



**Community  
Committee**



## Outer East Community Committee

Crossgates & Whinmoor, Garforth & Swillington,  
Kippax & Methley, Temple Newsam

**Meeting to be held in Temple Newsam Hall, Temple Newsam Road, Leeds, LS15 0AE on Tuesday, 16th June, 2015 at 4.00 pm. Community Committee Workshop on Environmental Services to follow at 5.00 p.m.**

D Coupar  
P Grahame  
P Gruen

Cross Gates and Whinmoor;  
Cross Gates and Whinmoor;  
Cross Gates and Whinmoor;

M Dobson  
A McKenna  
S McKenna

Garforth and Swillington;  
Garforth and Swillington;  
Garforth and Swillington;

M Harland  
J Lewis  
K Wakefield

Kippax and Methley;  
Kippax and Methley;  
Kippax and Methley;

J Cummins  
H Hayden  
M Lyons

Temple Newsam;  
Temple Newsam;  
Temple Newsam;





**Agenda compiled by:** Andy Booth 0113 247 4325  
Governance Services Unit, Civic Hall, LEEDS LS1 1UR  
**South East Area Leader:** Martin Dean Tel: 395 1652

*Images on cover from left to right:*

*Crossgates & Whinmoor - Crossgates Shopping Centre; Crossgates roundabout*

*Garforth & Swillington - Garforth Library and One Stop Centre, Thorpe Park*

*Kippax & Methley - Fairburn Ings*

*Temple Newsam - Temple Newsam House*

## A G E N D A

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

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3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(the special circumstances shall be specified in the minutes)</p>	
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 24 MARCH 2015</b></p> <p>To confirm as a correct record, the minutes of the meeting held on 24 March 2015</p>	1 - 4
7			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
8			<p><b>NOTIFICATION OF ELECTION OF COMMUNITY COMMITTEE CHAIR FOR 2015/16</b></p> <p>To note the Election of Councillor Andrea McKenna as Chair of the Outer East Community Committee for the 2015/16 Municipal Year.</p>	5 - 6

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p><b>COMMUNITY COMMITTEE APPOINTMENTS 2015/2016</b></p> <p>To receive and consider the attached report of the City Solicitor</p>	7 - 16
10			<p><b>OUTER EAST COMMUNITY COMMITTEE NOMINATIONS TO THE 'OUTER SOUTH EAST' HOUSING ADVISORY PANEL (HAP).</b></p> <p>To receive and consider the attached report of the Director of Environment and Housing</p>	17 - 20
11			<p><b>OUTER EAST COMMUNITY COMMITTEE WELL BEING BUDGET 2015/16, YOUTH ACTIVITY FUND (YAF) AND CAPITAL BUDGET</b></p> <p>To receive and consider the attached report of the South East Area Leader.</p>	21 - 26
12			<p><b>OUTER EAST COMMUNITY COMMITTEE SUMMARY OF KEY WORK REPORT</b></p> <p>To receive and consider the attached report of the South East Area Leader</p>	27 - 40
13			<p><b>OUTER EAST COMMUNITY COMMITTEE FORWARD PLAN 2015/16</b></p> <p>To receive and consider the attached report of the South East Area Leader</p> <p><b>ENVIRONMENTAL WORKSHOP AGENDA</b></p> <p><b>TEMPLE NEWSAM HOUSE</b></p> <p>Map of Today's Venue</p>	41 - 50  51 - 52  53 - 54

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## OUTER EAST COMMUNITY COMMITTEE

TUESDAY, 24TH MARCH, 2015

**PRESENT:** Councillor A McKenna in the Chair

Councillors D Coupar, M Dobson,  
P Grahame, M Harland, J Lewis, M Lyons,  
S McKenna and K Wakefield

### 32 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors P Gruen, J Cummins and K Mitchell.

### 33 Open Forum

In accordance with the Community Committee Procedure Rules, the Chair allowed a period of up to ten minutes for members of the public to make representations or ask questions on matters within the terms of reference of the Community Committee.

The Chair of Great and Little Preston Parish Council thanked the Community for their support towards Christmas lights and the provision of skips.

### 34 Minutes - 27 January 2015

**RESOLVED** – That the minutes of the meeting held on 27 January be confirmed as a correct record.

### 35 Dates, Times and Venues of Community Committee Meetings 2015/16

The report of the City Solicitor asked Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2015/16 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

It was proposed that the Outer East Community Committee should meet on the following dates:

- Tuesday, 16 June 2015 at 4.00 p.m.
- Tuesday, 8 September 2015 at 4.00 p.m.
- Tuesday, 1 December 2015 at 4.00 p.m.
- Tuesday, 15 March 2016 at 4.00 p.m.

Members discussed the format for meetings that had been in place since the change to Community Committees and concern that that not all areas of business had been covered that had previously been done. Reference was made to the role of sub-groups and Community Champions and whether more should be reported back to the Community Committee. It was reported that additional meetings of the Community Committee could be held throughout

the year and Members also discussed the possibility of holding business meetings separately from the workshop discussions.

**RESOLVED** – That meetings be held on the following dates during the 2015/16 Municipal Year:

- Tuesday, 16 June 2015 at 4.00 p.m.
- Tuesday, 8 September 2015 at 4.00 p.m.
- Tuesday, 1 December 2015 at 4.00 p.m.
- Tuesday, 15 March 2016 at 4.00 p.m.

### **36 Well Being Report**

The report of the South East Area Leader provided Members with the following:

- Wellbeing Budget commitments to date
- Details of agreed funding streams
- Details of new projects for consideration
- Details of small grants
- The remaining balance on the budget
- The capital budget available to the Community Committee

Martin Hackett, Area Improvement Manager, presented the report.

Members attention was brought to the following new projects for consideration:

- Galas & Engagement Events in Cross Gates & Whinmoor
- Swillington Pre-School Playgroup Storage – Councillors M Dobson and S McKenna declared non-pecuniary interests in respect of this project due to their involvement on the management committee.
- Computers for Micklefield Youth & Adult Centre – the Housing Panel had already agreed to jointly fund this project

Members were informed of the remaining balance of £12,000 to be rolled over into the 2015/16 municipal year and the £35,000 capital budget available to the Community Committee.

### **RESOLVED –**

- (1) That previous approvals of expenditure be noted.
- (2) That £2,500 be approved for Galas in Cross Gates & Whinmoor ward
- (3) That £1,000 be approved to Swillington Pre-School Group
- (4) That £2,850 be approved for computers at Micklefield Youth & Adult Centre
- (5) That £2,700 be approved for Primrose House Patio Area.
- (6) That small grants approved be noted.
- (7) That the remaining budget available be noted.
- (8) That the capital budget available be noted.



### **37 Summary of Key Work**

The report of the South East Area Leader brought Members attention to a summary of key work which the Area Support Team was engaged in based on priorities identified by the Community Committee that were not covered elsewhere on the agenda.

Peter Mudge, Area Management Officer presented the report.

The following was discussed:

- Environmental Sub Group – Members were informed of the initiative with local business to keep areas outside shop fronts tidy.
- Foodbanks – Work was ongoing regarding provision in Outer East Leeds and there was further funding from the Housing Panel.
- Community Centre Review – Kippax Kabin would be made surplus to requirements and existing users would be relocated. Fieldhead Carr Community Centre – there had been a public meeting and following the Community Centre Review consultation period it had been agreed to set up a new management team.
- Youth Activities Fund – details of applications received were brought to Members' attention.
- Additional litter bins – further to approval of funding for extra bins, Ward Members had been identifying suitable locations.

**RESOLVED** –That the report be noted

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**Report of: City Solicitor**

**Report to: Outer East Community Committee – Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley and Temple Newsam wards**

**Report author: Andrew Booth**

**Date: 16 June 2015**

**To note**

## **Notification of Election of Community Committee Chair for 2015/2016**

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### **Purpose of report**

1. The purpose of this report is to formally notify Members of the appointment of Councillor Andrea McKenna to the position of Outer East Community Committee Chair for the duration of the 2015/2016 municipal year, which was made at the Annual Council Meeting on 21<sup>st</sup> May 2015.

### **Main issues**

2. In line with Community Committee Procedure Rule 2.11, where Council has made an appointment of a Community Committee Chair, there is a requirement for the decision to be formally reported to the relevant Community Committee.
3. With this in mind, this report fulfills that requirement and seeks to formally notify the Committee that at the Annual Council Meeting on 21<sup>st</sup> May 2015, it was resolved that Councillor Andrea McKenna be elected as Chair of Outer East Community Committee for the 2015/2016 municipal year.

## **Corporate considerations**

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

This report fulfils the requirement within Community Committee Procedure Rules to formally notify the relevant Community Committee following an appointment at full Council to the position of Community Committee Chair.

### **b. 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.

This report fulfils the requirement within Community Committee Procedure Rules to formally notify the relevant Community Committee following an appointment at full Council to the position of Community Committee Chair.

## **Conclusion**

4. In line with Constitutional requirements, this report is submitted to formally notify Members of the appointment made at the Annual Council Meeting on the 21<sup>st</sup> May 2015 to the position of Outer East Community Committee Chair for the duration of the 2015/16 municipal year.

## **Recommendations**

5. The Community Committee is recommended to note that Councillor Andrea McKenna was elected as Chair of the Outer East Community Committee for the duration of the 2015/2016 municipal year at the Annual Council Meeting on 21<sup>st</sup> May 2015.

## **Background information**

- Not Applicable



**Report of: City Solicitor**

**Report to: Outer East Community Committee - Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley and Temple Newsam**

**Report author: Andrew Booth**

**Date: 16 June 2015**

**For decision**

## **Community Committee Appointments 2015/2016**

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### **Purpose of report**

- 1 The purpose of this report is to invite the Committee to make appointments to the following, as appropriate:-
  - Those Outside Bodies as detailed at Appendix 1;
  - One representative to the Corporate Parenting Board;
  - The Committee's 'Community Lead Members', as listed; and
  - Those Children's Services Cluster Partnerships, also as listed.

### **Main issues**

1. **Outside Bodies**
2. Member Management Committee annually determines which Outside Bodies will be delegated to Community Committees for appointment. Attached at Appendix 1 are those organisations that Member Management Committee has determined should continue to be made by this Community Committee.
3. **Community Lead Members**
4. In May 2013, Executive Board recommended that Area (Community) Committees appoint Area Lead Members, in accordance with the defined roles as subsequently presented to the Annual Council Meeting as part of the Council's Executive Arrangements.

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

6. In June 2013, Member Management Committee resolved that the nomination of Elected Member representatives to the local Children's Services Cluster Partnerships be delegated to Area (Community) Committees for determination.

## **7. Corporate Parenting Board**

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

## **Options**

### **9. Outside Bodies**

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

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

Committee approving at its meeting on 7<sup>th</sup> July 2015, that arrangements for such appointments remain unchanged and that they continue to be made by this Community Committee.

### 17. Appointments 2015/2016

18. This year there are **6** appointments to be made in relation to the following organisations:-

- Cross Gates & District Good Neighbours Scheme
- HOPE (Halton Moor & Osmondthorpe Project for Elders) (2 Appointments)
- Neighbourhood Elders Team
- Swarcliffe Good Neighbours Scheme
- Swillington Educational Charity

### Housing Advisory Panels

With regard to the Outer East and Outer South East Local Housing Advisory Panels (HAP), listed in Appendix 1, due to the changes in the structure of the HAPs to match the Community Committee areas in 2014/15, a dedicated report concerning this matter from Neighbourhoods and Housing directorate is included elsewhere on the agenda for Members' consideration.

### 19. Community Lead Member Roles

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

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

21. As set out in the Constitution, the Community Committee is invited to appoint to the following Community Lead Member roles, in respect of:

- **Environment & Community Safety**
- **Children's Services**
- **Employment, Skills and Welfare**
- **Health, Wellbeing and Adult Social Care**

22. In recognition of the differing size of individual Community Committees and that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting two of the roles namely:

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

### **23. Corporate Parenting Board**

24. Under the Children’s Act 1989, all local Councillors are corporate parents, this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after).
25. Executive Board has previously agreed a clearer framework for the corporate parenting role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Parenting Board'. This core group includes representation from each of the 10 Community Committees and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children.
26. In February 2015, Executive Board approved a report that proposed a number of developments to enhance the Corporate Parenting Board, including a better link to the ‘Care Promise’ for looked after children and more regular involvement from senior leaders and partners both within and outside of the Council. The Board considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Community Committee and champion the importance of effectively supporting those children. This is an important role within the overall framework of support and accountability for looked after children’s services. The March 2015 Ofsted report for Leeds highlighted the positive benefits and impact of the Board’s work.
27. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the 2015/16 municipal year. The Committee may consider it appropriate to combine the role with that of the Community Lead Member for Children’s Services.
28. It should be noted that membership of the Corporate Parenting Board is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Parenting Board.

### **29. Children’s Services Cluster Partnerships**

30. Clusters are local partnerships (25 in total plus a SILC partnership) that include, amongst others, the Children’s Social Work Service, schools, governors, Police, Leeds City Council youth service, Youth Offending Service, Children’s Centres, Housing services, third sector, health, local elected members and a senior representative from children’s services. Local clusters are key to the Children & Families Trust Board partnership and delivery arrangements. They aim to:



- enable local settings and services to work together effectively to improve outcomes for children, young people and their families;
- build capacity to improve the delivery of preventative and targeted services to meet local needs;
- create the conditions for integrated partnership working at locality level;
- promote the Children & Young People’s Plan and the ambition of a child friendly city across the locality.

31. A “well-coordinated locality and cluster approach results in early identification and extensive work with families according to need.” (Ofsted report, March 2015).
32. Clusters began life as extended services for schools and have grown to engage a wide range of partners who provide early help and early intervention and prevention. In April 2011, the Children & Families Trust Board and Schools Forum agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships, which included elected members as standing members of the governance group for each partnership.
33. Elected Members also sit alongside a senior leader (Local Authority Partner) from the Children’s Services directorate to be part of the Council’s representation on each cluster partnership.
34. In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children’s Services Cluster partnerships to Area (Community) Committees. This was with the aim of establishing a clear formal link between those Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.
35. The Committee is invited to nominate Members to each cluster partnership within their area. The table below sets out the suggested numbers, Ward links and current representation as a basis for discussion:

<b>Cluster</b>	<b>Number of Elected Members suggested</b>	<b>Suggested Ward link</b>	<b>Current Elected Member Representation</b>
Garforth	1	Garforth & Swillington	M Dobson
Brigshaw Co-operative Trust	1	Kippax & Methley	J Lewis
Temple Newsam	2	Temple Newsam 1 Full Trustee 1 Associate Trustee	M Lyons J Cummins
Seacroft Manston	2	1 Crossgates & Whinmoor 1 Seacroft & Killingbeck	P Grahame Appointed by Inner East CC

## Corporate considerations

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

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

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

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

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

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

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

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

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

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

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

### **Conclusion**

36. The Community Committee is asked to consider and determine the appointments to those designated Outside Bodies, partnerships and organisations as detailed within the report and appendix for the duration of the 2015/16 municipal year.

### **Recommendations**

37. The Community Committee is asked to confirm appointments to the following:-

- (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
- (ii) Committee Members to those Community Lead Member roles, as listed;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee, as listed; and
- (iv) One representative to the Corporate Parenting Board.

### **Background information**

- None

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**Report of: the Director of Environment & Housing, Neil Evans**

**Report to: Outer East Community Committee ( Cross Gates and Whinmoor, Garforth and Swillington, Kippax and Methley and Temple Newsam)**

**Report author: Ian Montgomery, Housing Manager – Tenant and Community Involvement 0113 378 1339.**

**Date: 16 June 2015**

**For decision**

## **Outer East Community Committee nominations to the ‘Outer South East’ Housing Advisory Panel (HAP).**

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### **Purpose of report**

1. To seek two Councillor nominations from the Outer East Community Committee to the Outer South East Housing Advisory Panel (HAP).

### **Main issues**

2. The Housing Service amended its management boundaries to come into line with those of Community Committees and the wider delivery of Council services in April 2014, as part of the integration of the service back to within direct Council control.
3. Prior to this, the Temple Newsam Ward was ‘split’ into two former ALMO areas and covered by two former ‘Area Panels’ – now called Housing Advisory Panels. With the alignment of boundaries, the whole of the Temple Newsam Ward is now included within the Outer South East HAP. The Halton Moor estate being formerly part of the Outer East Area Panel, and Halton Village, Cricklegates and surrounding homes coming within the Outer South East Area.
4. The current Council nominations are Councillors Andrea McKenna (Garforth and Swillington Ward) and Pauleen Grahame (Crossgates and Whinmoor Ward). Councillor Kathryn Mitchell was previously nominated by the Outer East Community Committee before the alignment of boundaries was fully implemented.

5. All four wards within the Committee area include a large number of Council owned homes and therefore nominations from any of the four wards are welcomed.
6. Council nominations to the panel will continue to help develop local working relationships, especially between the local housing teams, the Tenant and Community Involvement Service and the Area Support Teams.
7. The membership of HAPs is made up of up to 10 tenants (1 of whom can be a Leaseholderer) and two Councillors based on nominations from the Community Committee.

## **Corporate considerations**

8.

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

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

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

Council representation on Housing Advisory Panels enables those appointed Members to act as a conduit in terms of linking the Council's policies and priorities. It also encourages joint working between services to support local projects, these would potentially include matters relating to equality, diversity, cohesion or integration.

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

Council representation on, and engagement with Housing Advisory Panels, to which the Community Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

### **d. Resources and value for money**

Council representation on the HAP encourages closer working relationships, in particular the opportunities for the joint funding of projects that meet local needs.

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

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

### **f. Risk management**



In not appointing to the HAP, there is a risk that the Council's designated representation would not be fulfilled and the opportunities and benefits to local tenants and residents not maximised.

## **Conclusion**

9. The housing service has now aligned its structure to Community Committee areas, and as such is seeking nominations to this altered HAP area. The nominations from the Outer East Committee will help continue to build positive working relationships between the Committees and to ensure local priorities are reflected in panel activity.

## **Recommendations**

10. The Outer East Community Committee is requested to nominate two Ward Councillors to the Outer South East Housing Advisory Panel.

## **Background information**

- Key functions of Housing Advisory Panels are to:
  - Understand the needs of local communities and develop, support and invest appropriately;
  - Ensure that there are high standards of service delivery within each area through monitoring, reporting and influencing; and
  - Perform an advisory role on the quality of service delivery and act as a consultative group about future service provision and investment in their area.
  - More information is available from [www.leeds.gov.uk/hap](http://www.leeds.gov.uk/hap) or from the Tenant and Community Involvement Service, 0113 378 3330 or [housingadvisorypanel@leeds.gov.uk](mailto:housingadvisorypanel@leeds.gov.uk)

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## Report of the South East Area Leader

Report to Outer East Community Committee covering the wards of Cross Gates & Whinmoor, Temple Newsam, Kippax & Methley, Garforth & Swillington

Report author: Martin Hackett (2475536)

Date: 16 June 2015 For Decision

Subject: Outer East Community Committee Well Being Budget 2015/16, Youth Activity Fund (YAF) and capital budget

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### 1 Purpose of this report

- 1.1 This report provides details of the Well Being Budget allocated to Outer East for 2015/16 along with funding stream recommendations and commitments.
- 1.2 The report provides information on the capital budget and Youth Activity Fund (YAF).

### 2 Background information

- 2.1 The Well Being Budget allocated to Outer East for 2015/16 is £147,500 which is a reduction of £15,290 on the 14/15 budget, or 9.4%. However, there is a carry-over from 2014/15 of £20,953 which therefore provides a total budget to spend of **£168,453**.
- 2.2 Outer East Community Committee has 2 commitments: the first is for £33,091 towards the monitoring/ maintenance and BT costs of its LeedsWatch CCTV cameras; the second is £8,000 to cover the cost of the Garforth Neighbourhood Elders Team (NET) employee that provides support towards luncheon clubs.
- 2.3 Outer East Community Committee now receives a proportion of the capital receipt from Council assets. Some of that goes towards Ward Based Initiatives and 5% is top sliced and shared amongst Community Committees as a capital budget. Outer East has a capital budget of **£35,187.42** that is now available to spend.

2.4 Outer East Community Committee has a Youth Activity Fund (YAF) budget of £57,970 for 2015/16. There is an unspent carry-over of £18,739 from 2014/15 giving a total budget of **£76,709**.

### **3 Main issues**

3.1 Community Committee is asked to create a number of funding streams from its Well Being Budget:

- £5,000 for a small grants budget.
- £5,000 for skips
- £5,000 to hold older persons event week
- £10,000 to support the work of its tasking teams
- £2,000 communications budget

3.2 Community Committee is also asked to underwrite the cost of the Christmas lights and switch on events across Outer East. Last year the cost was £23,620. Efforts will be made to reduce these costs by supporting organisers with funding bids and promoting other fund raising activity.

3.3 Community Committee is asked to note that it has 2 funding commitments: the first is for £33,091 towards the monitoring and maintenance and BT costs of its LeedsWatch CCTV cameras; the second is £8,000 to cover the cost of the Garforth Neighbourhood Elders Team (NET) employee that provides support towards luncheon clubs.

3.4 Community Committee has previously approved 2 projects from its YAF budget: LCC Horrible Histories at Temple Newsam and Summer Cricket Coaching. The cost of these projects combined is £8,600 leaving a YAF budget remaining of **£68,109**. Several projects are currently being progressed for recommendation.

3.5 A capital budget of **£35,187.42** is now available to spend.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 All projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the Well Being budget is secured at Community Committee.

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

4.2.1 Community groups submitting a project proposal requesting funding from the Well Being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality group the project will work with, and how equality and cohesion issues have been considered.

4.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

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

4.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well Being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

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

4.4.1 There is no new resource implications as a result of any projects detailed within this report. In all requests for funding from Community Committee applicants are asked to consider value for money during the application process.

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

4.5.1 Legal implications as a result of this report will be reflected in any subsequent

Funding Agreements and Contracts to Tender that arise from projects funded from the Well Being budget.

4.5.2 All decisions taken by the Community Committee in relation to the delegated functions from Executive Board are no longer eligible for call in.

4.5.3 There are no key or major decisions being made that would be eligible for call in.

#### 4.6 **Risk Management**

4.6.1 All proposals requesting Well Being funding complete a section in the application process outlining the risks associated with the project and how they will be managed.

### 5 **Conclusions**

5.1 The report provides information on the Well Being Budget allocation for 2015/16 and recommends a number of funding streams as well as reporting commitments on the budget. The report also provides details of capital funds and YAF available to spend in 2015/16.

### 6 **Recommendations**

6.1 Community Committee is recommended to:

- Allocate £5,000 for a small grants budget
- Allocate £5,000 for skips
- Allocate £5,000 to hold older persons event week
- Allocate £10,000 to its tasking teams (budget shared equally)
- Provide a communications budget of £2,000
- Underwrite the cost of the Christmas lights and switch on events across Outer East. Last year the cost was £23,620.
- Note that Community Committee has 2 commitments: the first is for £33,091 towards the monitoring and maintenance and BT costs of its LeedsWatch CCTV cameras; the second is £8,000 to cover the cost of the Garforth

Neighbourhood Elders Team (NET) employee that provides support towards luncheon clubs.

- Note YAF budget available and capital budget available.

## **7 Background documents**

7.1 None.

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

**Report to:** Outer East Community Committee (Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam)

**Report author:** Pete Mudge (07891 276853)

**Date:** Tuesday 16<sup>th</sup> June 2015

**For decision**

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

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### **Purpose of report**

- 1** To bring to Members' attention a summary of key work which the Area Support Team is engaged in based on priorities identified by the Community Committee that are not covered elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

### **Background information**

- 2** The Community Committee has a Community Plan that is updated throughout the year where actions are detailed against the Community Committee priorities. This report provides regular updates on some of the key activities between Community Committee meetings including project work, community engagement, partnership work, functions delegated to Community Committee, Community Champions roles and actions, integrated working and locality working.

## Main issues

### 3 Decisions between meetings

- 3.1 Sometimes decisions will need to be made between formal meetings of the community committee and therefore the Area Leaders will have delegated authority from the Assistant Chief Executive (Citizens and Communities).
- 3.2 At the first Community Committee meeting in 2014/15, this Committee approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework and only when such 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.
- 3.3 Given that the Community Committee has now been in operation for a year, the Committee is invited to review the conditions previously agreed and consider whether any amendments are required, prior to agreeing such conditions for operation in the forthcoming municipal year.

### 4 Updates by theme: Community Safety & Environment

- 4.1 Domestic Violence - The workshop findings on the March 2015 Community Committee Workshop on Domestic Violence is included below. The report is supplied by Area Community Safety Co-ordinator Zahid Butt.
- 4.1.1 *"On the 24<sup>th</sup> March 2015, Members participated in a Domestic Violence workshop which brought together participants from a range of partners including Housing Leeds, Public Health, Leeds Domestic Violence Team, Leeds Safeguarding Team, West Yorkshire Police and members of the public from across the Outer East Area.*
- 4.1.2 *"The event was well attended with approximately 30 participants. Councillor Andrea Mckenna opened the event and welcomed everyone, sharing with the audience her experiences of the impact of domestic violence. Councillor Harland provided the audience with some interesting information about the impact of domestic violence on society and Leeds. The group was presented with a local flavour of the domestic violence issues affecting Outer East Leeds and then split into three discussion groups covering the impact of domestic violence, gaps in services and what services need to improve.*

4.1.3 *Favourable feedback was received relating to the event and participants welcomed the opportunity and space to talk about domestic violence, abuse and the way it manifests itself in relationships. Participants were keen to express and explore the different types of domestic violence and abuse and how this manifests in different relationships. A particular challenge is recognising domestic violence and abuse in a relationship, examples discussed include; controlling behaviour in relationships between young people, emotional and financial control in a relationship, intergeneration violence and abuse and the lack of information about where to get help from. Participants also highlighted particular work and support available in schools and other children's settings (schools, children's centres, midwives, etc) as a positive way to support families suffering domestic violence and abuse.*

4.1.4 *A gap was highlighted in relation to those households without children who may experience forms of domestic violence and abuse but not know where support is available. The groups also discussed issues relating to the lack of school places and the impact this has on families experiencing domestic violence and abuse.*

4.1.5 *Following the workshop, an action plan has been drafted and services are currently discussing how the action plan can be resourced. The action plan will cover the following broad headings:*

- Increase public awareness of domestic violence and increase knowledge of the support available*
- Ensure services and interventions meet the needs and expectations of victims*
- Establish a consistent and better developed response to perpetrators*
- Establish robust and effective information sharing across all stakeholders in order to maximise opportunities for protection and improved service delivery*

4.1.6 *Once drawn up, the plan will be shared with Members, representative partners from the workshop and local community group partners. It is suggested that this work is progressed through the Community Safety & Environmental Community Champion role and updates feature in the Summary of Key work to the Community Committee.*

4.2 Litter Bins - At the January 2015 meeting of Community Committee £12,000 was approved to provide up to 10 additional litter bins for each ward in Outer East. Currently 5 bins have been ordered for Garforth & Swillington and 5 for Temple Newsam. Members are invited to suggest locations for new bins.

## **5 Updates by theme: Health and Wellbeing & Adult Social Care**

5.1 Older Persons Event Week - This year the Older Persons' Event Week is scheduled to run from Monday 28<sup>th</sup> September - Friday 2<sup>nd</sup> October. A number of ideas were submitted on comment cards at the 2014 event and these will be incorporated into the 2015 event. Subject to availability the venues will be:

- Monday 28<sup>th</sup> September – Great Preston Village Hall
- Tuesday 29<sup>th</sup> September – Swarcliffe Community Centre, Swarcliffe
- Wednesday 30<sup>th</sup> September – Cross Gates Good Neighbours
- Thursday 1<sup>st</sup> October – Christ Church, Halton
- Friday 2<sup>nd</sup> October – Garforth (TBC)
- Halton Moor event (date TBC) – The Anchorage (HOPE)

5.2 Tackling Social Isolation - Further to the workshop in January on tackling social isolation a meeting has now been held with Adult Social Care and partner agencies to pursue further outreach work, a key action from the workshop. Details of options available will be reported to Community Committee. A £120,000 grant has been secured to base a social isolation hub at Belle Isle. The project is being led by Leeds' Federated Housing Association in partnership with Housing Leeds. It is anticipated that some of the work to address social isolation will be expanded to Outer East.

5.3 Foodbanks in Outer East - As reported to the March Community Committee, the foodbank organisers in Garforth and Allerton Bywater have decided to develop a new approach to support. A meeting was recently held with the Fair Share food delivery team to see how they can assist with the initiative.

## **6 Updates by theme: Children & Young People**

6.1 Discussions are underway to find at least 5 suitable representatives per ward to sit on the Outer East Youth Panel. In addition to having an input on applications, the youth panel team also has opportunities to expand its involvement in social welfare and this has already included gaining good practice awards and liaison meetings with the elderly. A meeting between the Area Champion, youth service and Area Support decided to continue developing the role and provide rewards in lieu of payment to encourage youths to help develop the wellbeing of their community for their peers.

## **7 Updates by theme: Employment & Skills**

### **7.1 Thorpe Park**

7.1.1 The site is currently being wrapped and some preparatory works such as tree clearance has started. This is being carried out by Scarborough Group's own sub-contractors. Earthworks and site clearance will start in the summer of 2015. Any new construction works are unlikely to start until 2016.

7.1.2 Approval for the construction of 300 new homes was approved in January 2015. Start on site is likely to be 2017. The houses will be large 4/5 bedroom homes and construction will be in 3 phases over a 5 year period. Scarborough Group will provide an introduction to the housing contractor one appointed.

7.1.3 Following a number of meetings, Ahead Partnership is now developing pilot projects with the David Young Academy, Co-op Academy, John Smeaton and Leeds East Academy. Brigshaw Academy has expressed interest in a teacher launch and pupil activity.

- 7.1.4 All primary schools in the Seacroft & Manston Cluster are keen to be involved in a maths challenge with a focus on Thorpe Park and involvement by the Scarborough Group.
- 7.1.5 Employment Leeds has met with the main contractor, GMI construction, ahead of construction opportunities. These are unlikely to be in large numbers at present. Planning applications are due to be submitted over the summer for two speculative office blocks. If planning is approved construction may begin in October/November with a completion date in July 2016.
- 7.1.6 The Scarborough Group has confirmed phase 1 of the retail park should be open in Summer 2017

## **7.2 Apprenticeships**

- 7.2.1 The annual Central Apprenticeship Recruitment Fair will be held at the Town Hall on 13 July. A flyer was circulated to members, attached as Appendix 1.
- 7.2.2 The Apprenticeship Hub is offering weekly session for young people who are looking to apply for apprenticeships. The sessions, in partnership with Progressions and Key Training are city centre based workshops and the rooms contain relevant IT and wifi in addition to support from the providers. A copy of the flier is attached as Appendix 2.

## **8 Galas and Events**

- 8.1 Swarcliffe Gala - The Swarcliffe Gala was held on 6<sup>th</sup> and 7<sup>th</sup> June at Swarcliffe Community Centre and adjacent fields. Chapel FM had an "Open Mike" session with approximately 30 other events and attractions running throughout the day. Yorkshire Housing continued the activities the following day by staging a picnic, barbeque and family activities to tie-in with the National Big Lunch event.
- 8.2 Cricket Coaching - The 2015 Junior Cricket season runs Monday – Friday from 9.15am-3pm at Kippax Cricket Club from 27 – 31 July, Whitkirk Cricket Club from 10-14 August and Garforth Cricket Club from 17-21 August. Each camp costs £5 for the week and is open to boys and girls. The camps are subsidised by funding from the Outer East Community Committee via the Youth Activity Fund and delivered by Yorkshire Cricket Board.
- 8.3 Garforth Festive Lights - Bringing a new boost to Christmas in Garforth, Ward Members and the Lions have linked with the recently formed traders' group to create a larger range of activities and investigate new income streams. Plans are well underway for a Santa's Grotto and placing Christmas trees in-front of an ever increasing number of shops funded through sponsorship from the traders and traders' group. The switch on has moved from the traditional Friday to Saturday.

## **9 Forums**

- 9.1 The proposed forum dates for the 2015/16 are:

<b>Wards</b>	<b>Area</b>	<b>Summer</b>	<b>Autumn</b>	<b>Winter</b>	<b>Spring</b>
Cross Gates & Whinmoor					
	<b>Cross Gates</b>	24.06.15	14.10.15	20.01.16	06.04.16
	<b>Swarcliffe</b>	01.07.15	21.10.15	12.01.16	30.03.16
	<b>Whinmoor</b>	16.07.15	22.10.15	14.01.16	14.04.16
Garforth & Swillington					
	<b>Garforth &amp; Swillington</b>	02.07.15	22.10.15	28.01.16	31.03.16
Kippax & Methley					
	<b>Kippax &amp; Methley</b>		23.09.15		16.03.16
Temple Newsam					
	<b>Halton</b>	09.07.15	08.10.15	14.01.16	21.04.16
	<b>Halton Moor</b>	07.07.15	06.10.15	12.01.16	19.04.16

9.2 Agenda items for the previous Outer East forum meetings included:

- Cross Gates (April 15<sup>th</sup>): Agenda items included Austhorpe Road traffic concerns, the Barnbow development and the new Medical Centre on Station Road.
- Garforth & Swillington (May 26<sup>th</sup>): Agenda items included a summary of the social isolation workshop and a discussion about improvements to traffic management.
- Halton (April 9<sup>th</sup>): Agenda items included installation of traffic lights in the village centre, public consultation start on Green Lane and concern about a rise in local burglary figures.
- Halton Moor (April 7<sup>th</sup>): The head for the soon to be built school new school attended and confirmed the community will be the central theme. Other items discussed included ongoing improvements to a recently planted wildflower meadow and Housing basing staff in Osmondthorpe One Stop.
- Kippax & Methley (May 27<sup>th</sup>): Agenda items included updates from parish councils. In addition to the regular updates one came from organisers of the Big Methley Litter Pick. Details were also discussed about new working

arrangements for the Allerton Bywater foodbank which is now linked with the Outer East network.

- Swarcliffe (April 8<sup>th</sup>): Agenda items included updates by Swarcliffe Good Neighbours on their various work and from housing, youth services, environment and the PACT meeting.
- Whinmoor (April 13<sup>th</sup>): Agenda items included traffic calming on Coal Road and an update on Skelton Woods.

## **10 Revised Community Centres' Pricing Policy**

- 10.1 The new three point pricing policy for community centres within the citizens and communities portfolio was implemented for new bookings on 1<sup>st</sup> May 2015. This was agreed by Executive Board in July 2014. The new policy sets prices at commercial and community rates and allows Community Committees to agree free lettings in their community centres. In order to improve accountability for these decisions, free lettings now need to be agreed for each individual letting. Each Community Committee is able to agree the delegated approval process that best suits their needs.
- 10.2 A second stage review will look at developing the community centre delegation arrangements to increase accountability at a local level. Initial discussions will take place with Community Committee Chairs to scope this work including the possibility of greater budget delegation. The implementation of the pricing review has uncovered a number of deficiencies in the availability of management information relating to the usage and financial performance of community centres, which is needed to underpin an improved Community Committee delegation. This will be addressed during review of lettings processes, including the move towards online transactions.
- 10.3 A major review is commencing of the service level agreement between Citizens and Communities and Civic Enterprise Leeds covering caretaking, cleaning, repairs, programmed maintenance and building management. Community Committees will be involved in this process as it takes shape.

## **11 Integrated Sexual Health Service**

- 11.1 A new service is being provided by Leeds' Community Healthcare, Leeds Teaching Hospitals' Trust and Yorkshire MESMAC: The Integrated Sexual Health Service (ISHS) will provide HIV testing, STI screening, contraception services and preventative support within one appointment.
- 11.2 A new city centre clinic will be the main 'hub' based on the first floor of the Merrion Shopping centre. Young people are helping design the clinic's environment. This site will be open 6 days a week from October 2015 at which point the existing Sunnybank Wing and City-wise clinics will close. The contraception clinic at East Leeds Health Centre will close in June 2015.

- 11.3 From 1<sup>st</sup> July there will be three clinics, with full ISHS, open three days a week with some evening and weekend provision at Burmantofts Health Centre & the Reginald Centre, Armley Health Centre and James Reed House, Beeston
- 11.4 Also from 1<sup>st</sup> July the website [www.leedssexualhealth.com](http://www.leedssexualhealth.com) , which already receives 100,000 hits yearly, will become the single online provision. Existing service users are being informed about the changes when accessing clinics.
- 11.5 For more information about the review please contact: Sharon Foster or Vicky Womack – on 0113 3957573 or [Sharon.foster@leeds.gov.uk](mailto:Sharon.foster@leeds.gov.uk) or [victoria.womack@leeds.gov.uk](mailto:victoria.womack@leeds.gov.uk)
- 11.6 Further details are attached as Appendix 3.

## Conclusions

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

## Recommendations

- 13 The Community Committee is asked to:

- Note the content of the report and make comment as appropriate
- Review the delegated decisions process for the forthcoming municipal year.
- Consider locations for new litter bins
- Agree its delegated decision arrangements for free lettings.
- Agree that work on combatting domestic violence will progress through the Community Safety & Environmental Community Champion role and updates feature in this Summary of Key Work to the Community Committee

## Background documents

None.



Aged 16-24?

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apprenticeship?

Come to one of our  
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workshops!



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**Apprenticeship  
now!**



Appendix 1

**250**

Apprenticeship  
vacancies to  
apply for today!

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# Leeds Apprenticeship Information Evening

Monday 13 July 2015

The Leeds Town Hall  
The Headrow  
Leeds LS1 3AD



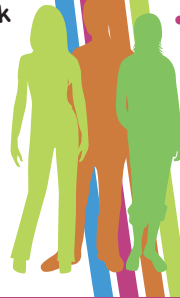
@leedsapphub

**Young People, Parents and Carers,**  
You are specially invited to an event  
that could lead to a 'proper job' with  
real pay and quality training

Please come along between 5pm – 8pm

You cannot afford to miss this once  
in a year career opportunity

[www.leedspathways.org.uk/work](http://www.leedspathways.org.uk/work)



- **Hundreds** of live Apprenticeship vacancies to apply for on the evening. Please bring your CVs with you on the evening
- **Fantastic** exhibitors including CILEX Law School, Keepmoat, Leeds Marriot Hotel, Leeds Grand Theatre, Lloyds Bank, Mears and many more.
- **Massive attendance** - Over 1700 young people, parents and carers attended the event last year making it the biggest and most successful Apprenticeship fair in the city.
- **Higher Apprenticeships** - Information on Higher Apprenticeships and the opportunity to discuss alternative routes to Higher Education.

## Apprenticeship sectors

- Agriculture, Horticulture and Animal Care
- Arts, Media and Publishing
- Business, Administration, Law and Finance
- Construction, Planning and the Built Environment
- Education and Training
- Engineering and Manufacturing Technologies
- Hair and Beauty
- Health, Public Services and Care
- Hospitality and Catering
- Information and Communication Technology
- Leisure, Travel and Tourism
- Retail and Commercial Enterprise
- Sports



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May 2015

Leeds City Council has procured a new Integrated Sexual Health Service (ISHS) for Leeds. This will be a new service and will include bringing together HIV testing, STI screening and treatment with contraception services and building preventative support into one appointment for service users. The new service will be provided by a consortium of Leeds Community Healthcare, Leeds Teaching Hospitals Trust and Yorkshire MESMAC. The mobilisation of the service is underway. This paper is to inform all partners about progress.

The new ISHS will start on the 1<sup>st</sup> July. **The key benefits of the new service will be**

- One appointment for female service users to have both contraception and sexual health needs met.
- Longer clinics with improved evening and weekend provision.
- A new website which will support; on-line booking for appointments; self-triage to get people into the most appropriate service to meet their needs; a new on-line clinic for young people to seek advice and support via instant messaging.
- On-line sexually transmitted testing options for people.
- A new advice and guidance service for local GPs and pharmacists seeking support to manage their patients.
- New outreach clinics to support people most vulnerable to poorer sexual health.

### Key progress and changes to clinics

- The new city centre clinic will be the main 'hub' of the service. This will be based on the first floor in the Merrion Shopping centre. The site is undergoing building work. Young people are being recruited to help design the clinic environment. This site will be open in October 2015. This clinic will be open 6 days a week.
- From 1<sup>st</sup> July, the existing sexual health clinic held in the Sunnybank Wing (Calverley Street) in the LGI, will open extended hours to provide a fully integrated service. Clinics will be on a walk in basis.
- From 1<sup>st</sup> July, the city centre contraception clinic for young people (City-wise on Eastgate) will remain open six afternoons a week to provide contraception services but not a full integrated service. These clinics will continue to support young people to access services while the Merrion site is being developed. These are additional clinics to maintain service access for young people.
- Both the Sunnybank Wing and the City-wise clinic will close in October when the new Merrion site is open.
- Communication with service users about this is underway.
- There will be one website for all sexual health services in place from the 1<sup>st</sup> July. The existing [www.leedssexualhealth.com](http://www.leedssexualhealth.com) website will be used. This website is well used with 100,000 hits yearly. This well used site will be built upon to communicate changes and support service access in the future.

- There will be three clinics in community locations and these will be open from the 1<sup>st</sup> July and will offer a full ISHS. These clinics will be run from existing contraception clinics (CaSH clinics). The contraception clinic held at East Leeds Health Centre will close in June. The new ISHS clinics will be open three days each week and provide some evening and weekend provision. These clinics will be in
  - Burmantofts Health Centre & the Reginald Centre
  - Armley Health Centre
  - James Reed House, Beeston

A full communication plan to promote the new service, opening times, the website and phone number will commence in mid-June. Existing service users are being informed about the changes when accessing clinics.

### **Questions about this briefing note?**

For more information about the review any issues raised in this briefing note please contact: Sharon Foster or Vicky Womack – Sexual Health Lead, The Office of the Director of Public Health, Leeds City Council, Floor 5, Thoresby House, Rossington Street, LS2 8HD.

T: 0113 3957573

E: [Sharon.foster@leeds.gov.uk](mailto:Sharon.foster@leeds.gov.uk)

E: [victoria.womack@leeds.gov.uk](mailto:victoria.womack@leeds.gov.uk)

[www.leedssexualhealth.com](http://www.leedssexualhealth.com)



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

**Report to:** Outer East Community Committee (Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam)

**Report author:** Pete Mudge (07891 276 853)

**Date:** Tuesday 16<sup>th</sup> June 2015

For decision

## **Outer East Community Committee Forward Plan 2015/16**

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### **Purpose of report**

1. This report introduces the draft Outer East Community Committee Forward Plan for 2015/16. It details the work of the Community Committee in relation to the constitution and associated delegations which are managed through its sub group structure.
2. Leeds City Council has agreed a constitution which sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that these are efficient, transparent and accountable to local people. Some of these processes are required by law, while others are a matter for the Council to choose.
3. In order to give local citizens a greater say in Council affairs, Community Committees were established. The Executive Board may make arrangements for the discharge of functions by Community Committees. The Executive Board has identified a number of functions on which Community Committee exercises decision making. However the Executive remains ultimately responsible for these services and may remove or limit a Committee's powers. Community Committees must make decisions which are in line with the Council's overall policies and budget. The following delegations are held by Outer East Community Committee:
  - a. Environmental Services
  - b. Wellbeing budget
  - c. Youth Activities Fund
  - d. Facilities (Community Centres)
  - e. Parks & Countryside

4. The Community Committee and Workshop Forward Plan is included at **Appendix 1**. Members are asked to consider the forward plan and agree themes for workshops. **Appendix 2** sets out the forward plan for sub groups, forums, tasking etc.

## **Background information**

5. Area Committees were created in 2004 to improve service delivery and resolve priority issues in their local area. In 2014, Community Committees replaced Area Committees with an enhanced focus on community engagement and, in particular, increase the attendance and active involvement of local people at Community Committee meetings.
6. Themed workshops addressed key issues and the topics were determined in collaboration with service leads and Community Committee Champions.

## **Main issues**

7. Highlights for the new Outer East Community Committee:
  - Members, residents and service users work together to tackle issues of current concern.
  - Provides an ongoing opportunity for improved partnership working to help achieve the Council targets.
  - Community Committee Champions play a lead role in working with service leads to shape the agenda to target specific issues.
  - Greater publicity and communications is a key role in promoting Community Committee and new ways of engaging residents has started. This continues to develop and currently includes:
    - Ensuring all service providers and interest groups are invited.
    - Wider attendees from Citizens Panel and forums.
    - General public invited through facebook and Twitter updates which also provide an opportunity for comments before the Community Committee.
    - Use of videos on facebook to promote Community Committees
    - Advance publicity posters exhibited around the area.
8. Community Champions:

Health, Wellbeing & Adult Social Care – Examples of projects undertaken in Outer East include the Community Committee workshop on 27 January 2015 which concerned tackling social isolation.

Environment & Community Safety – Examples of projects undertaken in Outer East include The Community Committee workshop on 24 March 2015 which concerned combatting domestic violence.



Children & Young People – Examples of projects undertaken in Outer East include the pilot Community Committee workshop held on 18 March 2015 which concerned school placements in Outer East.

Employment & Skills – Examples of projects undertaken in Outer East include The Community Committee workshop on 7<sup>th</sup> October which concerned raising aspirations and effectively connecting communities to the opportunities at Thorpe Park.’

9. Attached at **Appendix 1** is the draft forward plan for Outer East Community Committee and Workshops for 2015/16. Members are asked to consider the forward plan and topics for the themed meetings schedule.

### **Workshops in 2014/15**

10. Community Committee held 3 workshops in 2014/15 covering key issues in the area, they were:

- Employment & Skills – ‘How do we raise aspiration and effectively connect communities to the opportunities at Thorpe Park?’
- Health & Wellbeing – Presentation on The Care Act. Workshop on ‘Tackling Social Isolation and Loneliness Through Partnership Working.’
- Community Safety – ‘Tackling Domestic Violence & Abuse’.

8. ***Raising aspirations and connecting communities to opportunities at Thorpe Park.*** This workshop was held in October 2014 at Vicars Court, Allerton Bywater. Since the workshop was held there has been a number of setbacks regarding Thorpe Park including difficulty attracting a retailer to locate to the site and Surgical Innovations not moving onto the site. Despite this the programme of engaging with residents in Outer East has continued especially with local schools who have been involved in a number of projects organized by the developers.

9. ***The Care Act presentation and Tackling Social Isolation.*** This workshop was held in January 2015 at Swarcliffe Community Centre. The first session focused on The Care Act 2014 with a presentation on the act and the implications for carers, those requiring care and the networks that support this service. The presentation was followed by a questions and answers session. Following this a presentation and then workshops were held on tackling social isolation. A number of actions are being followed up, in particular around increasing outreach work, that being the key issue picked up as a key requirement in Outer East.

10. ***Tackling Domestic Violence & Abuse.*** This was held at Swillington Social & Welfare Club in March 2015 with a presentation, questions and answers session followed by workshops. The local actions that have been suggested are currently being followed up and the action plan produced from the meeting will be fed into the city-wide action plan to tackle domestic violence.

### **Conclusions**

11. The report provides up to date information on the forward plan for the Outer East Community Committee and workshops.

## **Recommendations**

12. The Community Committee is asked to:

- a. note the content of the report and make comment as appropriate
- b. consider future workshop topics for each theme

## **Background documents**

No

**Appendix 1 - PROPOSED FORWARD PLAN FOR 2015/16 COMMUNITY COMMITTEES**

Appendix 1 - PROPOSED FORWARD PLAN FOR 2015/16 COMMUNITY COMMITTEES							
<b>Core Business</b>		Appeals against refusal of inspection documents, Exempt information, Late items, Declarations of disclosable pecuniary interests, Apologies for absence, Minutes of last meeting, Open Forum, Summary of Key Work, Wellbeing, Review of previous themed meeting					
<b>Community Committee date</b>	<b>Theme &amp; Venue</b>	<b>Ideas for Topic</b>	<b>Community Committee Champion</b>	<b>Service Lead/Key contributors</b>	<b>Others</b>	<b>Other reports</b>	
16 <sup>th</sup> June 2015	Environment Temple Newsam House	Social Contracts and volunteering	Cllr Mary Harland	Kris Nenadic Paul Spandler	Parish Councils In Bloom Groups/Environmental Groups Forum representatives Community Groups Third Sector organisations Residents Groups Housing associations Locality Safety Partnership Housing Leeds School clusters Trader Associations	Election to outside bodies Summary of Key Work Forward Plan Wellbeing Budget Community Plan	
8 <sup>th</sup> September 2015	Children & Young People Vicars Court	Meaningful youth participation	Cllr Debra Coupar	Jean Ellison Vicky Fuggles Vicky Marsden Kim Poole Youth Activity panel Glen O'Malley	T&PC Schools Clusters Youth Clubs Third Sector Residents / Forums Housing associations Locality Safety Partnership	Summary of Key Work with Youth Activity Fund update led by Cllr Coupar Well Being Budget	
1 <sup>st</sup> December 2015	Adult Social Care/Health & Well Being Swarcliffe Community Centre	Social Isolation and health & wellbeing priorities	Cllr Andrea McKenna	Mick Ward Rachel Brighton	T&PC Forums Community Groups Third Sector Residents Housing associations Locality Safety Partnership	Summary of Key work with Adult Social Care update led by Cllr A McKenna Well Being Budget	
15 <sup>th</sup> March 2016	Community Safety TBC, Garforth (provisional)	Policing Priorities	Cllr Mary Harland	Zahid Butt Isp Stuart Mason Leedswatch	T&PC Forums Community Groups Third Sector Residents Housing associations Locality Safety Partnership	Summary of Key Work with Cctv update led by Cllr Harland Well Being Budget	

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## Appendix 2 - Meetings schedule 2015/16

### Community Committee Meetings

16th June 2015: Environment - Social Contracts and Volunteering

8th September 2015: Children & Young People - Meaningful youth participation

1st December 2015: Adult Social Care/Health & Well Being - Social Isolation and Health & Well Being Priorities

15th March 2016: Community safety - Policing Priorities

### Community Champions

Jul-15  
Sep-15  
Dec-15

### Tasking Meetings

#### Meeting Date

#### Garforth/Kippax & Villages:

22 Apr, 3 Jun, 15 Jul, 26 Aug, 7 Oct, 18 Nov, 6 Jan

#### Temple Newsam:

15 Apr, 27 May, 8 Jul, 19 Aug, 30 Sept, 11 Nov,

#### Cross Gates & Whinmoor:

15 Apr, 27 May, 8 Jul, 19 Aug, 30 Sept, 11 Nov,

### Children and Young Peoples Sub Group

#### Meeting Date

TBC (none currently scheduled)

### Environmental and Community Safety Sub Group

#### Meeting Date

2pm - 2nd June 2015

2pm - 15th September 2015

2pm - 19th January 2016

### Community Forums

Suggested meeting dates (all to be confirmed)

**Garforth & Swillington** - 2 July 2015, 22 Oct 2015, 28 Jan 2016, 31 March 2016

**Cross Gates** - 24 June 2015, 14th Oct, 20 Jan 2016, 6 Apr 2016

**Whinmoor** - 16 July 2015, 22 Oct 2015, 14 Jan 2016, 14 April 2016

**Swarcliffe** - 1 July 2015, 7 Oct 2015, 6 Jan 2016, 30 March 2016

**Halton** - 9 July 2015, 8 Oct 2015, 14 Jan 2016, 21 April 2016

**Halton Moor & East Osmondthorpe** - 7 July 2015, 6 Oct 2015, 12 Jan 2016, 19 Apr 2016

**Kippax & Methley** - 23 Sept 2015, 16 March 2016

### Older Persons Event Week

#### Date

28 Sept - Gt Preston

29 Sept - Swarcliffe

30 Sept - Cross Gates

1 Oct - Halton

2 Oct - Garforth & Swillington ward / Kippax & Methley ward event

### Older Person's sub-group

#### Meeting Date

20-Apr-15

01-Jun-15

Future dates TBC

### Summer Galas

Swarcliffe Gala - Sat 6 June 2015

Garforth Gala - Sunday 28th June

Garforth Arts Festival - 11th July 2015

Kippax Carnival - no date set

Ledsham Fair - 5th September

### **Swarcliffe Gala steering group meetings**

#### **Meeting Dates**

15 Apr, 30 April

Future dates TBC but approx every 2 weeks

### **Christmas Lights Events**

#### **Dates**

Cross Gates switch-on - Fri 20 Nov

Methley - Fri 4 Dec

Kippax - TBC

Garforth - TBC

Gt Preston - TBC

Allerton Bywater - TBC

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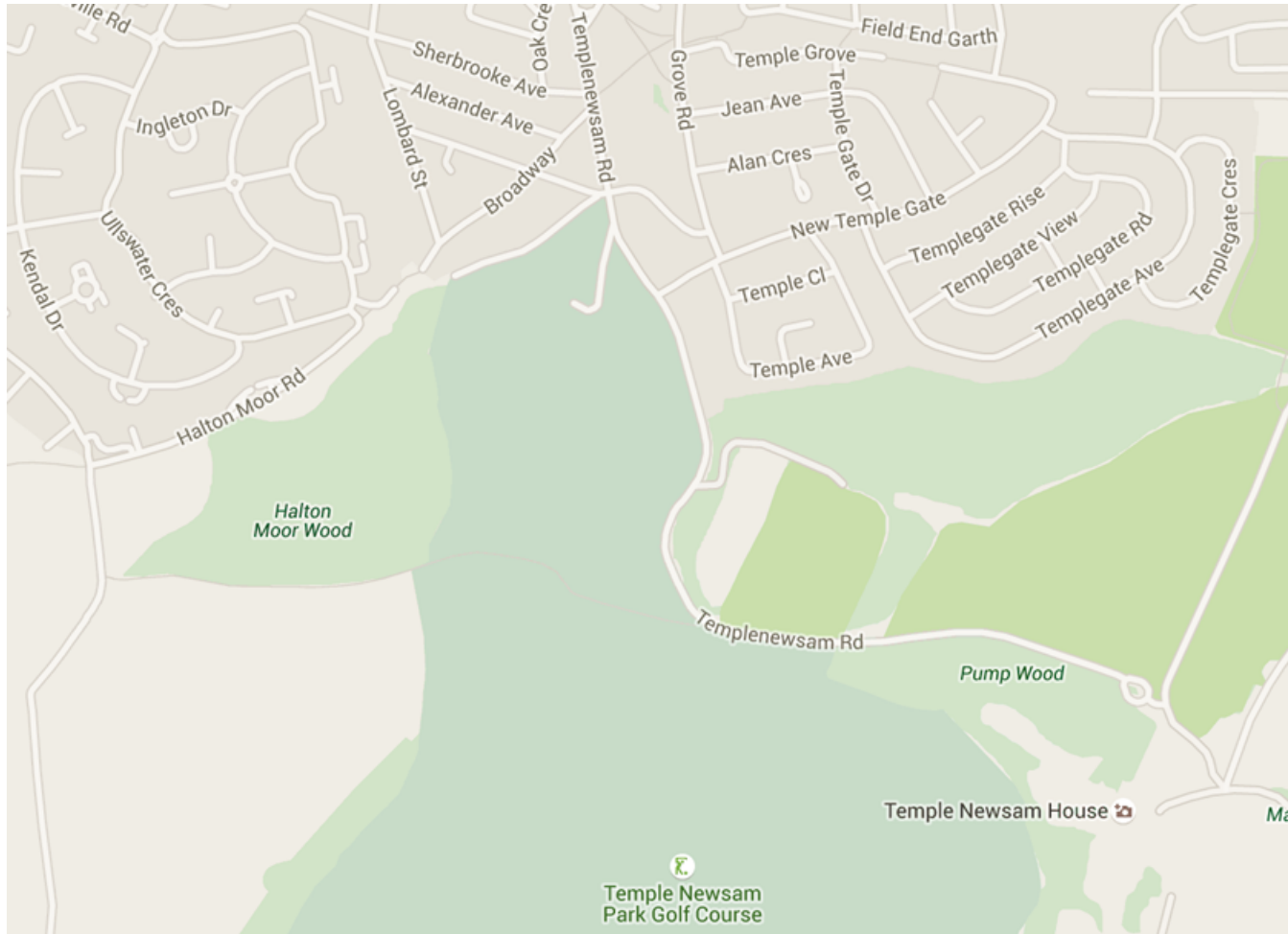
**Outer East Community Committee: Workshop**  
**Temple Newsam Hall**  
**Tuesday 16<sup>th</sup> June, 5.00pm to 6.30pm**

**Topic: Have your say on Environmental Services in your area**

Time		
4.30pm	Refreshments	
5.00pm	Welcome and introductions	<b>Cllr Andrea McKenna (Community Committee Chair)</b>
5.05pm	Scene Setting : Overview of the session	<b>Cllr Mary Harland (Community Committee Theme Champion )</b>
5.10pm	Current Environmental Offer	<b>Kris Nenadic (Operations Manager)</b>
5.30pm	<b>Table discussions – by Ward</b> <ul style="list-style-type: none"> <li>• <b>Cross Gates &amp; Whinmoor –</b></li> <li>• <b>Garforth &amp; Swillington –</b></li> <li>• <b>Kippax &amp; Methley –</b></li> <li>• <b>Temple Newsam –</b></li> </ul>	40 minute discussion <ul style="list-style-type: none"> <li>• 10 mins – information from team leaders</li> <li>• 10 mins – open discussion/opportunity to make suggestions about service delivery</li> <li>• 10 mins – Social contract</li> <li>• 10 mins – agree three ideas to feed back</li> </ul>
6.10pm	Feedback	<b>Martin Dean (Area Leader) Kris Nenadic (Operations Manager)</b>
6.25pm	Close	<b>Cllr Andrea McKenna</b>

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Temple Newsam House, Temple Newsam Road, Leeds, LS15 0AE



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