people who are interested in being part of a community voice group that will feed into the Priority Neighbourhoods Core Group

76. Friday 21st May saw the launch event of the Cultural Café project, The café will act as a catalyst to engaging ethnic minority groups into New Wortley Community centre for support. The cafe will run every Friday and host a range of activities led by the individuals who sign up to volunteer and train with staff support. The focus will be on health and wellbeing.
77. Activities will include cooking, creative crafts, positive mental health, physical activities & health checks. One to one support will be available from staff & NWCC volunteers for those struggling or needing extra support with things such as debt, unemployment, ESOL, other issues. Accessing this provision will also mean that individuals will be informed about other activities in the centre and also local area. By working with the local communities from differing ethnic backgrounds it is important the Cafe is peer led with peer to peer support being key to this.
78. The centre has also introduced the following new projects/activities to its timetable:  
Zumba Gold – Sessions returned on Thursday 20th May working in partnership with Barca’s Better Together Project to deliver them.  
Table Talk – Bat & Chat style outdoor table tennis sessions started Tuesday 25th May with access to pool and cards games etc as part of these general wellbeing sessions  
Offload Programme – A Men’s Mental Health support project is being delivered in partnership with Leeds Rhinos Foundation. This started Monday 7th June and will run for a 10 week period. The project features past and present rugby league players to see how they deal with challenges off and on the pitch to help support personal mental fitness
79. The New Wortley Community Hub works continues but with more of a focus on supporting people towards becoming more self-reliant in accessing food. Our Food Store Project enables local families to access recipe packs and food items at a reduced cost. A recipe pack costs £1.50 and contains enough ingredients to feed up to 6 people. Those accessing the project can also access another 10 items from the Food Store for an additional £3.50. The project has been accessed by over 35 families on a weekly basis since its launch and numbers are growing each week. We were recently invited by Emma Strachan from Public Health to present the project at the Building Food Resillience group.
80. The centre is also delivering a project in partnership with Leeds City Council Jobshop and Project Development Team that aims to provide digital skills and confidence to those in the community who are digitally excluded. Through the “Connecting New Wortley” and “Connecting Armley” ” project we will utilise ipads as an asset in the local community, providing access to a wide range of local support services. The project will provide access to our support workers and support workers from other partners who will help with the following;
- Connecting individuals with others in their community through the creation of peer support groups



- Accessing benefit and housing support through Customer Services
- Accessing tailored employability support from Jobshops/NWCC support workers
- Engaging with individuals who have been isolated due to the impact of Covid 19

## **Town Centres Update – Update from Pete Mudge**

### **Armley**

81. Since the last update the majority of businesses can now open. The NCC has been visiting Armley on a weekly basis to speak with businesses and especially recently opened ones or which there have been many. There are 2 larger sized units vacant in the town centre – The former Baltic Supermarket which was closed by the Police and owners after the upper floor was found to be a drugs store and the former Jack Fulton shop on Town Street. (Jack Fultons has been nationally bought out by Poundland so its goods are being moved across the road to the Poundland Store on the other side of the road.) There is a third unit on Beech Drive facing onto Stanningley Rd which is no longer open to the public (formerly Yorkshire Linen) however it seems to be being used as storehouse for the next door Barnardo's Charity Shop.
82. Several new leases have been signed including for the former Coral bookies (Café and Bakery), former Card Factory (Armley Food Store), former HSBC (Persian Restaurant), former Boots shop (future use not yet announced), former Yorkshire Bank (converted to flats), former Love & Light tearoom (Barbecue restaurant), Council shops on Gelderd Rd (all now in use by Howarth Foundations Little Owls).
83. Flats are now being built near Town Street on Hall Road which will improve the appearance of that area, 100 Town Street has now been sold by the Council, a meeting is being held with the owner of the dilapidated former clinic site in the hope that differences can be resolved so that this eyesore and base of anti-social behaviour can at last be renovated. On the other side of Theaker Lane is the site of the former public toilets which is currently used as a place to throw litter. A plan is progressing to see the area turned into a pocket park and performance area . It will be locked every evening and the plan is to also include plants on the sides to make it an attractive oasis. Funding for this is being investigated.
84. Armley in Bloom have installed the two additional planters funded by Wellbeing which could not get installed during the lockdowns, additionally they have replanted floral displays in the town centre including new displays outside the hub.
85. Operation Leodis has been led by the Police and LASBT to reduce drug dealing and anti-social behaviour in Armley town centre and bring incidents down to those recorded pre-pandemic. This seems to have been achieved and indeed may be even better than before the pandemic.
86. Of course Armley traders were not allowed to meet or progress team based projects during the lockdowns and their efforts for the last few weeks have been on re-

establishing their business. They have decided to hold the next AGM in late July and through this seek a larger representation from local business on the Town Team. Holding this AGM of course relies on there not being any more lockdowns at that point. The meeting will agree what the traders would like to see achieved in the coming year. There will also be an update on matters affecting business including those mentioned above.

87. The government has made available Welcome Back to High Streets funding and discussions are underway on whether this can help raise the image of Armley town centre in order to attract more shoppers through provision of "Welcome" Ambassadors making visitors feel safe and secure and providing a reassuring presence to help lift the negativity prevalent in publicity of the area. The detail of exactly what could be possible is being discussed with colleagues in Armley Action Team and discussions are ongoing.
88. Hundreds of independent businesses now receive updates on items of interest to them and through this we connect with neighbourhood centres around the city. All district centres received new signage at Easter regarding safety measures before the latest reopening. By refreshing the signage it will again be noticed and the safety advice reinforced. The signage and the masks and floor vinyls have been made available by various government grants to combat the pandemic and these keep getting replenished at local shopping areas while stocks remain. The Neighbourhoods Centre Co-ordinator (NCC) has called in to independent shops open in all district centres to give and take contact details and explain the role of town teams. Shortly he will begin this again as more businesses have now reopened.
89. Last year the former Yorkshire Bank wanted to reopen as shops on ground floor and said they had tenants waiting however creation of a shop frontage was turned down so this has now been lost as a business and is being converted to flats. After the 1<sup>st</sup> lockdown, street drinking returned in a big way on Town Street along with begging and drug dealing. Police have reduced these though there is national concern areas suffering after the 1<sup>st</sup> lockdown may do so again in the coming months. We have placed signs at 4 locations which is a new trial for Leeds and looks to make dealers and buyers feel uneasy in those areas.
90. The government provided some funding to investigate the potential of a BID vote for Armley. Due to the pandemic this investigation is on hold for the time being. Similarly the Town Teas around the city have gone on hold till non-essential shops and hospitality reopens. Leaders in the local business communities are however still contacting me with ideas and also undertaking communication with local businesses.

### **Bramley & Stanningley**

91. Towards the end of the last Lockdown Bramley Shopping Centre was sold to LCP (London & Cambridge) Properties which is a privately owned investment and property management company with over 400 sites and 3,500 tenants. It is of course to be hoped

they will pump some funding into upgrading the centre though this is uncertain – Cross Gates and Headingley Shopping Centre have been upgraded but Middleton shopping Centre has seen no upgrading of the appearance despite getting new ownership a couple of years ago.

92. At the Bramley centre the former manager no longer works there and, as he was preparing to lead a Town Team for the shopping area, a new business leader is being sought for this role.

93. A recent issue at the centre was when the new owners arranged for removal of the centres benches which has understandably annoyed many shoppers and it is hoped benches will be returned. Yet even within this Area Committee, Armley long ago removed benches to help combat ASB yet currently Kirkstall is in the process of installing some benches for use by local shoppers. So the NCC is collecting examples in the hope a template preferred by councillors could identify the range of benches available and most suited to particular circumstances. Some areas of the UK have installed benches to combat anti-social behaviour – sited near lighting and CCTV camera and with signage to discourage loitering. Some are concrete structures, some angled to stop people laying down, some individual metal ones are placed to only sit one person and not face anyone else (Leicester).

94. NCC sits on the Covid-19 Local Enhanced Planning team to reduce spread of Covid in district centres and is currently trying to find a most suitable location for vaccinations.

### **Kirkstall**

95. A leader has volunteered to investigate launching a Town Team for Kirkstall traders and is now speaking with interested businesses before launching an AGM. One issue businesses and Members have highlighted is the opportunity to have benches placed on the street. Highways are supportive and liaising with members and NCC over locations. It is hoped the costs will be paid through the LCP fund.

### **Armley Forum**

96. The Armley Forum last met on Tuesday 6<sup>th</sup> July via Zoom

- Sgt Chris Craven was in attendance to discuss the crime stats for the ward and any ongoing Community work.
- Chris Way from Highways attended to discuss speeding issues on the outbound side of Stanningley Road with residents
- Representatives from Armley Helping Hands and New Wortley Community Centre came along to update the forum on the amazing work they have done throughout the pandemic to support the local community.
- The new Vicar of Christ Church introduced himself to the forum and encouraged people to go to the church to meet him.

## **Updates from Key Services**

### **Leeds Youth Service – Update from Steve Harper**

97. The Inner West Youth Committee has got off to a great start with young people from Armley, Bramley and Kirkstall joining the group. Young people have appeared to really enjoy the online meetings which have included guest speakers from their local ward Cllrs, The Canal and River Trust and LCC Transport Strategy Team. They have achieved so much in such a short space of time including being involved in a young people's interview panel for the recruitment of activity workers and a social action project on the Canal.



### **Community Hubs – Update from Tom Booth**

98. Looking ahead to the Summer – the Healthy Holidays scheme are looking for volunteers to help them run a programme of events for children across the city over the summer and Christmas holidays this year. You could be helping to run story telling groups, being part of multi-sport activities and helping to provide lunch to the children. The scheme is a great way for volunteers to meet new people and connect with local communities.

More information about the scheme and how to apply to be a volunteer can be found here <https://news.leeds.gov.uk/news/volunteers-needed-in-leeds-as-school-holiday-food-and-activity-programme-returns>

## Housing Leeds – Update from Paul Densley & Paul Hodges

### Inner West HAP update:

Budget for 2021/22	£49,091.97	
Carry Forward from 2020/21	£27,683.69	
<b>TOTAL 2021/22 BUDGET</b>	<b>£76,775.66</b>	

Approved Budget Spend 2021/22	£16,393.06	
<b>Available Budget</b>	<b>£60,382.60</b>	

HAP	Number of projects submitted	Number of projects approved	Amount Committed by Panel	% committed
Inner West Total	20	6	£16.393.06	21.35%

### 99. Bids Approved since last update in February 2021

Address/Who	Scheme	Amount Awarded by HAP
B&S	Stanningley Court Defibrillator	£658.36
Armley	Poplar Way handrail and bench	£8,149.74
Armley	Wyther Park estate bins	£630
All IW	WLAC Assault Course	£3,000
B&S	Astors/Fairfield Planting	£3,670.15
Armley	First Avenue Planting	£284.80

## **Inner West Housing Update**

### **Annual Home contacts:**

100. We have recently launched an Annual Tenancy Check-In programme (formerly Annual Tenancy Contact/Annual Home Visit). Annual Tenancy Check-In Programme was launched from Tuesday 1st June 2021. Following feedback the programme has recently had a change of name to 'Annual Tenancy Check-In' to reflect the different ways in which this contact might happen. Rather than all Check-Ins being completed in the tenant's home face to face, it will be completed either face to face, over the telephone or online, depending on their circumstances

Here's a few key points about the launch:

#### 101. Online group

Letters/emails will be sent to a pilot group of 1000 customers who have been chosen to have an online check in. This will give the residents identified the opportunity to complete the Annual Tenancy Check In online and feed back to Housing Management.

This is the start of something new and after the pilot group has taken place we will be able to review how the online check-ins will be rolled out across the year.

The information from the pilot group of online check-ins will be forwarded to area teams for processing and complete any follow up work.

We will review the returns from the first 1000 pilot group to gauge uptake and to see if we need to make any changes to the form and process.

#### 102. Telephone Group

The information on customers who have been identified as needing a telephone check-in has been developed and all area offices have a list of all residents to contact and complete the Annual Tenancy Check In

#### 103. Visit Group

The main visit programme will not begin until at least the 21st June 2021. However, we recognise that there are a small group of tenants (under 3% of tenants citywide) where the tenant has a particular vulnerability, e.g. hoarding, poor internal property condition, previous safeguarding concern, where it is important that we review their situation to monitor health and safety risks to the tenant and others living nearby. For these tenants the area offices have been tasked to look into these as a priority and to begin making contact and undertaking Annual Tenancy Check-Ins from Tuesday 1st June 2021.

#### 104. Escalations

If a tenant has been identified for an online or telephone check-in based on the information we hold but we believe that a visit is required, there is an opportunity to change the contact group. A check list has been developed to help staff identify issues that may warrant escalating to a different type of check-in.

### **Estate Walkabouts:**

105. All this year's walkabouts have been arranged and dates confirmed. We have advised the Housing Officers to book them in their diaries and invite the local ward

members and tenant representatives to attend in line with our Covid 19 risk assessments. We are still in quarter 1 of this year and the majority of the estate walkabout have been completed but there are still some outstanding. Key themes having been waste in gardens, overgrown hedges and leaves in some communal walkways.

#### **Block inspection or High Rise feedback:**

106. We carry out weekly block sweeps on all high rise blocks. All issues that are identified by the Housing Officer are actioned accordingly. We also received daily stage 1 fire safety reports from our cleaning contractors. We action the recommendations in the report and log this on our computer system in line with our Fire Safety procedure. We also carry out monthly stage 2 fire safety checks and report all the findings and raise the necessary repairs as required. Low rise blocks inspections are also being carried out now on a quarterly basis in line with the fire safety Checks.

#### **Update on Anti-Social Behaviour:**

107. During this pandemic and restrictions being put in place, we have seen a rise in reports of noise nuisance and breaches of social distances guidelines. Housing Leeds, LASBT and WYP are working together in this difficult time and we encourage residents to follow the protocol and report all breaches either online or through the telephone. All breaches of Government restrictions must be reported to WYP.

### **Corporate Considerations**

#### **Consultation and Engagement**

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

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

109. 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**

110. 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:

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**

111. 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**

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

### **Risk Management**

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

### **Conclusions**

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

### **Recommendations**

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

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

116. 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.





# ***Breeze Background***



- Breeze is a well-known and recognised brand set up by Leeds City Council (LCC) for young people (0 to 19 years) Breezecard –
- Over 168,000 members. Current email database over 46,000.
- Breezeleeds.org – What’s on website for young people in Leeds
- Social Media presence
-  16,175  6038  1526
- Breeze Events on Tour / Mini Breeze – summer festival style events approx. 20,000 yp over the Summer
- Support for international events including World Triathlon / Tour de Yorkshire
- Breeze Friday & Saturday Night Project – drop in youth club style activities in leisure centres
- Breeze Healthy Holiday Camps – 10 holiday activity camps across the City
- Breeze has Talent – young talent competition

# ***Moving Forward***

**Breeze™**

- Breezecard has traditionally been a free card since 2000, it has given discount at leisure centres, council leisure facilities, acts as a junior library card, and gives free access to Breeze summer events.
- Over the last 6 months we have carried out consultation across the city and engaged a Leeds based Branding company to look at Breeze and what it is as a brand and what direction it needs to take now to continue to be a strong recognised Brand for young people and families in Leeds.
- To make that next step to improve the offer of the card, move to smart mobile technology , an annual fee of £5 per year (whilst still free to those economically disadvantaged) will now be introduced.
- The existing offers and discounts for Breezecard are limited and with little resources allocated to it, public perception of the card shows there is minimal value to it other than leisure centre discounts and access to Breeze summer events.
- The introduction of a fee based membership will be based on feedback from young people and their parents who have indicated an appetite for an extended offer which will be made accessible through a new website and app and a refreshed communication strategy to deliver the comprehensive offer.
- The Breeze card will now become the Breeze Pass





# ***Breeze Background***



To make Leeds the best city for young people to grow up in by giving all children and young people access to a rich and far-reaching programme of diverse cultural and sporting activities through a range of free, discounted and VIP access to services.

***“Freedoms a Breeze”***



# ***Breeze Background***



- Provide opportunities for all children and young people to access quality activities by working with cultural, sporting and commercial leisure sectors in Leeds to offer discounted or free access to services and activities with a Breeze Leeds membership.
- To move to a digital by default membership with better connection through an app (Physical cards will still be available)
- Remove barriers for those most vulnerable and in need, to ensure all young people can access Breeze membership benefits in an inclusive and equitable way.
- Offer engaging, accessible and easy to use communication channels with information about membership benefits, discounts, Breeze events as well as other services from partners across the city.
- Ensure young people are consulted with and are at the heart of what we do, offering them the opportunity to shape and develop the cultural and sporting offer in Leeds.

# The Offer



- Feedback from the public consultation identified the following offers that young people and parents would want to see to make becoming a member attractive.

So we can develop the Breezecard offer, what would you value as a member?

			Response Percent	Response Total
1	Sport		59.55%	393
2	Cinema		66.82%	441
3	Food		58.18%	384
4	Theatre		74.09%	489
5	Summer Events		72.42%	478
6	Concerts		66.67%	440
7	Festivals		55.76%	368
8	Discounts in shops		46.82%	309
9	Other (please specify):		6.21%	41
			answered	660
			skipped	36

# ***What you can offer as a Pass Perk***

***Breeze™***

- Annual standard offer
- Month – these offers will not have any time limits but will run for a set month
- Time-limited offer, ie holiday time, evenings, quieter times, weekends only, for a specific time frame
- VIP experience – get a free drink with X, back stage tour etc,
- Early bird ticketing offer
- Competition prizes



# ***What we can offer you***



## **Offers**

- Feature of the month – these are for strong offers that have limited restrictions, mentioned 3 times in one month
- Young people reviews – we will send a family or some young people to do a video review of your attraction to be featured on TikTok and Instagram Reels

## **Newsletters**

- Monthly newsletters
- Perk of the month gets prominent position
- 3 additional perks mentions
- Link to full pass perks listings

## **Website and app**

- All offers listed in the Pass Perks section
- New offers will get homepage mention for 1 month
- Selected Perk of the month will stay on home page for 1 month
- Push notifications to all app users for new offers
- Provide analytics to show user analytics the Breeze Pass is being used

# ***Next steps...***

***Breeze***<sup>™</sup>

**If you are interested in being a Pass Perks Partner and would like to know more about how it can benefit your business please contact**

**[Andrew.Cartwright@leeds.gov.uk](mailto:Andrew.Cartwright@leeds.gov.uk)**

**For more information**





## Inner West Community Committee & COVID-19 Groups

Appendix 3

6<sup>th</sup> March 2021 – 5<sup>th</sup> July 2021

### Inner West Community Committee

Since 6<sup>th</sup> March 2021 the Inner West Community Committee Facebook page has gained: **77 new page 'likes'** (and currently has) **1,053 Likes and 1,305 Followers**.

There are two things to note in general:

- 'reach' is the number of people the post was delivered to
- 'engagement' is the number of reactions, comments or shares

Engagement tends to be a better way of gauging if people are interested and have read the posts because they wouldn't have interacted with it otherwise. For example, a post might reach 1,000 people but if they all scroll past and don't read it, the engagement is 0 and it hasn't been an effective way for the Community Committee to communicate.

Having said that, all posts can be read without any further interaction!!

The most popular post since the 6<sup>th</sup> March 2021 is the post regarding

The Bramley Baths Employability Project

Offering an exciting opportunity for young people aged 16 to 24.

- has been shared 2
- has reached a total of 263

The following below are screenshots of the most popular three posts since the 6<sup>th</sup> March 2021. Alongside it are the figures for how many people were 'reached' and how many people 'engaged' with the post.

**1st Place** – The Bramley Baths Employability Project

**263** people had this post delivered to them and it had **1** post clicks, with **5** likes, comments and shares.

Leeds City Council Inner West Community Committee  
6 April · 🌐

**The Bramley Baths Employability Project**

Offering an exciting opportunity for young people aged 16 to 24. Take part in a creative sensory garden project. Improve your chances of progressing onto work or further education over 6 weeks. Providing you with practical skills and opportunities for work experience.

Email: jordan@bramleybaths.com  
Call: 0113 2560949

COOPERATIVE CHANGING PLACES CHANGING LIVES  
European Union European Social Fund

The Bramley Baths Employability Scheme is funded by the European Social Fund and the Education and Skills Funding Agency. Funding supports organisations in Coventry & Warwickshire and Leeds City Region to help unemployed people move towards employment, training or education.

**Performance for your post**

**263** People Reached

**5** Reactions, comments & shares

1 Like	1 On post	0 On shares
2 Love	0 On post	2 On shares
0 Comments	0 On Post	0 On Shares
2 Shares	2 On Post	0 On Shares

**1** Post Clicks

0 Photo views	0 Link clicks	1 Other Clicks
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**NEGATIVE FEEDBACK**

0 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on



**2nd Place – Swimming Sessions at Bramley Baths**

**242** people had this post delivered, with **12** post clicks with **8** likes, comments & shares.

Leeds City Council Inner West Community Committee  
12 April · 🌐

**Swimming Session** **Just £1!**

Come join us for a safe, socially distanced swim.

**Starting Wednesday 21st April 2021 9.15am - 10.00am at Bramley Baths, LS13 3DF**

- Running from Wed 21st April 2021 every Wednesday 9.15am - 10.00am until Wed 16th June (exc school holidays)
- Over 18's only
- This is a mixed swim
- Turn over for guidelines

Contact us to book a place. Max 26 people!

07758104693 - Mandy  
07581 532 540 - Chloe  
bettertogetherwest@barca-leeds.org

Better Together Leeds City Council Barca Leeds BRAMLEY BATHS

**Performance for your post**

**242** People Reached

**8** Likes, Comments & Shares

2 Likes	1 On Post	1 On Sh
5 Comments	0 On Post	5 On Sh
1 Shares	1 On Post	0 On Sh

**12** Post Clicks

1 Photo views	0 Link clicks	11 Other
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**NEGATIVE FEEDBACK**

0 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears on



### 3<sup>rd</sup> Place – Armed Forces Day

203 people had this post delivered to them. There were 5 post clicks and 1 likes, comments and shares

**Leeds City Council Inner West Community Committee** 4d · 🌐

Although we can't hold our usual Armed Forces Day celebrations in Leeds this year, we're holding a flag raising ceremony at 11am on Saturday 3rd July to raise the Armed Forces flag to mark Leeds Armed Forces Day.

We are delighted to be working with the Yorkshire Evening Post to bring you this live on Facebook from 10.45am with the ceremony starting at 11am. Watch it here on our Facebook page on Saturday!  
<https://www.facebook.com/LeedsAFD...> See more

**Performance for your post**

203 People Reached

1 Likes, Comments & Shares ⓘ

0 Likes	0 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
1 Shares	1 On Post	0 On Shares

5 Post Clicks

0 Photo views	0 Link clicks ⓘ	5 Other Clicks ⓘ
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**NEGATIVE FEEDBACK**

0 Hide post	0 Hide all posts
0 Report as spam	0 Unlike Page

Reported stats may be delayed from what appears



### COVID-19 Facebook Groups

The Communities Team have set up **33** ward based **Coronavirus Help Facebook Groups** as a way of promoting services, supporting communities and cascading information in an attempt to tackle the Coronavirus pandemic. Key charities, voluntary groups, community groups, Councillors, as well as the wider population in the local community are all invited to join the pages.

As well as key messages from the main Leeds City Council Facebook Page being used to deliver information to each ward, the pages are also there to generate discussion and debate but also hopefully facilitate conversations around being neighbourly during the national pandemic and assist if possible in some of the volunteering efforts.

To date, **Armley** has **157** members, **Bramley and Stanningley** has **69** members, and **Kirkstall** has **252** members.

The committee is asked to note the specific **Coronavirus Facebook Ward Pages** and are invited to join the pages in an attempt to increase traffic.

- **Armley:** <https://www.facebook.com/groups/240058733840731/>
- **Bramley and Stanningley:**  
<https://www.facebook.com/groups/204369294167978/>
- **Kirkstall:** <https://www.facebook.com/groups/210253080212370/>

All attending the meeting must adhere to the guidance that has been set by the government and the council to keep all attending any meetings within a council building safe

- All attending LCC employees are encouraged to undertake a lateral flow test when attending a face to face meeting.
- All attending any meeting must sign in at the main reception.
- Turn up on time so you can be seated whilst adhering to social distancing guidance.
- Stay in your designated seat during the meeting.
- You must wear a face covering whenever you are not in your seat (unless exempt).
- Do not stand and talk in walk ways.
- You must adhere to the one way system that is in place.
- You must adhere to the social distancing guidance at all times.
- Use the hand sanitizer that is placed at the entrance and the exit of the meeting room.
- Where possible use electronic agenda packs.
- Bring your own refreshments.

### Note:

Best endeavours have been taken to manage committee business from the outset to prevent a meeting running over the prescribed 1.5 hour guidance. If it becomes apparent that debate is going to exceed this then an adjournment of proceedings will be called by the Chair at an appropriate point. All attending the meeting must vacate the meeting room to enable further ventilation and cleaning. Participants must return to their original seat.

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