



Community  
Committee



# Outer East Community Committee

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

**Meeting Venue: Bowers Allerton Hall, 7 Queen Street, Great Preston, LS26 8DF  
Tuesday, 13th June 2017 at 4.00 p.m.**

The Outer East Community Committee business meeting starts at 4.00 p.m. and will be followed by the Community Committee's Workshop on 'Neighbourhood Planning in Outer East Leeds' between 5.15 p.m. and 6.30 p.m.

P Grahame  
P Gruen  
J Walker

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

M Dobson  
S Field  
S McKenna

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

M Harland (Chair)  
J Lewis  
K Wakefield

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

D Coupar  
H Hayden  
M Lyons

Temple Newsam;  
Temple Newsam;  
Temple Newsam;





**Agenda compiled by:** Andy Booth 0113 37 88665  
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> |         |

| Item No | Ward/Equal Opportunities | Item Not Open |  | Page No |
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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 - 21 MARCH 2017</b></p> <p>To confirm as a correct record, the minutes of the meeting held on 21 March 2017</p>  | 1 - 6   |
| 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>APPOINTMENTS TO OUTSIDE BODIES 2017/18</b></p> <p>To receive and consider the attached report of the City Solicitor.</p>   | 7 - 16  |

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|---------|--------------------------|---------------|---|--------------------|
| 9       |                          |               | <p><b>OUTER EAST COMMUNITY COMMITTEE - UPDATE REPORT</b></p> <p>To receive and consider the attached report of the South East Area Leader</p>   | 17 - 30            |
| 10      |                          |               | <p><b>OUTER EAST COMMUNITY COMMITTEE SUB GROUP NOMINATIONS</b></p> <p>To receive and consider the attached report of the South East Area Leader.</p>  | 31 - 32            |
| 11      |                          |               | <p><b>COMMUNITY COMMITTEE NOMINATIONS TO HOUSING ADVISORY PANELS (HAP)</b></p> <p>To receive and consider the attached report of the Chief Officer, Housing Management</p>  | 33 - 38            |
| 12      |                          |               | <p><b>OUTER EAST COMMUNITY COMMITTEE FORWARD PLAN 2017-18</b></p> <p>To receive and consider the attached report of the South East Area Leader</p>  | 39 - 46            |
| 13      |                          |               | <p><b>OUTER EAST COMMUNITY COMMITTEE DELEGATED BUDGETS REPORT</b></p> <p>To receive and consider the attached report of the South East Area Leader</p>  | 47 - 54            |
| 14      |                          |               | <p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Tuesday, 12 September 2017 at 5.00 p.m.</p> <p><b>MAP OF TODAY'S VENUE</b></p> <p>Bowers Allerton Hall, 7 Queen Street, Great Preston, LS26 8DF</p> <p><b>WORKSHOP ITINERARY</b></p> | 55 - 56<br>57 - 58 |

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|         |                          |               | <p><b><u>Third Party Recording</u></b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> <li>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</li> <li>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</li> </ul> |         |
|         |                          |               |   |         |

## OUTER EAST COMMUNITY COMMITTEE

TUESDAY, 21ST MARCH, 2017

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

Councillors D Coupar, M Dobson,  
P Grahame, P Gruen, H Hayden, J Lewis,  
M Lyons, S McKenna, K Wakefield and  
J Walker

### 37 Declaration of Disclosable Pecuniary Interests

There were no declarations.

### 38 Changes to the Political Composition of the Outer East Community Committee

Martin Dean, South East Area Leader gave an update on changes to the political composition of the Community Committee that had occurred since the last meeting.

It was reported that the political composition was now as follows:

- Labour – 9
- Garforth & Swillington Independents – 2
- Independent – 1

As a consequence, Members were asked to consider arrangements for chairing of Community Forums which should reflect the political composition of the ward concerned. Members were also informed of a vacancy for the Community Lead Member (Champion) role for Adult Social Care and asked to consider other appointments made by the Community Committee.

### RESOLVED –

- (1) That Councillors M Dobson and S Field rotate the Chair of the Garforth and Swillington Community Forum in place of the current Chair.
- (2) That Councillor K Wakefield be appointed as the Community Lead Member (Champion) for Adult Social Care following the resignation of the current Community Lead Member (Champion)
- (3) That Councillor S McKenna be appointed as the Garforth representative on the Housing Advisory Panel in place of the current appointee.
- (4) That Councillor P Gruen be appointed as the Crossgates and Whinmoor representative on the Children's Sub-Group in place of the current appointee.

### **39 Minutes - 6 December 2016**

**RESOLVED** – That the minutes of the meeting held on 6 December 2016 be confirmed as a correct record and recommendations made at the meeting be formally ratified.

### **40 Open Forum**

In accordance with the Community Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or ask questions on matters within the terms of reference of the Community Committee. On this occasion no members of the public present wished to make any representations.

### **41 Overview on the Development of the Leeds Plan and West Yorkshire and Harrogate Sustainability and Transformation Plan (STP)**

The report of the Interim Lead for Leeds Health and Care Plan provided the Community Committee with an overview of the emerging Leeds Plan and the West Yorkshire and Harrogate Sustainability Transformation Plans (STP).

Councillor Wakefield introduced the item. Members were informed that the Community Committee was the forum to keep local Councillors and Health Partners engaged. There were significant challenges and changes ahead and there was a need for more engagement with CCG's, voluntary services and other health partners to be able to carry out priorities at a local level.

Paul Bollom, Interim Lead for Leeds Health and Care Plan; Dr Sarah Harding, Park Edge Practice and Simon Neville, Leeds Teaching Hospitals Trust gave the Community Committee a presentation. The following was highlighted:

- The plan had been produced through wide consultation and the Health and Wellbeing Board and informed the long term ambition to improve healthcare in Leeds.
- The need for broader engagement with local people.
- The Leeds Plan and how it will inform the STP.
- How to tackle the following gaps:
  - Health and Wellbeing
  - Care and Quality
  - Finance and Efficiency
- Health statistics for Outer East Leeds.
- Preparing for the future – new housing and changing demographics.
- Members were asked what priorities could reduce the Health and Wellbeing Gap, how to carry out meaningful engagement with citizens and how the Community Committee could carry on being part of the conversation.

In response to Members comments and questions, the following was discussed:

- Concern regarding the lack of public consultation for the West Yorkshire Plan to date.
- Engaging communities via Elected Members and Community Committees – making use of those who have a good understanding of what goes on in communities.
- Knowledge of what health gaps and demands there are.
- The need to place an emphasis on prevention – investing in prevention to save money in the long term.
- Targeting resources to improve the life expectancy gap.
- How to deliver services closer to where people live.
- How to engage and work with the voluntary sector.
- Engagement with Mental Health services.
- The need for more cohesive discussions between health partners and developers regarding future infrastructure.

#### **RESOLVED –**

- (1) That the key areas of focus for the Leeds Plan as described in the report and how they will contribute to the delivery of the Leeds Health and Wellbeing Strategy be noted.
- (2) That the Leeds Plan and West Yorkshire and Harrogate Sustainability and Transformation Plan (STP) be the subject of a future Community Committee workshop.

#### **42 Outer East Community Committee Delegated Budgets Report**

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

- Details of the Wellbeing budget position
- Wellbeing proposals for consideration and approval
- Details of projects approved by Delegated Decision Notice (DDN)
- Details of Youth Activities Fund projects
- Details of the Capital Budget
- A proposed amendment to Capital requests
- Details of the Small Grants Budget
- Details of the Community Skips Budget
- Proposed ring-fence allocations against the 2017/18 wellbeing budget for consideration and approval.

Peter Mudge, Area Officer presented the report.

Members' attention was brought to the remaining balances and an application for funding from the Cross Gates and District Good Neighbours Scheme. With regard to the ring fence amounts proposed for 2017/18, it was reported that the available budget was £14,040 less than for 2016/17. Members were informed of changes to the ring fenced amounts based on spending in 2016/17.

## **RESOLVED –**

- (1) That details of the Wellbeing Budget position be noted.
- (2) That the application for £2,000 from the Cross Gates and District Good Neighbours Scheme be approved.
- (3) That the projects approved by Delegated Decision Notice be noted.
- (4) That details of Youth Activities Fund projects be noted.
- (5) That details of the Capital Budget be noted.
- (6) That details of the Small Grants Budget be noted.
- (7) That details of the Community Skips Budget be noted
- (8) That the proposed ring-fence allocations against the 2017/18 Wellbeing Budget be approved.

## **43 OUTER EAST COMMUNITY COMMITTEE - UPDATE REPORT**

The report of the South East Area Leader brought Members attention to work based on priorities identified by the Community Committee that were not covered elsewhere on the agenda for this meeting. It also provided opportunity for further questions or to request a more detailed report on a particular issue.

Peter Mudge, Area Officer presented the report.

Issues highlighted included the following:

- The Great Together – this would take place on 17<sup>th</sup> and 18<sup>th</sup> June 2017 and would encourage communities and neighbour to get together. The weekend was inspired by the memory of Jo Cox MP and Members were encouraged to invite groups to apply for small grants to support events in the Outer East area.
- Outer East Community Committee newsletter – Outer East had the highest social media following of Community Committees across Leeds.
- Children and Families Sub Group – The first meeting had been held in February and was well attended and represented by all Wards. The Communities Team was thanked for their work and the next meeting would be held on 1<sup>st</sup> June 2017.
- Community Safety – The Chair informed the Committee that Zahid Butt was leaving the Communities Team to join LeedsWatch. On behalf of the Committee, the Chair thanked Zahid for his work and wished him all the best in his new role.

**RESOLVED –** That the report be noted.

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

The report of the City Solicitor asked Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2016/17 municipal year and to also consider whether any revisions to the current meeting and venue arrangements should be explored.

Draft minutes to be approved at the next meeting  
of the Outer East Community Committee

The following dates had been proposed for the 2016/17 municipal year:

- Tuesday, 13 June 2017 at 4.00 p.m.
- Tuesday, 12 September 2017 at 4.00 p.m.
- Tuesday, 5 December 2017 at 4.00 p.m.
- Tuesday, 20 March 2018 at 4.00 p.m.

**RESOLVED** – That the proposed meeting schedule for the 2017/18 municipal year be agreed.

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**Report of: City Solicitor**

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

**Report author: Andrew Booth 0113 3788665**

**Date: 13 June 2017**

**For decision**

## **Community Committee Appointments 2017/2018**

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### **Purpose of report**

- 1 The purpose of this report is to note the appointment of Councillor Harland as Chair of the Community Committee for 2017/18 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to the following, as appropriate:-
  - Those Outside Bodies as detailed at section 19 / Appendix 1 of this report;
  - One representative to the Corporate Parenting Board;
  - Community Committee Champions, as listed; and
  - Those Children's Services Cluster Partnerships, also as listed.

### **Main issues**

1. **Noting Appointment of Community Committee Chair for 2017/18**
2. Members are invited to note the appointment of Councillor Harland as Chair of the Community Committee for 2017/18, as agreed at the recent Annual Meeting of Council.
3. **Appointments to Outside Bodies**
4. Member Management Committee annually determines which Outside Bodies will be delegated to Community Committees for appointment. Attached at Appendix 1 are those organisations.

5. **Appointments to Community Committee ‘Champions’**

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

7. **Appointments to Children’s Services Cluster Partnerships**

8. Previously, Member Management Committee has resolved that the nomination of Elected Member representatives to the local Children’s Services Cluster Partnerships be designated as a ‘Community & Local Engagement’ appointment, and therefore be delegated to Community Committees for determination.

9. **Appointment to Corporate Parenting Board**

10. In recent years Community Committees have been used 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 invited to determine the appointments to those Outside Bodies as detailed within section 19 / Appendix 1. The Council’s Appointments to Outside Bodies Procedure Rules can be made available to Members upon request, however, a summary of the rules can be found at sections 11-16:

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.

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

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 / section 19 which are made by the Committee at today's meeting are subject to Member Management Committee approving at its first meeting of the municipal year, that arrangements for such appointments remain unchanged and that they continue to be made by this Community Committee.

18. **Outside Body Appointments 2017/2018**

19. This year there are **5** appointments which are due for review/determination relation to the following organisations:-

HOPE (Halton Moor & Osmondthorpe Project for Elders) – 2 Appointments

Cross Gates & District Good Neighbours Scheme

Neighbourhood Elders' Team

Swarcliffe Good Neighbours Scheme

**Local Housing Advisory Panels**

20. As was the case in 2016/17, a dedicated report regarding Elected Member representation on the Local Housing Advisory Panels can be found elsewhere on the agenda.

21. **Community Committee 'Champions'**

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

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

23. 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 (currently Cllr M Harland)**
  - **Children's Services (currently Cllr H Hayden)**
  - **Employment, Skills and Welfare (currently Cllr P Grahame)**
  - **Health, Wellbeing and Adult Social Care (currently Cllr K Wakefield)**
24. Given 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.
25. **Corporate Parenting Board**
26. 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).
27. 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.
28. 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.
29. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the 2017/18 municipal year. The Committee may consider it appropriate to combine the role with that of the Committee's Children's Services 'Champion'.
30. It should be noted that membership of the Corporate Parenting Board is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate.

Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Parenting Board, or make the relevant officers aware.

**31. Children’s Services Cluster Partnerships**

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

33. 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.

34. A “well-coordinated locality and cluster approach results in early identification and extensive work with families according to need.” (Ofsted report, March 2015).

35. 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.

36. 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.

37. In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children’s Services Cluster partnerships to Community Committees. This was with the aim of establishing a clear formal link between those Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.

38. The Committee is invited to nominate Members to each cluster partnership within their area for the 2017/18 municipal year. 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                         | S McKenna                                    |
| Temple Newsam Learning Partnership | 2  | Temple Newsam<br>1 Full Trustee<br>1 Associate | M Lyons<br>H Hayden                          |

|                             |   |   |  |
|-----------------------------|---|---|--|
|                             |   | Trustee   |  |
| Brigshaw Co-operative Trust | 1 | Kippax & Methley  | J Lewis  |
| Seacroft Manston            | 2 | 1 Crossgates & Whinmoor<br><br>1 Killingbeck & Seacroft | P Grahame<br><br>Appointed by Inner East Community Committee |

## **Corporate considerations**

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

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

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

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

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

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

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

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

## **Recommendations**

40. The Community Committee is asked to consider and confirm appointments to the following:-

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

41. The Committee is also invited to note the appointment of Councillor Harland, as Chair of the Community Committee for the duration of 2017/18, as agreed at the recent Annual Meeting of Council.

## **Background information**

- None

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**Community Committee Appointments to Outside Bodies (East Outer)**

| Outside Body   | Charity /Trust | No of Places | Review Date | No of places to review | Current appointees                        | Cllr Y/N | Review Period | Group                              |
|--|----------------|--------------|-------------|------------------------|---|----------|---------------|------------------------------------|
| Cross Gates & District Good Neighbours Scheme        | Yes            | 1            | Jun-17      | 1                      | Councillor P Grahame                      | Y        | Annual        | Labour                             |
| HOPE (Halton Moor & Osmondthorpe project for Elders) | Yes            | 2            | Jun-17      | 2                      | Councillor M Lyons<br>Councillor H Hayden | Y        | Annual        | Labour                             |
| Neighbourhood Elders' Team                           | Yes            | 1            | Jun-17      | 1                      | Councillor S Field                        | Y        | Annual        | Garforth & Swillington Independent |
| Swarcliffe Good Neighbours Scheme                    | Yes            | 1            | Jun-17      | 1                      | Councillor P Gruen                        | Y        | Annual        | Labour                             |
| Outer South East Local Housing Advisory Panel        | No             | 4            | Jun-17      | 4                      | Councillor S McKenna                      | Y        | Annual        | Labour                             |
|  |                |              |             |                        | Councillor P Gruen                        | Y        | Annual        | Labour                             |
|  |                |              |             |                        | Councillor P Grahame                      | Y        | Annual        | Labour                             |
|  |                |              |             |                        | Councillor M Harland                      | Y        | Annual        | Labour                             |
| Garforth Cluster Partnership                         | No             | 1            | Jun-17      | 1                      | Councillor S McKenna                      | Y        | Annual        | Labour                             |
| Temple Newsam Learning Partnership                   | No             | 2            | Jun-17      | 2                      | Councillor M Lyons                        | Y        | Annual        | Labour                             |
|  |                |              |             |                        | Councillor H Hayden                       | Y        | Annual        | Labour                             |
| Seacroft Manston Cluster Partnership                 | No             | 1            | Jun-17      | 1                      | Councillor P Grahame                      | Y        | Annual        | Labour                             |
| Brigshaw Co-Operative Trust Cluster Partnership      | No             | 1            | Jun-17      | 1                      | Councillor J Lewis                        | Y        | Annual        | Labour                             |
| Swillington Educational Charity                      | Yes            | 1            | Jun-19      | 0                      | Councillor S McKenna                      | Y        | 3 Years       | Labour                             |

15

14

15

Number of places 15  
 Places held pending review 14  
 Number of places to fill 14

Number of Members in the Committee Area 12

Percentage of  
Members on the  
Committee

Notional  
Places  
Allocated

|                                    |    |    |       |
|------------------------------------|----|----|-------|
| Labour                             | 9  | 75 | 11.25 |
| Garforth & Swillington Independent | 2  | 17 | 2.50  |
| Independent                        | 1  | 8  | 1.25  |
| <i>Other to list</i>               |    |    |       |
| Total                              | 12 |    | 15    |

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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 (Area Officer, tel: 0113 378 5808)

**Date:** Tuesday 13 June 2017

**For decision**

## **OUTER EAST COMMUNITY COMMITTEE – UPDATE REPORT**

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### **Purpose of report**

1. To bring to Members' attention an update report on work based on priorities identified by the Community Committee that are not covered elsewhere on this agenda. It also provides opportunities for further questions or to request a more detailed report on a particular issue.

### **Main issues**

#### **Updates by theme: Children and Families – Cllr Helen Hayden**

2. The last meeting of the Outer East Children and Families Sub Group was held on Monday 13 February 2017 and the most recent was scheduled to be held on Thursday 1 June. A verbal report will be provided for Members at today's meeting.

### **Housing**

- 2.1 2017/18 Outer South East Housing Advisory Panel Funding is £43k.
- 2.2 Halton Moor Kicks football programme with Leeds United FC foundation – continues to attract a regular attendance of 25+ young people from Halton Moor and Osmondthorpe. The free sessions are held every Friday between 5.30pm & 7.30pm. The funding was also for 5 young people to achieve the young ambassadors programme, but coaches were particularly impressed with 8 young people from the area so agreed to allow all 8 to participate. The project also received £5k Safer Communities funding and a visit by the West Yorkshire Crime Commissioner Mark Burns-Williamson is to take place on Friday 16 June.

Halton Moor Kicks is a flagship scheme and discussions are now underway to replicate this in other parts of the city.

- 2.3 At its June meeting the housing panel is to consider priorities for 2017/18 and update its 'plan on a page' taking into account recent STAR findings and satisfaction results. The panel will also discuss and consider a potential cap on schemes presented.

### **Updates by theme: Employment, Skills and Welfare – Cllr Pauleen Grahame**

3. The Outer East area has 590 people claiming Job Seekers Allowance (JSA) as of March 2017. This is a 28% (230 people) decrease compared to the same period last year. There are 3,070 people claiming Employment Support Allowance (ESA), as of August 2016, which is a 2.54% (80 people) decrease compared to the same period last year.
- 3.1 From April 2016 to March 2017, there have been 955 residents accessing Jobshops, and Employment and Skills programmes, with 215 supported to secure employment and 608 to improve their skills.

The Personal Work Support package (PWSP), requiring unemployed residents in receipt of Council Tax Benefit to attend Jobshops for additional job search support, is working well. Since it commenced in April 2015, 1,799 have attended and 429 (24%) have secured employment. There are currently 51 residents engaging or have completed this programme in the Outer East..

### **Thorpe Park**

- 3.2 At Thorpe Park the developer is the Scarborough Group and the main contractor GMI Construction started on site April 2015.

The mixed use development is ongoing, comprising:

- offices (business park)
- retail and bar / restaurant
- hotel
- leisure facilities
- multi-storey car park
- 300 new homes
- other infrastructure works including roads, car parking.

Key activities: (estimated dates)

- Manston Lane Relief Road – start on site July 2017 (prep works)
- New bridge – start of works June 2017
- Housing development – start on site Spring 2018
- Construction of new A2 building – Autumn 2017

- Retail/leisure - start on site April 2017 with the units open late 2018.

To date, 52 people have accessed jobs created as a result of the Thorpe Park development with 4 from the local target wards, 15 from other Leeds postcodes and 33 non Leeds. Scarborough Group and its contractors and sub-contractors have engaged with over 1,300 young people at the following schools – Temple Moor, John Smeaton Academy, David Young Academy, Leeds East Academy, Leeds City Academy, Roundhay High School, the Co-operative Academy and Parklands Primary school

## **Victoria Gate**

- 3.3 The Victoria Gate Casino in the city centre was part of Victoria Gate, a key development for Leeds. The casino recruited 250 people in jobs, 80% (201) were from Leeds and 21 residents from the Outer East secured employment. There were a number of initiatives to support the recruitment to these new jobs, an assessment centre aimed at NEET young people took place in October; a Pre-Employment Training event was held in December; and information sessions across the city.

## **Updates by theme: Health, Wellbeing and Adult Social Care – Cllr Keith Wakefield**

4. On 26 January, the South and East Health & Wellbeing Forum – which covers all the Outer East wards – was held at The John Charles Centre. It focussed on the topic of mental health and wellbeing. Attendees had the opportunity to share their views and ideas to develop new mental health work streams in area covered by the Leeds South and East Clinical Commissioning Group. (CCG.)

Discussions centred on what is being done well and what could be done better to address mental health priorities in this area. Notes from table discussions are being used to shape new work, linking to the Leeds South and East (LSE) CCG Health Inequalities Fund, which aims to address local priorities in relation to mental health & wellbeing

- 4.1 Based on an extended primary care model, LSE CCG is supporting a “Live Well Leeds” team for people with multiple long term conditions. The model will provide better outcomes for patients, increase satisfaction and reduce costs.

It enables primary care, community care, mental health and adult social care to work closely with specialists from hospitals and third sector organisations to provide a single extended primary care team.

LSE is working collaboratively with Church View, Manston and Ashfield in the Cross Gates area to provide a Live Well team for patients in Cross Gates. There has been a positive response on improving overall health through medicine

reviews, outpatient or diagnostic referrals, improved mobility and help to navigate the healthcare system and financial issues.

The Live Well Leeds team aims to ensure the care model is holistic and not just medical. An example of how clinicians are working differently is through the development of a Live Well Learning Café, which is being developed in partnership with Orchard Croft. The learning café will be an informal setting for people to come together to learn about managing conditions well. The project will run until March 2018 and will reach 600 people in the Cross Gates area.

#### 4.2 Leeds South and East (LSE) CCG – Primary Care updates

- The champion programme helps GP practices encourage patients to complete a bowel cancer screening test. This will continue until 30<sup>th</sup> September 2017.
- LSE CCG is procuring a cancer and CVD community awareness programme to increase local uptake of screenings and health checks.
- Promotion of “Today’s The Day” continues through provision of local resources such as banners and flyers. New case studies helping pregnant women to quit smoking have also been developed and are being promoted in children’s centres.
- The LSE CCG Quality Improvement Scheme 2017/18 was launched on April 1st. Level 1 and 2 of the scheme support Public Health prevention work and long term condition management: for example COPD screening rates, identifying patients at risk of diabetes and delivery of the NHS health check.

#### 4.3 Leeds Beckett University is evaluating the Connect for Health Service. Initial findings suggest that when local people access the service it has a significant positive affect on overall wellbeing.

#### **South East Debt Forum**

#### 4.4 Glasspool Charity Trust: Which provides individuals with grants of up to £750 for household essentials - is keen to consult with organisations in debt related areas outside London. Crisis loans for individuals, grants for bankruptcy/debt relief orders, funding for priority debts and debt on pre-payment meters were all stressed as important by forum members. More details are available at [www.glasspool.org.uk](http://www.glasspool.org.uk).

#### 4.5 LCC Welfare Rights hosted a meeting of the Advice Consortium with Citizens Advice Leeds, Citizens Advice Chapelton and Better Leeds Communities. The consortium enables the Council to bring together the funding for advice services across the public sector, provide better value and a consistent level of impartial and free advice. The 3 year contract ended in 2017 and has been extended for one year. Group members made a variety of suggestions for the consortium moving forward.

- 4.6 A campaign to combat illegal money lending was launched in Middleton Park Ward on 27<sup>th</sup> March by the SE Debt Forum and elected members. This ward is a hotspot for illegal money lenders so Debt Forum members leafleted 2,300 properties and delivered a specially created postcard promoting the new Stop Loan Sharks website [www.stoploansharks.co.uk](http://www.stoploansharks.co.uk) which makes it easier to report and find help.

### **Closure of the Outer East Older Persons sub group**

- 4.7 There are 32 partners involved in this sub group which has been running for 17 years. Over the last year or so the sub group has seen a steady decline in engagement from partners, most notably the neighbourhood networks on whom the sub group relies for updates by ward. Representation from key personnel has only happened at six of the last 30 opportunities.
- 4.8 It is thought that reduced budgets across the board have resulted in partners focussing on their main duties, which does not give them freedom to engage with the sub-group.
- 4.9 Whilst it is proposed Members should close of this group, Members are advised that the Outer East Community Committee remains committed to helping older people through the various well-being grants that are either running, recently approved, or to which applicants have recently reapplied (to be considered later in the Delegated Budgets Report). Examples include:
- A £3,000 pot for small sustainable projects targeting older residents whom we have not yet engaged with
  - A £10,000 contribution towards a further year of the Garforth NET social isolation project worker
  - A £10,000 contribution towards a further year of the Garforth NET luncheon club coordinator worker
- 4.10 With support from the Adult Social Care and Health & Well-being Champion, it is proposed that the Outer East Older Person Sub-group be closed, keeping the option to reopen it in the future should an appropriate situation arise.

### **Updates by theme: Environment and Community Safety – Cllr Mary Harland**

5. The Environmental Sub Group met on 2 May 2017. At the meeting the group received updates on OE projects from Highways, Housing, Localities, Parks, Waste Management and Flood Management.
- 5.1 Key discussions included:
- Cleaner Neighbourhood Team (formerly Localities): Charging for bulky waste collection are now underway. An update has been provided below for the June Community Committee meeting.

- Highways: The transfer of gulley cleaning to Highways is progressing as is the Transport plan following last year's wide reaching consultation. In Outer East several roads are currently being surface-dressed to protect them for the future.
- Flood Management: Undertaking work over the next few months at Barley Hill, Glebelands, Westfield and Killingbeck Meadows. The latter will benefit Dunhills and other areas in Outer East.
- Walkabouts: are being undertaken by the LCC Housing team. The team hopes this year more tenants and officers will join in. The first tranche of Kippax and Methley walkabouts is complete and work is underway to identify priorities in Halton Moor.
- Waste Management's emptying of brown bins has now been limited to a maximum of one per household and work is underway to ensure homes use no more than one brown bin.
- Parks confirmed the entrance to Primrose Valley from Halton is being improved.

5.2 The next OE Environmental Sub Group meeting is scheduled for 18.07.2017

### **Bulky Waste**

5.3 In order to book a collection, from 9<sup>th</sup> May, residents were required to make a £20 contribution towards the cost of providing the service. The actual cost per collection and disposal is far greater.

The change to a chargeable service seems to have gone smoothly. The booking system is working well and there was no spike/backlog to deal with in the first week or two. Customers can now book with no more than a 3 week wait and seem pleased with that.

Although it's early days, it looks like there has been a reduction of around 50% in the number of bulky refuse collection bookings received by the service. This is in line with what we expected and planned for based on the experience of other councils across the country. We have been heavily promoting the use of third sector organisations that offer to collect and re-use items from residents and an element of the income we get will go to support that work.

Customer satisfaction with the service remains very good with only a handful of refunds being required citywide.

The Cleaner Neighbourhoods team will provide statistics to the Committee's Sub group later in the year.

## Leeds Anti-Social Behaviour Team

- 5.4 Joint working with the Police and Housing has been ongoing to identify those known to be involved in anti-social motorcycling. Where nominals are identified an injunction is served by the police or LASBT's Offender Manager. In cases where injunctions are served on council tenants, tenancy warnings have also been issued. The issues around anti-social behaviour involving motorbikes/quads is not a priority at present due to low reporting, however this will be closely monitored in readiness for summer.
- 5.5 Work is underway around Sherburn Square in Whinmoor where a number of youths had been reported causing anti-social behaviour (ASB) and gathering to smoke cannabis. A joint initiative with local policing led to five youths being identified and each youth and their parents were interviewed by the ASB case officer and warned that if problems persist action could be taken against them. The parents were very supportive of the approach and reports have dropped since this intervention. The PCSOs who patrol the area have also reported back that the youths had not been seen hanging about the area since.
- 5.6 In Cross Gates and immediate areas there was a spate of burglaries and the Tasking group requested some of the 2016/17 budget allocation be used for additional patrols to resolve this issue. The police have provided the following update on how this funding led to arrests and helped stop crime.
- The project started on 11 March with the arrest of a local man wanted for burglary and other offences. He was caught in possession of a knife.
  - Arrest of a local female cycling on Austhorpe Road who was wanted for recall to prison.
  - High visibility patrols addressing nuisance youths / ASB - Stanks Lane North and Austhorpe Road – five stop checks of youths suspected of being involved and intelligence submitted – also one arrest for male wanted for breach of bail from a previous domestic related incident.
  - Stop checks of known local youths loitering around ginnels Grafton Villas Leeds 15 – intelligence reports submitted by PCSOs.
  - High visibility patrols supporting local elderly resident on Hebden Walk having reported ASB to Cllr Grahame.
  - Stop checks in total around the car park of the Crossgates Shopping Centre near to the pizza shop – a location that has previously experienced youths congregating – again this led to intelligence reports being submitted with youths' names and addresses.
  - Officers patrolled Hebden Walk and conducted an attrition visit on the problem address in order to support an elderly resident on that street.
  - High visibility patrols on the Whinmoor Way area around the Co-op store where youths often hang around – information was obtained.
  - Mill Green area had a problem with youths riding mopeds in an ASB manner – one youth was detained and dealt with by PCSOs – the youth was local to Mill Greens.

- PCSOs on an additional patrol in Cross Gates responded to two calls, one concerned suspected breaking into a car in the Crossgates Shopping Centre and the other, affecting the same male, concerned breaking into Paws For Thought pet shop. This resulted in a chase leading to an arrest for burglary and another for vehicle interference. The suspect was from the Halton Moor area.

## Community Engagement

### 2017-18 Forums

6. Due to reductions in senior staff and the need for attendees to take time off during the day as compensation, Cleaner Neighbourhoods has confirmed it is unable to routinely attend out-of-hours meetings including forums. As an alternative to attending they will provide a written update but if there is a specific controversial issue that needs their input, with a little notice they will endeavour to attend.

- 6.1 The draft dates for the 2017-18 forums are:

| Forum                  | Q1             | Q2       | Q3       | Q4       |
|------------------------|----------------|----------|----------|----------|
| Cross Gates            | 28.06.17       | 11.10.17 | 13.12.17 | 21.03.18 |
| Swarcliffe             | 10.07.17       | 16.10.17 | 08.01.18 | 16.04.18 |
| Whinmoor               | 04.07.17       | 12.10.17 | 12.12.17 | 22.03.18 |
| Kippax & Methley       | 11/10 or 15/10 |          |          | 14.03.18 |
| Halton Moor            | 11.07.17       | 03.10.17 | 16.01.18 | 17.04.18 |
| Temple Newsam          | 27.07.17       | 19.10.17 | 25.01.18 | 26.04.18 |
| Garforth & Swillington | 19.07.17       | 18.10.17 | 17.01.18 | 18.04.18 |

### The Great Get Together: 16 - 18 June 2017

7. Celebrations will be based around communities and neighbours coming together to share food and conversation over the weekend of 16-18 June, which marks the anniversary of Jo Cox's murder. The events will prompt a moment of national reflection and celebrate what binds us together.

### Outer East Community Committee Newsletter

- 8 The Communities Team produces a newsletter highlighting key aspects of activities after each Community Committee meeting. The team circulates the newsletter to contacts via social media and community hubs such as libraries. The latest newsletter is attached as **Appendix 2**.

### Social media

- 9 Highlights of the Outer East Community Committee Facebook activity from 7 March 2017 - 30 May 2017 is included in **Appendix 3**. It gives details of the top

three most popular posts ('post clicks' to expand the text + 'reactions, comments or shares') during this period.

- 9.1 Two things to note:
  - 'Reach' is the number of people the post was delivered to
  - 'Engagement' is number of reactions, comments or shares. Engagement is a better marker for seeing if people are interested in the posts because they need to interact with it. Eg a post might reach 1,000 people but if they all scroll past and don't read/expand it, the engagement is 0.
- 9.2 Whilst still leading the way, the page has gained a further 90 new page 'likes' in the last 12 weeks and currently has 1,732 followers, which is 220% more than the next most popular Community Committee page.
- 9.3 The Committee is encouraged to Like and Share relevant information from the page and promote the page when possible. The quick search is: @LccOuterEast

## **Community Centres**

- 10 A limit has been introduced on the value of discounted lettings which can be approved by each Community Committee in 2017/18. (75% of the value of free lettings approved in 2015/16 in each Community Committee area) All hirers will pay a minimum of 25% of the published community rate.

Arrangements are in place for community centre costs incurred by LCC services and services commissioned by LCC. Internal budget adjustments will be made to account for usage by Youth Services and Neighbourhood Networks which will allow for accommodation costs to be accounted for, but will not add financial pressures to these services.

Local democracy lettings such as councillor or MP surgeries and Community Committee meetings, along with community centre user group meetings, will remain free of charge. Statutory, private and commissioned organisations will not be able to benefit from any reductions.

All community centre users with current free lettings have been contacted and issued with new hire agreements running from 5th June.

There needs to be at least two weeks' notice before the start of any letting to ensure appropriate approvals can be received and hire agreements signed. If hire agreements aren't signed the council's public liability insurance is void.

10.1 The value of free lets during the last three months were:

| <b>Community Centre</b>     | <b>Organisation</b>      | <b>Ward</b>            | <b>Start date</b>               | <b>End date</b>                 | <b>Value</b>     |
|-----------------------------|--------------------------|------------------------|---------------------------------|---------------------------------|------------------|
| Fieldhead CC                | Fieldhead Carr Primary   | Cross Gates & Whinmoor | 11.03.16                        | 08.08.16                        | £126.00          |
| Allerton Bywater Y&A Centre | LCC Youth Service        | Kippax & Methley       | 14.04.16                        | 14.04.16                        | £71.50           |
| Fieldhead CC                | LCC Youth Service        | Cross Gates & Whinmoor | 13.04.04                        | 13.04.16                        | £33.00           |
| Swarcliffe CC               | Seacroft Manston Cluster | Cross Gates & Whinmoor | 17,19,25 May - 06,13,17,22 June | 17,19,25 May - 06,13,17,22 June | £85.00           |
| Swarcliffe CC               | Seacroft Manston Cluster | Cross Gates & Whinmoor | 26 May, 7 & 9 June              | 26 May, 7 & 9 June              | £90.00           |
| Allerton Bywater Y&A Centre | Leeds Youth Service      | Kippax & Methley       | 01.09.16                        | 31.08.17                        | £2,304           |
| Allerton Bywater MW hall    | Allerton Bywater FC      | Kippax & Methley       | 05.10.16                        | 31.05.17                        | £450.00          |
| Micklefield Y&A Centre      | Leeds Youth Service      | Kippax & Methley       | 04.08.16                        | 04.08.16                        | £42.00           |
| Methley Village Centre      | Leeds Youth Service      | Kippax & Methley       | 16.08.16                        | 16.08.16                        | £42.00           |
| Micklefield Y&A Centre      | Micklefield TRA          | Kippax & Methley       | 31.10.16                        | 31.10.16                        | £40:00           |
| Methley Village Centre      | MV Lights switch on      | Kippax & Methley       | 02.12.16                        | 02.12.16                        | £35.00           |
| Allerton Bywater MW hall    | St. Marys Scout Group    | Kippax & Methley       | 22.11.16                        | 28.03.17                        | £940.50          |
| Swarcliffe CC               | All Children Play Leeds  | Cross Gates & Whinmoor | 10.01.17                        | 13.04.17                        | £1,047.00        |
| Swarcliffe CC               | All Children Play Leeds  | Cross Gates & Whinmoor | 03.04.17                        | 07.04.17                        | £671.50          |
| <b>Total</b>                |                          |                        |                                 |                                 | <b>£5,937.50</b> |
| Since 2015                  |                          |                        |                                 |                                 | £68,909          |

## Recommendations

**11** Members are asked to note the content of the report and make comment as appropriate.

11.1 The Committee is asked to approve closure of the Older Persons' Sub Group for the reasons detailed at section 4.7 of this report.

## Background documents

**12** There are no background documents associated with this paper.

## Which councillors make up this Community Committee?

### Cross Gates and Whinmoor



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### Kippax and Methley



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### Temple Newsam



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michael.lyons@leeds.gov.uk  
(0113) 378 8810

To find out more about your local ward members  
click 'Find local councillors' at [www.leeds.gov.uk](http://www.leeds.gov.uk)

## Neighbourhood meetings

Did you know we also hold public meetings every three months across outer east Leeds? They're also free to attend and we use local venues.

These forums give you an opportunity to talk to us and other agencies working in your area to find out about local projects, developments and consultations. If you live in any of the following neighbourhoods, we have a forum for you!

The Outer East Community Committee covers Allerton Bywater, Austhorpe, Colton, Cross Gates, East Osmondthorpe, Garden Village, Garforth, Great Preston, Halton, Halton Moor, Kippax, Ledsham, Ledston, Ledston Luck, Little Preston, Lower Mickleton, Manston, Methley, Micklefield, Mickleton, Pendas Fields, Stanks, Swarcliffe, Swillington, Temple Newsam, Wellington Hill, Whinmoor and Whitkirk.

The next cycle of forums will start in June so please sign up for notifications on our Facebook events page, give us a call, or email us (see the contact details below) to find out about your local meeting. We look forward to seeing you!

For more information about who we are and what we do, get in touch with the **Communities Team - South East** on **0113 378 5808**, via **[southeast.ast@leeds.gov.uk](mailto:southeast.ast@leeds.gov.uk)** or check us out on social media:



LccOuterEast



@\_YourCommunity



## Outer East Community Committee newsletter May 2017

### Have your say on Neighbourhood Plans in outer east Leeds

The next Outer East Community Committee workshop will be held at Bowers Allerton Chapel Hall, Queen St (Bowers Row), Great Preston, LS26 8DF. It will take place 5.15pm - 6:30pm on Tuesday 13 June and will give communities an opportunity to explore how a neighbourhood plan can be delivered and what it can achieve for the local community.

There are currently two neighbourhood plans progressing in the outer east area; one in Garforth and one in Kippax.

The workshops will open with background information from Leeds City Council's neighbourhood planning expert Ian Mackay, followed by updates on the two progressing neighbourhood plans.

After this, the session will involve group discussions where residents, councillors and officers can share thoughts on what is needed in their area and how a neighbourhood plan could achieve that.

From 4-5pm, before the workshop, comes the Outer East

Community Committee business meeting where members of the public are welcome to observe proceedings and if you wish to speak on a community matter, you have the option within the *10 minute open floor* section but please let us know in advance of the meeting what you wish to raise with the Committee by giving us a call on **0113 378 5808** or emailing **[southeast.ast@leeds.gov.uk](mailto:southeast.ast@leeds.gov.uk)** as we will also try to get an appropriate spokesperson to attend.



Bowers Allerton Chapel Hall (on the left)

# What happened at the March meeting?

## Projects approved from the Wellbeing budget

The new revenue budget for 2017/18 financial year is £118,300 and the capital budget is £48,000. The Community Committee approved the following grants applications:

- £33,091 towards ongoing CCTV commitments in outer east Leeds
- £25,000 for Christmas celebrations across outer east Leeds
- £ 5,000 into a community safety budget
- £ 3,000 into a community engagement budget
- £ 3,000 into a community skips/clean-ups budget - **apply now!** >>
- £ 3,000 into a budget for sustainable small scale projects targeting socially isolated older residents - **apply now!**
- £ 2,500 into a small grants budget - **apply now!** >>
- £ 2,000 towards a new computer and database for the Cross Gates & District Good Neighbours Scheme CIC
- £ 1,500 towards the skate park in Kippax (capital scheme)
- £ 1,500 towards a multi-use games area in Micklefield (capital scheme)

**Total revenue awarded to date:** £76,591 (£41,709 remaining)

**Total capital awarded to date:** £6,400 (£41,600 remaining)



The Outer East Community Committee can provide FREE skips for community clean ups in your neighbourhood - just ask! 0113 378 5808 / Facebook: LccOuterEast



The Outer East Community Committee has a small grant budget for community / voluntary groups in your neighbourhood - just ask! 0113 378 5808 / Facebook: LccOuterEast

# Looking ahead...

## Dates for your diaries

The 2017/18 cycle of dates for the Outer East Community Committee meetings and workshops will be as follows:

- Tuesday 13 June 2017 at 4pm (see front page)
- Tuesday 12 September 2017 at 4pm
- Tuesday 5 December 2017 at 4pm
- Tuesday 20 March 2018 at 4pm

The dates for the local forums and community meetings will be released in due course.

If you'd like adding to the mailing list please contact us on 0113 378 5808 or email [southeast.ast@leeds.gov.uk](mailto:southeast.ast@leeds.gov.uk)



The outer east workshop in action in March

## Youth Activity Fund

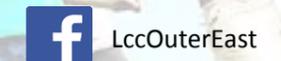
Summer 2017 is set to host an array of amazing activities for children and young people across outer east Leeds.

The Outer East Community Committee received 13 fantastic funding bids and they were delighted to be able to approve all of them!

Some adjustments had to be made to fit them all within the £46,650 budget but keep your eyes on our Facebook page to see the posters as they become available and the activities open for booking!

Arts, crafts, sports - you name it, we probably have it lined up!

Get the info first by Liking your local Committee Facebook page!



## Leeds Health and Care Plan

The report on the Leeds Health and Care Plan provided the Community Committee with an overview of the emerging Leeds Plan and the West Yorkshire and Harrogate Sustainability Transformation Plans (STP).

We were informed there are significant challenges and changes ahead and there is a need for more engagement with Clinical Commissioning Groups (CCGs), voluntary services and other health partners to be able to carry out priorities at a local level.

Paul Bollom (Leeds Health and Care Plan); Dr Sarah Harding (Park Edge Practice, LS14) and Simon Neville (Leeds Teaching Hospitals

Trust) gave the Community Committee a presentation and the following points were highlighted:

- The plan had been produced through wide consultation with the Health and Wellbeing Board, and informed the long term ambition to improve healthcare in Leeds
- There is a need for broader engagement with local people

- The Leeds Plan and how it will inform the STP
- How to tackle the following gaps:
  - Health and Wellbeing
  - Care and Quality
  - Finance and Efficiency
- Health statistics for Outer East Leeds
- Preparing for the future – new housing and changing demographics



Left to right, at the table:

Dr Sarah Harding, Paul Bollom and Simon Neville giving their presentation



The Great Together is a celebration scheduled take place across the country over the weekend of **16 - 18 June 2017** in honour of Jo Cox, and the Outer East Community Committee encourage communities and neighbours to get together.

Small grants of up to £150 are being offered to local groups to support events in the outer east area. Your event could be big or small, indoors or out, it's entirely up to you. It could be a street party, a barbecue, a game of football or an afternoon

tea. Whatever you and your neighbours decide, you will be part of a huge national occasion!

If you're interested please email [southeast.ast@leeds.gov.uk](mailto:southeast.ast@leeds.gov.uk) giving details of your planned event such as where, when, how many people you expect to get involved and what you plan to spend the money on. Please note that your event has to take place on Friday 16th, Saturday 17th or Sunday 18th June 2017.



Whilst still leading the way, the page has gained 90 new page 'likes' in the last 12 weeks and currently has 1,732 followers, which is 220% more than the next most popular Community Committee page.

There are two things to note:

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

Engagement is a better marker for seeing if people are interested in the posts because they need to interact with it. Eg a post might reach 1,000 people but if they all scroll past and don't read it, the engagement is 0. That said, posts can be read without any further interaction!

**Leeds City Council Outer East Community Committee**  
added 4 new photos.  
Published by James Nundy Lcc [?] · 8 May at 21:00 · ©

**JOBS JOBS JOBS!**  
Spotted over the weekend in Cross Gates and Garforth...

We always have our eyes peeled for those local jobs that aren't always online or in the job papers, so why not give our page a Like to keep up to date and improve your job search?



**Cross Gates Shopping Centre,  
Station Road, Cross Gates**

**6,037** People Reached

**46** Reactions, comments & shares

|                      |                      |                       |
|----------------------|----------------------|-----------------------|
| <b>18</b><br>Like    | <b>9</b><br>On post  | <b>9</b><br>On shares |
| <b>1</b><br>Love     | <b>0</b><br>On post  | <b>1</b><br>On shares |
| <b>9</b><br>Comments | <b>7</b><br>On Post  | <b>2</b><br>On Shares |
| <b>18</b><br>Shares  | <b>17</b><br>On Post | <b>1</b><br>On Shares |

**1,038** Post Clicks

|                           |                         |                            |
|---------------------------|-------------------------|----------------------------|
| <b>597</b><br>Photo views | <b>0</b><br>Link clicks | <b>441</b><br>Other Clicks |
|---------------------------|-------------------------|----------------------------|

**NEGATIVE FEEDBACK**

|                         |                         |
|-------------------------|-------------------------|
| <b>3</b> Hide Post      | <b>2</b> Hide All Posts |
| <b>0</b> Report as Spam | <b>0</b> Unlike Page    |



**Leeds City Council Outer East Community Committee**  
Published by James Nundy Lcc [?] · 18 April · ©

High ropes 'Go Ape' attraction on the Temple Newsam estate?  
What are your thoughts to this suggestion? Please email them to goapeconsultation@leeds.gov.uk before 28 April.

If you would like more detail on this initial consultation, there will be an info stall in the Temple Newsam cafe courtyard between 10am and 3pm on Fri 21 and Sat 22 April.

8,319 people reached **Boost post**

16 Reactions 20 Comments 32 Shares

Like Comment Share

**8,319** People Reached

**119** Reactions, comments & shares

|                       |                      |                        |
|-----------------------|----------------------|------------------------|
| <b>35</b><br>Like     | <b>12</b><br>On post | <b>23</b><br>On shares |
| <b>1</b><br>Haha      | <b>0</b><br>On post  | <b>1</b><br>On shares  |
| <b>8</b><br>Angry     | <b>4</b><br>On post  | <b>4</b><br>On shares  |
| <b>41</b><br>Comments | <b>26</b><br>On Post | <b>15</b><br>On Shares |
| <b>34</b><br>Shares   | <b>32</b><br>On Post | <b>2</b><br>On Shares  |

**665** Post Clicks

|                         |                         |                            |
|-------------------------|-------------------------|----------------------------|
| <b>3</b><br>Photo views | <b>0</b><br>Link clicks | <b>662</b><br>Other Clicks |
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**NEGATIVE FEEDBACK**

|                         |                         |
|-------------------------|-------------------------|
| <b>2</b> Hide Post      | <b>0</b> Hide All Posts |
| <b>0</b> Report as Spam | <b>0</b> Unlike Page    |





### Leeds City Council Outer East Community Committee

Published by James Nundy Lcc [?] · 17 March · 🌐

The Recycling and Energy Recovery Facility (RERF) on Newmarket Approach, between city centre and the M1 is now recycling 100% of Leeds' household waste 😊

The 'incinerator' is open to members of the public for tours in groups of at least six people. The free tours take approx two hours.

Email [leeds.enquiries@veolia.co.uk](mailto:leeds.enquiries@veolia.co.uk) for details of how to book



3,776 people reached

Boost post

Becca Paul, Ewa Wx and 18 others · 9 Comments · 14 Shares

Like · Comment · Share

3,776 People Reached

81 Reactions, comments & shares

36 Like · 19 On post · 17 On shares

2 Love · 1 On post · 1 On shares

1 Sad · 0 On post · 1 On shares

28 Comments · 19 On Post · 9 On Shares

14 Shares · 14 On Post · 0 On Shares

570 Post Clicks

60 Photo views · 1 Link clicks · 509 Other Clicks

#### NEGATIVE FEEDBACK

0 Hide Post · 3 Hide All Posts · 0 Report as Spam · 0 Unlike Page



### Leeds City Council Outer East Community Committee

added 3 new photos to the album Community Committee newsletter - May 2017.

Published by James Nundy Lcc [?] · 18 May at 17:51 · 🌐

Presenting the May 2017 edition of the Outer East Community Committee newsletter.

Please let us have your feedback on this publication.



1,410 people reached

Boost post

Ulla Boutwood, Martin Eyre and 2 others · 3 Shares

Like · Comment · Share

1,410 People Reached

11 Likes, Comments & Shares

4 Likes · 4 On Post · 0 On Shares

4 Comments · 0 On Post · 4 On Shares

3 Shares · 3 On Post · 0 On Shares

241 Post Clicks

224 Photo views · 0 Link clicks · 17 Other Clicks

#### NEGATIVE FEEDBACK

3 Hide Post · 0 Hide All Posts · 0 Report as Spam · 0 Unlike Page



This post was only published 12 days ago and is already the 5th 'most interacted with' post of the 91 we've published since the last update.



**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 (0113 378 5808)

**Date:** 13<sup>th</sup> June 2017

**For decision**

**Title:** Outer East Community Committee Sub Group Nominations

## 1. Purpose of Report

To make nominations to each of the Outer East Community Committee Sub Groups for 2017/18.

## 2. Main Issues

Members will have considered Appointments to Outside Bodies elsewhere on the Community Committee agenda. Members are now asked to make nominations to Outer East Community Committee Sub Groups for 2017/18. The 2016/17 (last year's) groups and representatives are shown below:

| Sub Group                     | Number of Elected Members | Current Appointees   |
|-------------------------------|---------------------------|--|
| Environmental Sub Group       | 4                         | Cllr Mary Harland (Chair)<br>Cllr Helen Hayden<br>Cllr Pauleen Grahame<br>Cllr Sarah Field |
| Children & Families Sub Group | 4                         | Cllr Helen Hayden (Chair)<br>Cllr Stuart Mckenna<br>Cllr Peter Gruen<br>Cllr Mary Harland  |
| Older People's Sub Group      | 2                         | Cllr Sarah Field<br>Cllr Keith Wakefield   |

## 3. Recommendation

- 3.1 Members are invited to nominate representatives for the Environmental and Children & Families sub groups.
- 3.2 Approve the number of sub group meetings reduce to 3 per year with the option for the sub group chair to call additional meetings as needed.

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**Report of: Jill Wildman, Chief Officer Housing Management**

**Report to: Outer East Community Committee, Crossgates and Whinmoor, Garforth and Swillington, Kippax and Methley and Temple Newsam Wards.**

**Report author: Ian Montgomery, Housing Manager – Tenant and Community Involvement 07891 271612**

**Date: 13<sup>th</sup> June 2017**

**For decision**

## **Community Committee nominations to Housing Advisory Panels (HAP)**

---

### **Purpose of report**

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

### **Main issues**

2. There are 11 HAPs across the city in geographical alignment with Community Committee's, with the exception of the East Inner Community Committee – which is split into two HAPs due to the large number of Council homes.
3. Ward Members play an important role in helping the panels undertake their wider tenant engagement role, giving insight into the needs of local communities and linking the priorities of the HAP with the Community Committee so that Council and other services work more effectively together.
4. Community Committees in their June 2017 round of nominations are therefore requested to:
  - a. Nominate up to 1 Ward Member per Ward within the HAP area (with the exception of Outer East which has 1 Ward, where 2 nominations from the same Ward are welcomed).

- b. To undertake the above on the basis that all nominations are for full members, with HAP voting rights.
  - c. Take into account the number of Council homes in each Ward. For Wards with relatively few Council homes nominations are sought on an optional basis (see **Appendix 1**)
5. Council nominations to the panel will continue to help develop local working relationships, especially between the local housing teams, the Tenant Engagement Service and local Communities Teams. Closer working between these teams and services will also help maximise the opportunities for the joint funding of local projects and the identification and support for others to attract external income.

## **Corporate considerations**

6.

### **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 HAPs 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 HAPs, 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**

7. The Housing Service is seeking nominations to Housing Advisory Panels. Community Committees are requested to nominate up to 1 Ward Councillor per Ward within the HAP area. The nominations to the HAPs will continue to help the service build positive working relationships with the Committee and to ensure local priorities are reflected in panel activity.

## **Recommendations**

8. The Outer East Community Committee is requested to nominate up to 1 Ward Member from each of the four wards within the HAP area to serve on the Outer South East HAP.

## **Background information**

- The Environment and Housing Scrutiny Board has requested that more information about the wider Tenant Engagement Framework, and key forums within this (such as VITAL – the Voice of Involved Tenants across Leeds) is shared with Community Committees to raise awareness and help strengthen relationships between services.
- The Tenant Engagement Team is undertaking a review of the Housing Advisory Panels during 2017/18 that will include seeking the views of Ward Members, tenants and others.
- Key functions of Housing Advisory Panels are to:
  - Be aware of the needs of local communities and wider Council priorities and use HAP funds to support a range of community and environmental projects that help support these.
  - Work with local housing and other Council teams to help review and monitor the delivery of local services and help shape services that meet the local community's needs.
  - Support all forms of tenant engagement activity, linking local activities and projects with Communities Teams and other partners. More information is available from [www.leeds.gov.uk/hap](http://www.leeds.gov.uk/hap) or the Tenant and Community Involvement Service, 0113 378 3330 or email [housingadvisorypanel@leeds.gov.uk](mailto:housingadvisorypanel@leeds.gov.uk)

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Appendix 1

| Housing Advisory Panel     | Homes | Wards                         | Homes |
|----------------------------|-------|-------------------------------|-------|
| Inner East (2 Wards)       | 7278  | Gipton and Harehills          | 2774  |
|                            |       | Burmantofts and Richmond Hill | 4504  |
| Inner North East (3 Wards) | 3105  | Moortown                      | 501   |
|                            |       | Roundhay                      | 630   |
|                            |       | Chapel Allerton               | 1974  |
| Inner North West (4 Wards) | 6230  | Headingley                    | 151   |
|                            |       | Weetwood                      | 1367  |
|                            |       | Hyde Park and Woodhouse       | 2231  |
|                            |       | Kirkstall                     | 2481  |
| Inner South (3 Wards)      | 6630  | City and Hunslet              | 1926  |
|                            |       | Middleton Park                | 2221  |
|                            |       | Beeston and Holbeck           | 2483  |
| Inner West (2 Wards)       | 5734  | Bramley and Stanningley       | 2836  |
|                            |       | Armley                        | 2898  |
| Outer East (1 Ward)        | 4508  | Killingbeck and Seacroft      | 4508  |
| Outer North East (3 Wards) | 2413  | Harewood                      | 393   |
|                            |       | Wetherby                      | 863   |
|                            |       | Alwoodley                     | 1157  |
| Outer North West (4 Wards) | 3675  | Adel and Wharfedale           | 652   |
|                            |       | Guiseley and Rawdon           | 710   |
|                            |       | Horsforth                     | 910   |
|                            |       | Otley and Yeadon              | 1403  |
| Outer South (4 Wards)      | 4247  | Ardsley and Robin Hood        | 883   |
|                            |       | Morley North                  | 948   |
|                            |       | Morley South                  | 1117  |
|                            |       | Rothwell                      | 1299  |
| Outer South East (4 Wards) | 5492  | Garforth and Swillington      | 900   |
|                            |       | Kippax and Methley            | 1147  |
|                            |       | Temple Newsam                 | 1561  |
|                            |       | Crossgates and Whinmoor       | 1884  |
| Outer West (3 Wards)       | 5014  | Calverley and Farsley         | 768   |
|                            |       | Pudsey                        | 1722  |
|                            |       | Farnley and Wortley           | 2524  |

May-17

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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**

**Date: Tuesday 13<sup>th</sup> June 2017**

**For decision**

## **Outer East Community Committee Forward Plan 2017-18**

---

### **Purpose of report**

1. This report introduces the Outer East Community Committee Forward Plan for 2017/18. It details the meeting dates and sets out proposed workshop themes. It also highlights the role of the Champions and the work of the Committee in relation to the Council Constitution and associated delegations which are managed through its sub group structure on behalf of the Community Committee. The report also reviews the Committee and its sub structure operations in 2016/17 and makes recommendations for continued improvement.

### **Background information**

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 to represent all areas of the city. The Constitution states that the Executive can make arrangements for the Community Committees to discharge of some functions for which the Executive is responsible. The Executive has identified a number of functions that Community Committees exercise decision making on, however the Executive remains ultimately responsible for these services and may remove or limit a Committee's powers. As with the Executive, in exercising their powers Community Committees must make decisions which are in line with the Council's overall policies and budget. The Community Committees involves all the Councillors from the wards within each Committee area and meetings are held in public.

## **Outer East Community Committee structure**

4. The Outer East Community Committee has put in place a sub structure to provide support, monitoring of performance and, when required, decision making to delegations it is responsible for. These are:
  - Children & Young People's Sub Group
  - Environmental Sub Group
  - Community Committee Champions meetings
  - Temple Newsam Ward Based Briefing
  - Forums (Crossgates, Garforth & Swillington, Halton, Halton Moor & East Osmondthorpe, Kippax & Methley, Swarcliffe, Whinmoor)
5. Driving the work of the Community Committee through the sub groups are the Community Committee Champions. The Champions' role aims to provide local leadership for each theme, whilst acting as a critical interface with services. Meeting and working with service leads, Community Committee Champions are well placed to shape the local agenda around each theme. Information on activities by theme is included in the Community Committee Update Report.
6. Alongside the Community Committee, 7 forums provide a focussed perspective of local issues. Led by ward members, the forums aim to offer a platform for engagement with local people to:
  - address social exclusion, inequality and disadvantage experienced by people living in the defined boundary;
  - take action to improve residents' quality of life through better and more appropriate public and community led services
  - support the economic regeneration of the area
  - fully involve the community in the development of proposals to improve their area.

## **Outer East Community Committee workshops 2016/17 (last year)**

7. Community Committees were established to build on the successes of 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.
8. The only Ward Based Briefing involving OE Communities is for the Temple Newsam Ward.
9. Community Committees continue to work to improve community engagement in local decision making. Themed workshops provide a forum for Councillors, residents and services to consider issues affecting their communities and find solutions. The workshops topics for 2016/17 were determined in collaboration with service leads and Community Committee Champions and Chair.

10. The Outer East Community Committee held 4 workshops in 2016/17 covering key issues in the area:

- Adults & Health – Making Leeds the best city to grow old in
- Highways - Public Transport in Outer East Leeds' consultation
- Community Health Council – Your Health & Your Healthcare
- LASBT / Police - Community Safety in Your Neighbourhood

11. Actions from each of the workshops have been fed back to services and through relevant sub groups of the Community Committee where key partners are helping to deliver the actions and improve service delivery.

12. Attached at Appendix 4 is the draft forward plan for Outer East Community Committee and workshops for 2017/18. Members are asked to consider the forward plan and are welcome to suggest topics for workshops in 2017/18. Proposed topics will then be considered and agreed in collaboration with Community Committee Champions and service leads.

## **Conclusions**

13. The new ways of working has enabled engagement with a range of services and stakeholders on a number of topics across the area and provided a platform to make connections with all involved including residents and service users.

14. Greater publicity and communication is a key role in promoting the Community Committee and new ways of engagement with residents and local groups has started including banners being placed at various locations within the ward. The Facebook page and Twitter accounts are updated regularly with information about events and meetings. This also provides an opportunity for residents to post comments or questions before the Community Committee.

## **Recommendations**

15. The Community Committee is asked to:

- a. note the content of the report and make comment as appropriate;
- b. consider scope and content of future Community Committee agendas;

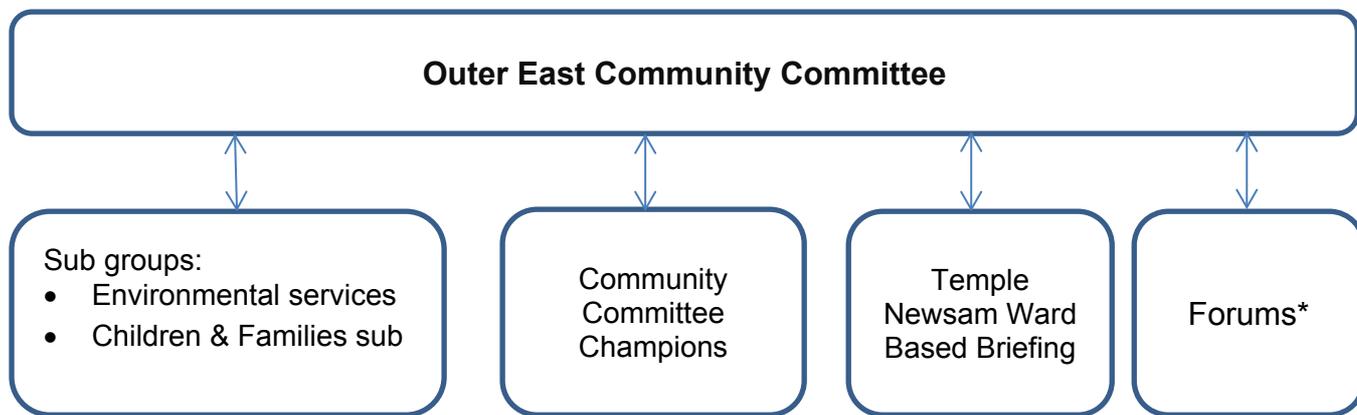
## **Background documents<sup>1</sup>**

There are no background documents associated with this document.

---

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

The structure of the Outer East Community Committee can be illustrated follows:



**\*Outer East Forums:**

- Crossgates
- Garforth & Swillington
- Halton
- Halton Moor & East Osmondthorpe
- Kippax & Methley
- Swarcliffe
- Whinmoor



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## Appendix 5 - Outer East Community Committee 2017/18

### PROPOSED FORWARD PLAN FOR 2017/18 COMMUNITY COMMITTEES

| PROPOSED FORWARD PLAN FOR 2017/18 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 |                              |                                 |  |  |
| Community Committee date                               | Theme & Venue   | Ideas for Topic   | Community Committee Champion | Service Lead/Key contributors   | Others   | Other reports  |
| 13 <sup>th</sup> June 2017                             | Neighbourhood Planning<br>Bowers Allerton Hall<br>(GS Ward) | All aspects of Neighbourhood Planning in Leeds  | Cllr Mary Harland            | Ian Mackay / Abbie Milandinovic | Parish Councils<br>Forum representatives<br>Community Groups<br>Third Sector organisations<br>Residents Groups<br>Housing associations<br>Housing Leeds<br>School clusters   | Key Appointments<br>HAP appointments<br>Forward Plan<br>Delegated budgets<br>Update      |
| 12 <sup>th</sup> September 2017                        | Highways<br>Temple Newsam House?<br>(TN Ward)               | Public transport plans – including youth perspective  | Cllr Peter Gruen             | Vanessa Allen / Highways        | Parish Councils<br>Forum representatives<br>Community Groups<br>Third Sector organisations<br>Residents Groups<br>Housing associations<br>Locality Safety Partnership<br>Housing Leeds<br>School clusters<br>Schools<br>Clusters<br>Youth Clubs<br>Third Sector<br>Residents / Forums<br>Housing associations<br>Locality Safety Partnership | Transport report to Members<br>Cleaner Neighbourhoods SLA<br>Delegated budgets<br>Update |
| 5 <sup>th</sup> December 2016                          | CCG<br>Whinmoor?<br>(CG&W Ward)                             | CCG integration in communities  | Cllr Keith Wakefield         | Peter                           | Third Sector<br>Residents / Forums<br>Housing associations<br>Locality Safety Partnership<br>Parish Councils<br>In Bloom Groups/Environmental Groups<br>Forum representatives<br>Community Groups<br>Third Sector organisations<br>Residents Groups<br>Housing associations<br>Locality Safety Partnership<br>Housing Leeds                  | Tbc<br>Delegated budgets<br>Update   |

**Appendix 5 - Outer East Community Committee 2017/18**

|                                   |   |  |                          |   |   |  |
|-----------------------------------|---|--|--------------------------|---|---|--|
| <p>20<sup>th</sup> March 2017</p> | <p>Community Safety<br/>/Cleaner Neighbourhoods<br/><br/>(K&amp;M Ward)</p> | <p><b>Reducing crime<br/>through design in OE<br/>Leeds?</b></p> | <p>Cllr Mary Harland</p> | <p>Police/<br/>Cleaner<br/>Neighbourhoods/<br/>Planning</p> | <p>In Bloom Groups/Environmental<br/>Groups<br/>Neighbourhood Plan teams<br/>T&amp;PC<br/>Forums<br/>Community Groups<br/>Third Sector<br/>Residents<br/>Housing associations<br/>Locality Safety Partnership</p> | <p>Tbc<br/><br/>Update<br/>Delegated budgets</p> |
|-----------------------------------|---|--|--------------------------|---|---|--|

DRAFT



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

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

**Report author: James Nundy (Area Support Officer, tel: 07746 216 479)**

**Date: Tuesday 13 June 2017**

**For Decision**

## **Outer East Community Committee Delegated Budgets Report**

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### **Purpose of report**

1. This report seeks to provide Members with:
  - a) An update on the outer east budget position
  - b) A review the minimum conditions, as set out in paragraph 8 of this report
  - c) An update on the Wellbeing revenue projects and budget position (Table 1)
  - d) Wellbeing revenue proposals for consideration and approval (paragraphs 18-19)
  - e) An update on Youth Activities Fund projects and budget position (Table 2)
  - f) An update on the Wellbeing capital projects and budget position (Table 3)
  - g) An update on the Wellbeing capital projects approved by DDN since the last meeting (paragraph 27)
  - h) An update on the Small Grants Budget (paragraph 28)
  - i) An update on the details of the Community Skips Budget (paragraph 29)

### **Background information**

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 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. Delegated budgets cannot be approved retrospectively. An application form must be submitted and approved by the Community Committee before activities are completed or items are purchased.

4. 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 application to be at least five weeks prior to any Community Committee. Some applications will be approved via Delegated Decision Notice following consultation with Members outside of the Community Committee cycle.
5. Members are reminded that the Wellbeing Fund Large Grant programme supports the social, economic and environmental wellbeing of a Community Committee area by funding projects that contribute towards the delivery of local priorities. A group applying to the Wellbeing fund must fulfil various eligibility criteria including evidencing appropriate management arrangements and finance 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.
6. Members are reminded that projects eligible for funding 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.
7. 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 Committee. Concurrently with the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.
8. 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 such conditions have been satisfied:
  - i. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;
  - ii. 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;
  - iii. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.

9. 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.

## **Main issues**

### **Wellbeing Budget Position 2017/18**

10. The revenue budget approved by Executive Board for 2017/18 is **£118,300** which is a reduction of £14,040 from last year.

11. Table 1 shows a carry forward figure of £93,936.00 which includes underspends from projects completed in 2016/17 plus £37,687.89 allocated to projects which are not yet completed. The total amount of revenue funding available to the Community Committee for 2017/18 is therefore **£174,548.11**. Further information of the projects approved or ring-fenced is available on request.

12. **Table 1** shows the projects funded by the Community Committee up to and including 25 May 2017.

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

#### **14. Christmas lights switch-on events, motifs and trees**

At the last Community Committee meeting £25,000 was ring-fenced for 2017/18, based on 2016/17 figures. Given the uneven split shown by the actual spend last year, as shown in Table 1, members are asked to consider a more appropriate method of allocating funds by ward, rather than top-slicing the full amount.

As per Table 1, the £25,000 allocation would breakdown as follows:

Cross Gates & Whinmoor £8,500; Garforth & Swillington £9,000; Kippax & Methley £6,600; Temple Newsam £900

15. The Community Committee is asked to note that a total of **£76,591.00** has been allocated from the Wellbeing revenue budget so far this financial year and there is a remaining balance of **£97,957.11** available to spend for projects in 2017/18, This figure is also broken down to ward level in Table 1.

**Table 1: Wellbeing Budget Delegation 2017/18 (revenue)**

|   |                   |
|---|-------------------|
| <b>REVENUE WELL BEING BUDGET</b>            | <b>£</b>          |
| <b>INCOME 2017/18</b>                       | <b>118,300.00</b> |
| Balance brought forward from 2016/17        | 93,936.00         |
| Less: projects brought forward from 2016/17 | 37,687.89         |
| <b>TOTAL AVAILABLE FOR 2017/18</b>          | <b>174,548.11</b> |

|  |                 |
|--|-----------------|
| <b>Area Wide Ring Fenced Projects</b>  |                 |
| <b>Sustainable Economy and Culture</b> | <b>5,500.00</b> |
| Small Grants Scheme                    | 2,500.00        |
| Community Committee public engagement  | 3,000.00        |

|                                       |                  |
|---------------------------------------|------------------|
| <b>Safer And Stronger Communities</b> | <b>41,091.00</b> |
| CCTV                                  | 33,091.00        |
| Tasking Team initiatives              | 5,000.00         |
| Skips for community clean-ups         | 3,000.00         |

|  |                 |
|--|-----------------|
| <b>Health and Well Being</b>           | <b>3,000.00</b> |
| Older person social isolation projects | 3,000.00        |

|  |                   |
|--|-------------------|
| <b>Total Area Wide Ring Fenced Projects</b>      | <b>49,591.00</b>  |
| <b>Balance Remaining Split Across Four Wards</b> | <b>124,957.11</b> |

|                  |                  |                  |                  |
|------------------|------------------|------------------|------------------|
| <b>23,274.60</b> | <b>23,274.60</b> | <b>23,274.61</b> | <b>23,274.61</b> |
|------------------|------------------|------------------|------------------|

| Ward Projects                                       |           | Ward Split             |                        |                  |               |
|---|-----------|------------------------|------------------------|------------------|---------------|
|   |           | Cross Gates & Whinmoor | Garforth & Swillington | Kippax & Methley | Temple Newsam |
| Christmas lights switch on events, motifs and trees | 25,000.00 | 8,500.00               | 9,000.00               | 6,600.00         | 900.00        |
| Cross Gates Good Neighbours IT project              | 2,000.00  | 1,000.00               |                        |                  | 1,000.00      |

|   |                  |                  |                  |                  |                  |
|---|------------------|------------------|------------------|------------------|------------------|
| <b>Total spend / ward spend to date</b>       | <b>27,000.00</b> | <b>9,500.00</b>  | <b>9,000.00</b>  | <b>6,600.00</b>  | <b>1,900.00</b>  |
| <b>TOTAL SPEND: area wide + ward projects</b> | <b>76,591.00</b> |                  |                  |                  |                  |
| <b>BALANCES REMAINING</b>                     | <b>97,957.11</b> | <b>13,774.60</b> | <b>14,274.60</b> | <b>16,674.61</b> | <b>21,374.61</b> |

Members are asked to note that the table above doesn't include the ringfenced amount for the social isolation worker as that is a ward-specific project and the other ringfenced projects are across all four wards. The social isolation worker project is detailed in paragraph 18.

**Delegated Decision Notices (DDN)**

16. There have been no revenue projects for consideration since the last meeting.

## Wellbeing revenue projects for consideration and approval

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

18. **Project title:** Social isolation worker (12 month extension)

**Name of Group or Organisation:** Garforth Neighbourhood Elders Team

**Total Project Cost:** £20,000

**Amount Requested from Delegated Budget:** £10,000

**Wards Covered:** Garforth & Swillington; Kippax & Methley

### **Summary:**

To part-fund a worker for a second 12 months of the service to make links and engage with the 30% socially isolated older people in the Garforth & Swillington and Kippax & Methley wards. £5,000 from each ward. Funding for this project was ring-fenced at the last Community Committee meeting.

### **Community Committee Plan Priorities/Objectives:**

This proposal supports the **Best City for Health and Wellbeing**: residents in outer east are enabled to participate in local community activities.

19. **Project title:** Luncheon Club Coordinator (12 month extension)

**Name of Group or Organisation:** Garforth Neighbourhood Elders Team

**Total Project Cost:** £20,000

**Amount Requested from Delegated Budget:** £10,000

**Wards Covered:** Garforth & Swillington; Kippax & Methley

### **Summary:**

To provide a further 12 months of the service to part-fund a worker to coordinate the 13 luncheon clubs across the Garforth & Swillington and Kippax & Methley wards. £5,000 from each ward.

### **Community Committee Plan Priorities/Objectives:**

This proposal supports the **Best City for Health and Wellbeing**: residents in outer east are enabled to participate in local community activities.

20. Funding the projects detailed in (18) and (19) would leave the Garforth & Swillington ward revenue budget with £4,274.60 and the Kippax & Methley ward revenue budget with £6,674.61

## Youth Activities Fund position

21. The Youth Activities Fund (YAF) approved by Executive Board for 2017/18 is **£46,650**. Table 2 shows a carry forward figure of £24,636.00 which includes underspends from projects completed in 2016/17 and £3,869.00 allocated to projects but not yet completed. The total amount of YAF available to the Community Committee for 2017/18 is therefore **£67,417**

22. Members are reminded that the budget is split by the number of children and young people per ward and is as follows: Cross Gates & Whinmoor 25.8%; Garforth & Swillington 22.9%; Kippax & Methley 25.7%; Temple Newsam 25.6%

23. Applications to Round 1 of the 2017/18 budget totalled over £81,000 and a lot of work was done to bring these fantastic applications back within £11.53 of the allocated budget. Everyone who applied in Round 1 received some funding.

24. **Table 2** shows the projects approved by the Community Committee from the 2017/18 budget. The remaining balance of £20,755.47 is a combination of underspends or projects which didn't take place. The £20,755.47 is available for a second funding round, which is open now and will close on Sunday 18 June 2017. Round 2 activities are to take place between 4 September 2017 and 31 March 2018.

**Table 2: Youth Activities Fund Budget Delegation 2017/8**

|   | Total Allocation | Cross Gates & Whinmoor | Garforth & Swillington | Kippax & Methley | Temple Newsam    |
|---|------------------|------------------------|------------------------|------------------|------------------|
| Budget 2017/18  | 46,650.00        | 12,035.70              | 10,682.85              | 11,989.05        | 11,942.40        |
| Carried forward from 2016/17                                | 24,636.00        | 6,159.00               | 6,159.00               | 6,159.00         | 6,159.00         |
| Less projects carried forward from 2016/17                  | 3,869.00         | 967.25                 | 967.25                 | 967.25           | 967.25           |
| <b>Total available budget for 2017/18</b>                   | <b>67,417.00</b> | <b>17,227.45</b>       | <b>15,874.60</b>       | <b>17,180.80</b> | <b>17,134.15</b> |
| <b>Projects 2017/18:</b>                                    |                  |                        |                        |                  |                  |
| Brigshaw Cluster - out of school activities                 | 1,210.00         |                        | 605.00                 | 605.00           |                  |
| John Smeaton Leisure Centre - sports camps                  | 1,828.56         | 914.28                 |                        |                  | 914.28           |
| Leeds Library and Information Service - digital photography | 1,296.00         |                        |                        | 1,296.00         |                  |
| Cycle Leeds - wild about bikes                              | 1,318.97         |                        | 659.50                 |                  | 659.47           |
| Heads Together Productions - Next Generation 2017           | 2,267.00         | 1,133.50               |                        |                  | 1,133.50         |
| DJ School UK - urban arts workshops                         | 2,820.00         | 1,410.00               |                        |                  | 1,410.00         |
| Herd Farm Residential & Activity Centre - on tour           | 3,420.00         | 950.00                 |                        | 2,280.00         | 190.00           |
| Out of School Activities Team - Garforth mini breeze        | 3,000.00         |                        | 3,000.00               |                  |                  |
| Youth Service - Garforth & Swillington                      | 3,933.50         |                        | 3,933.50               |                  |                  |
| Youth Service - Cross Gates & Whinmoor                      | 5,157.50         | 5,157.50               |                        |                  |                  |
| Youth Service - Temple Newsam                               | 5,157.50         |                        |                        |                  | 5,157.50         |
| Youth Service - Kippax & Methley                            | 5,252.50         |                        |                        | 5,252.50         |                  |
| Leeds Rhinos Foundation                                     | 10,000.00        | 2,500.00               | 2,500.00               | 2,500.00         | 2,500.00         |
| Total Spend Against Projects                                | 46,661.53        | 12,065.28              | 10,698.00              | 11,933.50        | 11,964.75        |
| <b>Remaining Balance per Ward</b>                           | <b>20,755.47</b> | <b>5,162.17</b>        | <b>5,176.60</b>        | <b>5,247.30</b>  | <b>5,169.40</b>  |

## Capital Budget

25. Community Committees receive a proportion of the capital receipt from Council assets, some of which goes towards Ward Based Initiatives and 5% is top sliced, shared amongst Community Committees and split equally across the four outer east wards.

26. Capital injections, as part of the receipts, have been updated every six months. Therefore, including projects allocated and processed by DDN, the Outer East Community Committee has an available capital budget of **£48,000.00** over the next 3 years. Approved projects now total £13,900 leaving a remaining balance of **£34,100**. Members are asked to note the capital allocation broken down by ward as summarised in **Table 3** below:

**Table 3: Capital Budget Delegation 2016-2019**

|  | Ward split             |                        |                  |               |
|--|------------------------|------------------------|------------------|---------------|
|  | Cross Gates & Whinmoor | Garforth & Swillington | Kippax & Methley | Temple Newsam |
| <b>Allocation (£)</b>                      | 12,000                 | 12,000                 | 12,000           | 12,000        |
| <b>Approved projects:</b>                  |                        |                        |                  |               |
| New signs for Swarcliffe Community Centre  | 900                    |                        |                  |               |
| Bollards at Southwood Crescent, Swarcliffe | 2,500                  |                        |                  |               |
| Multi Use Gamers Area in Micklefield       |                        |                        | 1,500            |               |
| Skatepark in Kippax                        |                        |                        | 1,500            |               |
| Resurfacing PRoW in Whitkirk               |                        |                        |                  | 7,500         |
| <b>Total approved projects by ward</b>     | 3,400                  | 0.00                   | 3,000            | 7,500         |
| <b>Remaining balance by ward</b>           | <b>5,200</b>           | <b>12,000</b>          | <b>9,000</b>     | <b>4,500</b>  |

## Capital Projects approved by DDN since the last meeting

27. The Community Committee is asked to note that a £7,500 application to resurface a public right of way (PRoW) in the Temple Newsam ward was approved via DDN since the last meeting. The PRoW runs from Selby Road to Pinfold Hill in Whitkirk.

## Small Grants Update 2017/18

28. The following table details the Outer East Small Grants approved so far this financial year. Of the ring-fenced £2,500.00 budget, £300 has been approved so far, leaving **£2,200** available.

| Project                    | Total amount  | Cross Gates & Whinmoor | Garforth & Swillington | Kippax & Methley | Temple Newsam |
|----------------------------|---------------|------------------------|------------------------|------------------|---------------|
| Garforth Women's Institute | 300.00        |                        | 300.00                 |                  |               |
| <b>Spend per ward</b>      | <b>300.00</b> |                        | <b>300.00</b>          |                  |               |

## Community Skips

29. Following a recent price increase, a skip now costs £166.67 and if it is to be placed on a public highway it also attracts a permit charge of £25. The following table details the skips approved so far this financial year. Of the **£3,000** ring-fenced for community skips, the Outer East Community Committee has approved **£908.35** leaving a balance of **£2,091.65** available to spend. Members are asked to note the community skips allocation broken down by ward, summarised below:

| Group / location                        | Approved amount | Cross Gates & Whinmoor | Garforth & Swillington | Kippax & Methley | Temple Newsam |
|---|-----------------|------------------------|------------------------|------------------|---------------|
| The Growing Zone Group C.I.C            | 166.67          |                        |                        | 166.67           |               |
| Ledston and Ledston Luck Parish Council | 383.34          |                        |                        | 383.34           |               |
| Allerton Bywater Parish Council         | 166.67          |                        |                        | 166.67           |               |
| Kippax in Bloom                         | 191.67          |                        |                        | 191.67           |               |
| <b>Spend per ward</b>                   | 908.35          | 0.00                   | 0.00                   | 908.35           | 0.00          |

## Conclusion

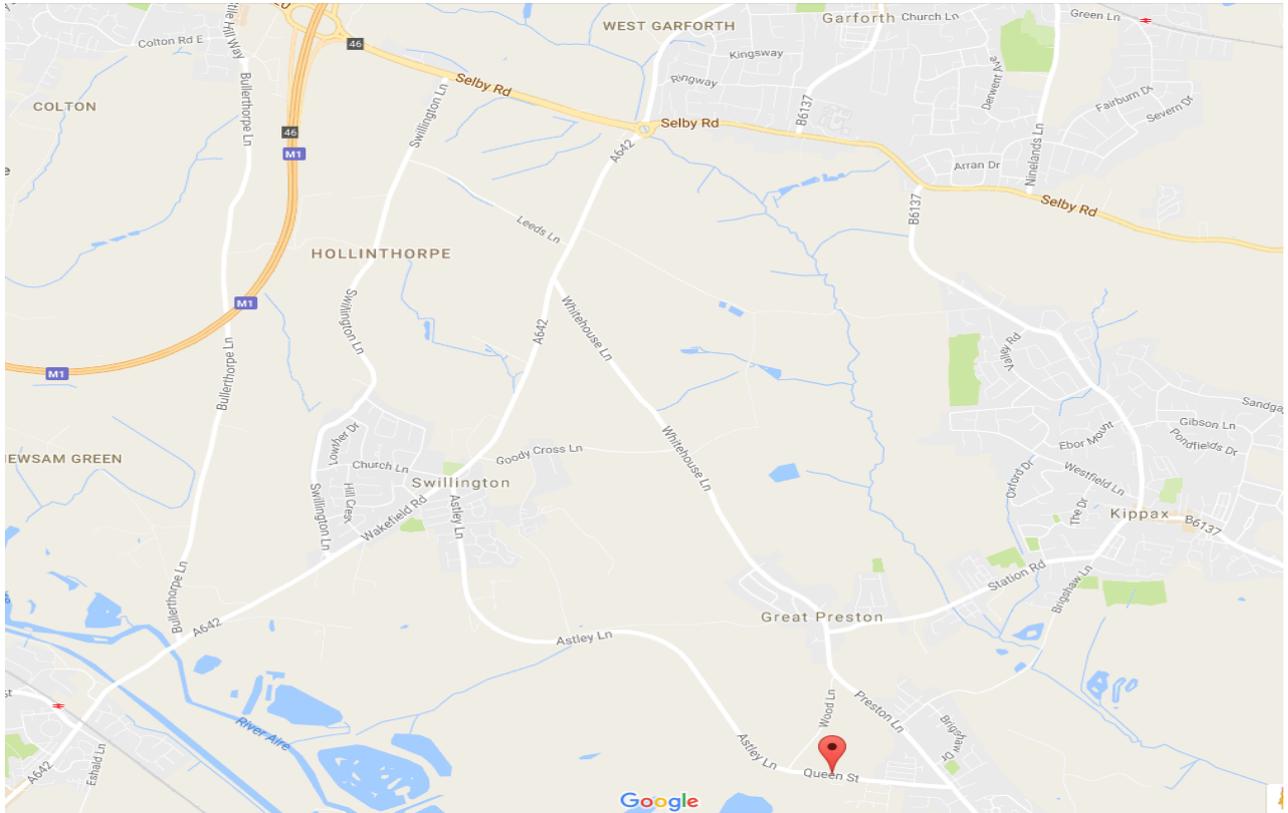
30. The report provides up to date information on the Community Committee's Delegated Budget position.

## Recommendations

31. Members are asked to:

- a) Review the minimum conditions as set out in paragraph 8 of this report
- b) Members are asked to approve allocating the Christmas spend by ward, rather than top-slicing the full amount. The £25,000 allocation would breakdown as follows: Cross Gates & Whinmoor £8,500; Garforth & Swillington £9,000; Kippax & Methley £6,600; Temple Newsam £900
- c) Note the details of the Wellbeing revenue projects and budget position (Table 1)
- d) Consider and approve the Wellbeing revenue proposals (paragraphs 18 and 19)
- e) Note the details of Youth Activities Fund projects and budget position (Table 2)
- f) Note the details of the Wellbeing capital projects and budget position (Table 3)
- g) Note the Wellbeing capital projects approved by DDN since the last meeting (paragraph 27)
- h) Note the details of the Small Grants Budget (paragraph 28)
- i) Note the details of the Community Skips Budget (paragraph 29)

# Bowers Allerton Hall, 7 Queen Street, Great Preston, LS26 8DF



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## WORKSHOP

Theme: Neighbourhood Planning

Topic: How can Neighbourhood Planning benefit Outer East Communities?

| Time   | Agenda Item                                |                       |
|--------|--|-----------------------|
|        | Refreshments will be available from 5pm    |                       |
| 5.15pm | Welcome                                    | Cllr Harland          |
| 5.20pm | Neighbourhood Plan – what they can achieve | Ian Mackay            |
| 5.30pm | Kippax Neighbourhood Plan                  | Doug Morley           |
| 5.40pm | Garforth Neighbourhood Plan                |                       |
| 5.50pm | Tables discussion                          | All                   |
| 6.15pm | Key points from tables                     | Table representatives |
| 6.25pm | Summary                                    | Martin Dean           |
| 6.30pm | Conclusion                                 | Cllr Harland          |

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