



Inner West Community Committee

Armley, Bramley & Stanningley, Kirkstall

Meeting to be held in Council Chambers, Civic Hall, Leeds

Wednesday, 15th September, 2021 at 6.00 pm

Councillors:

L Cunningham - Armley;
J McKenna - Armley;
A Smart - Armley;

C Gruen - Bramley and Stanningley;
J Heselwood - Bramley and Stanningley;
K Ritchie - Bramley and Stanningley;

H Bithell - Kirkstall;
J Illingworth - Kirkstall;
F Venner - Kirkstall;



This meeting will be held at the Civic Hall, Leeds. Due to current restrictions arising from the pandemic, there will be very limited capacity in the public gallery for observers of the meeting. This meeting will be webcast live via the link below, however if you would like to attend to observe in person, please email (FacilitiesManagement@leeds.gov.uk) to request a place, clearly stating the name, date and start time of the committee and include your full name and contact details, no later than 24 hours before the meeting begins.

Please note that the pre-booked places will be allocated on a 'first come, first served' basis and once pre-booked capacity has been reached there will be no further public admittance to the meeting. On receipt of your request, colleagues will provide a response to you. Please Note - Coronavirus is still circulating in Leeds. Therefore, even if you have had the vaccine, if you have Coronavirus symptoms: a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste, you should NOT attend the meeting and stay at home, and get a PCR test . For those who are attending the meeting, please bring a face covering, unless you are exempt.

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

<https://democracy.leeds.gov.uk/ieListDocuments.aspx?CId=1004&MId=11644&Ver=4>

Co-optees

| | |
|------------------|----------------------------|
| Hazel Boutle | Armley Ward |
| Jonathan Butler | Bramley & Stanningley Ward |
| Joanne Fiddes | Bramley & Stanningley Ward |
| Stephen Garvani | Kirkstall Ward |
| Steve Harris | Kirkstall Ward |
| Stephen McBarron | Bramley & Stanningley Ward |

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

Head of Stronger Communities – Liz Jarmin Tel: 0113 37 89035

Images on cover from left to right:

Armley - Armley Mills; Armley Library (old entrance)

Bramley & Stanningley - war memorial; Bramley Baths

Kirkstall – Kirkstall Leisure Centre; deli market at Kirkstall Abbey

A G E N D A

| Item No | Ward/Equal Opportunities | Item Not Open | | Page No |
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| 1 | | | <p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p> | |
| 2 | | | <p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information within the meaning of Section 100I of the Local Government Act 1972, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If the recommendation is accepted, to formally pass the following resolution:-</p> <p>RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 or Section 100A(4) of the Local Government Act 1972 as appropriate, the public be excluded from the meeting during consideration of those parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-'</p> | |

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| 3 | | | <p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p> | |
| 4 | | | <p>DECLARATION OF INTERESTS</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p> | |
| 5 | | | <p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p> | |
| 6 | | | <p>MINUTES - 20TH JULY 2021</p> <p>To receive the minutes of the meeting held on 20th July 2021, to approve as a correct record.</p> | 9 - 18 |
| 7 | | | <p>OPEN FORUM / COMMUNITY FORUMS</p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>In order to facilitate the Open Forum whilst certain restrictions relating to the pandemic remain in place, the process has been adapted slightly, so that members of the public are invited to make written submissions in advance of the meeting on any matter which falls within the Committee's terms of reference. These will be read out under the agenda item and considered by the Community Committee.</p> | |

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| 8 | Armley; Bramley and Stanningley; Kirkstall | | <p>CO-OPTED MEMBERS REPORT</p> <p>The report of the City Solicitor invites Members to give consideration to appointing a co-optee to the Community Committee for the duration of the 2021/2022 municipal year.</p> <p>(Report attached)</p> | 19 - 22 |
| 9 | | | <p>CITY PLAN ENGAGEMENT</p> <p>The report of the Head of Local Partnerships is to provide the Inner West Community Committee with a verbal update on the development of a City Plan for Leeds and to gather input from elected members and residents to feed into the Plan.</p> <p>(Report attached)</p> | 23 - 24 |
| 10 | | | <p>LIBRARY SERVICE UPDATE REPORT</p> <p>The report of the Chief Officer Community Hubs, Welfare and Business Support provides an overview of the activity of Leeds Libraries during the past 18 months and outlines the key priorities for the service as part of our Service Recovery Strategy.</p> <p>(Report attached)</p> | 25 - 44 |
| 11 | Armley; Bramley and Stanningley; Kirkstall | | <p>INNER WEST COMMUNITY COMMITTEE FINANCE REPORT</p> <p>The report of the Head of Locality Partnerships provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2021/22.</p> <p>(Report attached)</p> | 45 - 56 |

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| 12 | Armley; Bramley and Stanningley; Kirkstall | | <p>INNER WEST COMMUNITY COMMITTEE UPDATE REPORT</p> <p>The report of the Head of Locality Partnerships is to bring to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.</p> <p>(Report attached)</p> | 57 - 78 |
| 13 | | | <p>DATE AND TIME OF NEXT MEETING</p> <p>The next meeting of the Inner West Community Committee is scheduled for Wednesday 17th November 2021, at 6pm.</p> <p>THIRD PARTY RECORDING PROTOCOL</p> <p>Third Party Recording</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p> | |

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| | | | COMMITTEE, BOARDS AND PANELS DO'S AND DON'TS | 79 - 80 |

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INNER WEST COMMUNITY COMMITTEE

TUESDAY, 20TH JULY, 2021

PRESENT: Councillor H Bithell in the Chair

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

CO-OPTED MEMBERS PRESENT

Jonathan Butler, Joanne Fiddes, Stephen Garvani, Stephen McBarron

1 Appeals Against Refusal of Inspection of Documents

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

2 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

3 Late Items

There were no late items of business. However, there was supplementary information in relation to Agenda Item 10 Finance Report. This had been circulated to all Members.

4 Declarations of Interests

No declarations of interests were made at the meeting.

5 Apologies for Absence

Apologies for absence were received from Cllr Jim McKenna, Steve Harris (Co-opted Member – Kirkstall) and Hazel Boutle (co-opted Member – Armley).

6 Open Forum / Community Forums

In line with current guidance for the Open Forum, two submissions had been received by the Community Committee which were read out at the meeting by the clerk.

The submissions were as follows:

Sent by Fran Graham on behalf of A Place Sit

The new owners of Bramley Shopping Centre (LCP Group) have removed all public seating at the centre. They are hoping to increase footfall to the centre

Draft minutes to be approved at the meeting
to be held on Wednesday, 15th September, 2021

and considered the benches an obstruction to this. Local residents welcome the new owners, but are deeply concerned by this situation as it impacts on health and wellbeing.

Removing the benches means that people who walk to the centre have nowhere to stop and rest.

- Local older people who need to rest between shops cannot do so.
- People who can't carry shopping while waiting for a taxi have nowhere to rest.
- People with health conditions and mobility problems have been excluded from shopping independently.
- People with pushchairs and children have nowhere to rest, breastfeed, or let children sit to eat unless they pay to use the Costa Coffee shop.
- Staff working in the shops have nowhere to take breaks outside.
- People who used the benches for social contact can no longer access this.

LCP's decision will affect vulnerable people in our community.

We believe it has reduced footfall to the centre, and is an obstruction to local people's health, wellbeing and happiness.

700 residents have joined a facebook group called A Place to Sit in response to this situation. The group is attending the centre every Saturday 10-11 to show our support for the Bramley ward Councillors' proposal to reinstate 16 benches as soon as possible, and to show our support to the owners to review their decision.

Will the community committee support our call for LCP Group to review their decision to remove benches, to respond to the Ward Councillors proposal, and reinstate at least 16 benches as soon as possible?

What further action can the community committee take to address this issue on behalf of residents?

Sent by Philip McConnell BEM. Chairperson of the Bramley Care Bears

Dear all,

Please could the concern below be raised at the highest level.

We as the Bramley Care Bears were recently made aware of the removal of the bench seats at the Bramley Shopping Centre.

The general feedback that we have received is that the residents are shocked, amazed and dumbfounded at the lack of logical reason for this.

The reason that we were given as a community was that the benches were causing an obstruction.

I am still at a loss as to understand in any way how these benches could be considered an obstruction.

There has been a local Facebook Group created so that local residents have a place to voice their frustrations and keep each other updated on feedback (if any) they might have received from the Bramley Shopping Centre owners.

We as residents will continue to raise our frustrations and our weekly sit in will continue in the friendly manner it has been so far.

If anything could be done to apply pressure for reason to the new owners this would be greatly appreciated.

We as protesters are speaking on behalf of the people who genuinely need to take a seat when they are out shopping whether it is due to age or ill health.

It is often it seems understood by some as a sign of weakness for a person or organisation to admit that a mistake was made. I would say that it is a sign of strength of character to be able to admit when an error of judgement has been made.

Cllr Gruen the ward Councillors for Bramley & Stanningley also addressed the Committee on this issue. She was concerned that the current owners of Bramley Shopping Centre the London and Cambridge Properties (LCP) had removed the benches without any consultation with ward councillors, shoppers, public groups or the wider community.

Cllr Gruen said that the three ward members had been inundated with emails raising concern that the benches had been removed. The Centre is surrounded by a number of Elderly Peoples residencies as well as Bramley Elderly Action who find pleasure in using the benches to watch the world go by.

Members were of the view that the decision to remove the benches was unreasonable and requested a meeting with the designated manager of the centre. Cllr Ritchie had undertaken an extensive survey in light of the feedback that they had received from the community. This survey produced a strong rationale for reinstating the seating at the centre. The Ward Councillors have suggested reinstating seating but with fewer seats than were there previously.

The Ward Councillors had a meeting via zoom with the designated manager of the shopping centre, although the Councillors had suggested a meeting at the shopping centre. The designated manager had made it clear that the shopping centre would be managed remotely from London. The Councillors were grateful that a meeting had been held, but were dismayed that the designated manager had made a counter proposal and found that his manner was adversarial given that the Ward Councillors only wished to work with LCP and the local community in a collaborative way. The Councillors are still awaiting a response to the proposal for the reinstating of 16 benches.

The Councillors fully support the weekly sit ins which have been held in a good humoured and entirely peaceful way. This has been fully supported by the number of people on the Facebook group 'A Place to sit'. The Bramley Councillors wanted to secure the support of the Inner West Community Committee in sending a letter to LCP to reinstate the benches as suggested.

It was noted that the Bramley Shopping Centre was not only used by residents of Bramley but also the wider Inner West Community Committee area. It was noted that Armley Ward Councillors had also received a number of emails raising concern that the benches had been removed.

Cllr Gruen asked for the support of the Community Committee to send a letter to LCP for the reinstating of 16 benches at the shopping centre.

The Chair asked the Committee if they wished to support Cllr Gruen's proposal in sending a letter on behalf of the Committee.

The Committee were in full support of the proposal to send a letter on behalf of the Inner West Community Committee with all Members signing it.

7 Minutes - 16th March 2021

RESOLVED – That the minutes of the meeting held on 16th March 2021, be approved as a correct record.

8 Matters Arising

There were no matters arising.

9 Co-optees Report

The Inner West Community Committee was in agreement with the Chairs suggestion that the report for the consideration of co-opted members be moved up the agenda, so that co-opted members were able to take part in discussions if they so wished.

The report invited the Community Committee to consider appointing co-opted members to the Community Committee for the duration of the 2021/22 municipal year.

The Members of Inner West Community Committee considered the following nominations as set out at Paragraph 9 of the submitted report:

Armley
Hazel Boutle
James Gray
Donna Bell

Bramley & Stanningley
Jonathan Butler
Joanne Fiddes
Stephen McBarron

Kirkstall
Stephen Garvani
Steve Harris
Jessica Haigh

Members were advised that prior to the meeting Donna Bell and Jessica Haigh who had both been nominated as co-opted members had indicated that they would not be able to take up the position due to a change in circumstances.

Further to the meeting taking place James Gray who had been nominated has also indicated that he is no longer able to take up the position.

RESOLVED – That the following be appointed as co-opted members to the Inner West Community Committee for the duration of 2021/22 municipal year.

Armley

- Hazel Boutle

Bramley & Stanningley

- Jonathan Butler
- Joanne Fiddes
- Stephen McBarron

Kirkstall

- Stephen Garvani
- Steve Harris

10 Youth Consultation Report

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

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

It had been the plan to deliver Youth Summits virtually this year, to ensure that events could still go ahead even with Covid restrictions. However, with the lockdown in December 2020, and with schools closed until 8th March 2021, even virtual Youth Summits were not possible. Therefore, it was proposed that an online consultation survey would be produced to capture feedback on how children and young people wished to see the Youth Activity Fund spent in their area.

Members were informed that the consultation survey was promoted from Monday 15th February 2021 until Friday 30th April. Promotion of the survey was published across the Inner West area with information posted on the Community Committee Facebook pages, publicity sent out to local primary and high schools, clusters, youth groups and any other organisations that are funded or work with young people.

Members were informed that 48 young people from across the Inner West area took part in the consultation.

The young people who had taken part suggested the following activities as the most popular:

- Outdoor activities
- Cooking
- Sport
- Arts & Crafts
- Music

Other activities suggested included fun days, youth clubs, dance, drama, DJ/music production, coding/Minecraft.

32% preferred activities to take place after school, 25% wanted activities during the school holidays, 22% would like weekend activities, and 21% preferred evening activities after 6pm.

Members discussions included:

- The Youth Summit with Members requesting that the planning for the event needed to start now. Members suggested that the event should be held in the Banquet Hall with lunches provided at the Rose Bowl. It was noted that these venues had been used previously and had been a success.
- The members also made an appeal for those involved in providing activities for young people to submit applications for funding.

RESOLVED – To note the content of the report.

11 Finance Report

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

The Committee were invited to review the minimum conditions as set out at paragraph 14 of the submitted report. Members agreed the minimum conditions as set out in the report.

The Community Committee were informed of the following points:

- The total revenue budget approved by Executive Board for 2021/22 was £142,540.00. Table 1 showed a carry forward figure of £157,917.78 which included underspends from projects completed in 2020/21. £75,215.06 was allocated to projects in 2020/21 which had not yet completed. Therefore, £225,242.72 was the total funding revenue available to the Committee. Table 1 provided a breakdown of projects and showed a remaining balance of £168,043.68.
- Members were invited to consider wellbeing budget ring-fences with the following being approved
 - Small and Grants and Skips £6,000 with £2,000 per ward
 - Community Engagement £1,500, £500 per ward

- Grit Bins – allocation was £1,934.88 - Armley ward £564.34 for 7 blue grit bins, Bramley and Stanningley ward £886.82 for 11 blue grit bins and Kirkstall ward £483.72 for 6 blue grit bins.
- Inner West Youth Summit – £1,500 had been allocated based on previous years allocation to be split £500 per ward. However, after discussions the Committee agreed to increase the amount by £250 per ward to £750 per ward.
- CCTV cameras – allocated £6,000 towards ongoing cost of the cameras. Each ward has 2 cameras at a cost of £2,000 per ward.
- Members were invited to consider the following wellbeing and capital projects:

| Project | Organisation | Ward | Cost | Outcome |
|---|-------------------------------|------------------------------------|---------|---|
| Armley Festival | Armley Action Team | Armley | £10,000 | Approved |
| Youth View and Game Safety | Geeks Room CIC | Armley Bramley & Stanningley | £9,860 | Declined |
| Leeds Hyde Park Football Season 2021/22 | Leeds Hyde Park Sports Club | Kirkstall | £4,850 | Approved £2,500 |
| Bramley After School Hub Klub | Kidz Klub Leeds | Bramley & Stanningley | £4,324 | Approved |
| Jaily Fields Park Play | Active Leeds | Armley | £5,000 | Approved |
| Leeds Money Buddies | Burmantofts Community Project | Armley Bramley & Stanningley | £10,875 | Approved Armley £5,437.50 Bramley & Stanningley £5,437.50 |

- Members were invited to note the delegated decisions taken since the last meeting.
- Monitoring information was provided on The Memory Bank Mural.
- The Youth Activities Fund available for 2021/22 is £74,681.34. Members were advised that a total of £18,868.50 had been allocated to projects which was set out in Table 2, which left a remaining balance of £54,238.14.
- Table 3 summarised the capital budget which showed that there had been an injection of money in May 2021, to this budget. The Committee was advised that the current budget is £25,108.84.
- Table 4 showed the Community Infrastructure Levy (CIL). It was advised that there is £82,153.84 currently available to spend. £5,570 had been allocated to Outdoor Classroom and activity equipment, at West Leeds Activity Centre.

Members discussions included:

- The timescales for the Youth Summit. Members were of the view that the session should follow a format of being held in the Civic Hall, with

lunch provided at the Rose Bowl. Members were of this opinion that this format had proved successful previously.

- The Committee made an appeal to organisations and clubs from the Inner West area who provide activities for children and young people to make applications to the Committee for future funding.
- Members requested that when applications are submitted to the Committee that evidence be provided on how many recipients of the funding are from the Inner West area.
- Members encouraged bids for the Christmas Lights in Bramley.

RESOLVED – To note

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

12 Appointments Report

The report of the City Solicitor invited the Community Committee to note the appointment of Councillor Bithell as the Chair of the Inner West Community Committee 2021/22 as agreed at the recent Annual Meeting of Council. Members were also invited to note the appointment of Councillor Heselwood as the Deputy Chair for 2021/22. The report also invited the Committee to review and make appointments to those positions detailed in section 6 /and the appendices.

RESOLVED – That the Committee note the appointment of Councillor Bithell as the Chair of Inner West Community Committee for 2021/22 a, and the appointment of Councillor Heselwood as the Deputy Chair for 2021/22.

The Committee made the following appointments:

| Organisation / Outside Body | No. of Places | Current Appointee(s) |
|------------------------------------|----------------------|------------------------------------|
| Mary Jane Butler | 2 | F Venner, H Bithell, J Illingworth |
| Bramley Poors Allotment Trust | 1 | K Ritchie |

| | | |
|--|---|--------------------------------------|
| Clusters | | |
| Bramley | 1 | C Gruen |
| ACES | 1 | J McKenna |
| Headingley/Kirkstall | 3 | H Bithell, F Venner, J Illingworth |
| LHAPs | | |
| Inner West HAP | 3 | K Ritchie , J McKenna, J Illingworth |
| LCPs | | |
| Armley | 1 | L Cunningham |
| Bramley, Wortley & Middleton | 1 | K Ritchie |
| Champions | | |
| Employment & Skills | | J Heselwood / J McKenna |
| Health Wellbeing and Adult Social Care | | L Cunningham |
| Children's Services | | C Gruen / J Heselwood |
| Environment | | J Illingworth / A Smart |
| Community Safety | | K Ritchie |
| Corporate Parenting Board | | C Gruen / J Heselwood |

13 Update Report

The report of the Head of Localities Partnerships provided an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. The report also invited the Members to make nominations to Children and Young Peoples Sub Group, and the Environment Sub Group.

It was noted that all Members of the Inner West Community Committee were welcome to attend the sub groups.

The Committee were also invited to nominate Chairs for the Armley Forum and the Bramley & Stanningley Forum for 2021/22.

Members discussions included:

- Deferring the nomination of Armley Forum Chair until the next meeting in September, so that discussions could take place with all Armley ward members.
- An update was provided by Cllr Ritchie on the good work that had taken place in relation to community safety in the Inner West area. This included the work on speed enforcement, and water safety on the canal which included a suggestion that lifesaving equipment be provided on the canal.
- Cllr Heselwood informed the Committee that the jobs fair which had to be postponed due to the pandemic would take place and work was underway to set a date.

The Community Committee were requested to note the link for Healthy Holidays.

RESOLVED – To note the report and make the following appointments:

| Sub Group | Number of places | Appointments | Community Committee Champion |
|---------------------------|------------------|--|------------------------------|
| Children and Young People | 3 | Cllr. C Gruen – Chair, Cllr J Heselwood and Cllr H Bithell | C Gruen J Heselwood |
| Environment | 3 | Cllr J Illingworth, Cllr A Smart, Cllr J Heselwood | J Illingworth A Smart |

| Forum | Number of Places | Appointment |
|-----------------------|------------------|-------------------------------|
| Armley | 1 | Deferred until September 2021 |
| Bramley & Stanningley | 1 | Cllr K Ritchie |

14 **Any other business**

The Chair requested that an item be brought to a future meeting to discuss ring-fencing funding for Grassroots, to support new projects and how they are supported through the Wellbeing Funding process.

15 **Date and time of next meeting**

To note that the next meeting of the Inner West Community Committee will be on Wednesday 15th September at 6pm, venue to be confirmed.

The meeting concluded at 19:05



Report of: City Solicitor

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

Report author: Debbie Oldham

Date: 20th July 2021

For decision

Appointment of Co-optees to Community Committees

Purpose of report

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

Main issues

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

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

Options

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

Corporate considerations

a. Consultation and engagement

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

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

b. Equality and diversity / cohesion and integration

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

c. Council policies and city priorities

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

d. Legal implications, access to information and call in

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

Conclusion

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

Recommendations

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

Background information

- **Not Applicable**

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Report of: Head of Locality Partnerships

Report to: Inner West Community Committee

Report author: Amy Beswick, Policy Officer
Telephone No: 0113 535 1857

Date: 15 September 2021

To note

Title: City Plan Engagement

Purpose of report

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

Main issues

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

Recommendations

5. The Inner West Community Committee is asked to note the contents of the verbal report that will be provided by Councillor Dowson and Amy Beswick.



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

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

Report author: Andrea Ellison, Chief Librarian 07891 272 061

Date: 15th September 2021

To note

Library Service Update

Purpose of report

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

Main issues

Library Activity During the COVID Pandemic

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

Customer Support

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

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

Customer support for developing digital skills

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

been significant interest in this resource with tutorials accessed over 13,500 times since its introduction in April 2020.

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

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

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

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

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

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

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

Library Service Recovery Strategy.

15. In its publication ‘Libraries: An Essential Part of Recovery’, Libraries Connected¹ identifies the five key areas where libraries can play a central role in meeting the needs of individuals and communities who may be struggling to overcome the effects of the Covid-19 crisis. These are:

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

¹ Libraries Connected is the sector support agency for public library services in England.

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

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

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

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

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

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

Economic Recovery

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

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

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

Outcomes

- Greater Prosperity

Priorities

23. Key priorities for our economic recovery programme include:

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

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

Children and Young People

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

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

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

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

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

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

Outcomes

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

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

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

Health and Wellbeing (including Isolation Mitigation)

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

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

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

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

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

Outcomes

- Healthier and happier lives
- Stronger, more resilient communities

Priorities

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

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

Support for Digital and Learning

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

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

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

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

40. There are three main barriers to digital inclusion:

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

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

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

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

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

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

Outcomes

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

Priorities

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

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

Books, Reading and Culture

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

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

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

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

Outcomes

- cultural and creative enrichment
- Increased reading and literacy

Priorities

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

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

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

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

Corporate considerations

Council policies and city priorities

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

- Health and Wellbeing
- Child Friendly City

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

Conclusion

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

Recommendations

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

Background information

- None

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

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

56. Later in the year, as part of our work with the British Library² (BL) we curated a [virtual exhibition](#) and programme of events to celebrate the BL's own exhibition, 'Unfinished Business: The Fight for Women's Rights'. Our online exhibition highlighted Leeds' unique contribution to the campaign for gender equality and featured important books connected to the wider history of women's rights.

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

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

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

BBC's 'Novels That Shaped Our World'

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

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

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

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

Business & Intellectual Property Service

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

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

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

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

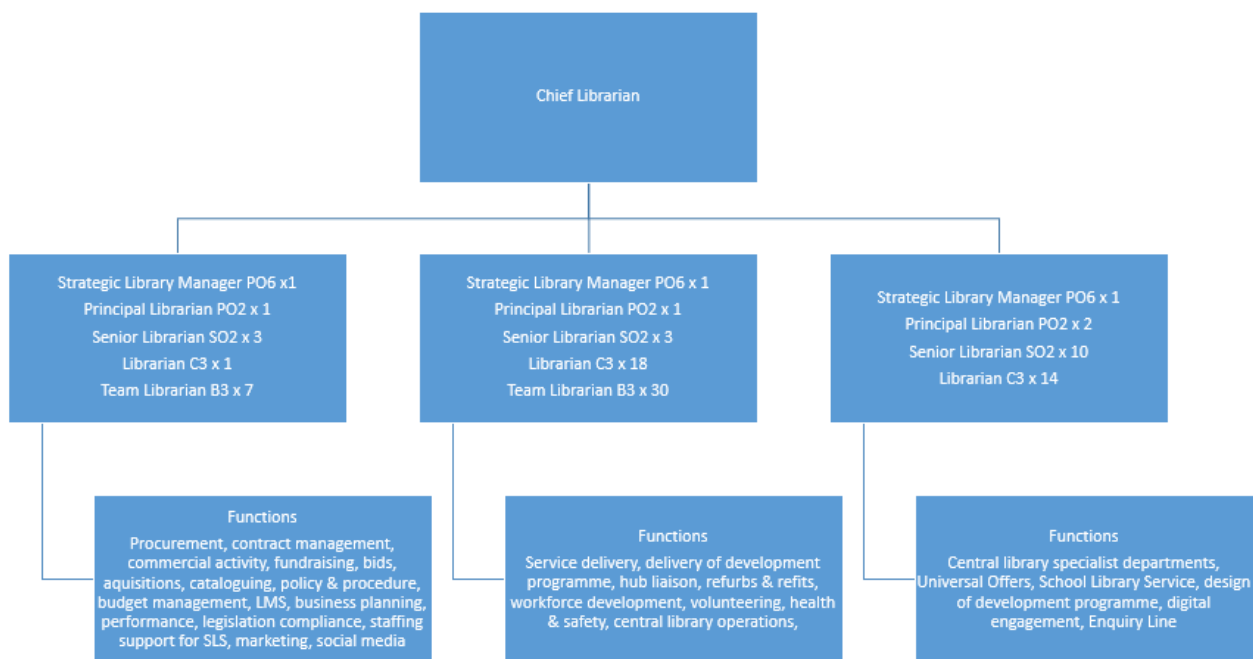
| Activity | Audience | Frequency | Description |
|---|-----------------------|------------------|---|
| Selection Bags | All | | We provided pre-packed selection bags for primary age children and adults. If customers contacted us we would put together a package of books for them to collect from their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

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

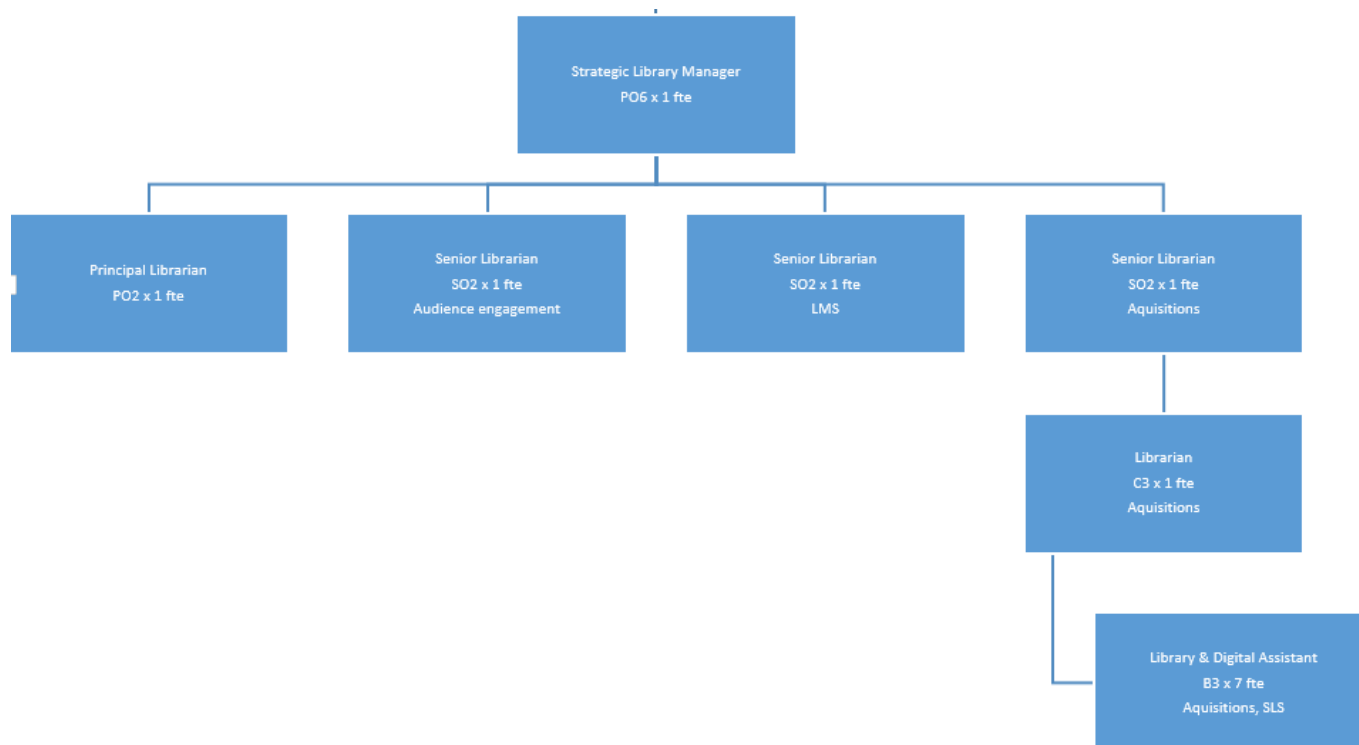
| Activity | Audience | Frequency | Description |
|---|-------------------------|------------------|--|
| | | | twitter.com/leedslibraries/status/1256158965634928640?s=20 |
| Art Book Club | Adults | Every two months | Each month, a book chosen by an artist will be read in conjunction with the current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

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

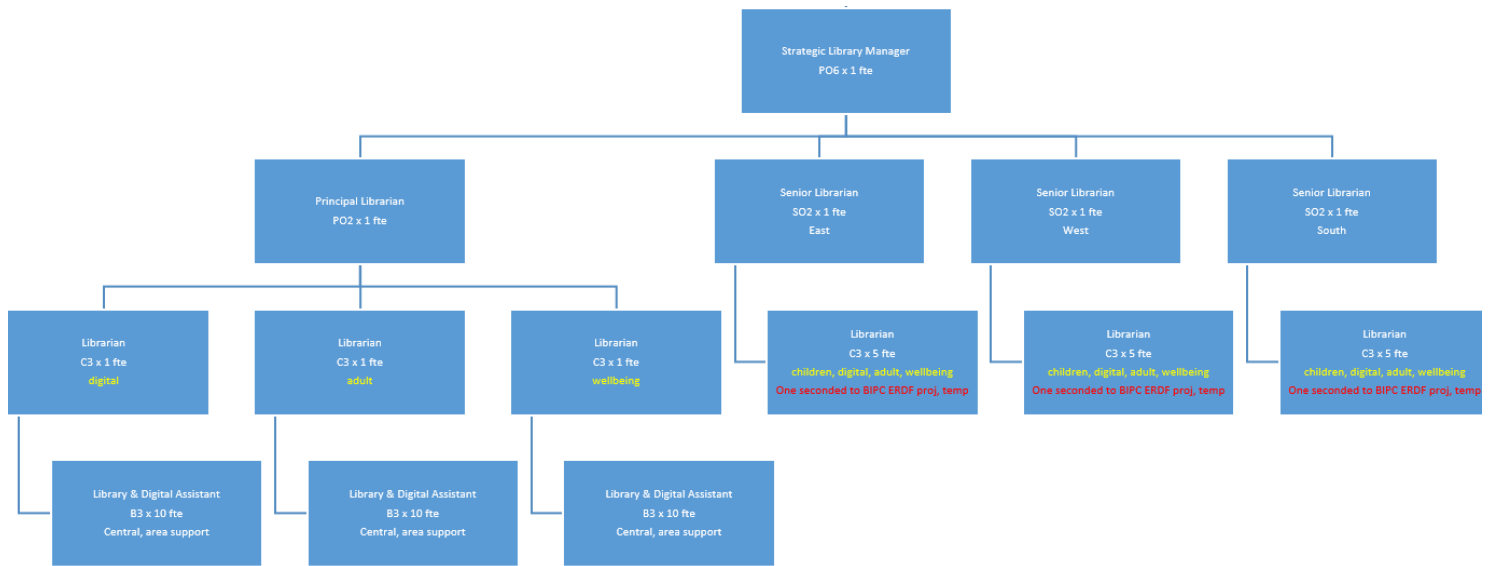
Appendix 2: The staffing structure of Leeds Libraries



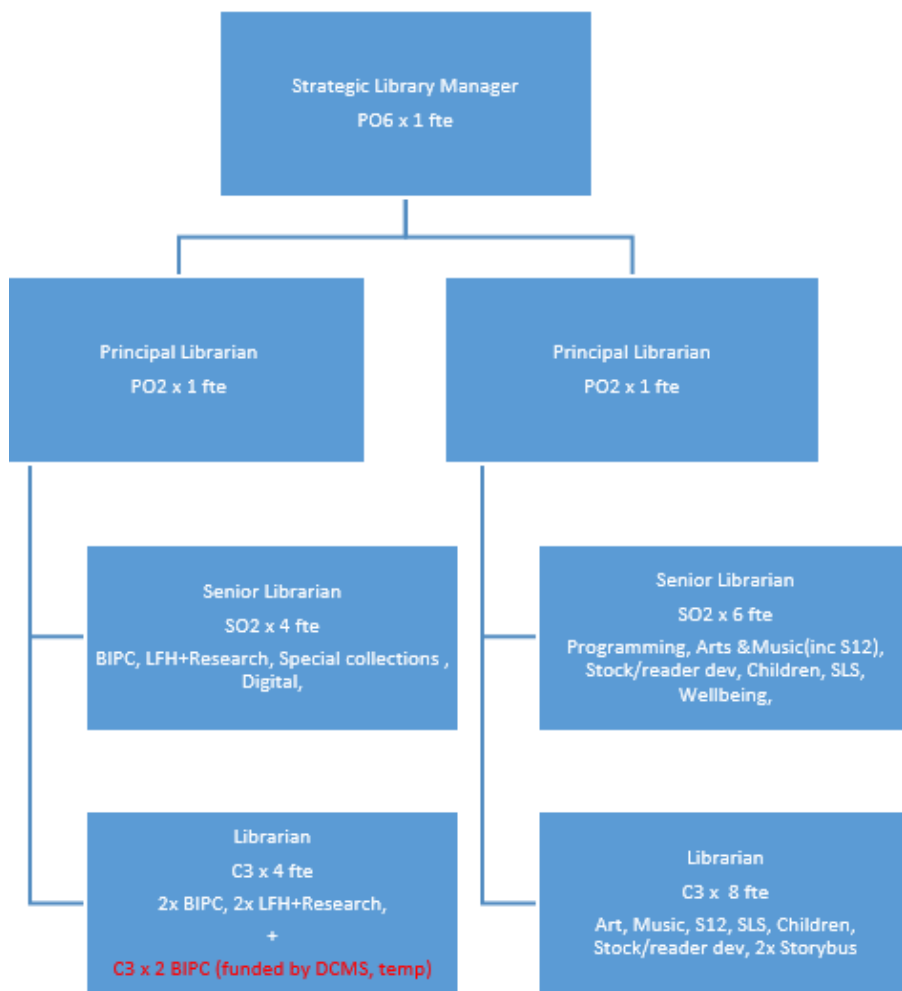
Service Support



Service Delivery



Service Development





Report of: Head of Locality Partnerships

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

Report author: Karen McManus 0113 5350727

Date: 15th September 2021

For decision

Inner West Community Committee - Finance Report

Purpose of report

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

Main issues

2. Each Community Committee has been allocated a wellbeing budget (revenue and capital) and Youth Activities Fund which it is responsible for administering. The aim of these budgets is to support the social, economic and environmental wellbeing of the area and provide a range of activities for children and young people, by using the funding to support projects that contribute towards the delivery of local priorities.
3. A group applying to the Wellbeing Fund must fulfil various eligibility criteria, including evidencing appropriate management arrangements and financial controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equal opportunities and be unable to cover the costs of the project from other funds.
4. Wellbeing funding cannot be paid retrospectively. An application form must be submitted and approved by the Community Committee before activities or items being purchased through wellbeing funding are completed or purchased.
5. The amount of wellbeing funding provided to each committee is calculated using a formula agreed by Council, taking into consideration both population and deprivation of an area.
6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to

the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.

7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
8. In the Inner West Community Committee this means that the money for the Armley, Bramley & Stanningley, Kirkstall wards will be administered by the Inner West Community Committee.
9. It was agreed at Inner West Community Committee on the 20th June 2018 that CIL monies for Armley, Bramley & Stanningley, Kirkstall would go where it is needed across the Inner West Community Committee area, to be decided by the elected members of the Inner West. Members will have mindfulness of the area where development is and local sensitivity around this.
10. Projects eligible for funding by the Community Committee could be community events; environmental improvements; crime prevention initiatives, or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010, projects funded at public expense should provide services to citizens irrespective of their religion, gender, marital status, race, ethnic origin, age, sexual orientation or disability; the fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.
11. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.
12. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.
13. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of wellbeing and youth activity budgets and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Community Committee. Alongside the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.
14. The Community Committee has previously approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when the following 'minimum conditions' have been satisfied:

- a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;
- b. a delegated decision must have support from a majority of the Community Committee elected members represented on the committee (or in the case of funds delegated by a Community Committee to individual wards, a majority of the ward councillors), and;
- c. details of any decisions taken under such delegated authority will be reported to the next available Community Committee meeting for members' information.

15. Members are reminded that the necessary scrutiny of applications to satisfy our own processes, financial regulations and audit requires the deadline for receipt of completed applications to be at least five weeks prior to any Community Committee. Some applications will be approved via Delegated Decision Notice (DDN) following consultation with Members outside of the Community Committee meeting cycle.

Wellbeing Budget Position 2021/22

16. The total revenue budget approved by Executive Board for 2021/22 was **£142,540.00**. **Table 1** shows a carry forward figure of **£157,917.78** which includes underspends from projects completed in 2020/21. **£75,215.06** represents wellbeing allocated to projects in 2020/21 and not yet completed. The total revenue funding available to the Community Committee for 2021/22 is therefore **£225,242.72**. A full breakdown of the projects approved or ring-fenced is available on request.

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

18. The Community Committee is asked to note that there is currently a remaining balance of **£127,110.71**. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2021/22

| | |
|---|--------------------|
| | £ |
| INCOME: 2021/22 | £142,540 |
| Balance brought forward from previous year 2020/21 | £157,917 |
| Less projects brought forward from previous year | £75,215 |
| TOTAL AVAILABLE: 2021/22 | £225,242.72 |
| Area wide ring fenced projects | £ |
| Small Grants & Skips | £6,000 |
| Community Engagement | £1,500 |
| Grit Bins | £1,934.88 |
| Youth Summit | £2,250 |
| CCTV | £6,000 |

| | |
|--|------------|
| Total spend: Area wide ring fenced projects | TBC |
|--|------------|

| Ward Projects | Total: | Armley | B&S | Kirkstall |
|--|--------------------|-------------------|-------------------|-------------------|
| Per ward carry forward + new allocation | £225,242.72 | £96,119.09 | £67,580.71 | £61,542.92 |
| Security Upgrade, Kirksall Educational Cricket Club | £2,730 | | | £2,730 |
| Easter Eggstravaganza, Art Camp UK | £1,470 | | | £1,470 |
| Leeds West Academy Youth Support Worker, The Cardigan Centre | £4,066.40 | | £4,066.40 | |
| Kirkstall Planters | £550 | | | £550 |
| River Clean UP, The Aire Rivers Trust | £2,456 | | | £2,456 |
| Armley Park Notice Board, LCC Parks & Countryside | £1,650 | £1,650 | | |
| Bank Holiday Variety Show, Bramley Elderley Action | £1,350 | | £1,350 | |
| New Wortley Community Centre Improvements | £3,183.77 | £3,183.77 | | |
| Kirkstall Mini Festival | £6,000 | | | £6,000 |
| Community Participation & Learning Programme. Irish Arts Foundation | £925 | £462.50 | | £462.50 |
| Outdoor Classroom and Activity Equipment, West Leeds Activity Centre | £5,570 | £1,857 | £1,857 | £1,856 |
| Half Term Art Camp, Art Camp UK | £980 | | | £980 |
| Two Family Fun Activity Days & New Activity Equipment | £5,371 | £1,790 | £1,790 | £1,791 |
| Stanningley Park Benches | £1,770 | | £1,770 | |
| New Wortley Food Festival, New Wortley Communtiy Association | £2,000 | £2,000 | | |
| Summer Holiday Targeted Provision, Leeds Youth Service | £1,200 | £400 | £400 | £400 |
| Kirkstall Christmas Lights 2020 | £1,166 | | | £1,166 |
| Armley Festival 2021 | £10,000 | £10,000 | | |
| Leeds Hyde Park Football Season 2021/2022 | £2,500 | | | £2,500 |
| Bramley After School Hub Klub | £4,324 | | £4,324 | |
| Jaily Fields Park Play | £5,000 | £5,000 | | |
| Money Buddies | £10,875 | £5,437.50 | £5,437.50 | |
| Super Summer Art Camp Uk @ Shire Oak | £2,362.50 | | | £2,362.50 |
| Intergenerational Hawksworth Community Development | £9,184 | | | £9,184 |
| Supply Blue Grit Bin @ Hawksworth Grove | £177.22 | | | £177.22 |
| Supply Blue Grith Bin @ Brighton Grove | £177.22 | £177.22 | | |

| | | | | |
|---|--------------------|-------------------|-------------------|-------------------|
| Total spend: Area wide + ward projects | £107,223.49 | £40,272.33 | £27,131.72 | £39,819.44 |
| Balance remaining (Total/Per ward) | £125,535.71 | £57,108.07 | £44,634.96 | £25,367.68 |

Wellbeing and Capital projects for consideration and approval

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

20. **Wellbeing Project Title:** Xmas Lights Motifs

Name of Group or Organisation: Leeds Lights & Forestry

Amount proposed from Wellbeing Budget: £5,176 (Armley £2,275, B&S £2,901)

Wards covered: Armley, Bramley & Stanningley

Project Description: To pay for the xmas motifs on Armley Town Street & Bramley Town Street.

Community Committee Priorities: Best City for Communities

21. **YAF Project Title:** DAZL 21 Program

Name of Group or Organisation: Dance Action Zone Leeds

Amount Proposed from Wellbeing Budget: £1,980 (B&S £1,350, Kirkstall £630)

Wards Covered: Bramley & Stanningley, Kirkstall

Project Description: We will deliver a weekly creative program that includes activity in school holidays including light touch healthy eating and change 4 life activities to encourage healthy lifestyles and mental wellbeing work incorporated into our session. The participants and our partners along with DAZL will take part in film project documenting the process, impact and celebrating community cohesion.

Community Committee Priorities: Best City for Children & Young People, Best City for Health & Wellbeing

22. **Wellbeing Project Title:** Jigsaw – Enrichment Project

Name of Group or Organisation: Bramley Trinity Methodist Church

Amount Proposed from Wellbeing Budget: £3,000

Wards Covered: Bramley & Stanningley

Project Description: Offering friendship and fellowship to those who might feel isolated and need company and support. We are working with Grace Stead from 'Enrichment for the Elderly' and liaising with Bramley Elderly Action, so we can dovetail and work alongside their ongoing projects. The project focusses on wellbeing - connect, be active, keep learning, give and take notice as well as being creative.

Community Committee Priorities: Best City for Health & Wellbeing, Best City for Communities

Delegated Decisions (DDN)

23. Since the last Community Committee meeting on 20th July 2021, the following projects have been considered and approved by DDN:

- a) New Blue Grit Bin, Communities Team, £177.22 (Kirkstall)
- b) New Blue Grit Bin, Communities Team, £177.22 (Armley)
- c) Intergenerational Hawksworth Community Development, Creative Frame CIC, £9,184, (Kirkstall)

Declined Projects

24. Since the last Community Committee on 20th July 2021, 0 projects have been declined:

Monitoring Information

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

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

Name of project: Kirkstall Mini Festival

27. The grant was used to fund the bulk of the cost of Kirkstall Mini Festival 2021. This was a Covid secure two day community festival held within the fenced area of Kirkstall Abbey ruins. It was a ticketed event with 4 sessions each with a maximum of 500 attendees. The aim was to hold an affordable family friendly event for local people on a smaller scale than previous festivals, but retaining a range of entertainment, activities, stalls and catering at minimal cost.

28. Kirkstall Mini Festival successfully took place at Kirkstall Abbey on 10th and 11th July 2021. Each session offered a range of children's games and activities organised by Kirkstall Valley Development Trust (KVDT), 4 live entertainers, c 30 stalls, and 1 commercial caterer. KVDT's volunteer team also provided low cost catering.



Youth Activities Fund Position 2021/22

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

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

31. The Community Committee is also asked to note that there is a remaining balance of **£37,059.44** in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2021/22

| Total allocation | Ward Split 8-17 Population | | |
|------------------|-------------------------------|-----|-----------|
| | Armley | B&S | Kirkstall |
| | | | |

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

| Projects 2021/22 | Amount requested from YAF | Armley | Bramley & Stanningley | Kirkstall |
|---|----------------------------------|-------------------|----------------------------------|------------------|
| Area Activity Programme, West Leeds Activity Centre | £6,675 | £4,250 | £1,700 | £725 |
| Armley Basketball Project | £1,245 | £1,245 | | |
| Mini Breeze | £10,948.50 | £3,649.50 | £3,649.50 | £3,649.50 |
| Spenn Lane Youth Club | £9,032.10 | | | £9,032.10 |
| Woodbridges Youth Club | £8,146.60 | | | £8,146.60 |
| Remaining balance per ward | £37,059.44 | £14,624.02 | £15,487.96 | £6,947.46 |

Small Grants & Skips Budget 2021/22

32. At the last Community Committee Funding Round ward members approved a small grants & skips budget of £6,000. There is currently a remaining balance of **£3,518.56**. Approved projects are detailed in Table 3 & Table 4.

TABLE 3: Small Grants 2021/22

| Project | Organisation/Dept | Amount requested |
|---|--|-------------------------|
| West Leeds Permanent Orienteering Courses | BARCA - Leeds | £313.20 |
| Nubian Noire | Cultural Arts Heritage Circle | £187.50 |
| Prince Philip Centre Friday PHAB Club | Prince Philip Centre PHAB Club | £338.24 |
| West Leeds Women's Book Club | Community Links and Leeds City Council | £451 |
| Gymnastics Elite – Summer Sessions | Gymnastics Elite | £500 |
| Total spent so far 2021/22: | | £1,789.94 |

TABLE 4: Community Skips 2021/22

| Location of skip | Date | Total amount |
|------------------------------------|------------|----------------|
| Hayleys Field Allotments | 02/06/2021 | £251.66 |
| Hayleys Field Allotments | 14/06/2021 | £134.94 |
| LCC Housing Team | 01/09/2021 | £304.90 |
| Total spent so far 2021/22: | | £691.50 |

Capital Budget 2021/22

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

TABLE 5: Capital 2021/22

| | £ |
|------------------------------|-------------------|
| Remaining Balance April 2021 | £8,408.84 |
| Capital Injection May 2021 | £16,700 |
| Balance remaining | £25,108.84 |

Community Infrastructure Levy (CIL) Budget 2021/22

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

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

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

Corporate Considerations**Consultation and Engagement**

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

Equality and Diversity/Cohesion and Integration

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

Council Polices and City Priorities

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

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

Resources and Value for Money

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

Legal Implications, Access to Information and Call In

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

Risk Management

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

Conclusion

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

Recommendations

42. Members are asked to note

- a. Details of the Wellbeing Budget position (Table 1)
- b. Wellbeing proposals for consideration and approval (paragraph 20-22)
- c. Details of the projects approved via Delegated Decision (paragraph 23)
- d. Monitoring information of its funded projects (paragraph 25-28)
- e. Details of the Youth Activities Fund (YAF) position (Table 2)
- f. Details of the Small Grants & Skips budget Budget (paragraph 32)
- g. Details of the Capital Budget (Table 3)
- h. Details of the Community Infrastructure Levy Budget (Table 4)

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Report of: Head of Locality Partnerships

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

Report author: Karen McManus 0113 5350727

Date: 15th September 2021

To note/discuss

Inner West Community Committee - Update Report

Purpose of report

1. To bring to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.
2. This report provides regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champions roles, community engagement, partnership and locality working.
3. To make nominations for Chair of the Armley Community Forum for (2021/22).

Main issues

4. Members are now asked to make a nomination for Chair to the Armley Community Forum for 2021/22. The 2020/21 representatives are shown below:

| Forum | Number of places | Current appointees |
|---------------|-------------------------|---------------------------|
| Armley | 1 | Cllr Jim McKenna |

Updates by theme:

Children and Young People: Champions Cllr C Gruen & Cllr J Heselwood

5. The Inner West Children and Young People Sub Group will take place on Monday 20th September 2021 via Zoom.
6. The theme for this meeting is play and active lifestyles for children & young people in the Inner West area, an update will be provided at the next Inner West Community Committee meeting.

Inner West Youth Summit

7. The Inner West Youth summit is returning to a physical event this year, to be held in The Banqueting Suite at Leeds Civic Hall, the date is Tuesday 23rd November, invites were sent to all schools of the Inner West as soon as they returned at the start of September. An invite has been sent to all Inner West Elected Members.

Employment & Skills: Champions Cllr Jools Heselwood & Cllr Jim McKenna – update from Keri Evans

Universal Credit

8. The table below shows the revised figures for the number of people claiming Universal Credit in the Inner West Community Committee area that were unemployed in May 2021 is 6,087. This is an increase of 88% since March 2020, a decrease of 119 on the previous month. The increase in claimants is reflective across all wards due to the impact of COVID. The Coronavirus Job Retention Scheme (furlough) will cease at the end of September, and there is an expectation that a number of people will be made redundant which could subsequently increase claimants to Universal Credit.

| | Universal Credit Claimants (Not in Employment) 16-64yrs | | | | | |
|-----------------------|--|---------------|-------------------|---------------|-----------------|---------------|
| | March 2020 | | April 2021 | | May 2021 | |
| | Number* | Rate** | Number* | Rate** | Number* | Rate** |
| Leeds | 23,618 | 4.6% | 47,061 | 9.1% | 46,061 | 8.9% |
| Inner West | 3,244 | 6.8% | 6,206 | 13.0% | 6,087 | 12.7% |
| Armley | 1,547 | 9.1% | 2,915 | 17.2% | 2,855 | 16.8% |
| Bramley & Stanningley | 952 | 6.5% | 1,763 | 12.0% | 1,747 | 11.8% |
| Kirkstall | 745 | 4.6% | 1,528 | 9.5% | 1,485 | 9.2% |

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

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

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

| | Accessing Services | | Into Work | | Improved Skills | |
|-----------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| | 2020/21 (Apr – Mar) | 2019/20 (Apr – Mar) | 2020/21 (Apr – Mar) | 2019/20 (Apr – Mar) | 2020/21 (Apr – Mar) | 2019/20 (Apr – Mar) |
| Inner West | 988 | 1,652 | 314 | 507 | 514 | 737 |
| Armley | 416 | 740 | 145 | 206 | 210 | 283 |
| Bramley & Stanningley | 240 | 441 | 94 | 168 | 137 | 213 |
| Kirkstall | 332 | 471 | 75 | 133 | 167 | 241 |

| Priority Neighbourhood | Accessing Services | | Into Work | | Improved Skills | |
|--------------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|------------------------|
| | 2020/21 (Apr – Mar) | 2019/20 (Apr – Mar) | 2020/21 (Apr – Mar) | 2019/20 (Apr – Mar) | 2020/21 (Apr – Mar) | 2019/20 (Apr – Mar) |
| Holdforths, Clyde Approach (A) | 54 | 85 | 15 | 26 | 26 | 32 |

10. COVID has had considerable impact since March 2020, with closures of face-to-face services, the employment and skills delivery models were adapted and continued through a virtual or remote offer along with email and telephone support. During April 2020 – March 2021 10,071 people accessed the Service, 988 of whom were from the Inner West, a reduction of 40% when compared to the same period last year.

11. Across the city the service has supported 3,413 people into work, (April 2020 – March 2021), 314 were residents from the Inner West, a reduction of 38% when compared to the same period last year. Customers were supported into work across all sectors with the largest numbers in health and care, food retail, logistics, distribution, and transport.

Leeds Employment HUB

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

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

14. A further ESIF bid to support 15-24 year old Leeds residents has been submitted and the service expects to hear by the end of August 2021 if successful. This will replace two existing programmes that are due to finish at the end of December 2021.

15. ESIF programmes are predominantly focused on residents who are not employed. The service has therefore sought to gain funding for residents that are ineligible for ESIF programmes, supporting underemployed residents in low paid, low skilled jobs as well as those at risk of redundancy. Residents at risk of being redundant will be offered support beyond the limited statutory minimum offered by DWP and National Careers Service and residents seen as underemployed will be able to access services and support that to now have not been offered through ESIF and other mainstream support.
16. All Job shops are now fully open, 5 days a week for face-to-face appointments which include Hawksworths, Armley and City Centre Community Hubs.
17. Due to COVID the annual Leeds Next Steps event will not take place face to face this summer. The event usually held the day after GCSE results day, where young people can talk to local colleges and providers, get information and advice about post- 16 learning opportunities, individual courses, apprenticeships, and traineeships will be available on-line. Information from a wide range of schools, colleges and other providers will be available via the 'Start in Leeds' website.
18. Between April 2020 – March 2021 3,971 customers accessed Leeds Employment Hub including Job shops, 2,047 customers were supported into work and 292 were supported into training or further education. From the Inner West, 414 customers accessed Leeds Employment Hub including Job shops, 189 customers were supported into work and 40 were supported into training or further education.

Leeds Learning HUB

19. The service delivers and commissions adult learning (post 19) with courses designed to help adults take their first steps or re-engage with learning before progressing to accredited learning within community settings. This provision is targeted to the 20% most deprived SOAs with a focus on Priority Neighbourhoods. Our programme includes Family English, Maths and Language (FEML) provision designed for parents (or other carers of children) with English and Maths needs or is for families where English is not the primary language. Often these courses are linked to schools or Children's Centres.
20. Over the last 12 months, new methods of delivery were developed to ensure learners could continue to access our courses. This included blended learning e.g., digital delivery through mobile phones coupled with home learning options, remote delivery options including outdoor learning, and the return to face-to-face learning when restrictions permitted with reworked COVID secure delivery spaces. The service also developed home learning resource packs to increase pastoral support, with a particular focus on vulnerable learners and those unable to access online programmes.
21. Developing You is a pre-employment support programme incorporating wellbeing and employability modules and targets unemployed Priority Neighbourhood residents with mild to moderate mental health challenges. Due to COVID the pilot programme was delivered online during autumn/winter 2020. From Wednesday 22nd September the

free 10-week course will be delivered face to face at Armley Community Hub for residents living in Inner West. For those who can't attend the face-to-face learning there will be further online courses starting in October.

Employer Support

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

Red Kite View

23. The new Child and Adolescence Mental Health Unit started recruiting to Health Support Assistants and Support Assistant roles. Extensive promotion of the posts and engagement took place with residents from New Wortley and the wider wards of Armley, Farnley & Wortley and Bramley and Stanningley. 118 people participated in the Red Kite View Online Jobs Fair. After the event 48 registered their interest for additional employability support through the Leeds Employment Hub, of whom 79% were from the targeted wards. The recruitment day took place on the 12th August, with further interviews taking place, to date 12 people have been successful. The We Care Academy has scheduled additional 'Step into Care' places to support anybody who has been unsuccessful to access other opportunities within the Health & Care sector.

Vaccinating Leeds Programme

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

Kickstart

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

Retail and Hospitality Sector

26. Developing a programme with employers, Leeds City College and The Engine Room, to provide taster sessions and upskilling support for participants in order to allow them

to access opportunities in the sector. The initial programme is set to be delivered in September 2021, with a one-week programme covering key skills in hospitality.

Leeds Teaching Hospital Trust

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

Community Safety: Champion Cllr K Ritchie – update from Scott Lobsiger (LASBT) & Sgt Chris Craven (WYP)

Armley

28. Armley total number of open cases: 38

29. Top categories:

Threats/Actual violence: 10

Noise: 6

Hate crime: 5

Of the 5 hate crime cases currently open with LASBT, 2 are race related, 2 are sexual orientation and 1 is disability related.

Bramley & Stanningley

30. Bramley total cases: 32

31. Top categories:

Threats/Actual violence: 10

Rowdy behaviour: 4

Verbal abuse: 4

Hate crime: There are two active cases relating to race related hate crime.

Kirkstall

32. Kirkstall total Cases: 21

Top Categories:

Threats/Actual Violence: 4

Hate Crime: 4

Rowdy behaviour: 3

Drugs/substance misuse/dealing: 3

Of the 4 hate crime, 2 are Disability related and 2 are hate crime related.

West Yorkshire Police

Armley

33. Intensive partnership work has continued, in conjunction with LASBT a closure order was implemented on Town Street, prohibiting street drinking, a number of arrests have been made for breaches. Partnership work continues with the commercial element of the area. All licensed premises have been visited any breaches were submitted to Licensing enforcement, joint working with Trading standards led to the recovery of £35,000 of illegal cigarettes. Work with the LCC Communities team and community partners has seen youth support work with St Giles trust introduced.
34. Proactive operations have continued, ten days of action saw 11 search warrants executed, cannabis and SPICE dealers were targeted, the largest seizure in excess of £800,000. 15 arrests were also made. Operation support have assisted NPT, the Proactive Intercept Team and Road Policing deployed to target the criminal use of vehicles. Mounted section has also provided extra visibility.

Bramley & Stanningley

35. Community engagement work with BARCA re youths at the Bramley Shopping Centre who have been getting involved in ASB / Postcode wars/ Knife crime. The knife arch has been deployed in recent weeks at the Bramley Shopping Centre.
36. PC Ridding has taken ownership for traffic work in Bramley and has completed traffic operations on several occasions at Broad Lane. The most recent being on 03/07/2021 where 10 TOR's have been issued to speeding vehicles. We are also regularly deploying the SID machine at hotpot location such as Leeds and Bradford Road and Waterloo Lane.

Kirkstall

37. Partnership work has continued around Cardigan Fields complex targeting the night – time economy and the theft of and from motor vehicles. In partnership with the Off-Road Bike Team NPT have targeted motorbike crime around the Burley area with two of the male nominals arrested, hi visibility will be maintained. Drug dealing on Queenswood Drive has also been targeted with the execution of Magistrates Search warrants. Road Policing Operations have been conducted Kirkstall Road and Canal Road targeting travelling criminals.

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

Summer 2021 (Covid Update)

38. As you will be aware infection rates have been high during the summer months within many wards across the city and within our IW wards especially those with a younger demographic. The situation is dynamic and will likely change again as we move towards the winter months. As the Leeds vaccination programme moves a pace and we move down the age groups infections become concentrated in the 18-24 year olds and below. The response of the NHS, Leeds City Council and Third Sector partners has been rapid and ongoing since the start of the pandemic with two vaccination centres offering two different vaccination choices one for forties and above and then at another site for 18 above. Additional mobile testing centres have been set up. On top of this young people on the hospitality industry, night-time economy, food retail, universities, schools, colleges, and further education venues have been targeted via campaigns and social media to take up the vaccination offer.

Covid-19 outreach teams across the wards

39. In conjunction with the above outreach teams have been proactively moving across the wards and door knocking to.

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

Leeds City Council Contract Tracing Service

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

Key Messages

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

- Thank you to everyone who has done their bit taking up the extra testing and getting the COVID vaccine here in Leeds.
- Covid-19 continues to be a feature of our lives, so this last step on the roadmap is around learning to live with it and manage the risk to ourselves and others.
- Rates of Covid infection are high and continue to rise therefore we should continue to be cautious, help to reduce the risk of spread and protect people at highest risk of serious illness.
- Now, you will no longer have to wear a mask or social distance by law, but the advice is to continue to wear a mask in enclosed and crowded spaces such as public transport. Some organisations, e.g., health and social care, will ask you to wear a mask.
- You no longer need to work from home if you can, but the recommendation is for a gradual return over the summer.
- To keep yourself and others safe, try and limit the contact you have with people you do not usually live with, including keeping the number of people and the time you spend with them low, and not getting too close to them.
- Where possible, meet outdoors and let fresh air into homes and other enclosed spaces.
- Many people will be excited about the return to the way things were before Covid, whilst others, including those more vulnerable, maybe more cautious. Think of others when making your own decisions about when to wear a mask and social distance.
- Please get both doses of the vaccine when called to make sure you have the highest level of protection.
- It is also really important that we all continue to reduce the risk of spread by washing hands, getting tested if you have symptoms, and isolate if advised to do so.

#TogetherLeeds #LivingwithCovid

Uptake of Long Covid-Support Services

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

Community Engagement: Social Media

43. **Appendix 1**, provides information on posts and details recent social media activity for the Inner West Community Committee Facebook page & Covid-19 ward pages.

Town Centres Update – Update from Pete Mudge

Armley

44. As anticipated, ASB in Armley Town Centre has remained higher than pre Covid-19. Doubtless this committee will be receiving an update from the Police and LASBT on work underway on which we assist whenever possible. There has been a tremendous amount of success and levels have significantly decreased – but still remain above the 2019 levels which were the lowest for several years. The Police have introduced special measures including zero tolerance on all forms of begging, street drinking and drug dealing in Armley town centre. Additionally, they have special powers (believed to be the first in the UK) to arrest repeat offenders and are also seeking a closure order on a grocer found to be growing cannabis. Incidents can now be highlighted, and solutions found by the Police, LASBT, Forward Leeds and local businesses to stop individual incidents recurring. Examples include better lighting and an emergency call system for Gelder Rd shops.
45. The perception of Town Street is the most harmful thing: As the Media have shown over the years, people far prefer hearing of bad things than good. Somehow a way must be found to change people's perceptions of the street so that they return in droves. The Neighbourhood Centres Co-ordinator is drafting a publicity package for the street. The positive publicity must come in a variety of ways from celebrity appearances to blimp offers. It must be stressed the draft is in early stages and it will be launched to businesses at their Annual General Meeting on 13th September.
46. Through Central Government's "Welcome Back to High Street's" funding, to draw people back to shopping areas after the lockdown's, LCC has secured £65,000 for temporary staff to be employed on the high street to welcome people back and provide a visible presence.
47. Armley town centre had a toilet block which was demolished several years ago. Since then, the vacant site has been dormant with regular deposits of needles, bottles, rubbish and weeds. The Town Team and Armley Action Group have managed to see input from a variety of partners including relaying of the site by Highways and thorough clearing of debris by Cleaner Neighbourhoods. Funding is progressing for it to become a pocket park and street entertainments area.

Armley Forum

48. The Armley Forum will meet on Tuesday 21st September via Zoom. An update on this meeting will be provided at the next Inner West Community Committee meeting as part of the area update report.

Bramley Forum

49. The Bramley Forum last met on Thursday 12th August 2021 via Zoom. This was the first online meeting.

50. West Yorkshire Police were in attendance to give an update on the work ongoing in the area and to discuss ways to reduce crime and how to report.
51. An officer from Parks & Countryside also came along to the meeting to discuss how the local parks can be looked after and improved by local residents as part of a “friends of” group, forum members were encouraged to get involved and advised of the support they would receive from Leeds City Council and the ward Elected Members.
52. The forum also had a group discussion regarding the benches that have been removed from Bramley Centre and the Place to Sit campaign. Points raised by local residents at this meeting have been forwarded to the company LCP for consideration.

Updates from Key Services

Leeds Youth Service – Update from Steve Harper

Basketball Project

53. The Youth Service has teamed up with LDM Basketball and Leeds Active to deliver a new basketball project at Armley Leisure Centre on a Tuesday. The Youth Service has teamed up with LDM Basketball and Leeds Active to deliver a new basketball project at Armley Leisure Centre on a Tuesday evening. The basketball skills course helps bring young people together from different communities of Armley and offers them a healthy, positive activity where they can develop new skills and interests.

Targeted Summer Programme

54. During the summer the WNW Youth Service Team worked in close partnership with the Inner West Clusters to deliver some targeted summer youth provision. The main objective was to enable new young people to access positive activities. The programme helped tackle some of the highlighted priorities of reducing youth nuisance and improving support where there are additional health needs. Activities included trips to Malham Cove, Bolton Abbey, Lineham Farm, West Leeds Activity Centre, and Leeds Sailing and Activity Centre.
55. The Youth Service received referrals from several agencies including Social Care, Safer Schools Officers, WNW Clusters and local schools. Most of the referred young people who benefited had not previously accessed youth service provision. Feedback from parents was extremely encouraging with most saying that their child had learnt new interests, formed new friendships, and had benefitted from the programme.

Summer Fun Days

56. The WNW Localities Team were pleased to support a number of local community fun days over the summer holidays including New Wortley Food Festival, The Youth Service activities were, as always, very well received with the newly designed coconut shy proving a big hit.

Community Hubs and Libraries Update – Update from Jason Newman

57. The service is beginning to return to normal following the pandemic and we are beginning to provide our normal services. Customers can now access all our hubs Library services in person, and we hope that we will be able to open up the buildings to partners for their services in the next few weeks. We have introduced an appointment system to all our west sites for customer services this worked well in other areas of Leeds pre pandemic and we hope the customers will find it gives them more choice and reduces the times that they need to wait. When a customer approaches a hub needing a detailed customer service enquiry if a member of staff is available the customer will be seen straight away however if they are unavailable on a different appointment we will book the customer into the next available slot, the customer will then have the choice of using the other facilities whilst they wait or coming back at the allotted time, we will also ask the customer if they would prefer a phone call appointment rather than needing to come back to the hub. It also give us the freedom to book customers from our library only sites to access the same service without needing to travel as our staff at those libraries can book the customer a telephone appointment with one of our staff at the hubs.

58. We have had a busy August with offering Healthy Holiday events to around 500 children across Leeds at our hubs including sessions 4 days a week at each of our hubs in inner west, the children, who have been referred by local schools from their eligible cohort of those on free school meals, have been able to join in various cultural offers, drumming bands, trips round the dinosaur trail in the city centre, author visits, Lego events to name a few and have had a warm meal provided on each of the days they have been there.

59. In addition to the above we have also had a very successful summer reading challenge across our libraries including where we have seen one of our busiest years, children taking part, reading books and receiving prizes along the way. This year we have also been involved in a reception reading pilot where we have been working intensively with a limited number of schools to encourage the children who will be joining reception in September to begin their love of reading journey, following the success this has shown we hope to widen this pilot for next year.

60. The JESP program which makes use of the ESIF funding mentioned in the last update supporting people in our communities to find work and supporting them through the initial stages of employment is continuing to embed and we will be using our all our hubs in inner west to provide this service for local customers rather than them needing to travel.

61. We recently introduced our standardised hours to all our libraries. The Inner West Hubs and Libraries are now open

Monday 9 - 5
 Tuesday 10 - 5
 Wednesday 9 - 5
 Thursday 9 - 5
 Friday 9 - 5
 Saturday 10 - 4

62. We hope to be able to open later until 7pm on a Wednesday at most of our hubs and Monday to Thursday at Armley soon.

Housing Leeds – Update from Paul Densley & Paul Hodges

Inner West HAP update:

63.

| | | |
|-----------------------------|-------------------|--|
| Budget for 2021/22 | £49,091.97 | |
| Carry Forward from 2020/21 | £28,892.49 | |
| TOTAL 2021/22 BUDGET | £77,984,46 | |

| | | |
|-------------------------------|-------------------|--|
| Approved Budget Spend 2021/22 | £21,512.64 | |
| Available Budget | £56,471.82 | |

| HAP | Number of projects submitted | Number of projects approved | Amount Committed by Panel | % committed |
|------------------|------------------------------|-----------------------------|---------------------------|-------------|
| Inner West Total | 34 | 11 | £21,512.64 | 27.59% |

64. Bids Approved since last update in June 2021

| Address/Who | Scheme | Amount Awarded by HAP |
|-------------|---------------------------------------|-----------------------|
| B&S | Snowden Vale – Community Notice Board | £2,000 |
| Armley | New Wortley Food Festival | £500 |

| | | |
|--------|---|---------|
| Armley | Wortley Heights and Towers – Litter Picking Tools | £185.58 |
| Armley | Holdforth Gardens – Bin Chains | £234 |
| Armley | Armley Festival | £2,200 |

Inner West Housing Update

Annual Home Contacts

65. As advised previously we have launched our new Annual Tenancy Check-In programme (formerly Annual Tenancy Contact/Annual Home Visit).
66. Annual Tenancy Check-In Programme was launched from Tuesday 1st June 2021. Following feedback, the programme has recently had a change of name to 'Annual Tenancy Check-In' to reflect the different ways in which this contact might happen. Rather than all Check-Ins being completed in the tenant's home face to face, it will be completed either face to face, over the telephone or online, depending on their circumstances
67. Letters/emails have been sent to a pilot group of 1000 customers who have been chosen to have an online check in. This will give the residents identified the opportunity to complete the Annual Tenancy Check In online and feed back to Housing Management.
68. I can advise that pilot group has concluded, and we are now waiting for the review of the first 1000 customers chosen to see if we need to make any changes to the form and process before we roll this out.

Estate Management and Walkabouts

69. All this year's walkabouts have been arranged and dates confirmed. We have advised the Housing Officers to book them in their diaries and invite the local ward members and tenant representatives to attend in line with our Covid 19 risk assessments.
70. Please be aware that our Covid 19 risk assessment does state that officers are only allowed to undertake the walkabouts with one other person. However, as we move through this phase of living with Covid, and with restrictions lifted, we continue to adapt our service provision and are currently reviewing the various risk assessments we have in place. Hopefully this will allow residents, local ward members and other partners to attend future walkabouts together.
71. As we start to move towards the end of summer into Autumn, Housing Officers have started to increase their estate management work to bring estates up to standard prior to winter.

Block Inspection and High Rise Feedback

72. We carry out weekly block sweeps on all high-rise blocks. These inspections help us to look for things that will improve the block such as ordering repairs, removing items that have been left in communal areas or identifying improvements that could be made.
73. Should you wish to get involved or are interested in becoming a block champion, you can help in coming along and pointing out areas of concern or sharing your ideas on how we can improve your block. If you are interested, please contact us by, calling 0113 378 330 or via email on housinginvolvement@leeds.gov.uk . Alternatively, you can talk to your local housing officer.
74. Low rise blocks inspections are also being carried out now on a quarterly basis in line with the fire safety Checks.

Fire Safety

75. We received daily stage 1 fires safety reports from our cleaning contractors. We action the recommendations in the report and log this on our computer system in line with our Fire Safety procedure
76. We also carry out monthly stage 2 fire safety checks and report all the findings and raise the necessary repairs as required.

Anti-Social Behaviour

77. Since the restriction have been lifted, we have seen a reduction in the complaints related to noise nuisance caused by living in proximity with neighbours which is positive, but it remains our most common theme for ASB cases across Inner West.
78. Housing Leeds, LASBT and WYP are working together in this difficult time in many areas across Inner West in order to help tackle the crime related activity and ASB we are experiencing.
79. We still encourage residents to follow the Covid-19 protocol and report all breaches either online or through the telephone.

Good News Stories

Armley

80. With some Excellent and important partnership working in order tackle crime related activity and ASB, LASBT have been already to obtain multiple Closure Orders for both individual properties and areas within Armley. This will really help in preventing and reducing offending making Armley a safer and better place to live.

Bramley

81. The Bramley team undertook an action day on 21 July in the Ferncliffe's area. They made over an area of Ferncliffe Mount, with the labour being provided by volunteers from Bramley Care bears, and Housing Staff. The Cleaner Neighbourhoods team supported by taking away the waste produced. Housing staff and colleagues from

LASBT door knocked to gather intelligence information on ASB in the area. The action day was a success and got some good feedback from residents and partners alike.

Kirkstall

82. On Wednesday 1st September some great partnership working took place on the Old Farms in Kirkstall. Housing Officer Sanna, Team Leader Emma, Cleaning Neighbourhoods, Leeds Anti-Social Behaviour team, West Yorkshire police and Cllr Venner all came together, and door knocked on over 200 doors to collate any information on the Anti-Social Behaviour in the area. The Inner West Community Committee also funded 2 skips for the area for all tenants to remove their large items for free. Cleaner Neighbourhoods also did a general amnesty where tenants could leave their bulky items on the roadside where they would be collected for free. This brought the whole neighbourhood together and now the area is looking very clean and tidy. The police and LASBT have collated intelligence of some ASB in the area and will be acting accordingly.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

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

Council Policies and City Priorities

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

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

Resources and Value for Money

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

Legal Implications, Access to Information and Call In

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

Risk Management

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

Conclusions

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

Recommendations

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

Background documents¹

91. None.

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

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Inner West Community Committee & COVID-19 Groups

Appendix 1

6th July 2021 – 3rd September 2021

Inner West Community Committee

Since 6th July 2021 the Inner West Community Committee Facebook page has gained: **16 new page 'likes'** (and currently has) **1,069 Likes and 1,345 Followers.**

There are two things to note in general:

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

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

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

The most popular post since the 6th July 2021 is the post regarding

Midsummer Night's Showcase

A showcase of Shakespearean scenes and pop songs in Bramley Park

- has been shared 18 times
- has reached a total of 5,038

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

1st Place – Midsummer Night's Showcase

5,038 people had this post delivered to them and it had **313** post clicks, with **73** likes, comments and shares.

Leeds City Council Inner West Community Committee
5 July · 🌐

Midsummer Nights Showcase:
Bramley Park, Saturday 24th July 2pm & 5pm
Book your FREE tickets at www.frontroomproductions.co.uk

Get more likes, comments and shares
When you boost this post, you'll show it to more people.

5,038 People reached 386 Engagements [Boost post](#)

Performance for your post

5,038 People Reached

73 Reactions, comments & shares

| | | |
|--------------------------|------------------|------------------|
| 25 Like | 2 On post | 23 On shares |
| 2 Love | 0 On post | 2 On shares |
| 2 Wow | 0 On post | 2 On shares |
| 26 Comments | 3 On Post | 23 On Shares |
| 18 Shares | 18 On Post | 0 On Shares |
| 313 Post Clicks | | |
| 50 Photo views | 33 Link clicks | 230 Other Clicks |
| NEGATIVE FEEDBACK | | |
| 2 Hide post | 0 Hide all posts | |
| 0 Report as spam | 0 Unlike Page | |

Reported stats may be delayed from what appears on posts



2nd Place – Bramley Forum

4,991 people had this post delivered, with 124 post clicks and with 13 likes, comments & shares.

Leeds City Council Inner West Community Committee
4 August · 🌐

The Bramley Forum will be held on Thursday 12th August @ 7pm via Zoom and you are cordially invited.
Zoom details:
Join Zoom Meeting ... See more

Bramley Online Forum
Thursday 12th August 2021, 7pm
Via Zoom

Chair: Councillor Kevin Ritchie

| No. | Agenda Item | Lead(s) |
|-----|---------------------------------------|--|
| 1. | Welcome and apologies | Cllr Ritchie |
| 2. | Police Update | West Yorkshire Police (WYP) |
| 3. | Friends of Bramley & Stanningley park | Thuja Phillips-LCC Parks & Countryside |
| 5. | Local Parks Update | Thuja Phillips-LCC Parks & Countryside |
| 6. | Bramley Shopping Centre – benches | All to discuss |
| 7. | AOB: Next Steps and closing remarks | Cllr Ritchie |

Get more likes, comments and shares
When you boost this post, you'll show it to more people.

4,991 People reached 137 Engagements [Boost post](#)

Performance for your post

4,991 People Reached

13 Likes, Comments & Shares

| | | |
|--------------------------|------------------|------------------|
| 8 Likes | 1 On Post | 7 On Shares |
| 1 Comments | 0 On Post | 1 On Shares |
| 4 Shares | 4 On Post | 0 On Shares |
| 124 Post Clicks | | |
| 8 Photo views | 3 Link clicks | 113 Other Clicks |
| NEGATIVE FEEDBACK | | |
| 0 Hide post | 0 Hide all posts | |
| 0 Report as spam | 0 Unlike Page | |

Reported stats may be delayed from what appears on posts



3rd Place – CSCS Course

3,488 people had this post delivered to them. There were **306** post clicks and **80** likes, comments and shares

Leeds City Council Inner West Community Committee
5 August · 🌐

1 Week CSCS Course for residents in West Yorkshire.

This is a remote course, where you will learn from home with help from a tutor. Upon completion of the course your Green Card will be funded for you.

What you will learn:

- Level 1 Certificate of Introduction to Construction
- Award in Personal Resilience and Perseverance
- Level 1 Award in Understanding Mental Health
- ETA L1 Award in H&S in a Construction Environment

Course Delivery
Start Date: Monday 16th August 2021
End Date: Friday 20th August 2021
Venue: Remote - You will study from home.

A Maths and English assessment must be completed before you can start the course. This will be sent via email (Called BKSB Live)
Once you have completed the assessment, a tutor will contact you to go through your enrolment over the phone before you start the course.

Eligibility:
Candidates need to be 19 or older as of 31st August 2021
Unemployed or working 16 hrs or less
Not in education
Right to live and work in UK
Need to have access to a PC, Laptop or Tablet with a webcam. A smart Phone is not able to support the course content.
Must live in West Yorkshire

I hope to hear from you soon.

Donna Ham
National Partnership Manager
07877092832
donna.ham@jobskilla.co.uk

Performance for your post

3,488 People Reached

80 Reactions, comments & shares ⓘ

| | | |
|-----------------------|----------------------|------------------------|
| 27 Like | 4 On post | 23 On shares |
| 1 Love | 1 On post | 0 On shares |
| 29 Comments | 12 On Post | 17 On Shares |
| 23 Shares | 23 On Post | 0 On Shares |

306 Post Clicks

| | | |
|-------------------------|---------------------------|------------------------------|
| 0 Photo views | 0 Link clicks ⓘ | 306 Other Clicks ⓘ |
|-------------------------|---------------------------|------------------------------|

NEGATIVE FEEDBACK

| | |
|-------------------------|-------------------------|
| 0 Hide post | 1 Hide all posts |
| 0 Report as spam | 0 Unlike Page |

Reported stats may be delayed from what appears on posts



COVID-19 Facebook Groups

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

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

To date, **Armley** has **157** members, **Bramley and Stanningley** has **71** members, and **Kirkstall** has **254** members.

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

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

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

- All attending LCC employees are encouraged to undertake a lateral flow test when attending a face to face meeting.
- All attending any meeting must sign in at the main reception.
- Stay in your designated seat during the meeting.
- You must wear a face covering whenever you are not in your seat and walking around the building(unless exempt).
- Do not stand and talk in walk ways.
- You must adhere to the one way system that is in place.
- Use the hand sanitizer that is placed at the entrance and the exit of the meeting room.
- Bring your own refreshments.
- You are to ensure you clean the seat, Table or mic you are allocated before and after use.
- Where possible windows should be opened to allow a flow of fresh air.

Note:

The 90 Minute rule has been removed but it would be good practice that if the room gets to a temperature that makes staff and visitors uncomfortable then a welfare break may be needed to allow the room to ventilate.

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