



# Outer North West Community Committee

Adel & Wharfedale, Guiseley & Rawdon, Horsforth,  
Otley & Yeadon

**Meeting to be held in Airedale Room, Yeadon  
Town Hall. High Street Yeadon, LS19 7PP  
Monday, 6th March, 2017 at 1.30 pm**

**Councillors:**

B Anderson  
C Anderson  
B Flynn

Adel and Wharfedale;  
Adel and Wharfedale;  
Adel and Wharfedale;

G Latty  
P Latty  
P Wadsworth

Guiseley and Rawdon;  
Guiseley and Rawdon;  
Guiseley and Rawdon;

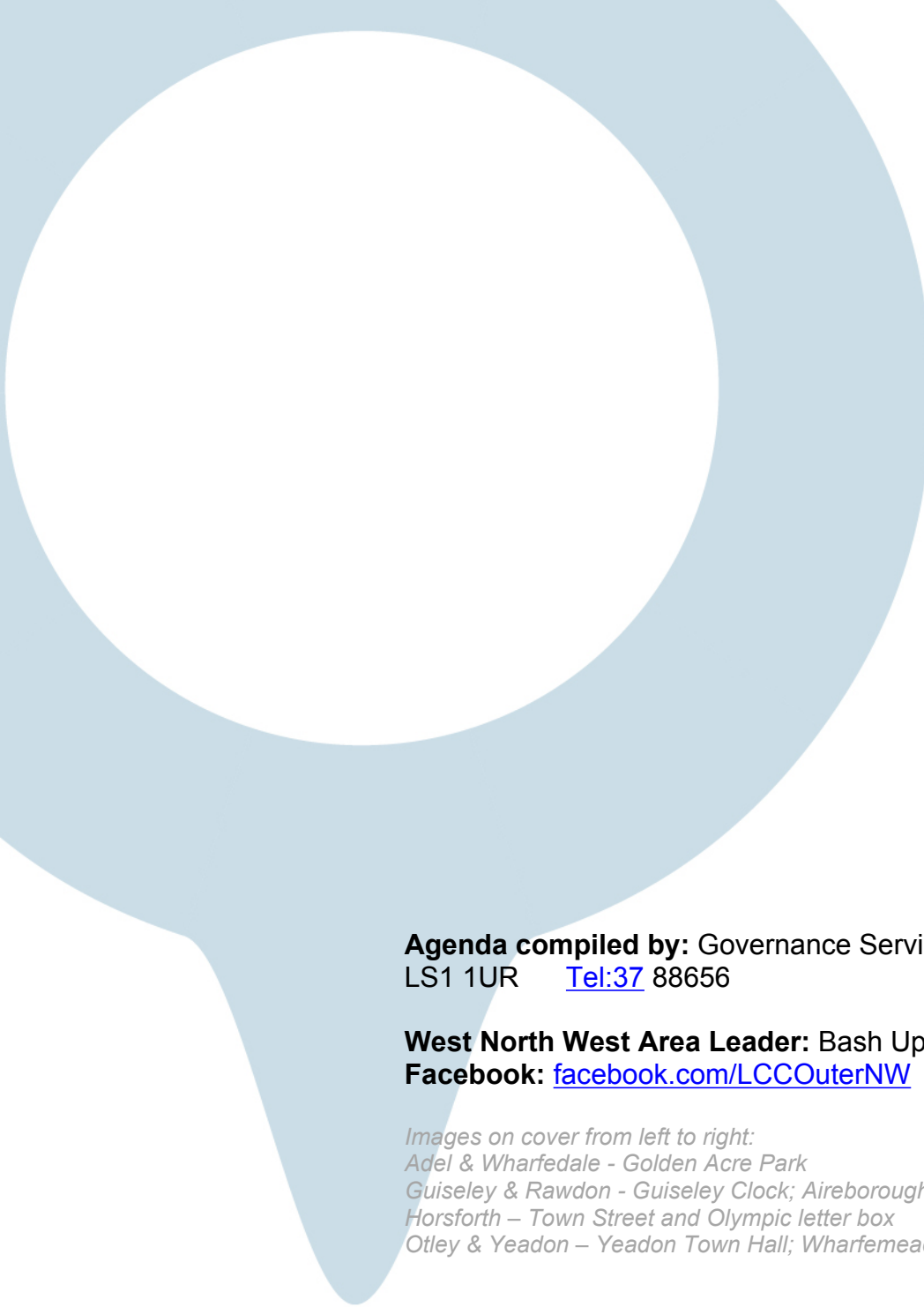
B Cleasby  
D Collins  
C Townsley

Horsforth;  
Horsforth;  
Horsforth;

C Campbell  
R Downes  
S Lay

Otley and Yeadon;  
Otley and Yeadon;  
Otley and Yeadon;





**Agenda compiled by:** Governance Services Unit, Civic Hall, LEEDS  
LS1 1UR [Tel:37 88656](tel:3788656)

**West North West Area Leader:** Bash Uppal  
**Facebook:** [facebook.com/LCCOuterNW](https://www.facebook.com/LCCOuterNW)

*Images on cover from left to right:*

*Adel & Wharfedale - Golden Acre Park*

*Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre*

*Horsforth – Town Street and Olympic letter box*

*Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park*

# A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES</b></p> <p>To approve the minutes of the meeting held on 28<sup>th</sup> November 2017.</p>	1 - 8

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>OVERVIEW ON THE DEVELOPMENT OF THE LEEDS PLAN AND WEST YORKSHIRE AND HARROGATE SUSTAINABILITY AND TRANSFORMATION PLAN (STP)</b></p> <p>The report of Interim Chief Officer, Leeds Health Partnerships is to provide Outer North West Community Committee with an overview of the emerging Leeds Plan and the West Yorkshire and Harrogate Sustainability and Transformation Plans (STPs). It sets out the background, context and the relationship between the Leeds and West Yorkshire plans. It also highlights some of the key areas that will be addressed within the Leeds Plan which will add further detail to the strategic priorities set out in the recently refreshed Leeds Health and Wellbeing Strategy 2016 – 2021.</p> <p>(Report attached)</p>	9 - 32
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>FINANCE REPORT</b></p> <p>To consider the report of West North West Area Leader to provide the Community Committee with an update on the budget position for 2016/17, detailing the current position of the Wellbeing revenue fund, the Small Grants and Skips pots, and the Capital pot. This report also provides an update on the Youth Activity Fund.</p> <p>(Report attached)</p>	33 - 42
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>COMMUNITY COMMITTEE UPDATE REPORT</b></p> <p>The report of the West North West Area Leader updates the Community Committee on the work of the sub groups of the Committee: Environment &amp; Community Safety; Employment, Learning and the Local Economy; Children’s Services and Family Health; Adult Social Care, Health &amp; Well-being; Highways &amp; Transportation and Policy.</p> <p>The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.</p> <p>Members are also asked to note the latest edition of the Newsletter.</p> <p>(Report attached)</p>	43 - 52

Item No	Ward/Equal Opportunities	Item Not Open		Page No
11	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>DATES , TIMES AND VENUES OF COMMUNITY COMMITTEE MEETINGS 2017/18</b></p> <p>The report of the City Solicitor is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2017/2018 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.</p> <p>(Report attached)</p>	53 - 56

## OUTER NORTH WEST COMMUNITY COMMITTEE

**MONDAY, 28TH NOVEMBER, 2016**

**PRESENT:** Councillor P Wadsworth in the Chair

Councillors B Anderson, C Anderson,  
C Campbell, B Cleasby, D Collins,  
R Downes, B Flynn, G Latty, P Latty and  
C Townsley

### **27 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS**

There were no appeals against refusal of inspection of documents.

### **28 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

There was no exempt information.

### **29 LATE ITEMS**

The Chair admitted a late item to be tabled at the meeting to form part of agenda item 9 Finance Update Report. Adel & Wharfedale Speed Indication Devices (SIDS) Minute 36 refers.

Supplementary information had been provided to all Members of the Committee in relation to item 8 Environmental SLA Report. Service Agreement between Outer North West Community Committee and Environmental Action (West North West Locality Team) Minute 35 refers.

### **30 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'**

There were no declarations of disclosable pecuniary interests. However, Councillors Barry Anderson and Caroline Anderson declared an interest in item 9 in relation to Adel War Memorial Association Ltd (AWMA) as they are members. They took no part in the consideration of this projects funding.

### **31 Apologies For Absence**

Apologies for absence were received from Councillor Sandy Lay.

### **32 Open Forum**

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 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.

On this occasion the Chair of Rawdon Parish Council Cllr. John Davies attended to inform the Committee that on Tuesday 6th December 2016, the shops along Harrogate Road would be open for late night Christmas shopping. There would be road closures from 5pm till 9pm on Harrogate Road and Quaker Lane. Members noted the date and the time of the road closures.

The Chair of Pool-in-Wharfedale Parish Council, Cllr. Hazel Lee was in attendance at the meeting and spoke to the Committee on two subjects. Hazel is also the treasurer of Otley Road Safety Committee and asked for the Community Committee's support for a small grant to host a road safety quiz for eighteen local schools.

Cllr. Lee also spoke as Chair of Pool-in Wharfedale Parish Council and advised the Committee that at a recent meeting with Leeds and Bradford Airport (LBIA) a Member of Pool-in-Wharfedale Parish Council felt that his concerns regarding the volume of traffic around Pool had not been taken seriously by the airport.

The Chair asked that an officer from the Communities Team issue an application to enable Otley Road Safety Committee to apply for wellbeing funding.

In relation to the transport issue the Chair advised that he is on the Airport Consultative Board and would make the Board aware of the concerns raised.

The Chair thanked both speakers for their contributions.

### **33 Minutes**

The minutes of the meeting held on 5<sup>th</sup> September 2016 were approved as a correct record.

### **34 Matters arising**

#### Minute 22 Matters arising

Clarification was sought on the Member appointed to the outside bodies appointments 2016/17 to Rawdon and Laneshaw Bridge Trust. Members noted that Cllr Cleasby had been appointed to this role.

### **35 ENVIRONMENTAL SLA REPORT**

The Head of Service, Environmental Action Service presented the report on Environmental Service Level Agreement 2016/17 to request Members approval for the continuation of the current Service Level Agreement (SLA)



between the Committee and the Environmental Action Service, as overseen on its behalf by the Environmental Sub Group.

Members had been provided with a copy of the SLA prior to the meeting Minute 29 Late Items refers.

The Head of Service informed the Committee that he now had responsibility for the Outer North West Locality Team following the previous Locality Mangers move to manage the City Centre.

Members were advised that there was no proposal to change the SLA at present but that with agreement of Members a Service Level Agreement would be brought to the January 2017 meeting of the Environmental Sub Group to look at proposed changes in more depth.

Members raised the following issues:

- On a recent litter pick it had been noted that there was a large amount of litter on Yeadon High Street between the Town Hall and Morrison's and that much of the litter seemed to have been in situ for a long time.
- The clearance of leaves across the outer north west area had not taken place on a regular basis and this had led to;
  - leaves collecting in gullies which had caused localised flooding.
  - leaves becoming wet and slippery
  - In Bramhope residents had cleared the leaves. However, extra bags had to be used and these had not been collected when the brown bins had been emptied.
- Complaints had been received in relation to Yeadon High Street as the pavements and cobbles were slippery.

The Officer addressed the issues raised informing Members that this year there had been a particularly heavy leaf fall which was later than usual and had coincided with heavy rainfall causing problems difficulties. However, the Locality Team were looking to address this with extra resources for the area and sweepers to clear gullies to prevent flooding and pooling water.

Members requested an organisational chart detailing officer names and contact numbers for the outer north west area

Members asked that 3.1a of the submitted report be amended to read 'note' rather than 'approve'

Members also requested that they be informed when leaf clearance is happening in their area.

Cllr. Collins thanked officers for attending to a request from her to clear leaves from a shop front.

**RESOLVED** – That the Community Committee:

- a) Note the continuation of the existing Service Level Agreement;

- b) Consider any current SLA performance concerns that it would like to refer to the Outer North West Environmental Sub Group to look at in more detail;
- c) Consider if there are any changes it would like to see in the SLA for 2017/18, in order to give the service time to consider and respond through the sub group.

### **36 Finance Update Report**

The West North West Area Leader submitted a report which updated the Committee on the budget position for 2016/17, detailing the current position of the Wellbeing revenue fund, the Small Grants and Skips Pots, and the Capital pot. The report also provided an update on the Youth Activity Fund.

The latest budget statement for 2016/17 was included at Appendix 1 of the submitted report.

The finance monitoring report was attached at Appendix 2 of the submitted report and provided Members with details of the current monitoring position of the Wellbeing fund and the Youth Activity Fund.

Members were informed that the Community Committee had £101,020 of funding available for allocation. They noted that this figure did not include the Youth Activity Fund still available to spend.

Members were asked to consider 8 new applications as set out at section 10 to 18 of the submitted report.

Members were also asked to consider the application which had been admitted by the Chair as a formal late item for Adel & Wharfedale Speed Indication Devices (SIDS). Minute 29 refers

Members discussed the location and movability of the (SIDS).

Members asked Officers to clarify if camera can be turned to register cars from opposite directions and to check on costings.

The Chair asked that the Transport Sub Group look at ordering the SIDS for next year including the locations for them and costs of ordering multiple SIDS.

Members were informed that the remaining balance of the Youth Activity Fund was £6,669. Members were asked to consider applications set out at sections 22 to 24 of the submitted report.

**RESOLVED** – The Outer North West Community Committee resolved to:

- Note the current budget position for the Wellbeing Fund for 2016/17 (Table 1) and Appendix 1 of submitted report
- Consider the Wellbeing large grant applications detailed at sections 10 to 18 of the submitted report, as follows:-

PROJECT	ORGANISATION	AMOUNT	OUTCOME
Christmas in Pool-in-Wharfedale	Pool Parish Council	£1,500	APPROVED
Pool Sports and Social Club Kitchen Replacement	Pool Sports and Social Club	£1,700	APPROVED
Boiler Upgrade and Asbestos Management Plan	Adel War Memorial Association Ltd (AWMA)	£7,500	APPROVED subject to 2 further quotes being provided
Rawdon Community Library Lighting	Rawdon Community Library	£4,854	APPROVED
Micklefield Park Replacement of Trim Trail Equipment	Parks & Countryside (LCC)	£20,000	APPROVED
Public footpath Horsforth (off South Lee) drainage improvement scheme	Parks & Countryside (LCC)	£5,000	APPROVED
Cragg Hill and Woodside Green Space Project	Cragg Hill and Woodside Green Space	£9,200	APPROVED
Horsforth Counselling	Horsforth Children's Centre	£3,900	APPROVED
Adel & Wharfedale Speed Indication Device	LCC Highways	£3,110	APPROVED

- Consider the Youth Activity Fund applications detailed at sections 22 to 24 of the submitted report, as follows:-

PROJECT	ORGANISATION	AMOUNT	OUTCOME
Aireborough Performing Arts Festival	Aireborough Children's Services	£1,975	APPROVED
Creative Pottery Sessions	Horsforth Children's Services	£444	APPROVED
Children's Engagement Event 2017	Communities Team (WNW)	£300	APPROVED

- Note the small grants that have been approved since the last meeting (Table 2) and the remaining small grants budget (Table 3) of the submitted report

- Note the skips that have been approved since the last meeting (Table 4) and the remaining skips budget (Table 5) of the submitted report
- Note the current budget position for the Capital Wellbeing Fund for 2016/17 (Table 6) of the submitted report
- Note the Finance Monitoring Report attached at Appendix 2 of the submitted report

Cllr. Flynn briefly left the meeting during this item returning to take part in the consideration of applications for funding.

### **37 Community Committee Update Report**

The West North West Area Leader had submitted a report which updated the Committee on the work of the sub groups of the Committee: Environment and Community Safety; Employment; Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health and Wellbeing; Highways and Transportation and Policy.

The Community Committee Champions provided the Committee with updates on workshops and events that had taken place.

It was noted that the Vulnerability Workshop had been successful. Decisions now needed to be taken on what actions and learning were required to take this issue forward.

The Committee was informed that the Employment sub group had received a presentation and been consulted on the European City of Culture bid.

The Committee were advised that the Children's Voice event will take place on 27<sup>th</sup> January 2017. Details have been forwarded to Members.

Members were advised that Leeds anti-social behaviour team are reviewing all Designated Public Places Orders (DPPOs) across the city and that at present there is insufficient data to support such an order in Guiseley, when the current DPPO ends in October 2017. The local Police Sergeant advised that new legislation affecting DPPO areas and new Public Spaces Protection Orders (PSPOs) will replace DPPOs.

Members requested a copy of the new legislation to be circulated and that a letter be sent by the Chair, to Cllr. Coupar Executive Member for Communities, to ask that the community committee be kept informed of developments and consulted before any final decisions are made regarding DPPOs and PSPOS in the outer north west area.

Members discussed the Community Plan and asked that the date of the priorities be changed to 2017 and that a priority be added around cleaner and greener neighbourhoods.

Members discussed the newsletter and raised the following issues;

- Could information on the new 'App' which provides information on bin collection days be added to the newsletter
- Is it mandatory to have a community newsletter?
- Could an estimated cost of producing the newsletter be provided

Members attention was drawn to section 15 of the submitted report which provided the Committee with details of free lets that had been agreed in the outer north west area since the 1<sup>st</sup> April 2016 and the financial value that this represents to the Council.

Members discussed the information provided and were informed by the Chair that in the future funding may be needed to assist voluntary groups in the area with letting charges.

The Chair informed the Committee that Cllr. Cleasby had resigned as the Chair of Transport sub group and that Cllr. Downes had offered to Chair until the end of the municipal year. Cllr. Collins would attend the Transport sub group on behalf of Horsforth ward until the end of the municipal year.

**RESOLVED** – That Members;

- Note the work of the sub groups and areas of partnership working since the last Community Committee meeting
- Comment on the Outer North West draft community plan and to agree the Committee's key priorities for 2016/17
- Note the area update newsletter
- Note the number of free lets provided in the Outer North West

### **38 Date and time of next meeting**

The next meeting of the Outer North West Community Committee will be held on 6<sup>th</sup> March 2017 at 1:30pm, at Yeadon Town Hall.

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<b>Report of:</b>	Paul Bollom (Interim Chief Officer, Leeds Health Partnerships)
<b>Report to:</b>	Outer North West Community Committee
<b>Report author:</b>	Manraj Singh Khela (Programme Manager, Leeds Health Partnerships Team)
<b>Date:</b>	06 March 2017
<b>Title:</b>	Overview on the Development of the Leeds Plan and West Yorkshire and Harrogate Sustainability and Transformation Plan (STP)

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## Summary of main issues

In October 2014, the NHS published the Five Year Forward View, a wide-ranging strategy providing direction to health and partner care services to improve outcomes and become financially sustainable. On December 22<sup>nd</sup>, NHS England (NHSE) published 'Delivering the Forward View: NHS planning guidance 2016/17 – 2020/21' which described the requirement for identified planning 'footprints' to produce a Sustainability and Transformation Plan (STP) as well as linking into appropriate regional footprint STPs (at a West Yorkshire level).

The planning guidance asked every health and care system to come together to create their own ambitious local blueprint for accelerating implementation of the NHS Five Year Forward View. STPs are 'place-based', multi-year plans built around the needs of local populations and should set out a genuine and sustainable transformation in service user experience and health outcomes over the longer-term.

Rob Webster, Chief Executive of South West Yorkshire Partnership NHS Foundation Trust, has been appointed by NHSE as the lead for the West Yorkshire & Harrogate STP, with Tom Riordan, Chief Executive of Leeds City Council, as the Senior Responsible Officer for the Leeds Plan.

NHSE requested that regional STP footprints deliver their initial STPs at the end of June 2016. An initial STP for West Yorkshire & Harrogate was duly submitted. However, NHSE has recognised that further work is required for all STPs and that the development phase of STPs will take much longer to ensure that appropriate consultation and engagement can take place which allows citizens and staff to properly shape services, develop solutions and inform plans.

This paper provides an overview of the STP development in Leeds and at a West Yorkshire level so far, and highlights some of the areas of opportunity.

The paper also makes reference to the Local Digital Roadmaps (LDR) which, alongside the development of the STPs, are a national requirement. The LDR is a key priority within the NHS Five Year Forward View and an initial submission for Leeds was provided to NHSE at the end of June. This outlines how, as a city, we plan to achieve the ambition of being “paper-free at the point of care” by 2020 and demonstrates how digital technology will underpin the ambitions and plans for transformation and sustainability.

## **Recommendations**

Outer North West Community Committee is asked to:

1. Note the key areas of focus for the Leeds Plan described in this report and how they will contribute to the delivery of the Leeds Health and Wellbeing Strategy;
2. Identify needs and opportunities within their area that will inform and shape the development of the Leeds Plan;
3. Recommend the most effective ways/opportunities the Leeds Plan development and delivery team can engage with citizens, groups and other stakeholders within their area to shape and support delivery of the Leeds Plan.

### **1 Purpose of this report**

- 1.1 The purpose of this paper is to provide Outer North West Community Committee with an overview of the emerging Leeds Plan and the West Yorkshire and Harrogate Sustainability and Transformation Plans (STPs).
- 1.2 It sets out the background, context and the relationship between the Leeds and West Yorkshire plans. It also highlights some of the key areas that will be addressed within the Leeds Plan which will add further detail to the strategic priorities set out in the recently refreshed Leeds Health and Wellbeing Strategy 2016 – 2021.

### **2 Background information**

#### *Leeds picture*

- 2.1 Leeds has an ambition to be the Best City in the UK by 2030. A key part of this is being the Best City for Health and Wellbeing and Leeds has the people, partnerships and placed-based values to succeed. The vision of the Leeds Health and Wellbeing Strategy is: ‘Leeds will be a healthy and caring city for all ages, where people who are the poorest will improve their health the fastest’. A strong economy is also key: Leeds will be the place of choice in the UK to live, for people to study, for businesses to invest in, for people to come and work in and the regional hub for specialist health care. Services will provide a minimum universal offer but will tailor specific offers to the areas that need it the most. These are bold statements, in one of the most challenging environments for health and care in living memory.
- 2.2 Since the first Leeds Health and Wellbeing Strategy in 2013, there have been many positive changes in Leeds and the health and wellbeing of local people continues to improve. Health and care partners have been working collectively



towards an integrated system that seeks to wrap care and support around the needs of the individual, their family and carers, and helps to deliver the Leeds vision for health and wellbeing. Leeds has seen a reduction in infant mortality as a result of a more preventative approach; it has been recognised for improvements in services for children; it became the first major city to successfully roll out an integrated, electronic patient care record, and early deaths from avoidable causes have decreased at the fastest rate in the most deprived wards.

- 2.3 These are achievements of which to be proud, but they are only the start. The health and care system in Leeds continues to face significant challenges: the ongoing impact of the global recession and national austerity measures, together with significant increases in demand for services brought about by both an ageing population and the increased longevity of people living with one or more long term conditions. Leeds also has a key strategic role to play at West Yorkshire level, with the sustainability of the local system intrinsically linked to the sustainability of other areas in the region.
- 2.4 Leeds needs to do more to change conversations across the city and to develop the necessary infrastructure and workforce to respond to the challenges ahead. As a city, we will only meet the needs of individuals and communities if health and care workers and their organisations work together in partnership. The needs of patients and citizens are changing; the way in which people want to receive care is changing, and people expect more flexible approaches which fit in with their lives and families.
- 2.5 Further, Leeds will continue to change the way it works, becoming more enterprising, bringing in new service delivery models and working more closely with partners, public and the workforce locally and across the region to deliver shared priorities. However, this will not be enough to address the sustainability challenge. Future years are likely to see a reduction in provision with regard to services which provide fewer outcomes for local people and offer less value for the 'Leeds £'.
- 2.6 Much will depend on changing the relationship between the public, workforce and services. There is a need to encourage greater resilience in communities so that more people are able to do more themselves. This will reduce the demands on public services and help to prioritise resources to support those most at need. The views of people in Leeds are continuously sought through public consultation and engagement, and prioritisation of essential services will continue, especially those that support vulnerable adults, children and young people.

#### *National picture*

- 2.7 In October 2014, the NHS published the Five Year Forward View, a wide-ranging strategy providing direction to health and partner care services to improve outcomes and become financially sustainable. On December 22<sup>nd</sup>, NHS England (NHSE) published the 'Delivering the Forward View: NHS planning guidance 2016/17 – 2020/21', which is accessible at the following link:

<https://www.england.nhs.uk/wp-content/uploads/2015/12/planning-guid-16-17-20-21.pdf>

- 2.8 The planning guidance asked every health and care system to come together to create their own ambitious local blueprint – Sustainability and Transformation Plan (STP) - for accelerating implementation of the Five Year Forward View and for addressing the challenges within their areas. STPs are place-based, multi-year plans built around the needs of local populations ('footprints') and should set out a genuine and sustainable transformation in service user experience and health outcomes over the longer term. The key points in the guidance were:
- The requirement for 'footprints' to develop a STP;
  - A strong emphasis on system leadership;
  - The need to have 'placed based' (as opposed to organisation-based) planning;
  - STPs must cover all areas of Clinical Commissioning Group (CCG) and NHS England commissioned activity;
  - STPs must cover better integration with local authority services, including, but not limited to, prevention and social care, reflecting local agreed health and wellbeing strategies;
  - The need to have an open, engaging and iterative process clinicians, patients, carers, citizens, and local community partners including the independent and voluntary sectors, and local government through health and wellbeing boards;
  - That STPs will become the single application and approval process for being accepted onto programmes with transformational funding for 2017/18 onwards.
- 2.9 The national guidance is largely structured around asking areas to identify what action will take place to address the following three questions:
- *How will you close your health and wellbeing gap?*
  - *How will you drive transformation to close your care and quality gap?*
  - *How will you close your finance and efficiency gap?*
- 2.10 NHSE recognises 44 regional 'footprints' in England. This includes West Yorkshire. The West Yorkshire footprint in turn comprises 6 'local footprints', including Leeds (the others being Bradford and Craven, Calderdale, Kirklees, Harrogate & Rural District and Wakefield). There is an expectation that the regional STPs will focus on those services which will benefit from planning and delivery on a regional scale while local STPs (Leeds Plan) will focus on transformative change and sustainability in their respective local geographies. Local STPs will also need to underpin the regional STP and be synchronised and coordinated with it.
- 2.11 The following describes the emerging West Yorkshire & Harrogate STP as well as the Leeds Plan which will allow Leeds to be the best city for health and wellbeing

and help deliver significant parts of the new Leeds Health and Wellbeing Strategy. Both Plans should be viewed as evolving plans which be significantly developed through 2017.

## 2.12 Key milestones

- December 2015 – planning guidance published
- 15th April 2016 - Short return to NHSE, including priorities, gap analysis and governance arrangements
- May-June 2016 - Development of initial STPs
- End June 2016 - Each regional footprint (including West Yorkshire) submitted its emerging STP for a checkpoint review
- July -October 2016 - further development of the STPs, at both Leeds and West Yorkshire levels
- 21<sup>st</sup> October 2016 - further submission to NHSE of developing regional STPs
- November 2016 to August 2017 - Further development of STPs through active engagement, consultation and conversations with citizens, service users, carers, staff and elected members

## 3 Main issues

### ***'Geography' of the STP***

- 3.1 NHSE has developed the concept of a 'footprint' which is a geographic area that the STP will cover and have identified 44 'footprints' nationally.
- 3.2 Leeds, as have other areas within West Yorkshire, made representation regionally and nationally that each area within West Yorkshire should be recognised as its own footprint. However, since April 2016, it was clear that STP submissions to NHS England will be made only at the regional level ie, for us, a West Yorkshire & Harrogate STP which is supported by 6 "local" STPs, including the Leeds Plan.
- 3.3 The emerging plans for Leeds and West Yorkshire are therefore multi-tiered. The primary focus for Leeds is a plan covering the Leeds city footprint which focuses on citywide change and delivery. It sits under the refreshed Leeds Health and Wellbeing Strategy and encompasses all key health and care organisations in the city. When developing the Leeds Plan, consideration is being given to appropriate links / impacts at a West Yorkshire level.

### ***Approach to developing the West Yorkshire & Harrogate STP***

- 3.4 Rob Webster, Chief Executive of South West Yorkshire Partnership NHS Foundation Trust, has been appointed by NHSE as the lead for the West Yorkshire & Harrogate STP and the Healthy Futures Programme Management Office (hosted by Wakefield CCG) is providing support for its development.

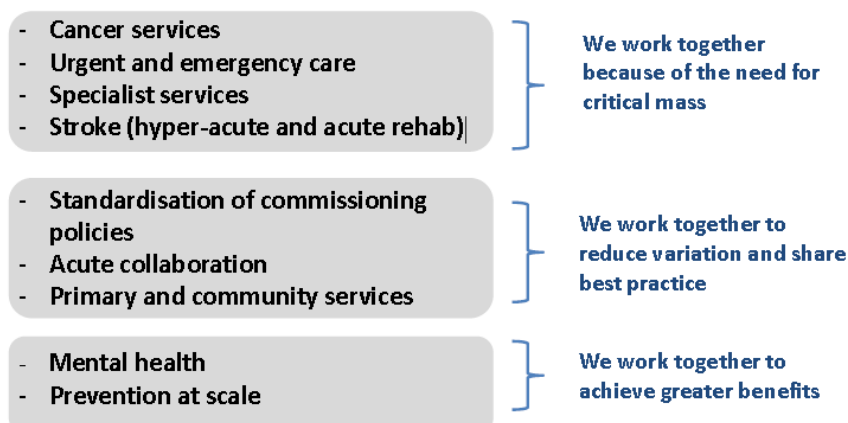
3.5 West Yorkshire Collaboration of Chief Executives meeting held on 8<sup>th</sup> April agreed that 'primacy' should be retained at a local level and any further West Yorkshire priorities will be determined by collective leadership using the following criteria:

- *Does the need require a critical mass beyond a local level to deliver the best outcomes?*
- *Do we need to share best practice across the region to achieve the best outcomes?*
- *Will working at a West Yorkshire level give us more leverage to achieve the best outcomes?*

3.6 The following guiding principles underpin the West Yorkshire approach to working together:

- *We will be ambitious for the populations we serve and the staff we employ*
- *The West Yorkshire & Harrogate STP belongs to commissioners, providers, local government and NHS*
- *We will do the work once – duplication of systems, processes and work should be avoided as wasteful and potential source of conflict*
- *We will undertake shared analysis of problems and issues as the basis of taking action*
- *We will apply subsidiarity principles in all that we do – with work taking place at the appropriate level and as near to local as possible.*

3.7 Priority areas currently being considered at a West Yorkshire & Harrogate STP level include:



3.8 These areas will be supported by enabling workstreams covering: digital, workforce, leadership and organisational development, communications & engagement and finance & business intelligence.

3.9 Leeds is well represented within the development of the West Yorkshire & Harrogate STP with Nigel Gray (Chief Executive, Leeds North CCG) leading on

Urgent and Emergency Care, Phil Corrigan (Chief Executive, Leeds West CCG) leading on Specialising Commissioning, Dr Ian Cameron (Director of Public Health, Leeds City Council) leading Prevention at Scale, Jason Broch (Chair of Leeds North CCG) leading on Digital, and Dr Andy Harris (Clinical Chief Officer Leeds South and East CCG) leading on Finance and Business Intelligence. In addition, Julian Hartley (Chief Executive, Leeds Teaching Hospitals NHS Trust) is chair of the West Yorkshire Association of Acute Trusts (WYAAT) and Thea Stein (Chief Executive of Leeds Community Healthcare NHS Trust) is the co-chair of a new West Yorkshire Primary Care and Community Steering Group.

3.10 A series of workshops have been arranged focusing on the different priority areas for West Yorkshire with representatives from across the CCGs, NHS providers and local authorities in attendance.

3.11 It is important to recognise that at the time of writing this paper the West Yorkshire & Harrogate STP is still in its development stage and the links between this and the six local STPs are still being worked through. The emerging West Yorkshire & Harrogate STP can be read at this link:

<http://www.southwestyorkshire.nhs.uk/west-yorkshire-harrogate-sustainability-transformation-plan/>

3.12 Leeds is also taking a lead role in bringing together Chairs of the Health and Wellbeing Boards across West Yorkshire to provide strategic leadership to partnership working around health and wellbeing and the STPs across the region.

### ***Approach taken in Leeds***

3.13 The refreshed Joint Strategic Needs Assessment (JSNA), the development of our second Leeds Health and Wellbeing Strategy and discussions / workshops at the Health and Wellbeing Boards in January, March, April, June, July and September 2016 have been used to help identify the challenges and gaps that Leeds needs to address and the priorities within our Leeds Plan. The Health and Wellbeing Board has also provided strategic steer to the shaping of solutions to address these challenges.

3.14 Any plans described within the final Leeds Plan will directly link back to the refreshed Leeds Health and Wellbeing Strategy under the strategic leadership of the Health and Wellbeing Board.

3.15 The Leeds Health and Care Partnership Executive Group (PEG) has been meeting monthly to provide oversight of the development of the Leeds Plan. This group, chaired by the Chief Executive of Leeds City Council, comprises of the Chief Executives / Accountable Officers of the statutory providers and commissioners, the Director of Adult Social Care, the Director of Children's Services and the Director of Public Health, Chair of the Leeds Clinical Senate, and Chair of the Leeds GP Provider Forum.

3.16 A joint team with representatives from across the statutory partners is driving the development of the Leeds Plan while ensuring appropriate linkages with the West Yorkshire & Harrogate STP. This team is being led by the Chief Operating Officer, Leeds South and East CCG. It comprises:

- A Central Team, providing oversight, programme management, coordination, financial and other impact analysis functions;
- Senior Managers and Directors across key elements of health and social care, who are responsible for identifying the major services changes we need to address the gaps;
- Experts from the “enabling” parts of the system such as informatics, workforce and estates, who need to address the implications of, and opportunities arising from, the proposed service changes;
- Individual members of the PEG, who act as Senior Responsible Owners and champion specific aspects of the Plan;
- A City-wide Planning Group now renamed the Leeds Plan Delivery Group, with representation from across the city, which provides assurance to the PEG on Leeds Plan development.

3.17 The development of the Leeds Plan has initially identified 5 primary ‘Elements’. These are the areas of health and care services where we expect most transformational change to occur:

- Rebalancing the conversation - Working with staff, service users and the public (sometime referred to as ‘the social contract’)
- Prevention
- Self-Management, Proactive & Planned Care
- Rapid Response in Time of Crisis
- Optimising the use of Secondary Care Resources & Facilities
- Education, Innovation and Research.

3.18 These are supported by the ‘enabling aspects’ of services / systems – where change will actually be driven from:

- Workforce
- Digital
- Estates and Procurement
- Communications & Engagement
- Finance & Business Intelligence.

3.19 Over 40 leads (at mainly Senior Manager and Director-level) from across the partnership have been assigned to one or more of the Elements / Enablers to work together to develop the detail. A flexible, responsive and iterative process to

developing the Leeds Plan has been deployed, focussing on the gaps, the solutions to address the gaps, and impact / dependencies across the other areas.

- 3.20 Sessions have taken place are being arranged with 3<sup>rd</sup> sector and patient and service user groups to raise awareness of the challenges and opportunities and to help inform and design solutions and shape the Leeds Plan.
- 3.21 Workshops have taken place with Senior Managers / Directors from across all partners and the 3<sup>rd</sup> sector to understand what key solutions and plans are being developed across the Elements and Enablers, to develop a 'golden thread' or narrative that describes all of the proposed changes in terms of a whole system, and to provide constructive input into the solutions.

### ***Local Digital Roadmaps***

- 3.22 Alongside the development of the Leeds Plan, there has also been a national requirement to develop and submit a Local Digital Roadmap (LDR). The LDR is a key priority within the NHS Five Year Forward View and an initial submission was made to NHSE at the end of June, after working with the Leeds Informatics Board and other stakeholders. The LDR describes a 5-year digital vision, a 3-year journey towards becoming paper-free-at-the-point-of-care and 2-year plans for progressing a number of predefined 'universal capabilities'. Within this, it demonstrates how digital technology will underpin the ambitions and plans for service transformation and sustainability.
- 3.23 LDRs are required to identify how local health and care systems will deploy and optimise digitally enabled capabilities to improve and transform practice, workflows and pathways across the local health and care system. Critically, they will be a gateway to funding for the city but they are not intended to be a replacement for individual organisations' information strategies. Over the next 5 years, funding of £1.3bn is to be distributed across local health and social care systems to achieve the paper-free ambition.
- 3.24 The priority informatics opportunities identified in the LDR are:
- To use technology to support people to maintain their own health and wellbeing;
  - To ensure a robust IT infrastructure provision that supports responsive and resilient 24/7 working across all health and care partners;
  - To provide workflow and decision support technology across General Practice, Neighbourhood Teams, Hospitals and Social Care;
  - To ensure a change management approach that embeds the use of any new technology into everyday working practices.
- 3.25 It is recognised that resources, both financial and people (capacity and capability), are essential to delivering this roadmap. A city-first approach is critical and seeks to eradicate the multiple and diverse initiatives which come from different parts of the health and care system, which use up resources in an unplanned way and often confuse. The LDR will also ensure that digital programmes and projects are

aligned fully to agreed whole-system outcomes described in the Leeds Health and Wellbeing Strategy and the Leeds Plan.

### ***Key aspects of the emerging Leeds Plan***

- 3.26 The Leeds Health and Wellbeing Board has provided a strong steer to the shaping of the Leeds Plan through discussions at formal Board meetings on 12 January 2016, 21 April 2016 and 06 September 2016 and two STP related workshops held on 21 June 2016 and 28 July 2016. The Board has reinforced the commitment to the Leeds footprint. The Board also supports taking our 'asset-based' approach to the next level. This is enshrined in a set of values and principles and a way of thinking about our city, which identifies and makes visible the health and care-enhancing assets in a community. It sees citizens and communities as the co-producers of health and wellbeing rather than the passive recipients of services. It promotes community networks, relationships and friendships that can provide caring, mutual help and empowerment. It values what works well in an area and identifies what has the potential to improve health and well-being. It supports individuals' health and well-being through self-esteem, coping strategies, resilience skills, relationships, friendships, knowledge and personal resources. It empowers communities to control their futures and create tangible resources such as services, funds and buildings.
- 3.27 The members of the Board have also placed the challenge that as a system we need to think and act differently in order to meet the challenges and ensure that "Leeds will be a healthy and caring city for all ages, where people who are the poorest will improve their health the fastest".

### ***Challenges faced by Leeds***

- 3.28 The city faces many significant health and social care challenges commensurate with its size, diversity, urban density and history. We continue to face significant health inequalities between different groups. Over the next 25 years the number of people who live in Leeds is predicted to grow by over 15 per cent. The number of people aged over 65 is estimated to rise by almost a third to over 150,000 by 2030.
- 3.29 We have identified several specific areas where, if we focused our collective efforts, we predict will have the biggest impact in addressing the health and wellbeing gap, care quality gap and finance & efficiency gap.
- 3.30 The Health and Wellbeing Board has considered these gaps and what could be done to address them, as set out below.



Health and Wellbeing Gaps	Care and Quality Gaps
<p>Life expectancy for men and women remains significantly worse in Leeds than the national average. The gaps that we need to address are:</p> <p>HW1 - Cardiovascular disease (CVD) mortality is significantly worse than for England</p> <p>HW2 - Cancer mortality is significantly worse than the rest of Yorkshire and the Humber</p> <p>HW3 - Deaths from cancer are the single largest cause of avoidable PYLL in the city, accounting for 36.3% of all avoidable PYLL</p> <p>HW4 - PYLL from cancer is twice the level in the deprived Leeds quintile than in Leeds non-deprived</p> <p>HW5 - Suicides have increased</p>	<p>The following NHS Constitutional KPIs have been identified as the areas to focus on to reduce the care and quality gap:</p> <p>CQ1 - Mental Health (including IAPT)</p> <p>CQ2 - Patient Satisfaction</p> <p>CQ3 - Quality of Life</p> <p>CQ4 - A&amp;E and Ambulance Response Times</p> <p>CQ5 - Delayed Transfers of Care (DTOC)</p> <p>CQ6 - Hospital admission rates</p> <p>CQ7 - Capacity gap created by difficulties in recruiting and retaining staff, coupled with a rising demand</p> <p>CQ8 - Difficulties in providing greater access to services in and out of hours</p>
Finance and Efficiency Gaps	
<p>The financial gap facing the city under our 'do nothing' scenario is £723 million. It reflects the forecast level of pressures facing the 4 statutory delivery organisations in the city and assumes that our 3 CCGs continue to support financial pressures in other parts of their portfolio whilst meeting NHS business rules.</p>	

### Health and wellbeing gap

- 3.31 It is recognised that, despite best efforts, health improvement is not progressing fast enough and health inequalities are not currently narrowing. Life expectancy for men and women remains significantly worse in Leeds than the national average (life expectancy by Community Committee area between 2012 and 2014 is included at table 1). The gap between Leeds and England has narrowed for men, whilst the gap between Leeds and England has worsened for women.

	Life Expectancy at Birth - Female	Life Expectancy at Birth - Male	Life Expectancy at Birth - Persons
Inner East	80.2	76.2	78.1
Outer East	83	79.6	81.3
Inner North East	82.5	79.3	80.9
Outer North East	87	83.5	85.4
Inner South	80.3	75.5	77.8
Outer South	83.3	80.5	82
Inner West	81.4	76.7	79
Outer West	82.7	78.8	80.8
Inner North	80.9	79.5	80.3
Outer North	85.1	81.2	83.2
All Leeds	82.8	79.2	81

Table 1

- 3.32 Cardiovascular disease mortality is significantly worse than for England. However, the gap has narrowed. Cancer mortality is significantly worse than the rest of Yorkshire and the Humber (YH) and England with no narrowing of the gap. There is a statistically significant difference for women whose mortality rates are higher in Leeds than the YH average. The all-ages-all-cancers trend for 1995-2013 is

improving but appears to be falling more slowly than both the YH rate and the England rate, which is of concern.

- 3.33 Avoidable Potential Years of Life Lost (PYLL) from Cancer for those under 75 years of age is a new measure which takes into account the age of death as well as the cause of death. Deaths from cancer are the single largest cause of avoidable PYLL in the city, accounting for 36.3% of all avoidable PYLL. PYLL from cancer is twice the level in the deprived Leeds quintile than in Leeds non-deprived.
- 3.34 Infant mortality has significantly reduced from being higher than the England rate to now being below it.
- 3.35 Suicides have increased, after a decline, and are now above the England rate. Looking at the geographical distribution of suicides (2016 Leeds Suicide Audit), a pattern has emerged that appears to correlate areas of high deprivation to areas with a high number of suicides. It was found that 55% of the audit population lived in the most deprived 40% of the city. This shows a clear relationship between deprivation and suicide risk within the Leeds population. The area with the highest number of suicides is slightly to the west and south of the city centre. These areas make a band across LS13, LS12, LS11, LS10 and LS9 (i.e. Inner West, Inner South and Inner East)
- 3.36 Within Leeds, for the big killers there has been a significant narrowing in the gap for deprived communities for cardiovascular disease, a narrowing of the gap for respiratory disease but no change for cancer mortality. There are 2,200 deaths per year <75 years. Of these 1,520 are avoidable (preventable and amendable) and, of these, 1,100 are in non-deprived parts of Leeds and 420 in deprived parts of Leeds (the cancer rate per 100,000 of the population for 2010 - 2014 is shown by Community Committee area at table 2).

For further information on Outer North West Community Committee, please see Appendix 1.

Column1	Under 75s Cancer Mortality - Female	Under 75s Cancer Mortality - Male	Under 75s Cancer Mortality - Persons
Inner East	177.7	236.3	206.5
Outer East	134.9	165.9	149.5
Inner North East	114.6	146.9	129.7
Outer North East	106.2	131	118
Inner South	179.3	208.9	193.9
Outer South	127.6	160.8	143.5
Inner West	152.8	228.9	190
Outer West	146.8	161.1	153.3
Inner North West	167.7	133.6	149.3
Outer North West	116.3	153.6	133.9
All Leeds	128.7	156.9	142

Table 2

- 3.37 The following are opportunities where action to address the gap might be identified:
- Scaling up – Scaling up of targeted prevention to those at high risk of Cardiovascular disease, diabetes, smoking related respiratory disease and falls. In

addition, scaling up of children and young people initiatives already in existence, such as Best Start and childhood obesity / healthy weight programmes.

- Look at options to move to a community-based approach to health beyond personal / self-care. Scale up the Leeds Integrated Healthy Living Service; aligning partner Commissioning and provision, inspiring communities and partners to work differently – including physical activity/active travel, digital, business sector, developing capacity and capability.
- Increased focus on prevention - for short term and longer term benefits.

#### *Care and quality gap*

3.38 The following gaps have been identified:

- There are a number of aspects to the Care and Quality gap. In terms of our NHS Constitutional Key Performance Indicators (KPIs) the areas where significant gaps have been identified include: Mental Health (including Improving Access to Psychological Therapies), Patient Satisfaction, Quality of Life, Urgent Care Standards, Ambulance Response Times and Delayed Transfers of Care (DTC).
- Whilst performance on the Urgent Care Standard is below the required level, performance in Leeds is better than most parts of the country. There is a need to ensure that a greater level of regional data is used to reflect the places where Leeds residents receive care.
- There are 4 significant challenges facing General Practice across the city: the need to align and integrate working practices with our 13 Neighbourhood Teams; the need to provide patients with greater access to their services (this applies to both extended hours during the 'working week', and also at weekends); the severe difficulties they are experiencing in recruiting and retaining GPs and practice nurses; and the significant quality differential between the best and worst primary care estate across the city.
- There is a need to ensure that there is a wider context of Primary Care, outside of general practices that must be considered.

3.39 The following are opportunities where action to address the gap might be identified:

- More self-management of health and wellbeing.
- Development of a workforce strategy for the city which considers: increasing the 'transferability' of staff between the partner organisations; widespread up-skilling of staff to embed an asset-based approach to the relationship between professionals and service users; attracting, recruiting and retaining staff to address key shortages (nurses and GPs); improved integration and multi-skilling of the unregistered workforce and opportunities around apprenticeships; workforce planning and expanding the content and use of the citywide Health and Care workforce database.

- Partnerships with university and business sectors to create an environment for solutions to be created and implemented through collaboration across education, innovation and research.
- Maternity services - Key areas requiring development include the increased personalisation of the maternity offer, better continuity of care, increased integration of maternity care with other services within communities, and the further development of choice.
- Children's services - In a similar way, for children's services the key area requiring development is that of emotional and mental health support to children and younger people. Key components being the creation of a single point of access; a community based eating disorder service; and primary prevention in children's centres and schools both through the curriculum and anti-stigma campaigns.

#### *Finance and efficiency gap*

3.40 The following gaps have been identified:

- The projected collective financial gap facing the Leeds health and care system (if we did nothing about it) is £723 million by 2021. It reflects the forecast level of pressures facing the four statutory delivery organisations (Leeds City Council, Leeds Teaching Hospitals NHS Trust, Leeds and York Partnership NHS Foundation Trust and Leeds Community Healthcare NHS Trust) in the city and assumes that our three CCGs continue to support financial pressures in other parts of their portfolio whilst meeting NHS business rules. This is driven by inflation, volume demand, lost funding and other local cost pressures.

3.41 The following opportunities were discussed as some of the areas where action to address the gap might be identified:

- Citywide savings will need to be delivered through more effective collaboration on infrastructure and support services. To explore opportunities to turn the 'demand curve' on clinical and care pathways through: investment in prevention activities; focusing on the activities that provide the biggest return and in the parts of the city that will have the greatest impact; maximising the use of community assets; removing duplication and waste in cross-organisation pathways; ensuring that the skill-mix of staff appropriately and efficiently matches need across the whole health and care workforce e.g. nursing across secondary care and social care as well as primary care; and by identifying services which provide fewer outcomes for local people and offer less value to the 'Leeds £'.
- Capitalise on the regional role of our hospitals using capacity released by delivering our solutions to support the sustainability of services of other hospitals in West Yorkshire and build on being the centre for specialist care for the region.

## Emerging Leeds Plan – supporting the Leeds Health and Wellbeing Strategy

3.42 The Leeds Plan will have specific themes which will look at what action the health and care system needs to take to help fulfil the priorities identified within the Leeds Health and Wellbeing Strategy. Currently these emerging themes include:

- **Rebalancing the conversation - Working with staff, service users and the public** - which supports the ethos of the Leeds Health and Wellbeing Strategy and sees citizens and communities as the co-producers of health and wellbeing rather than the passive recipients of services. It also emphasises individuals' health and wellbeing through self-esteem, coping strategies, resilience skills, relationships, friendships, knowledge and personal resources. This will also support Leeds Health and Wellbeing Strategy Priority 3 – 'Strong, engaged and well connected communities' and Priority 9 'Support self-care, with more people managing their own conditions' - using and building on the assets in communities. We must focus on supporting people to maintain independence and wellbeing within local communities for as long as possible. People need to be more involved in decision making and their own care planning by setting goals, monitoring symptoms and solving problems. To do this, care must be person-centred, coordinated around all of an individual's needs through networks of care rather than single organisations treating single conditions.
- **Prevention, Proactive Care, Self-management and Rapid Response in Time of Crisis** – which directly relates to the Priority 8 - 'A stronger focus on prevention' - the role that people play in delivering the necessary focus on prevention and what action the system needs to take to improve prevention, and Leeds Health and Wellbeing Strategy Priority 12 'The best care, in the right place, at the right time'. Services closer to home will be provided by integrated multidisciplinary teams working proactively to reduce unplanned care and avoidable hospital admissions. They will improve coordination for getting people back home after a hospital stay. These teams will be rooted in neighbourhoods and communities, with co-ordination between primary, community, mental health and social care. They will need to ensure care is high quality, accessible, timely and person-centred. Providing care in the most appropriate setting will ensure our health and social care system can cope with surges in demand with effective urgent and emergency care provision.
- **Optimising the use of Secondary Care Resources & Facilities** – which also contributes to Leeds Health and Wellbeing Strategy Priority 12 'The best care, in the right place, at the right time'. This is ensuring that we have streamlined processes and only admitting those people who need to be admitted. As described above this needs population-based, integrated models of care, sensitive to the needs of local communities. This must be supported by better integration between physical and mental health and care provided in and out of hospital. Where a citizen has to use secondary care we will be putting ourselves in the shoes of the citizen and asking if the STP answers, 'Can I get effective testing and treatment as efficiently as possible?'

- **Innovation, Education, Research** - which relates to Leeds Health and Wellbeing Strategy Priority 7 – ‘Maximise the benefits from information and technology’ – how technology can give people more control of their health and care and enable more coordinated working between organisations. We want to make better use of technological innovations in patient care, particularly for long term conditions management. This will support people to more effectively manage their own conditions in ways which suit them. Leeds Health and Wellbeing Strategy Priority 11 – ‘A valued, well-trained and supported workforce’, and priority 5 – ‘A strong economy with quality local jobs’ – through things such as the development of a the Leeds Academic Health Partnership and the Leeds Health and Care Skills Academy and better workforce planning ensuring the workforce is the right size and has the right knowledge and skills needed to meet the future demographic challenges.
- Mental health and physical health will be considered in all aspects of the STP within the Leeds Plan but also there will be specific focus on Mental Health within the West Yorkshire & Harrogate STP, directly relating to Leeds Health and Wellbeing Strategy Priority 10 – ‘Promote mental and physical health equally’.

3.43 When developing the Leeds Plan, the citizen is at the forefront and the following questions identified in the Leeds Health and Wellbeing Strategy are continually asked:

- *Can I get the right care quickly at times of crisis or emergency?*
- *Can I live well in my community because the people and places close by enable me to?*
- *Can I get effective testing and treatment as efficiently as possible?*

## 4 Corporate considerations

### 4.1 Consultation and engagement

4.1.11 The purpose of this report is to share information about the progress of development of the Leeds Plan. A primary guiding source for the Leeds Plan has been the Leeds Health and Wellbeing Strategy 2016-2021 which was been widely engaged on through its development.

4.1.12 The Leeds Plan will include a clear roadmap for delivery of the service changes over the next 4-5 years. This will also identify how and when engagement, consultation and co-production activities will take place with the public, service users and staff.

4.1.13 In relation to the West Yorkshire & Harrogate STP, this engagement is being planned and managed through the West Yorkshire Healthy Futures Programme Management Office.

### 4.2 Equality and diversity / cohesion and integration

4.2.1 Any future changes in service provision arising from this work will be subject to equality impact assessment.

### 4.3 Council policies and best council plan

4.3.2 The refreshed Joint Strategic Needs Assessment (JSNA) and the Leeds Health and Wellbeing Strategy have been used to inform the development of the Leeds Plan. Section 3.42 of this paper outlines how the emerging Leeds Plan will deliver significant part of the Leeds Health and Wellbeing Strategy.

4.3.3 The Leeds Plan will directly contribute towards the achieving the breakthrough projects: Early intervention and reducing health inequalities and 'Making Leeds the best place to grow old in'.

4.3.4 The Leeds Plan will also contribute to achieving the following Best Council Plan Priorities: Supporting children to have the best start in life; preventing people dying early; promoting physical activity; building capacity for individuals to withstand or recover from illness; and supporting healthy ageing.

### 4.4 Resources and value for money

4.4.1 The Leeds Plan will have to describe the financial and sustainability gap in Leeds, the plan Leeds will be undertaking to address this and demonstrate that the proposed changes will ensure that we are operating within our likely resources. In order to make these changes, we will require national support in terms of local flexibility around the setting of targets, financial flows and non-recurrent investment.

4.4.2 As part of the development of the West Yorkshire & Harrogate STP, the financial and sustainability impact of any changes at a West Yorkshire level and the impact on Leeds will need to be carefully considered and analysis is currently underway to delineate this.

4.4.3 It is envisaged that Leeds may be able to capitalise on the regional role of our hospitals using capacity released by delivering our solutions to support the sustainability of services of other hospitals in West Yorkshire and to grow our offer for specialist care for the region.

### 4.5 Risk management

4.5.1 Failure to have robust plans in place to address the gaps identified as part of the plan development will impact the sustainability of the health and care in the city.

4.5.2 Two key overarching risks present themselves, given the scale and proximity of the challenge and the size and complexity of both the West Yorkshire footprint and Leeds itself:

- Potential unintended and negative consequences of any proposals as a result of the complex nature of the local and regional health and social care systems and their interdependencies. Each of the partners has their own internal pressures and governance processes they need to follow.

- Ability to release expenditure from existing commitments without de-stabilising the system in the short-term will be extremely challenging as well as the risk that any proposals to address the gaps do not deliver the sustainability required over the longer-term.
- 4.5.3 The challenge also remains to develop a cohesive narrative between technology plans and how they support the plans for the city. Leeds already has a defined blueprint for informatics, strong cross organisational leadership and capability working together with the leads of each STP area to ensure a quality LDR is developed and implemented.
- 4.5.4 Whilst the Leeds the health and care partnership has undertaken a review of non-statutory governance to ensure it is efficient and effective, the bigger West Yorkshire footprint upon which we have been asked to develop an STP will present much more of a challenge.
- 4.5.5 The effective management of these risks can only be achieved through the full commitment of all system leaders within the city to focus their full energies on the developing a robust STP and Leeds Plan and then delivering the plans within an effective governance framework.

## **5 Conclusions**

- 5.1 As statutory organisations across the city working with our thriving volunteer and third sectors and academic partners, we have come together to develop, for the first time, a system-wide plan for a sustainable, high-quality health and social care system. We want to ensure that services in Leeds can continue to provide high-quality support that meets, or exceeds, the expectations of adults, children and young people across the city: the patients and carers of today and tomorrow.
- 5.2 Our Leeds Plan will be built on taking our asset-based approach to the next level to help deliver the health and care aspects of the Leeds Health and Wellbeing Strategy. This is enshrined in a set of values and principles and a way of thinking about our city, which:
- Identifies and makes visible the health and care-enhancing assets in a community;
  - Sees citizens and communities as the co-producers of health and wellbeing rather than the passive recipients of services;
  - Promotes community networks, relationships and friendships that can provide caring, mutual help and empowerment;
  - Values what works well in an area;
  - Identifies what has the potential to improve health and wellbeing the fastest;
  - Supports individuals' health and wellbeing through self-esteem, coping strategies, resilience skills, relationships, friendships, knowledge and personal resources;



- Empowers communities to control their futures and create tangible resources such as services, funds and buildings;
- Values and empowers the workforce and involves them in the co-production of any changes.

5.3 The following table summarises, at a high-level, the key changes that we expect to take place over the next five-plus years and which will provide the greatest leverage.

Key solutions to address our gaps and create a sustainable health and care for the future...		
Changing the conversation and working with the public, service users and our workforce	Investing more in prevention, targeting in those areas that will reap the greatest impact.	
Increasing and integrating our community offer for out of hospital health and social care, providing proactive care and rapid response in a time of crisis.	Capitalising on the regional role of our hospitals using capacity released by delivering our solutions to support the sustainability of services of other hospitals in West Yorkshire	
Supported by...		
Working with people at every stage of change through clear comms and engagement	Having a national pioneering integrated digital infrastructure being used by a digital literate workforce	Creating an environment for solutions to be produced, economic investment through collaboration and partnerships
Using existing estate more effectively ensuring that they are fit for the purpose and disposing of surplus estate	Reviewing our procurement practices and top 100 supplier/organisation spends to ensure that we are getting best value in spending our Leeds £ and economies of scale	Creating 'one' workforce supported by leading education, training and technology

5.4 Our plan is based on the following imperatives:

- the four statutory delivery organisations will be efficient and effective within their own 'boundaries' by reducing waste and duplication generally
- all partners will collaborate more effectively on infrastructure and support services
- we will turn the 'demand curve' through:
  - investment in prevention activities, focusing on those that provide the biggest return and in the parts of the city that will have greatest impact
  - re-balancing the social contract between our citizens and the statutory bodies, transferring some activities currently undertaken by employees in the statutory sector to individuals, and maximising the use of community assets
  - reducing waste and duplication in cross-organisational pathways;
  - ensuring that the skill-mix of staff appropriately and efficiently matches need - movement from specialist to generalist, from qualified professional to assistant practitioner, and from assistant practitioner to care support worker

5.5 There is significant work still to do to develop the Leeds Plan to the required level of detail. Colleagues from across the health and social care system will need to

commit substantial resource to its development and to ensure that citizens are appropriately engaged and consulted with. Additionally, senior leaders from Leeds will continue to take a prominent role in shaping the West Yorkshire & Harrogate STP.

- 5.6 It is important to recognise that the West Yorkshire & Harrogate STP is still in its development and the links between this and the six local Plans are still being developed. Getting the right read-across between plans to ensure a coherent and robust STP at regional level which meets the requirements of national transformation funding needs to be an ongoing process and Leeds will need to be mindful of this whilst developing local action.
- 5.7 Over the coming months, Leeds will continue to prioritise local ambitions and outcomes through the development of its primary Leeds Plan as a vehicle for delivering aspects of the Leeds Health and Wellbeing Strategy.

## **6 Recommendations**

Outer North West Community Committee is asked to:

- 6.1 Note the key areas of focus for the Leeds Plan described in this report and how they will contribute to the delivery of the Leeds Health and Wellbeing Strategy;
- 6.2 Identify needs and opportunities within their area that will inform and shape the development of the Leeds Plan;
- 6.3 Recommend the most effective ways/opportunities the Leeds Plan development and delivery team can engage with citizens, groups and other stakeholders within their area to shape and support delivery of the Leeds Plan.

## **7 Background information**

- 7.1 West Yorkshire and Harrogate emerging STP:  
(<http://www.southwestyorkshire.nhs.uk/west-yorkshire-harrogate-sustainability-transformation-plan/>)

### Area overview profile for Outer North West Community Committee

This profile presents a high level summary of data sets for the Outer North West Community Committee, using closest match Middle Super Output Areas (MSOAs) to calculate the area.

All ten Community Committees are ranked to display variation across Leeds and this one is outlined in red.

If a Community Committee is significantly above or below the Leeds rate then it is coloured as a dark grey bar, otherwise it is shown as white. Leeds overall is shown as a horizontal black line, Deprived Leeds\* (or the deprived fifth\*\*) is a dashed horizontal. The MSOAs that make up this area are shown as red circles and often range widely.

Pupil ethnicity, top 5	Area	% Area	% Leeds
White - British	10,680	87%	67%
Any other white background	338	3%	4%
Any other mixed background	167	1%	2%
Indian	156	1%	2%
White and Asian	143	1%	1%

(January 2016, top 5 in Community committee, corresponding Leeds value)

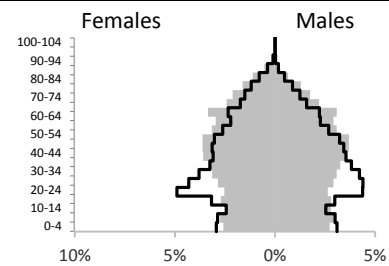
Pupil language, top 5	Area	% Area	% Leeds
English	11,543	95%	81%
Arabic	117	1%	1%
Polish	40	0%	1%
Farsi Persian (Any Other)	32	0%	0%
Urdu	29	0%	3%

(January 2016, top 5 in Community committee, corresponding Leeds value)

Population: 90,773

45,940

44,833

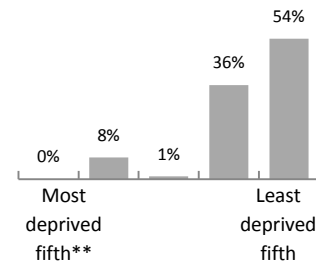


Comparison of Community Committee and Leeds age structures in October 2015.

Leeds is outlined in black, Community Committee populations are shown as orange if inside the most deprived fifth of Leeds, or grey if elsewhere.

#### Deprivation distribution

Proportions of this population within each deprivation 'quintile' or fifth of Leeds (Leeds therefore has equal proportions of 20%), October 2015.



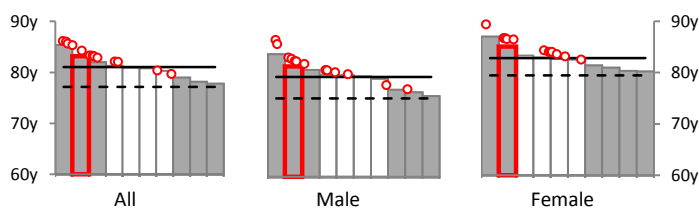
#### GP recorded ethnicity, top 5

GP recorded ethnicity, top 5	% Area	% Leeds
White British	90%	71%
Other White Background	5%	10%
Indian or British Indian	1%	3%
Other Ethnic Background	1%	2%
Other Asian Background	1%	2%

(October 2015, top 5 in Community committee, corresponding Leeds values)

#### Life expectancy at birth, 2012-14 ranked Community Committees

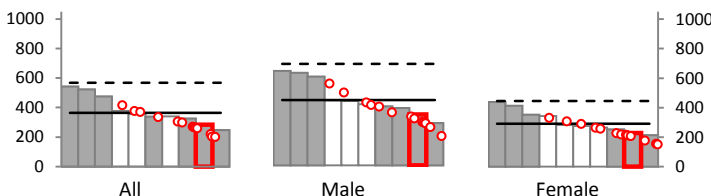
ONS and GP registered populations



(years)	All	Males	Females
Outer North West CC	83.2	81.2	85.1
Leeds resident	81.0	79.2	82.8
Deprived Leeds*	77.1	75.0	79.5

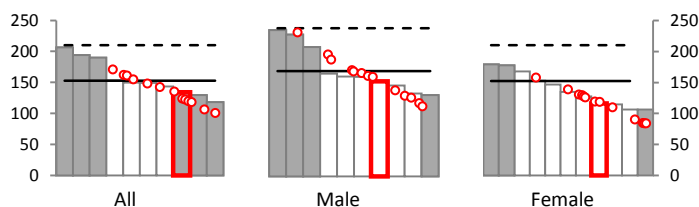
Slope index of inequality (see commentary) = 3.7

#### All cause mortality - under 75s, 2010-14 ranked. Directly age Standardised Rates (DSRs)



(DSR per 100,000)	All	Males	Females
Outer North West CC	283	344	227
Highest MSOAs in area	414	550	328
Lowest MSOAs in area	199	195	148
Leeds resident	365	441	291
Deprived fifth**	567	687	444

#### Cancer mortality - under 75s, 2010-14 ranked



(DSR per 100,000)	All	Males	Females
Outer North West CC	134	154	116
Highest MSOAs in area	170	233	157
Lowest MSOAs in area	100	113	83
Leeds resident	153	170	137
Deprived fifth	210	239	182

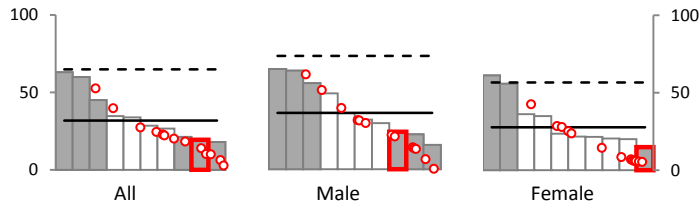
DSR - Directly Standardised Rate removes the effect that differing age structures have on data, allows comparison of 'young' and 'old' areas.

**Circulatory disease mortality - under 75s, 2010-14 ranked** ONS and GP registered populations



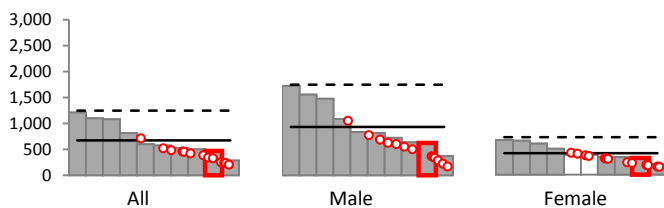
(DSR per 100,000)	All	Males	Females
Outer North West CC	64	86	43
Highest MSOAs in area	125	154	98
Lowest MSOAs in area	38	43	18
Leeds resident	87	121	55
Deprived fifth**	145	192	97

**Respiratory disease mortality - under 75s, 2010-14 ranked**



(DSR per 100,000)	All	Males	Females
Outer North West CC	19	24	15
Highest MSOAs in area	52	61	42
Lowest MSOAs in area	3	0	5
Leeds resident	32	36	28
Deprived fifth	65	73	57

**Alcohol specific admissions, 2012-14 ranked** HES



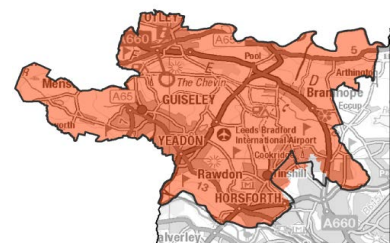
(DSR per 100,000)	All	Males	Females
Outer North West AC	470	626	321
Highest MSOAs in area	708	1,047	416
Lowest MSOAs in area	201	166	147
Leeds resident	673	934	412
Deprived Leeds*	1,249	1,752	722

**GP recorded conditions, persons, October 2015 (DSR per 100,000)** GP data

	<p><b>Smoking (16y+)</b></p> <p>Outer NW CC 14,342</p> <p>Leeds 20,165</p> <p>Deprived Leeds * 31,829</p>		<p><b>CHD</b></p> <p>Outer NW CC 3,594</p> <p>Leeds 4,126</p> <p>Deprived Leeds * 5,122</p>
	<p><b>Obesity (16y+ and BMI&gt;30)</b></p> <p>Outer NW CC 19,939</p> <p>Leeds 23,226</p> <p>Deprived Leeds * 28,196</p>		<p><b>Cancer</b></p> <p>Outer NW CC 3,896</p> <p>Leeds 3,703</p> <p>Deprived Leeds * 3,419</p>
	<p><b>COPD</b></p> <p>Outer NW CC 1,563</p> <p>Leeds 2,532</p> <p>Deprived Leeds * 4,792</p>		<p><b>Diabetes</b></p> <p>Outer NW CC 4,626</p> <p>Leeds 5,977</p> <p>Deprived Leeds * 8,603</p>

The GP data charts show all ten Community Committees in rank order by directly standardised rate (DSR). DSR removes the effect that differing age structures have on data, and allow comparison of 'young' and 'old' areas. GP data can only reflect those patients who visit their doctor. Certain groups within the population are known to present late, or not at all, therefore it is important to remember that GP data is not the whole of the picture. This data includes all Leeds GP registered patients who live within the Community Committee. However, some areas of Leeds have low numbers of patients registered at Leeds practices; if too few then their data is excluded from the data here. Obesity here is the rate within the population who have a recorded BMI.

**Map** shows this Community Committee as a black outline, the combined best match MSOAs used in this report are the shaded area. **\*Deprived Leeds:** areas of Leeds within the 10% most deprived in England, using the Index of Multiple Deprivation. **\*\*Most deprived fifth (quintile) of Leeds** - Leeds split into five areas from most to least deprived, using IMD2015 LSOA scores adjusted to MSOA2011 areas. **Ordnance Survey** PSMA Data, Licence Number 100050507, (c) Crown Copyright 2011, All rights reserved. **GP data** courtesy of Leeds GPs, only includes Leeds registered patients who are resident in the city. **Admissions data** Copyright © 2016, re-used with the permission of the Health and Social Care Information Centre (HSCIC) / NHS Digital. All rights reserved.



## Outer North West Community Committee

The health and wellbeing of the Outer North West Community Committee contains wide variation across the full range of Leeds, including extremes, overall in the very healthy range for the city. None of the population live in the most deprived fifth of Leeds\*. Life expectancy within the 13 MSOA\*\* areas making up the Community Committee are mainly among the longest in Leeds but do include a reasonably wide variation, however, comparing single MSOA level life expectancies is not always suitable\*\*\*.

Instead the Slope Index of Inequality (Sii\*\*\*\*) is used as a measure of health inequalities in life expectancy at birth within a local area taking into account the whole population experience, not simply the difference between the highest and lowest MSOAs. The Sii for this Community Committee is 3.7 years and can be interpreted as the difference in life expectancy between the most and least deprived people in the Community Committee. Life expectancy was also calculated for the Community Committee (at which level it becomes more reliable), and is significantly higher than Leeds overall.

The age structure bears little resemblance to that of Leeds overall with fewer young adults and greater proportions of those aged over 40. GP recorded ethnicity shows the Community Committee to have larger proportions of “White background” than Leeds. However 16% of the GP population in Leeds have no recorded ethnicity which needs to be taken into account here. The pupil survey shows a similar picture.

All-cause mortality for under 75s is well below the Leeds average for men and women, as well as overall for the Community Committee. Cancer mortality rates are spread across the mid and low end of Leeds and the Community Committee rates are very low – significantly lower than Leeds for persons. Circulatory disease mortality is mostly gathered around the mid and low end in Leeds – the Community Committee is significantly below Leeds overall, and for men. Respiratory disease mortality rates are slightly more widely spread and very low.

Alcohol specific admissions are concentrated at the low end and mostly significantly lower than Leeds rates. Admissions at Community Committee level are among the very lowest in Leeds. Smoking, obesity, diabetes, CHD and COPD are very low except for the *Yeadon - Henshaws, Southway, Westfields* MSOA which is consistently the highest in the Community Committee.

**\*Deprived fifth of Leeds:** The fifth of Leeds which are most deprived according to the 2015 Index of Multiple Deprivation, using MSOAs.

**\*\*MSOA:** Middle Super Output Area, small areas of England to enable data processing at consistent and relatively fine level of detail.

MSOAs each have a code number such as E02002300, and locally they are named, in this sheet their names are in italics. MSOAs used in this report are the post 2011 updated versions; 107 in Leeds. **\*\*\*Life expectancy:** Life expectancy calculations are most accurate where the age structure of, and deaths within, of the subject area are regular. At MSOA level there are some extreme cases where low numbers of deaths and age structures very different to normal produce inconsistent LE estimates. So while a collection of MSOA life expectancy figures show us information on the city when they are brought together, as single items they are not suitable for comparison to another. This report displays Community Committee level life expectancy instead, and uses the MSOA calculations to produce the Slope Index of Inequality. **\*\*\*\*Slope Index of Inequality:** more details here <http://www.instituteoftheequity.org/projects/the-slope-index-of-inequality-sii-in-life-expectancy-interpreting-it-and-comparisons-across-london>. For this profile, MSOA level deprivation was calculated with July 2013 population weighted 2015IMD LSOA deprivation scores and MSOA level life expectancy in order to create the Sii.

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## **Report of West North West Area Leader**

## **Report to Outer North West Community Committee**

**Report author Gerry Burnham 0113 336 7870**

**Date: 6<sup>th</sup> March 2017**

**Finance Update Report**

**For Decision**

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### **Purpose of report**

1. This report provides the Community Committee with an update on the budget position for 2016/17, detailing the current position of the Wellbeing revenue fund, the Small Grants and Skips pots, and the Capital pot. This report also provides an update on the Youth Activity Fund.

### **Main Issues**

2. Community Committees have a delegated responsibility for the allocation of area Wellbeing funding. 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.
3. The Outer North West Community Committee operates a pre-sift process for Wellbeing fund applications. This involves discussions with appropriate ward members for that particular project, in the context of the current area priorities; where projects do not have support from all three ward members they are not progressed. All applicants are offered further discussions and feedback if helpful. In order to provide further assurance and transparency to all applicants where schemes do not garner support these will be reported to a subsequent Community Committee meeting for noting.
4. Budget Statement 2016/17

The latest Budget Statement for 2016/17 is included at Appendix 1 to this report. The statement details the overall budget position of all Wellbeing and Youth Activity Fund projects funded in the current financial year as well as those funded in previous years which still have funding left to spend.

5. Wellbeing 2016/17

Members are advised of the new revenue wellbeing allocation for the Outer North West Community Committee of £114,360 for the financial year 2016/17. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£28,590 per ward)

6. After deducting any existing commitments and taking account of the 2015/16 carry forward position, the Community Committee has £49,109 of funding available for allocation. This figure does not include the Youth Activity Fund still available to spend.

7. Table 1 below includes details per ward of the total revenue available for allocation in 2016/17 including any carry forward from previous years, and the amount of Wellbeing currently available to spend per ward.

**Table 1 – Revenue**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
2016/17 allocation	£28,590	£28,590	£28,590	£28,590
2015/16 carry forward minus commitments	£15,720	£8,674	£19,410	£3,499
Total amounts committed in 2016/17	£19,810	£39,729	£26,203	£32,089
Loan repayments/ Underspend	£0	£2,657	£2,620	£0
Allocation available to spend	£24,500	£192	£24,417	£0

8. **Details of new projects for consideration**

9. Aireborough Supported Activity Scheme 2017/18

Delivery Organisation	Aireborough Supported Activity Scheme
Revenue funds requested	£7,796 (A&W - £1,814; G&R - £2,469; H- £525; O&Y - £2,988)
Previous Wellbeing funding received	2016/15 - £6,766 2015/16 - £8,100
Details of match funding	£390 - Inner West Community Committee £1,814 - Inner North West Community Committee £7,650 - Parental Contributions £32,145 - LCC Targeted Short Breaks
Project details	The project provides holiday activities for young people with moderate to severe learning and/or physical disabilities.



10. Site Based Gardener 2017/18

Delivery Organisation	Site Based Gardner 2017/18
Revenue funds requested	£12,347 (G&R - £7,109; O&Y - £5,348)
Previous Wellbeing funding received	2015/16 - £12,244 2014/15 - £12,123
Details of match funding	None
Project details	The funding will pay for a site-based Gardener to work a five day, 37 hour week for 6 months of the year in Guiseley & Rawdon and Otley & Yeadon.

11. OPAL – Welcome In Roof Repairs

Delivery Organisation	OPAL(Older People’s Action in the Locality)
Revenue funds requested	£5,000 (A&W Capital)
Previous Wellbeing funding received	2015/16 - £7,500 towards the kitchen repairs at the Welcome In.
Details of match funding	£5,000 – Inner North West Community Committee
Project details	The funding will contribute to the roof repairs at the new Welcome In.

12. Target Hardening 2017/18

Delivery Organisation	Care & Repair
Revenue funds requested	£6,000 (A&W - £2,000; H - £2,000; G&R - £1,000; O&Y - £1,000)
Previous Wellbeing funding received	£9,245 to continue the target hardening project started by CASAC.
Details of match funding	None
Project details	The funding will help safeguard vulnerable and older residents by providing additional security to the homes of those who have been burgled or are considered particularly vulnerable and at risk of burglary.

13. Rawdon Community Library Bookshelves

Delivery Organisation	Rawdon Community Library
Revenue funds requested	£1,700
Previous Wellbeing funding received	£4,854 for improved lighting inside the library from Capital Funds
Details of match funding	None
Project details	To fund provision of cantilever book shelves for the library

Youth Activity Funding

14. The budget for the Outer North West Youth Activity Fund for 2016/17 is £52,706 which includes the new allocation of £50,670 and underspend of £2,076 from 2015/16.
15. At the Community Committee meeting on 18<sup>th</sup> May 2016, projects totalling £46,112 were approved. Since the last Community Committee 3 applications totalling £1,975 were recommended for approval by the Children’s Services and Family Health sub

group and approved via Delegated Decision. The remaining balance of Youth Activity Fund is therefore £5,041

Project	Organisation	Amount approved by Delegated Decision
Aireborough Performing Arts	Aireborough Children's Services	£1,975
Pottery Sessions	Horsforth Children's Services	£444
Children's Voice and Engagement 2017	Communities Team	£360

16. Radio Production Sessions

YAF Project	Organisation	Amount to approve
A project to run radio and production sessions for young people aged 10 – 14.	Otley Courthouse	£1,340

The project has been recommended for approval by the Children's Services and Family Health sub group via email.

17. At the Community Committee in May 2015, £2,160 was allocated to Bradford Dragons Basketball Club to deliver basketball taster sessions in schools. This project has now completed with an underspend of £1,152 and this figure is reflected in the remaining balance of the fund.

Wellbeing Budget – Small Grants & Skips

18. Table 2 below details the small grants approved since the start of the new financial year. Table 3 below details the remaining small grant balances; there is £15,556 still available for allocation for small grants.

19. **Table 2 – Small Grant Approvals (10/11/16-16/02/17)**

Project	Organisation	Ward	Amount approved
WC Refurbishment	Old Pool Bank Village Hall	A&W	£300
Summer Bands in Parks	Leeds International Concert Season	O&Y	£640
Big Lunch	Union Court sheltered support	O&Y	£500
Aireborough Urban Structure project	Aireborough Neighbourhood Design forum	G&R	£1,000
Horsforth Community Hub	Horsforth Community Hub	G&R, O&Y, H	£433.32 (G&R £166.66; H £166.66; O&Y £100)
CodeBugs	Leeds Library & Information Service	H	£201

**Table 3 – Small Grant remaining balances (at 16/02/17)**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Available for allocation 2016/17	£5,000	£4,000	£5,000	£5,000	£19,000
Total allocated 2016/17	£4,420	£1,923	£566	£3,203	£10,112
Available to spend	£580	£2,077	£4,434	£1,797	£8,888

20. Table 4 below details the skips approved since the last meeting and Table 5 below details the remaining skip balances.

**Table 4: Skip Approvals (10/11/16-16/02/17)**

<b>Location</b>	<b>Ward</b>	<b>Number of skips</b>	<b>Amount approved</b>
Victory Garden Allotment Association	G&R	1	£195

**Table 5 – Skip remaining balances (at 16/02/17)**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Available for allocation 2016/17	£1,000	£1,000	£1,000	£1,000	£4,000
Total committed 2016/17	£870	£455	£145	£690	£1,965
Available to spend	£130	£545	£855	£310	£1,840

21. Wellbeing Budget – Capital Receipts Programme

At its meeting on 17<sup>th</sup> July 2013, the council's Executive Board approved that future CRIS receipts available for allocation across wards, be allocated to the Community Committees based on the existing Area Wellbeing needs based formula. The distribution of the 5% element to Community Committees using the Area Wellbeing methodology has resulted in the Outer North West Community Committee receiving a further £34,179 which is available to spend on capital schemes.

As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2016/17 under the current arrangements.

Table 6 below provides details of the amount of capital available to spend in 2016/17 per ward.

**Table 6 Capital Remaining Balances**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
Allocation currently available	£24,270	£8,916	£24,270	£8,545

## **Corporate Considerations**

### **Consultation and Engagement**

22. The Community Committee has previously been consulted on the projects detailed within the report. Local priorities are set through the Community Committee Plan process and the commissioning round began with a communication to all Community Committee contacts.

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

23. All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Community Committee Wellbeing process is currently being reviewed citywide, which will include undertaking a new Equality Impact Assessment to ensure the Wellbeing process continues to comply with all relevant policies and legislation.

### **Council policies and City Priorities**

24. 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:
- Vision for Leeds 2011 – 30
  - Leeds Strategic Plan
  - Health and Wellbeing City Priorities Plan
  - Children and Young People’s Plan
  - Safer and Stronger Communities Plan
  - Regeneration City Priority Plan

### **Resources and value for money**

25. Aligning the distribution of Community Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

In order to meet the Community Committee’s functions (see Council’s Constitution Part 3, section 3C), funding is available via Well Being budgets.

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

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

## **Risk Management**

27. Risk implications and mitigation are considered on well-being applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

## **Conclusions**

28. The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to service. This report provides members with an update on the Wellbeing programme for 2016/17

## **Recommendations**

29. The Outer North West Community Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2016/17 (Table 1) and attached at appendix 1.
  - Consider the new Wellbeing large grant applications detailed at sections 9 - 13.
  - Note the current budget position for the Youth Activity Fund detailed at sections 14 to 17 and consider the new Youth Activity Fund application at section 16.
  - Note the small grants that have been approved since the last meeting (Table 2) and the remaining small grants budget (Table 3).
  - Note the skips that have been approved since the last meeting (Table 4) and the remaining skips budget (Table 5).
  - Note the current budget position for the Capital Wellbeing Fund for 2016/17 (Table 6).

## **Background Information**

None.

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**Appendix 1. ONW Finance Statement**  
16 February 2017

Wellbeing Funding / Spend Items	A&W	G&R	H	O&Y	Total Approved
Wellbeing Balance b/f 2015/16	£ 37,624.66	£ 23,657.55	£ 39,823.59	£ 15,617.30	£ 116,723.10
Wellbeing New Allocation for 2016/17	£ 28,590.00	£ 28,590.00	£ 28,590.00	£ 28,590.00	£ 114,360.00
Total Wellbeing Spend	£ 66,214.66	£ 52,247.55	£ 68,413.59	£ 44,207.30	£ 231,083.10
2015-16 Approved & brought forward for payment in 2016/17	£ 21,904.00	£ 12,326.50	£ 17,793.00	£ 12,118.00	£ 64,141.50
Amount of budget available for schemes in 2016/17	£ 44,310.66	£ 39,921.05	£ 50,620.59	£ 32,089.30	£ 166,941.60
Total Spend for 2016-17 (incl b/f schemes from 2015-16)	£ 41,714.00	£ 52,055.50	£ 43,996.00	£ 44,207.00	£ 181,972.50
Total Budget Available for projects 2016-17	£ 66,214.66	£ 52,247.55	£ 68,413.59	£ 44,207.30	£ 231,083.10
<b>Remaining Budget Unallocated</b>	<b>£ 24,500.66</b>	<b>£ 192.05</b>	<b>£ 24,417.59</b>	<b>£ 0.30</b>	<b>£ 49,110.60</b>

Youth Activity Funding / Spend Items	Total Approved
Balance Brought Forward from 2015-16	£ 32,076.70
New Allocation for 2016-17	£ 50,670.00
Total available (inc b/f bal) for schemes in 2016-17	£ 82,746.70
Schemes approved 2015-16 to be delivered in 2016-17	£ 27,500.93
Total Available for New Schemes 2016-17	£ 52,706.70
Total Spend for 2016-17 (incl b/f schemes from 2015-16)	£ 77,704.94
<b>Remaining Budget Unallocated</b>	<b>£ 5,041.76</b>

2015/16 Revenue Projects Approved & Brought Forward	Adel and Wharfedale	Guiseley & Rawdon	Horsforth	Otley and Yeadon	Total Approved
Guiseley no cold calling zone	£ -	£ 199.50	£ -	£ -	£ 199.50
Horsforth Farmers Market Grant Repayment	£ -	£ -	£ 2,500.00	£ -	£ 2,500.00
Target Hardening	£ 827.00	£ 769.00	£ 254.00	£ 1,107.00	£ 2,957.00
A Pitch for everyday (Yarnbury Rugby Club)	£ -	£ -	£ 8,820.00	£ -	£ 8,820.00
Small Grants	£ 250.00	£ 250.00	£ 250.00	£ 850.00	£ 1,600.00
Horsforth PCSO 15/16	£ -	£ -	£ 9,359.00	£ -	£ 9,359.00
Site Based Gardener 2015/16	£ -	£ 6,949.00	£ -	£ 5,295.00	£ 12,244.00
Mothers of Otley	£ -	£ -	£ -	£ 2,305.00	£ 2,305.00
Aireborough Supported Activities 2016	£ 1,151.00	£ 4,159.00	£ 170.00	£ 1,286.00	£ 6,766.00
TalkTime (Horsforth Children's Centre)	£ -	£ -	£ 1,440.00	£ -	£ 1,440.00
Tarnfield Park Improvements	£ -	£ -	£ -	£ 1,275.00	£ 1,275.00
SIDS	£ 15,050.00	£ -	£ -	£ -	£ 15,050.00
Defibrillators (CPADs)	£ 4,626.00	£ -	£ -	£ -	£ 4,626.00
<b>Total Approved in 2015/16 to spend in 2016/17</b>	<b>£ 21,904.00</b>	<b>£ 12,326.50</b>	<b>£ 17,793.00</b>	<b>£ 12,118.00</b>	<b>£ 64,141.50</b>

2016/17 Revenue Projects Approved	Adel and Wharfedale	Guiseley & Rawdon	Horsforth	Otley and Yeadon	Total Approved
Small Grants	£ 5,000.00	£ 4,000.00	£ 5,000.00	£ 5,000.00	£ 19,000.00
Skips	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 4,000.00
Yeadon Festive Lights	£ -	£ -	£ -	£ 6,345.00	£ 6,345.00
Disability Hoist	£ -	£ 1,304.00	£ -	£ 1,696.00	£ 3,000.00
Guiseley & Rawdon Christmas Lights	£ -	£ 4,185.00	£ -	£ -	£ 4,185.00
Otley & Yeadon CCTV 2016/17	£ -	£ -	£ -	£ 18,048.00	£ 18,048.00
Horsforth Old Ball CCTV 2015/16	£ -	£ -	£ 2,103.00	£ -	£ 2,103.00
SIDS Guiseley & Rawdon	£ -	£ 9,240.00	£ -	£ -	£ 9,240.00
Pool Sports and Social Club Kitchen Replacement	£ 1,700.00	£ -	£ -	£ -	£ 1,700.00
Christmas in Pool-in-Wharfedale	£ 1,500.00	£ -	£ -	£ -	£ 1,500.00
Boiler Upgrade and Asbestos Management Plan	£ 7,500.00	£ -	£ -	£ -	£ 7,500.00
Micklefield Park Replacement of Trim Trail Equipment	£ -	£ 20,000.00	£ -	£ -	£ 20,000.00
Horsforth Counselling 16/17	£ -	£ -	£ 3,900.00	£ -	£ 3,900.00
Cragg Hill and Woodside Green Space	£ -	£ -	£ 9,200.00	£ -	£ 9,200.00
South Lee Drainage Improvement Scheme	£ -	£ -	£ 5,000.00	£ -	£ 5,000.00
Additional SID Adel	£ 3,110.00	£ -	£ -	£ -	£ 3,110.00
<b>Total Approved in 2016/17</b>	<b>£ 19,810.00</b>	<b>£ 39,729.00</b>	<b>£ 26,203.00</b>	<b>£ 32,089.00</b>	<b>£ 117,831.00</b>

2015/16 Youth Activity Funding Approved & Brought Forward	Total Approved
Poetry Workshop	£ 999.93
Groove Generation Music Project	£ 1,600.00
Football Holiday Activities	£ 2,160.00
Inters Youth Club	£ 6,537.00
Let's Create - Lego Workshops	£ 1,350.00
Rock School	£ 950.00
Creative Drama	£ 750.00
Let's Get Cooking with the Mighty Chefs	£ 1,860.00
Yoga	£ 675.00
North West Leeds Schools Basketball Taster Sessions	£ 1,008.00
Lantern Project	£ 1,850.00
Mighty Chefs ASC	£ 593.00
ESNW Summer Activities	£ 600.00
Aireborough Cluster Battle of Bands	£ 2,000.00
Raspberry Pi	£ 1,254.00
Lazer Centre Activities	£ 3,314.00
<b>Total Youth Activity Funding Approved in 2015/16</b>	<b>£ 27,500.93</b>

2016/17 Youth Activity Funding Approved & Brought Forward	Total Approved
Oddballs & Little Warblers Choir	£ 5,634.00
ACES	£ 1,670.00
Global Gang	£ 909.00
Horsforth Activities	£ 6,194.00
Inters Youth Club 2016/17	£ 6,000.00
LitFest	£ 1,000.00
Groove Generation Music Project	£ 900.00
Mini Breezes	£ 11,475.00
SK8 Safe Activities	£ 2,590.00
Summer Play	£ 7,500.00
Pop up Activity Camp	£ 2,240.00
Forest Found	£ 525.00
Code, Craft and Create	£ 788.00
Aireborough Performing Arts (Let's Celebrate)	£ 1,975.00
Additional Pottery Sessions	£ 444.00
Children's Engagement Event 2017	£ 360.01
<b>Total Youth Activity Funding Approved in 2016/17</b>	<b>£ 50,204.01</b>

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**Report of: West North West Area Leader**

**Report to: Outer North West Community Committee**

**Report author: Gerry Burnham 3367870**

**Date: 6<sup>th</sup> March 2017**

**To note**

**Community Committee Update Report**

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## **Purpose of report**

1. This report updates the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
2. The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.
3. Members are also asked to note the latest edition of the Newsletter.

## **Main issues**

4. The Outer North West Community Committee has a range of sub groups which set priorities, agree topics for consideration at Community Committee and develop action plans to address issues of thematic importance. The committee currently operates six sub groups: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
5. Sub group meetings are informal meetings and not open to the public, however local residents or representatives of other organisations may be invited to attend and speak at the discretion of the chair of each sub group.
6. Where possible the Community Committee Champion has been aligned with the relevant sub group chair and in consultation with the theme leads have provided the following updates:

## Environment & Community Safety

### 7. Community Safety

The sub group met on the 14<sup>th</sup> February 2017 and received the following update from the Neighbourhood Policing Team (NPT). Theft from vehicles has increased slightly compared to 2016/17 however figures remain relatively low. Currently Outer North West is ranked 10<sup>th</sup> lowest for all crime types across the 11 Partnership Ward Areas (PWA) in Leeds.

There are 19 PCSOs for Outer North West in the policing budget this includes 2 for Leeds Bradford International Airport (LBIA). Currently there are 3 vacancies however one post will be filled commencing 23<sup>rd</sup> February 2017. A bid to WYP for an additional Ward Manager has been agreed in principle which will give Outer North West 5 ward managers across the area.

All of the Designated Public Places Orders (DPPOs) in Outer North West will be considered for a Public Spaces Protection Order (PSPO) including Guiseley. Inspector Jon Brady will be retiring at the end of March his position will be filled.

The NPT continues to promote the Community Speed Watch Scheme however there have been some difficulties around the number and co-ordination of volunteers. The project relies on a police officer and a police vehicle being available and can be time intensive. Currently there is only 1 Speed Indication Device (SID) supporting the scheme and the sub group were asked to consider funding a new device which would make the project more visible and viable.

The sub group gave in principle support to well-being funding for a burglary reduction scheme to support vulnerable adults in outer north west. A funding request from Care & Repair is included in this agenda for the committee's consideration.

### 8. Environment

The Environment Sub Group met on 17<sup>th</sup> February 2017. An update on the Environment SLA was provided by the Environment Locality team and the draft document will be circulated for comment. A discussion on de-leafing was also had and it was agreed that a separate workshop would be arranged by the Locality Team to look at the issues in depth.

An update was given by an officer from Waste Management on the calls for service since the last meeting of the sub group. The sub group noted the improvement in service since the new Service Manager had taken responsibility for service management within the team.

An update from Housing Leeds officer discussed forthcoming estate walkabouts and a list of the dates will be circulated. The officer from Parks & Countryside provided a general update and it was noted that the Tarnfield Park works will be completed shortly.

## 9. Health, Well-being and Adult Social Care

Feedback back from the Vulnerability workshop held on 3<sup>rd</sup> October was referred to the Health, Well-being and Adult Social Care sub group for consideration. Following agreement at the sub group, a series of networking events are being planned to help local people connect to clinical and non-clinical groups and services which improve and maintain their health and well-being. Neighbourhood Networks, Health Professionals and Social Care providers will be invited to attend an event in each of the four outer north-west wards. The sessions will also include training on the SAFER Project which works to educate and empower older and vulnerable people to spot scams and deal confidently with doorstep callers to protect themselves from becoming victims.

CARE-VIEW is a digital app which originated from a suggestion at the Outer North West Community Committee workshop on Social Isolation and developed through the Health, Well-being and Adult Social Care sub group. The app helps to connect socially isolated people to groups and services in their community to improve their health and well-being. A bid was submitted to NHS England for funding from the 'New Care Models Programme'. The outcome of the bid was successful for the full amount requested of £70,000 which will be used to extend the pilot.

In addition CARE-VIEW is one of three finalists in the 'GP & Community Category' in this year's Medipex NHS Innovation Award & Showcase. The finalists from all five categories have been invited to an award ceremony and each will receive a commemorative award, after which the winner in each category will be announced and presented with a cheque for £10,000 and winner's trophy.

Winter Grants - Public Health has funded a range of community-based projects that target helping vulnerable people in Leeds who are most susceptible to the adverse effects of cold weather. This includes households with young children and pregnant women as well as people with a range of health problems, on low income or aged over 65. Groups funded in Outer North West include Otley action for older people, Horsforth live at home and AVSED (Aireborough Supported Activities).

## 10. Children's Services and Family Health

The 3<sup>rd</sup> annual Outer North West Children's And Young People's Voice event was held on the 27<sup>th</sup> January at Prince Henry's Grammar School, Otley. This year there was representation from 30 primary and high schools across the outer north-west area, with 100 students participating in a range of physical and desk based activities. This was a good opportunity to bring young people together from many different schools to talk with their local Councillors about what was important to them and for their voice to be heard.

This year for the first time, the sub group asked a few activity providers to attend the day to allow students to try out some of the different activities the committee has funded in the past and provide an opportunity for Members to meet with the activity providers.

The latter part of the day saw Councillors and young people deciding together how best to spend a potential £40,000 of Youth Activity Fund money. There was some really helpful feedback from the young people who attended and this will be fed into discussions at the Children's Services and Family Health sub group when they make recommendations for allocating funding in 2017/18.

11. Guiseley and Rawdon Forum

Guiseley and Rawdon forum met on 25<sup>th</sup> January and heard a presentation from Leanne Buchan, City Development on the Leeds Culture Strategy and the bid to be a European City of Culture in 2023. This was followed by an opportunity for residents to have their say and ask questions about the Culture Strategy and what it meant to them.

12. Outer North West Community Hub Update

Horsforth Community Hub continues to deliver a full Library service with increased social activities and service provision has been extended to include all council enquiries, debt advice and a jobshop, which provides support with CV writing, job search and interview skills.

Funding from the Community Committee has enabled additional crafts sessions and group activities to take place across the area. Craft materials and board games have been supplied and are being used regularly by both adults and children.

The Hubs are using social media to promote the services and activities offered at all Outer North West Libraries and One Stop Centres.

13. Community Committee Action Tracker

Actions from the Community Committee and each of its sub groups is captured in **Appendix 1** attached.

14. Community Committee Newsletter

The latest addition of the Outer North West Community Committee Newsletter is attached at **appendix 2**.

## **Conclusions**

15. The Outer North West Community Committee sub groups provide the committee with the opportunity to consider information on key areas of work in partnership with officers and community organisations, as well as enabling direct links to be established with the Community Champions and Executive Board Members.

## **Recommendations**

16. Members are asked to:

- Note the work of the sub groups and areas of partnership working since the last Community Committee meeting.
- Note the area update newsletter.

Date	Actions	Target ward/ neighbourhood	Service Lead (named officer)	Timescale	Update	Impact/ difference made	RAG Rating
Mar-16	CARE-VIEW mobile phone app being piloted, sub group to be kept updated on developments.	All ONW	Tim Taylor	Ongoing	£70,000 funding secured to extend the pilot. Finalists for further £10,000 from Medipex Award.	Aid to identify those within our communities who are socially isolated.	
Mar-16	Big Lunch event - in principle support given to providing match funding for a Big Lunch event within Sheltered Housing Schemes. Proposal to be worked up and circulated to Members for decision.	Otley	Claire Cash	Dec-16		Community Engagement	
Mar-16	Members to review the location of defibrillators within their respective wards and consider funding any additional defibs requires through well-being.	All ONW	Gerry Burnham			5 additional public accessible defibrillators installed in ONW.	
	Social prescription projects - enhancing uptake, updates and intelligence on what local groups have been set up.	All ONW	Tim Taylor	Dec-16		Representatives from LNCCG AND LWCCG attended sub group on 6th Dec to provide update.	
Mar-16	Community Committee workshop on Vulnerability to be arranged jointly with Community Safety sub group.	All ONW	Gerry Burnham	Oct-16		Feedback referred to ASC sub group for further consideration and agree actions (see below)	
Dec-16	A series of networking events are being planned for Neighbourhood Networks, Health Professionals and Social Care providers. Will also include training on SAFER Project - prevention of dorrstep crime.	All ONW	Tim Taylor	During 2017	Ongoing	Help local people connect to clinical and non-clinical groups and services which improve and maintain health.	
Jan-16	Children's event held and completed report to sub group	All ONW	Rachel Marshall	Jan-17	complete	Discussion with sub group, feedback from event used to plan for 2017	
Jan-16	Ascertain the needs and listen to requests from young people living in the ONW area in terms of the types of activities.	All ONW	Rachel Marshall	Mar-16	complete	Info from peer inspections and event used to shape YAF	
Jul-16	Utilise the YAF to ensure a spread of activities across the area appealing to broad spread of ages and interests	All ONW	Rachel Marshall	Mar-17	ongoing	The sub group ensure parity of provision	
Jul-16	Ensure spend of full YAF. Ensure monitoring is of a good standard and reflects the project ambitions. To be reviewed each quarter at sub group and any issues highlighted to community committee.	All ONW	Rachel Marshall	Mar-17	ongoing	£5,041 remaining	

Sep-16	Forest Found project to be considered by Councillors	All ONW	Rachel Marshall	Sep-16	complete	Approved by all 4 Councillors present £525 total YAF. DDN will be requested to allow project to go ahead OCT half term	
Sep-16	Report from Children's Services received from Children's Services for consideration and further discussion. Mary Armitage asked to attend and discuss priorities for ONW.	All ONW	Mary Armitage	Sep-16	complete	No particular areas of concern were highlighted. Next one due Nov'2016. Horsforth Children's Centre boundaries need to be reviewed in terms of new build properties and ensuring people have access to their nearest centre. Cluster arrangements are under review in terms of funding from 2017/18. No changes known for ONW.	
Sep-16	The role of the Children's Champion	All ONW	Sue Rumbold	Sep-16	ongoing	Clr Latty to attend a session from Children's Services to agree the role of Children's Champion, provide direction and look at the support offer.	
Nov-16	Community Speed Watch Scheme	All ONW	Gill Hunter		Issues around numbers and co-ordination of volunteers. Sub Group asked to consider funding additional SID.	Sub Group to monitor	
Sep-16	CCTV	All ONW	Gill Hunter		Ongoing	Concerns around cost and value for money. GH to ask Leeds Watch for an update on the review.	



## Outer North West Community Committee



# Children and young people have their say!

This January saw over 100 young people from 30 schools in the Outer North West of Leeds join local Councillors at Prince Henry's School in Otley to share their views and voices by taking part in a full day of activities.

The young people took part in some great activities run by local providers including drama, bushcraft, Minecraft and sports. They also had the chance to let Councillors know how they would like money set aside for activities in their local area.





# Young People's Voice Event

**“The part of the day I enjoyed the most was the bit when we had our say”**



The young people tried out activity sessions with providers who have received funding from Community Committee in the past. Sessions included drama with Jacob and Lucy from JP Productions; sports with Kyle and Nathan from ACES; bush craft with Beth from Forest Found; and Minecraft with Ian and Liz from Leeds Libraries.

**“I enjoyed working with other kids of different ages!”**



There was a workshop session on democracy and how young people can use their voice and have their say in their local area.

We also asked how the young people thought money Councillors should be spent on activities for them during the holidays and after school. We will use this information when making decisions on how to spend the money.

Councillors from Outer North West Community Committee worked with the young people on the day.

All the young people received a goody bag with a certificate and water bottle, along with information about fun activity sessions in their area and loads more!



**“The activity sessions were my favourite bit of the day!”**



# Supporting Community Projects

So far in 2016/17 the Community Committee has agreed to fund a range of community projects.

Leeds Sailing Centre will have a new hoist to support people with disabilities to access the activity sessions after receiving a grant of £3,000.

Micklefield Park will have new trim trail equipment following the awarding of a grant of £20,000.

Over 200m of footpath will be renovated from 'Conker Alley' to Cragg Wood and a new wildflower garden will be established in Woodside Green in Horsforth with a £9,200 grant.

A new Speed Indication Device will help keep Adel and Wharfedale ward safer after £3,110 was awarded to make the purchase.

Residents in Otley Sheltered Housing enjoyed a Christmas Party thanks to a grant of £500 awarded

to Housing Leeds.

Councillors are supporting the Otley and District Road Safety Quiz this year with a grant of £500 towards the quiz which educates young people about staying safe.

Young people at Holt Park Library will have the chance to enjoy CodeBugs a coding and programming session after a grant of £200 was awarded.

The Community Committee also have a pot of funding set aside to pay for skips for community clean ups and allotments—get in touch if you'd like more information.

**Are you involved in a community project? You can apply for a small grant of up to £1000, email [west.north.west@leeds.gov.uk](mailto:west.north.west@leeds.gov.uk) for more.**

## Code, Craft and Create

Last Christmas 53 young people enjoyed a range of festive themed coding and programming activities at Horsforth Library, thanks to funding from the Community Committee. The activities included coding in Minecraft, controlling and driving Raspberry Pi robots and playing retro arcade games.



**"There were so many different things to do and opportunities to be creative"**

# Your Community Committee

## Outer North West Community Committee

### Adel & Wharfedale Ward



Cllr Barry Anderson  
07940 477679  
barry.anderson@leeds.gov.uk



Cllr Caroline Anderson  
0113 395 1731  
caroline.anderson@leeds.gov.uk



Cllr Billy Flynn  
07810 640282  
billy.flynn@leeds.gov.uk

### Horsforth Ward



Cllr Brian Cleasby  
0113 250 4318  
brian.cleasby@leeds.gov.uk



Cllr Dawn Collins  
0113 224 3201  
dawn.collins@leeds.gov.uk



Cllr Chris Townsley  
0113 259 0555  
christopher.townsley@leeds.gov.uk

### Guiseley & Rawdon Ward



Cllr Graham Latty  
07973 323 105  
graham.latty@leeds.gov.uk



Cllr Pat Latty  
07855 545647  
patricia.latty@leeds.gov.uk



Cllr Paul Wadsworth  
0113 250 8187  
paul.wadsworth@leeds.gov.uk

### Otley & Yeadon Ward



Cllr Colin Campbell  
01943 465909  
colin.campbell@leeds.gov.uk



Cllr Ryk Downes  
0113 247 4580  
ryk.downes@leeds.gov.uk



Cllr Sandy Lay  
0113 247 4580  
sandy.lay@leeds.gov.uk

Leeds has 10 community committees, which meet at least 4 times a year. They are open to the public and provide a forum for residents to raise key issues of concern with local Councillors and help influence decisions about their area. In the past year, Outer North West Community Committee has looked at road safety, engagement with young people and also organised a consultation event on Leeds Bradford Airport.

The meetings are open to all and you'll be most welcome.

## Our Community Meetings

**Outer North West Community Committee** met in November at Yeadon Town Hall to discuss a range of local issues. Our next meeting is on 6th March 2017 again at Yeadon Town Hall.


We had a great **Guiseley & Rawdon Forum** in January with a presentation from Leanne Buchan from Leeds City Council about the Leeds Culture Strategy and the bid to be the European Capital of Culture 2023. There was an opportunity for residents to have their say and ask questions about the culture strategy and what it mean to them.

Our Community meetings, including Forums in Yeadon, Guiseley & Rawdon and Holt Park are held throughout the year and provide an opportunity for very local issues to be discussed. We will publicise the dates a few weeks before the meeting on our Facebook and Twitter pages and via our mailing lists (email [west.north.west@leeds.gov.uk](mailto:west.north.west@leeds.gov.uk) or telephone 0113 336 7858 to be added).

## Why not get in touch?

 [Facebook.com/LCCOuterNW](https://www.facebook.com/LCCOuterNW)  [west.north.west@leeds.gov.uk](mailto:west.north.west@leeds.gov.uk)

 [@\\_YourCommunity](https://twitter.com/_YourCommunity)

 0113 336 7858

Page 52

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Communities Team  
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## Report of the City Solicitor

Report to: Outer North West Community Committee, Adel & Wharfedale, Guiseley & Rawdon, Horsforth, Otley & Yeadon

Report author: Gerard Watson, Senior Governance Officer, 0113 395 2194

Date: 6<sup>th</sup> March 2017

For decision

## Dates, Times and Venues of Community Committee Meetings 2017/2018

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### Purpose of report

1. The purpose of this report is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2017/2018 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

### Main issues

### Meeting Schedule

2. The Procedure Rules state that there shall be at least four ordinary or 'business' meetings of each Community Committee in each municipal year and that a schedule of meetings will be approved by each Community Committee. In 2016/17, this Committee held four meetings.
3. To be consistent with the number of meetings held in 2016/17, this report seeks to schedule four Community Committee business meetings as a minimum for 2017/18. Individual Community Committees may add further dates as they consider appropriate and as the business needs of the Committee require. The proposed schedule has been

compiled with a view to ensuring an even spread of Committee meetings throughout the forthcoming municipal year.

4. Members are also asked to note that the schedule does not set out any Community Committee themed workshops, as these will need to be determined by the Committee throughout the municipal year, as Members feel appropriate. During 2016/17, where such workshops were held, many took place either immediately before or after the Committee meetings. Therefore, when considering proposed meeting arrangements, Members may want to consider whether they wish to adopt a similar approach to the themed workshops in 2017/18, as this could impact upon final meeting times and venues.
5. The following provisional dates have been agreed in consultation with the Area Leader and their team. As referenced earlier, this report seeks to schedule a minimum of four Community Committee business meetings for 2017/2018 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require.
6. The proposed meeting schedule for 2017/18 is as follows:
  - Monday 19 June 2017 at 1:30pm
  - Monday 25 September 2017 at 1:30pm
  - Monday 27 November 2017 at 1:30pm
  - Monday 5 March 2018 at 1:30pm

### **Meeting Days, Times and Venues**

7. Currently, the Committee meets on a Monday at 1:30pm - and the proposed dates (above) reflect this pattern.
8. Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal working hours. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.

### **Options**

9. Members are asked to consider whether they are agreeable with the proposed meeting schedule (above), or whether any further alternative options are required in terms of the number of meetings, start times or venue arrangements.

## **Corporate considerations**

### **10a. Consultation and engagement**

The submission of this report to the Community Committee forms part of the consultation process as it seeks the views of Elected Members with respect to the Community Committee meeting schedule and venue arrangements.

In compiling the proposed schedule of meeting dates and times, the current Community Committee Chair, the Area Leader and colleagues within Area Support have been consulted.

### **10b. Equality and diversity / cohesion and integration**

In considering the matters detailed, Members may wish to give consideration to ensuring that the Community Committee meeting arrangements are accessible to all groups within the community.

### **10c. Legal implications, access to information and call in**

In line with Executive and Decision Making Procedure Rule 5.1.2, the power to Call In decisions does not extend to decisions taken by Community Committees.

## **Conclusion**

11. The Procedure Rules require that each Community Committee will agree its schedule of meetings and that there shall be at least 4 business meetings per municipal year. In order to enable the Committee's meeting schedule to feature within the Council diary for 2017/18, Members are requested to agree the arrangements for the same period.

## **Recommendations**

13. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2017/18 municipal year (as detailed at paragraph 6), in order that they may be included within the Council diary for the same period.
14. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

## **Background information**

- Not applicable

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