



Outer West Community Committee

Calverley & Farsley, Farnley & Wortley, Pudsey

Meeting to be held in Pudsey Town Hall Robin Lane LS28 7BL

Wednesday, 20th February, 2019 at 1.00 pm

Councillors:

P Carlill	- Calverley and Farsley;
A Carter	- Calverley and Farsley;
Amanda Carter	- Calverley and Farsley;
A Blackburn	- Farnley and Wortley;
D Blackburn	- Farnley and Wortley;
M Gibson	- Farnley and Wortley;
M Harrison	- Pudsey;
R Lewis	- Pudsey;
S Seary	- Pudsey;





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

*Images on cover from left to right:
Calverley & Farsley – Calverley Park; Farsley Town Street
Farnley & Wortley – Farnley Hall; Wortley Towers
Pudsey – Pudsey Town Hall; Pudsey Park*

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, 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>RESOLVED – 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
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY INTEREST</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 Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>OPEN FORUM / COMMUNITY FORUM</p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES - NOVEMBER 2018</p> <p>To confirm as a correct record the minutes of the meeting held on 19th November 2019.</p>	1 - 8

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8	Calverley and Farsley; Farnley and Wortley; Pudsey		LASBT REVIEW The report of the Leeds Anti-Social Behaviour Team (LASBT) provides the Community Committee with an update on the review of the service. (Report attached)	9 - 16
9	Calverley and Farsley; Farnley and Wortley; Pudsey		FINANCE REPORT To receive the report of the Area Leader which provides the Outer West Community Committee with an update on the budget position for the Wellbeing Fund and the Youth Activities Fund for 2018/19 and the current position of the Small Grants and skips pots. The report also provides an update on the Wellbeing Fund, Youth Activity Fund, Small Grants and Skips that have been approved since the last meeting. (Report attached)	17 - 34
10	Calverley and Farsley; Farnley and Wortley; Pudsey		AREA UPDATE REPORT To receive the report of the Area Leader to provide the Community Committee with information on additional committee business. The report also provides an update on pieces of work in the Outer West area and of any partnership working that has taken place in the area. (Report attached)	35 - 54
11	Calverley and Farsley; Farnley and Wortley; Pudsey		DATES, TIMES AND VENUES REPORT 2019/20 The report of the City Solicitor is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2019/2020 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored. (Report attached)	55 - 58

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p>VENUE DETAILS AND MAP</p> <p>The meeting is to be held at Pudsey Town Hall, Robin Lane, LS28 7BL at 1:00pm.</p> <p>Third Party Recording</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	59 - 60

OUTER WEST COMMUNITY COMMITTEE

MONDAY, 19TH NOVEMBER, 2018

PRESENT: Councillor D Blackburn in the Chair

Councillors A Blackburn, P Carlill,
Amanda Carter, M Gibson, M Harrison,
R Lewis and S Seary

27 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

28 Exempt Information - Possible Exclusion Of The Press And Public

There were no exempt items.

29 Late Items

There was a formal late item added to the agenda with the Chairs permission. It was noted that the item Youth Work Review had been added at the request of the Executive Member for Communities as it was deemed that the information provided within the report could not wait until the next round of Community Committees. The Chair specified that this item would be taken as agenda item 11. Minute 37 refers.

There was also supplementary information in relation to the Finance Update Report which was moved down the agenda to item 12. The supplementary information related to Community Infrastructure Levy (CIL).

Late and supplementary information had been circulated to the Community Committee prior to the meeting.

30 Declaration Of Disclosable Pecuniary Interest

There were no declarations of disclosable pecuniary interests.

31 Apologies For Absence

An apology had been received from Cllr. Andrew Carter.

32 Open Forum / Community Forum

On this occasion no members of the public wished to speak.

33 Minutes - 17th September 2018

RESOLVED – The minutes of the meeting held on 17th September 2018, were approved as a correct record.

34 Outer West Housing Update

The report of the Chief Officer Housing Management updated and advised the Community Committee on the activities undertaken by the Housing Service, especially those which impacted on the local community and where there were opportunities to work collaboratively.

The Community Committee were informed of the following points:

- Estate walkabouts were being undertaken as a minimum of once every 3 months on each estate/ housing officer patch area. A schedule is prepared on an annual basis. Members were invited to attend the estate walkabouts;
- An action day had been completed on the Swinnow Estate in July to address concerns over anti-social behaviour. Housing staff, Leeds Anti-Social Behaviour Team (LASBT), local police and Cllr. R Lewis attended the event. Residents were provided with guidance on how to report anti-social behaviour and were given the opportunity to report any intelligence that they had in regard to anti-social behaviour;
- A Community Day on the Bawns had been a success with services such as Police, Housing, Waste Management, LASBT, Neighbourhood Services and staff from Pure Gym attending the event;
- The 'Great Get Together' event at Whingate Court had been a success with residents and local school children attending;
- Action days in relation to rent arrears had taken place at Pudsey and Wortley;
- A project for fencing and A gate had been completed on the Bawns. The Officer thanked local ward members for their support with this project and also for assistance with funding the project.
- Another project to install fencing to an area used by residents of the Bawns and includes a Multi-Use Games Area had now been approved.
- Information on welfare reform was included within the submitted report including follow points;
 - The benefits cap is reducing, however, it was not known why;
 - Universal Credit was rolled out on 10th October, it was noted that cases have spiked more than predicted. A dedicated person is dealing with cases;
 - There was an update on rent collection including a year on year comparison. The service was hopeful that by the end of the financial year they would be on target;
 - Update on voids within the area noted that the area was within its 30 day target and was in the top 5 in the City;
- Members received information in relation the Housing Advisory Panel (HAP) including; 2 new members had been recruited to the HAP who were residents from the community; there was £15,000 left in the HAP fund; a number of projects had already been completed working in partnership with local groups.

The Committee discussed the impact of Universal Credit on tenants in the outer west area and were encouraged at the support being provided to tenants in the area going through the process.

The Chair thanked the officers for a detailed report.

Draft minutes to be approved at the meeting
to be held on Wednesday, 20th February, 2019

RESOLVED – To note the content of the report and provide comments on the report.

35 Parks and Countryside Outer West Community Committee update

The report of the Parks Technical Officer provided an update on the parks and countryside activities in the Community Committee area.

Members were informed of the following points:

- Two parks in the outer west area required improvements to bring them up to the Leeds Quality Parks (LQP) status these were New Wortley Recreation Ground and Western Flatts Cliff Park;
- Improvements works were also being carried out at an area known as Cabbage Hill. Although this was not a park it was used by the community.
- The figures in the report were from 2017, figures for 2018 would not be available until January 2019, when Parks and Countryside service would update the Members;
- The service continued to focus on increasing the number of volunteers and groups working in the area. It was estimated that volunteers had contributed 1175 days of voluntary work in the outer west area over a 12 month period.

Cllr. Amanda Carter thanked the service for the brilliant job that they were doing in the outer west area parks.

The Community Committee discussed the following points:

- Would like to support more play equipment in parks;
- S106 money for parks
- Tyersal and New Farnley site based gardener

Members requested that they be kept informed of events taking place in the parks within the outer west area.

It was noted that the grass at Andrew Square needs to be cut on a regular basis.

The Chair thanked the service for its report.

RESOLVED – To note the content of the report.

Cllr. Carlill joined the meeting at 13:30 at the end of this item.

36 Home Plus Presentation from Age UK

The Outer West Community Committee received a presentation from Ian Anderson, Operations Director, Age UK Leeds which provided the Committee with an update on Home Plus (Leeds).

Draft minutes to be approved at the meeting
to be held on Wednesday, 20th February, 2019

Members were informed that Home Plus (Leeds) was a partnership of Age UK, Groundworks and the Care and Repair Service.

Members were informed of the following points:

- During the last week the service had received 200 referrals;
- The service provided was tailored to individuals needs regardless of income and means;
- The aims of the service included:
 - Reducing Fuel Poverty
 - Reducing social isolation
 - Improving health and wellbeing amongst vulnerable groups
 - Improving the energy efficiency of homes
- Everyone who is referred to the service is provided with information and advice including signposting to other relevant services and agencies;
- The service was available for anyone over the age of 18 years who was deemed vulnerable;
- Work was carried out within 48 hours;
- There is a training programme for staff to make sure that they are aware of the full range of services available;
- Home Plus (Leeds) supported the wellbeing service in assisting to reduce social isolation providing support up to 12 weeks, offering a befriending service and links to neighbourhood networks.

The Chair thanked Mr Anderson for attending and was of the view that other Councillors and Housing officers would find the information and services of use.

RESOLVED – To note the content of the presentation.

37 Late Item - Youth Work Review

The report of the Head of Commissioning, Children and Families was added to the agenda of the meeting with the agreement of the Chair. The Executive Member for Communities had requested that the report be presented to all the Community Committees. Minute 29 refers.

The report set out the findings of the Youth Work Review and the recommended option for future commissioning arrangements.

The report provided information on the current services delivery set out as:

- Geographically Targeted Youth Service
- Youth Inclusion Commission
- Pathways grants

A description had been provided for Members information within the report including the budget for each service.

Members were advised that having limited third sector contracts in just one area had created inconsistency in how youth work is delivered across the city. It was noted that the service was bound by procurement law.

The service had agreed that a process should be undertaken to review the population, the needs of young people, identify assets and gaps in current service delivery and agree a new commissioning model in line with Contract Procedure Rules.

Consultation was carried out for the review with a number of services and partner agencies, including online and face to face consultation with over 500 hundred young people.

A wide range of data was collected and analysed for the review including demographics, school attainment and absenteeism, crime/anti-social behaviour and from current youth work provision. A selection of the data was appended to the submitted report.

The review presented nine conclusions based on the data and feedback from the consultation. These conclusions set out at point 10 of the submitted report formed the basis of the proposed commissioning model.

The recommended commissioning model was set out at point 12 of the submitted report and incorporated the following features:

- Geographically Targeted Youth Service;
- Transitional Youth Inclusion Service;
- NEET Prevention Project;

The table also provided the Members with a description of the future service area and the proposed budget for the service.

Members' attention was drawn to the diagram at point 13 of the report. Members heard that the new model would have a clear distinction between provision for different ages. The diagram showed provision for 9-12 year olds would be provided by the third sector with internal Leeds City Council focusing on 12 -17 year olds.

Members noted the information appended to the submitted report in relation to budgets and data collection.

Members discussed the following points:

- Importance of working with young people at an early stage;
- Work with local schools to engage with young people in years 11,12 and 13;
- The use of programmes such as NCS and the importance of getting more young people involved.

Members were informed that there was an opportunity for ward members to make comments on a ward basis and officers would be contacting them.

RESOLVED – To comment on the contents of the report and the recommended future commissioning arrangements.

38 Finance Update Report

The report of the Area Leader provided the Outer West Community Committee with an update on the budget position for the Wellbeing Fund and Youth Activities Fund for 2018/19 and the current position of the small Grants and skips pots.

Members were advised of the following points:

- There is still £943 still available for allocation for Wellbeing Revenue in the 2018/19 budget;
- An application set out at Table 1 of the report had been received from Leeds International Concert Season for Summer Bands in Leeds Parks 2019 for the sum of £3,200. Members were asked for their approval to spend;
- Table 2 of the report set out an application which had been received since the last meeting for a Community Band for West Leeds from Tutti! Leeds Community Concert Band for £419.38 which had been approved;
- There is still £4,043 still available for allocation for Small Grants and for Skip Hire in the 2018/19 budget;
- Two capital applications had been received and approved since the last meeting for:
 - Bawn Avenue Fencing, gate and A frame project
 - Cottingley Springs Hangout Shelter
- Capital budget currently available is £20,707;
- No recent applications had been received in respect of the Youth Activities Fund (YAF). The balance for the YAF was £10,849.92;
- Supplementary information had been circulated to Members in relation to CIL. Members were provided with guidance and current monies available to spend.

Members were also asked to note and agree the application round process which started on 26th October 2018. Members were informed that the application deadline will be 11th January 2019.

Members noted that a funding workshop to look at the applications for the coming year is due to take place on 20th February 2019 prior to the next Community Committee.

RESOLVED – To:

1. Note the current budget position for the revenue Wellbeing Fund for 2018/19 and consider and approve the application that had been received since the last meeting Table 1 of the submitted report - Leeds International Concert Season for Summer Bands in Leeds Parks 2019 for the sum of £3,200. – APPROVED

2. Note the current budget position for the small grants and skips and those applications that had been approved since the last meeting at Table 2 of the submitted report;
3. Note the current budget position for the Capital Wellbeing Fund for 2018/19 and note the applications that have been approved since the last meeting at Table 3 of the submitted report;
4. Note the current budget position for the Youth Activities Fund 2018/19;
5. Agree the recommended application round process for 2019/20.

39 Community Committee Update

The report of the Area Leader updated the Community Committee on pieces of work and partnership working that had taken place in the area.

Members were informed that a meeting of the Pudsey/Swinnow Forum had taken place on Tuesday 13th November with 19 members of the public attending. Partners from West Yorkshire Police, Cleaner Neighbourhoods Team and Parks and Countryside attended.

It was noted that Tyersal Forum was due to take place on Tuesday 27th November at 7pm at Tyersal Club.

The Environment sub group had met in September, Members were advised that the notes of the meeting were attached at Appendix 1 of the submitted report. Members noted that the next meeting of the Environmental sub group was arranged for 14th December 2018.

Members were advised that information in relation to Christmas bin collections had been appended to the submitted report.

The Community Committee heard that the Outer West Youth Summit had taken place on 22nd October at Leeds Civic Hall. 55 children from 9 schools had attended. It was noted that a full report would be brought to a future meeting.

Members were advised that no update report had been received from the Police.

RESOLVED – To:

1. Note the discussions of the Outer West Community Committee and any key issues; and
2. Share and promote the social networking platforms for the Outer West Community Committee.

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Report of: Leeds Anti-Social Behaviour Team

Report to: Outer West Community Committee

Report author: Claire Smith, 0113 3786428

Date: 20/02/19

To note

Leeds Anti-Social Behaviour Team Review

Purpose of report

1. To provide the Outer West Community Committee with an update on Leeds Anti-Social Behaviour Team Review

Main issues

2. The attached report is provided at the specific request of the chair of Outer West Community Committee.

Recommendations

3. To note the contents of the briefing note and receive the update from Leeds Anti-Social Behaviour Team.

Overview

- a) In order to ensure the long-term sustainability of LASBT, the team has been consulting on the how it can redesign aspects of the service to better respond to the challenges it faces.
- b) The consultation has highlighted that current levels of demand are unsustainable and that an increasing number of individuals interacting with the service – both perpetrators and victims – have very complex needs and vulnerabilities.
- c) The consultation identified a need to:
 - a. Revise processes to ensure decision making is based on an effective triage system
 - b. Embed the identification and assessment of risk in procedures from the first point of contact.
 - c. Extend and strengthen partnership working.
- d) Redesigning some of the ways in which LASBT operates offers the opportunity to complement wider LCC ambitions around the Inclusive Growth Strategy, and will also reflect the priorities of both the Safer Leeds Community Safety Strategy and the Best Council Plan.

1. Background information

1.1 Development of Leeds Anti-Social Behaviour Team (LASBT)

- 1.1.1 In October 2009 the Home Secretary, Rt. Hon. Alan Johnson MP announced a package of practical measures to improve the collective response to ASB. This followed an incident elsewhere in the country where a subsequent report criticised the failures of both the local council and the police to share information and respond appropriately.
- 1.1.2 In January 2010 it was agreed that a comprehensive review would take place in Leeds of the local partner agency protocols and processes used to respond to, and tackle, Anti-Social Behaviour. This was completed using the nationally recognised QUEST methodology and under the guidance of a governance board representing senior leaders of partner agencies.
- 1.1.3 As a result of the recommendations of that review, a multi-agency unit – Leeds Anti-Social Behaviour Team (LASBT) – was established to deliver a specialist ASB service through locally based teams. Uniform service standards were also introduced to ensure consistency of delivery across all teams.
- 1.1.4 Due to the success of the team, the domestic noise and out-of-hours noise nuisance team was transferred and integrated into LASBT in 2012.

1.2 Current Provision

- 1.2.1 LASBT is part of Safer Leeds. It includes officers from Leeds City Council, West Yorkshire Police, Housing Leeds, Belle Isle Tenant Management Organisation, West Yorkshire Fire and Rescue Services, Youth Offending, and Victim Support.
- 1.2.2 There are currently three operational teams covering the South and City Centre, East North East, and West North West areas of Leeds. The team are supported by a performance and information team based at Merrion House.
- 1.2.3 The out-of-hours noise nuisance team is co-located within the LeedsWatch Service.

1.3 Defining Anti-Social Behaviour

- 1.3.1 LASBT was designed to deal with behaviour that cannot be reasonably resolved through tenancy management or mediation. This includes (but is not limited to) those listed below:-
 - **Harm to individuals**
Harassment, threats of violence and/or intimidation, racist behaviour or language and verbal abuse.
 - **Harm directed at communities**
Drug dealing and misuse, street drinking, prostitution, kerb crawling, aggressive begging, public drunkenness and disorder and persistent domestic noise nuisance.
 - **Environmental harm**
Graffiti and vandalism/damage to public property.
- 1.3.2 The Anti-social behaviour, Crime and Policing Act 2014 uses two definitions of ASB depending upon whether the ASB is related to a housing function.
- 1.3.3 In relation to housing, LASBT works across all tenures. Where anti-social behaviour has occurred in a housing context, LASBT will consider whether the conduct is capable of causing nuisance or annoyance to a person in relation to that person's occupation of residential premises or whether the conduct is capable of causing housing-related nuisance or annoyance to any person.
- 1.3.4 Where anti-social behaviour occurs in a non-housing related context the test will be as to whether the behaviour has caused, or is likely to cause, harassment, alarm or distress to any person.

1.4 Why is a review needed?

- 1.4.1 The nature of the issues facing LASBT has evolved since the service was established. There has been increased demand for the service, which is responding to a far greater number of complex cases and high risk incidents.
- 1.4.2 The volume of incoming referrals relating to noise nuisance, in particular, is significantly limiting the team's ability to deliver much needed work around prevention, intervention and community empowerment.
- 1.4.3 The breadth of issues being referred has also increased. The interpretation of many people outside of the service of what constitutes 'anti-social behaviour' has expanded, with ASB becoming a 'catch all' for activity ranging from minor instances of noise nuisance to serious criminal activity.

- 1.4.4 Furthermore, an increasing number of those interacting with the service – both victims and perpetrators - are displaying complex support needs and vulnerabilities. Those support needs often require specialist interventions, which LASBT is not best placed to deliver.
- 1.4.5 Organisations including Shelter have demonstrated that ASB is often prevalent where there are wider risk factors such as living in a disadvantaged neighbourhood and/or poor housing, or in a family where there is conflict, social exclusion or poverty.
- 1.4.6 With this in mind, redefining the way in which LASBT operates offers the potential to complement wider ambitions around the Council's inclusive growth strategy, especially in the context of support for priority neighbourhoods and also work within children's services and adult social care to support vulnerable families.

2. Main issues

- 2.1 The consultation process to date has underlined the strengths of the **multi-agency approach** to tackling ASB in Leeds, highlighting the positive impact of the service on communities and the value of the knowledge and skills of staff.
- 2.2 The consultation has reinforced the fact that anti-social behaviour cannot be tackled or prevented in isolation by one agency. In order to address the causes of ASB, a joined up, partnership approach is required. This will involve LCC colleagues in areas such as mental health, adult social care, children's services and housing, as well as external partners and residents.
- 2.3 Decision making should be based upon a thorough assessment of the severity of incoming cases. It is intended that **a triage system** is introduced to manage this process, and that the **identification and assessment of risk is embedded** within the system from the first point of contact.
- 2.4 It is recognised that the proposed programme of change within LASBT must be underpinned by **staff training** to ensure officers are confident using all tools available to them, and to empower them to provide robust advice, deliver successful early intervention and, where necessary, to challenge customer expectations.
- 2.5 It is recommended, following feedback during the consultation process, that a programme of **regular training** about the role of LASBT is also introduced for LCC colleagues in other services and for partners such as the Neighbourhood Policing Teams.

2.6 Areas for Priority Action

- 2.6.1 Triage of referrals:** it is recommended that the service designs and implements a triage system for all incoming referrals so that cases can be appropriately prioritised.
- 2.6.2 That system should be based on clear Terms of Reference, which support the priorities of the Safer Leeds Community Safety Strategy. It should be supported by a revised system of performance monitoring.
- 2.6.3 The identification and assessment of vulnerabilities must be embedded in that process from the first point of contact with service users. This will require scripts to be revised and regular training to be provided for both LASBT officers and officers in the contact centre.
- 2.6.4 Where cases are assessed as not being ASB cases but a support need is identified customers will be signposted to appropriate, alternative services. For complex cases it may be appropriate to refer the case for consideration by a community MARAC.
- 2.6.5 It is crucial that strong partnerships are in place to enable officers to access support from colleagues in services such as mental health, youth offending, children's services adult social care and housing, as well as partners such as West Yorkshire Police.
- 2.6.6 Community MARACs:** For complex and persistent cases it is recommended that the service establishes the use of community MARACs. This will promote early resolution of cases, joint decision making and more effective problem solving. This will enable officers to assess and manage risk more effectively for both perpetrators and victims.
- 2.6.7 Mediation:** Early intervention has the potential to resolve more ASB cases before they escalate and become increasingly entrenched. Not only could this deliver improved outcomes for the individuals involved it also has the potential to reduce costly demands on public services created through having to resolve more complex cases if they escalate.
- 2.6.8 It is recommended that a mediation service is commissioned which has the flexibility to work in various localities and at times which suit the needs of those residents involved.
- 2.6.9 Noise:** Over 60% of incoming referrals relate to noise nuisance. The existing resources cannot meet the demand and expectation of the service. The provision therefore needs to be revised, joining up day time and out-of-hours services more effectively and ideally delivering increasingly flexible coverage.
- 2.6.10 The use of technology – such as apps to record and report noise nuisance - should be explored.
- 2.6.11 In addition, a communication plan should be put in place to ensure that customers understand what actions they can take themselves.
- 2.6.12 Communication:** External communications need to be revised to provide clear advice to those seeking to use the service, particularly in the case of out-of-hours noise nuisance.
- 2.6.13 In order to manage customer expectations information about details such as anticipated response times should be accessible and, with the introduction of a triage system, customers should receive accurate information about how their case will be taken forward.
- 2.6.14 Officers need to be empowered to challenge unrealistic expectations and to set out, if necessary, the limitations of tools available to them in some circumstances.
- 2.6.15 The consultation process has highlighted a gap in terms of social media presence. Advice is being sought from the communications team as to options available.
- 2.6.16 Location of the West Team:** Currently officers based in the west of Leeds are in accommodation that does not fully meet the needs of the service. Work is on-going to identify a suitable alternative base, ideally co-located with other services in the same area of

the city. Consultation with Trade Union representatives is taking place in relation to this proposal.

2.6.17 **ASB Strategy:** It is proposed that an Anti-Social Behaviour Strategy is developed for the city which sets out a strategic framework for activity moving forward. It is intended that this should be focused around the themes of prevention, intervention, enforcement, community empowerment and integrated intelligence.

2.6.18 This will inform the future allocation of capacity and resources and ensure that activity is reflective of the ambitions set out in both the Safer Leeds Community Safety Strategy and the Best Council Plan.

2.7 Consultation and engagement

2.7.1 A wide range of consultation events have taken place with staff, elected members and partners. This has included a multi-agency OBA session and a series of staff workshops.

2.7.2 Work has been undertaken with West Yorkshire Police Independent Advisory Board and residents have been consulted via TARA. Additional consultation is due to take place via the citizen's panel.

2.7.3 An initial workshop took place with members of the Environment, Housing and Communities Scrutiny Board in December 2018 ahead of a formal meeting on 25 February 2019. Community Safety Champions were consulted in January 2019. Consultation with Community Committee Chairs is ongoing.

2.7.4 The Executive Board member for Communities has been engaged throughout the process.

2.7.5 In addition the LASBT review steering group, which is chaired by the Chief Officer for Safer Leeds, includes officers from a range of services including Adult Social Care, Children's Services, Communities and Housing. Two elected members also sit on the board, along with a Trade Union representative and colleagues from partner organisations such as Victim Support, West Yorkshire Police and the West Yorkshire Fire and Rescue Service.

2.8 Resources and value for money

2.8.1 The aim of this review is to change the way LASBT operates in order to maximise the value derived from existing resources.

2.8.2 The ambition is to enable officers to work with communities, and to make better use of early intervention tools, thereby reducing demand on public services and the associated cost of dealing with complex cases that have escalated.

3. Next Steps

3.1 Under the direction of the Chief Officer for Safer Leeds, officers will continue to redesign the current LASBT provision with a view to implementation of a final scheme after consideration by the Executive Board in June.

3.2 The LASBT Review steering group will continue to meet in order to bring partners together to shape the programme as it develops.

Figure 1: Current Structure

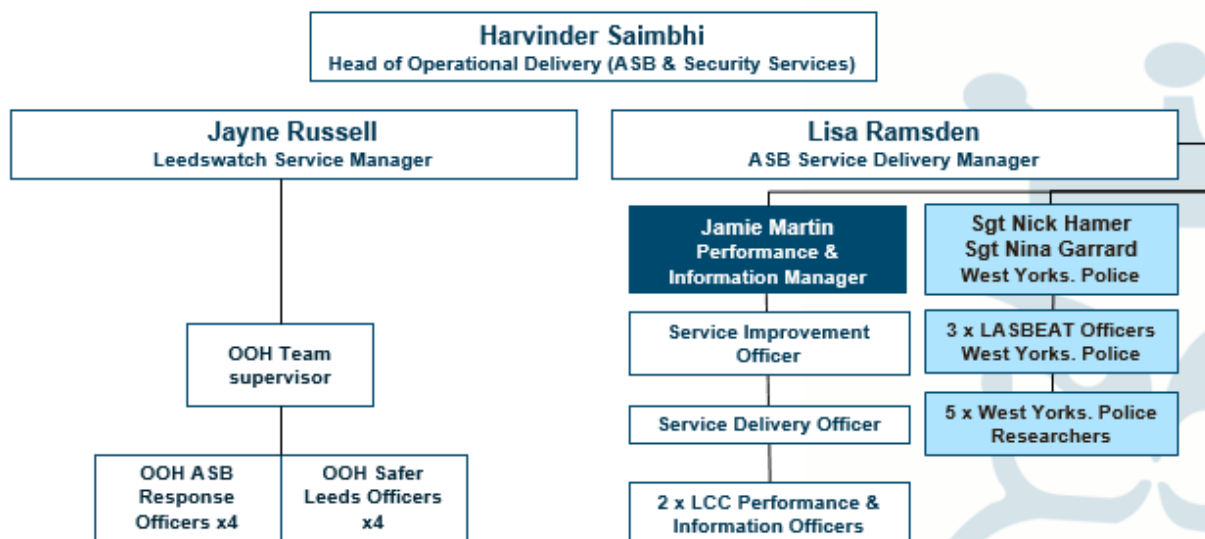
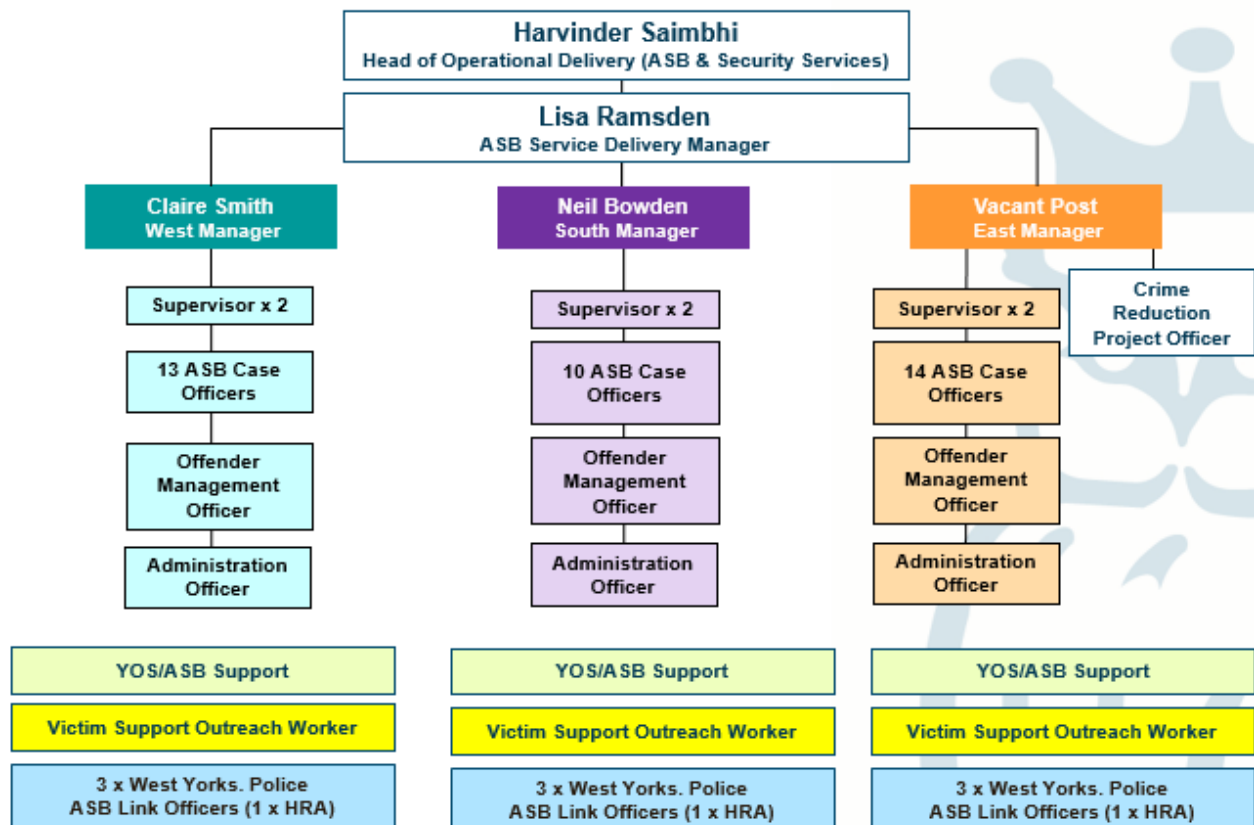
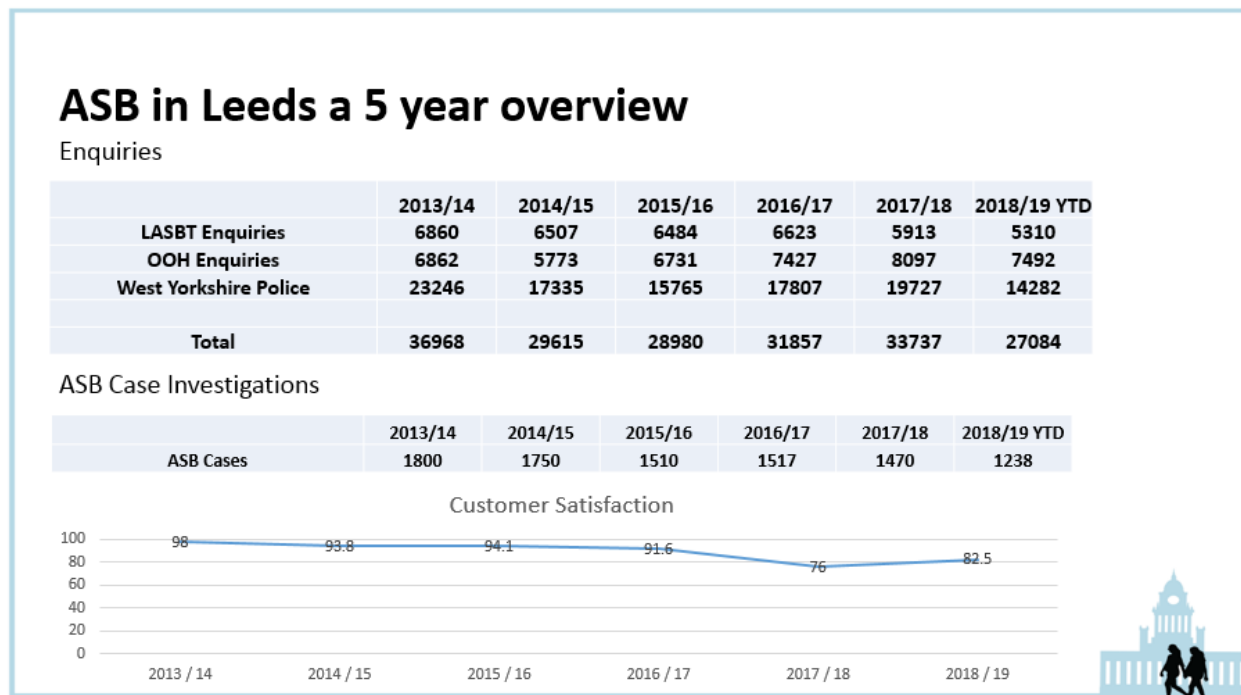


Figure 2: ASB in Leeds





Report of: Area Leader

Report to: The Outer West Community Committee

Report author: Karen McManus 0113 5350727

Date: 20th February 2019

For decision

Finance Update Report

Purpose of report

1. This report provides the Outer West Community Committee with an update on the budget position for the Wellbeing Fund and Youth Activities Fund for 2018/19 and the current position of the Small Grants and skips pots.
2. The report provides an update on the Wellbeing Fund, Youth Activity Fund, Small Grants and Skips that have been approved since the last meeting.

Main issues

3. Community Committees have a delegated responsibility for the allocation of Area Wellbeing Funding. The amount of Wellbeing funding provided to each committee is calculated using a formula agreed by Council taking into consideration both population and deprivation of an area.
4. The Outer West Community Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year. To facilitate this process, a funding round is held which requires organisations to submit proposals for projects. Once the annual Wellbeing budgets are set by Executive Board and ratified by Full Council, the Community Committee meets to agree which projects will be supported in the year ahead. These projects are then monitored and assessed by the Community Committee throughout the year to ensure they are fully meeting their objectives.
5. In addition, the Outer West Community Committee receives a sum of Youth Activity Fund funding. The Community Committee also received an allocation of Capital Funding in 2018/19.

6. 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, equality and diversity; and be unable to cover the costs of the project from other funds.
7. Projects eligible for funding could be community events; environmental improvements; crime prevention initiatives or opportunities for sport and healthy activities for all ages.
8. In line with the Equality Act 2010 projects funded at public expense should provide services to citizens irrespective of their religion, gender (including Trans), marital status, race, ethnic origin, age, sexual orientation or disability; under the Public Sector Equality Duty the Council must have due regard to the need to **eliminate** discrimination, advance **equality** of opportunity and **foster** good relations between different people when carrying out their activities. Funding for projects specifically targeted at certain groups is allowed under the Equality Act provided there is a clear evidence base for doing so (such as activities to promote women's health through sport projects or a project targeted at people with hearing impairments, or one for new migrants to help them integrate). Further advice on these can be given on a case by case basis if required. 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.

Wellbeing Revenue Budget Statement 2018/19

9. The Outer West Community Committee received an allocation of **£112,390** for the 2018/19 financial year. This funding has now been committed to **26** projects for 2018/19. Taking into account the balance following the funding round, there is **£1,935** still available for allocation for Wellbeing Revenue in the 2018/19 budget.
10. There has been 1 Wellbeing Application which has been received / approved since the last meeting of the Outer West Community Committee.

Table 1 below outlines those Wellbeing Applications that have been received or approved since the last meeting of the Outer West Community Committee

Project Name	Organisation/ Department	Amount Requested	Amount Approved
Barrier at Cavendish Place	Leeds City Council Housing	£770	£770 via DDN

Notice Board in Tyersal	Leeds City Council Parks & Countryside	£1,200	To be considered Appendix 1
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Small Grants & Skips

11. There have been no small grant or skip requests since the last meeting.
12. Taking the above into account, there is **£4,043** still available for allocation for Small Grants and for Skip Hire in the 2018/19 budget. The Community Committee are asked to note the current position of the budget and those grants and skips that have recently been approved.

2018/19 Wellbeing Capital Projects

13. In addition to Wellbeing revenue, the Community Committee also receives an allocation of capital funding. The latest update from the Council's Finance Department shows there is **£33,900** in capital monies available for allocation in 2018/19.

Table 2 below outlines the Capital Applications that have been received or approved since the last meeting of the Outer West Community Committee.

Project Name	Organisation/ Department	Amount Requested	Amount Approved
Litter Bins in Tyersal	Leeds City Council	£2,100	To be considered Appendix 2

2018/19 Youth Activities Fund

14. In 2018/19, the Outer West Community Committee received a sum of **£42,020** Youth Activity Fund. This fund is to commission sports and cultural activity for young people aged 8-17. This should be allocated with the involvement and participation of children and young people in the decision making process.
15. This funding has now been committed to 7 projects for 2018/19. Taking into account the balance following the funding round, plus £4500 returned to the pot from the cancelled project Schools Out by Armley Juniors, there is **£15,349** still available for allocation for Youth Activities Fund in the 2018/19 budget.

Table 3 below outlines the Youth Activity Fund Applications that have been received or approved since the last meeting of the Outer West Community Committee.

Project Name	Organisation/ Department	Amount Requested	Amount Approved
Outer West Easter Holiday Activity Programme	Leeds Youth Service	£1,103.38	To be considered Appendix 3

Community Infrastructure Levy (CIL)

16. On the 21st October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6th April 2015 do not qualify for a CIL contribution. As part of this payment schedule, Leeds City Council retains up to 70-80% centrally, 5% for administration and 15-25% goes to a Community Committee or the relevant Town or Parish Council. This 15-25% of the CIL receipt (25% if there is an adopted neighbourhood plan, 15% if there isn't) is known as the 'Neighbourhood Fund'. In the absence of a Town or Parish Council, the Neighbourhood Fund element of CIL is allocated to the Community Committee.
17. The Community Committee also receives an allocation of CIL funding. The latest update from the Council's Finance Department shows there is the following amounts available for allocation,
- Pudsey **£124,285.51**
 - Farnley & Wortley **£10,280.63**
 - Calverley & Farsley **£22,984.26**

Table 4 below outlines the CIL Applications that have been received or approved since the last meeting of the Outer West Community Committee.

Project Name	Organisation/ Department	Amount Requested	Amount Approved
SID Units x6 Pudsey	Leeds City Council Highways	£18,260	£18,260 Via DDN
SID Units x6 Farsley	Leeds City Council Highways	£18,660	To be considered Appendix 4

SID Units x2 Farnley & Wortley	Leeds City Council Highways	£6,220	To be considered Appendix 5
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a. Consultation and Engagement

18. The Community Committee has previously been consulted on the projects detailed within the report. The Youth Activity Fund application rounds are promoted through the Breeze Culture Network and local providers, with consultation from children and young people being taken into account through the Youth Engagement Panels.

b. Equality and Diversity / Cohesion and Integration

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

c. Council policies and City Priorities

20. Projects submitted to the Community Committee for Wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:
- Vision for Leeds
 - Leeds Strategic Plan
 - Health and Wellbeing City Priorities Plan
 - Children and Young People's Plan
 - Safer and Stronger Communities Plan
 - Regeneration City Priority Plan

d. Resources and value for money

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

e. Legal Implications, Access to Information and Call In

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

f. Risk Management

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

Conclusion

24. Wellbeing funding provides an important opportunity to support local organisations and drive forward improvements to services. This report provides members with an update on the Wellbeing programme for 2016-17.

Recommendations

25. The Outer West Committee is asked to:
- Note the current budget position for the revenue Wellbeing Fund for 2018/19 and note or consider applications that have been approved / received since the last meeting at **Table 1**
 - Note the current budget position for the small grants and skips
 - Note the current budget position for the Capital Wellbeing Fund for 2018/19 and note or consider applications that have been approved / received since the last meeting at **Table 2**
 - Note the current budget position for the Youth Activities Fund for 2018/19 and note or consider applications that have been approved/received since the last meeting at **Table 3**
 - Note the current budget position for the CIL budget and note or consider applications that have been approved/received since the last meeting at **Table 4**

Background information

1. None

Project Name	Tyersal Park - Noticeboard
Amount applied for	£1,200
Lead Organisation	Parks & Countryside
Ward/Neighbourhood	Pudsey

Community Plan Objective	Best City for Communities Best City for Children & Young People Best City for Health & Wellbeing
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Project Summary
We would like to install a community noticeboard in Tyersal Park, off Tyersal Road at the entrance to the park. The community noticeboard would be a lockable glass fronted unit, for use by all the community to distribute notices regarding community events, sessions, advertisements and news items. The park is a well-used asset in the area and users/residents would benefit from being able to post and read items of interest, helping create a more cohesive community.

When will the project run?
June – August 2019

Targets for the project and how success will be measured
Project will be monitored and managed by Parks Service. Outcomes will include; help provide opportunities for active participation in local projects from all aspects of the community encouraging community involvement. Locals would benefit from being able to post and read items of interest, helping create a more cohesive community.

How the project will be promoted and/or participation encouraged
Local community groups, Community Committee.

Other organisations involved
Where a local 'Friends' group exists they will be encouraged to engage with the members of staff and will be encouraged to become involved in the development of their local park or green space. There will be ongoing liaison with the Community Committee and local Ward Members.

Financial Information	
Revenue funding requested	£1,200
Total cost of project	£1,200
Match funding/Other funding sources	
Available Funds in Group Bank Account	

Funding received since 2010			
Full Breakdown of Costs			
Item	Wellbeing	Other (with funding body)	Date of Decision
Supply and installation of metal (black& Gold) glass fronted notice board – City Signs (LCC internal service provider) will be used to source the goods and installation will be undertaken by Parks and Countryside.	£1,200		
Total:	£1.200		

Communities Team Comments
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Project Name	New Bins in Tyersal
Amount applied for	£2,100
Lead Organisation	Leeds City Council – Cleaner Neighbourhoods Team
Ward/Neighbourhood	Pudsey

Community Plan Objective	Best City for Communities
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Project Summary
<p>To purchase and install new litter bins at locations specified by the ward members and specified as a litter hot spot by the Cleaner Neighbourhoods Team.</p> <p>Litter bin located in high footfall areas help contain the waste and reduces staff hours picking litter from the ground. The time we spend de-littering can be used more productively providing service in other aspect of our day to day responsibilities.</p> <p>The regular maintenance and servicing of the bins will be carried out by the Cleaner Neighbourhoods Team.</p> <p>The staff hours, to service the bins and tipping cost of waste, will be covered by the service.</p>

When will the project run?
1st March 2019 – 1st June 2019 (It will take 6 weeks from the order being approved to bins on site)

Targets for the project and how success will be measured
The quantity of contained waste and the frequency of emptying the bins will be a good indication of the success.

How the project will be promoted and/or participation encouraged
The installation of bins and their success can be promoted through community meetings and local volunteer groups.

Exit strategy/How the project will continue after the funding
We only require a one off funding to purchase the bins. The service will pick up the day to day cost.

Financial Information	
Revenue funding requested	£2,100
Total cost of project	£2,100
Match funding/Other funding sources	
Available Funds in Group Bank Account	
Funding received since 2010	
Full Breakdown of Costs	

Item	Wellbeing	Other (with funding body)	Date of Decision
Supply & Install 10 x Litter Bins	£2,100		
Total:	£2,100		

Communities Team Comments

Project Name	Outer West Easter Holiday Activity Programme
Amount applied for	£1103.38
Lead Organisation	Leeds Youth Service
Ward/Neighbourhood	Farnley & Wortley , Calverley and Farsley, Pudsey

Community Plan Objective	<p>Best City for Children & Young People</p> <ul style="list-style-type: none"> • Support activities that make people and places feel safer. • Support children and young people to be engaged, active and inspired. <p>Best City for Health & Wellbeing</p> <ul style="list-style-type: none"> • Improve access and engagement in sport and cultural activities.
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Project Summary
<p>Youth Workers consulted with young people accessing youth service provision in Outer West and they suggested the following activities for the Easter Holidays:-</p> <p>Indoor Skiing / Sledging Session @ Snozone, Xcsape, Castleford. 12 young people @ 12.99 per session = £155.88 Minibus hire - £40 hire charge plus 85 p per mile = £40 + 40 x .85 = £74 Total £229.88</p> <p>2 x Horse Riding Sessions @ Backlane Stable , Farnley , Leeds 16 young people @ £20 per session = £320 Minibus hire - £40 hire charge plus 85 p per mile = £40 + 20 x .85 = £57 Total £377</p> <p>Trip To The York Dungeons 12 young people @ £6 = £72 plus x 2 group leaders @ £11 = £94 Minibus hire - £40 hire charge plus 85 p per mile = £40 + 60 x .85 = £91 Total £185</p> <p>Ice Skating Trip at Bradford Ice Arena 12 young people @ £9.00 inc skate hire = £108 Minibus hire - £40 hire charge plus 85 p per mile = £40 + 30 x .85 = £65.50 Total £173.50</p> <p>Day Trip – Walk in the Yorkshire Dales – Malham Cove 12 young people – 12 x packed lunches @ £2.50 = £30 Minibus hire - £40 hire charge plus 85 p per mile = £40 + 80 x .85 = £108 Total £138</p> <p>Numbers?</p> <ul style="list-style-type: none"> • 6 x day trips • 64 places (approx 20 places per ward) • Ages 11 – 17 yrs • Total cost = £1103.38

Youth Service Staff Contribution – 6 x trips inc x 2 youth workers (approx. 6 hours per trip) = 6 x 2 x 6
= 72 hours x £12.50 = £900

When will the project run?

Activities to be delivered over the 2 week Easter School Holidays 2019

How many people can attend?

64 places available x 6 day activities

Targets for the project and how success will be measured

- Good uptake of sessions – full attendance
- Parental feedback forms
- Young person feedback forms
- Young people having learnt new skills, interests, and hobbies
- Positive outcomes from young people – increased self- esteem, service engagement, positive engagement
- Less reported youth nuisance

How the project will be promoted and/or participation encouraged

Social Media, Breeze Website, Schools, Targeted Service Leaders, Youth provision.

Exit strategy/How the project will continue after the funding

Young people will be informed of youth provision in their area and opportunities to maintain the positive relationship with their youth workers.

Other organisations involved

None

Financial Information

Revenue funding requested

Total cost = £1,103.38

Total cost of project

£1,103.38 + £900 staffing contribution = £2003.38

Match funding/Other funding sources

Available Funds in Group Bank Account			
Funding received since 2010			
Full Breakdown of Costs			
Item	Wellbeing	Other (with funding body)	Date of Decision
Total:	£1,103.38		

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Project Name	SID Units x6
Amount applied for	£18,660
Lead Organisation	LCC – Highways
Ward/Neighbourhood	Calverley & Farsley

Community Plan Objective	Best City for Communities
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Project Summary
Purchase and installation of 6x SIDs and modification of lighting columns

When will the project run?
February to June 2019

Targets for the project and how success will be measured
To install x6 SID devices in Farsley 2 x SID on New Street 2 x SID on Old Road 2x SID on Town Street

How the project will be promoted and/or participation encouraged
As it is a local initiative led by Ward Councillors, the local community are and will be actively involved.

Exit strategy/How the project will continue after the funding
Cost Implications: If the unit needs to be moved from one column to another. Fee will apply per move. Any damage/servicing costs SID will be fixed with tamper-proof fixings at a height to make deliberate damage difficult. The scheme is for purchase and installation only. Future maintenance of the SID and costs of moving/repairing/servicing are to be met by Area management/Ward Members

Financial Information	
Revenue funding requested	£18,660
Total cost of project	£18,660
Match funding/Other funding sources	
Available Funds in Group Bank Account	

Funding received since 2010			
Full Breakdown of Costs			
Item	Wellbeing	Other (with funding body)	Date of Decision
6 x SID device and installation	£18,660		
Total:	£18,660		

Communities Team Comments
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Project Name	SID Units x 2
Amount applied for	£6,220
Lead Organisation	LCC – Highways
Ward/Neighbourhood	Farnley & Wortley

Community Plan Objective	Best City for Communities
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Project Summary
Purchase and installation of 2x SIDs and modification of lighting columns

When will the project run?
April to August 2019

Targets for the project and how success will be measured
To install x2 SID devices in Farnley & Wortley 1 x SID on Lower Wortley Road 1 x SID on Pudsey Road

How the project will be promoted and/or participation encouraged
As it is a local initiative led by Ward Councillors, the local community are and will be actively involved.

Exit strategy/How the project will continue after the funding
Cost Implications: If the unit needs to be moved from one column to another. Fee will apply per move. Any damage/servicing costs SID will be fixed with tamper-proof fixings at a height to make deliberate damage difficult. The scheme is for purchase and installation only. Future maintenance of the SID and costs of moving/repairing/servicing are to be met by Area management/Ward Members

Financial Information	
Revenue funding requested	£6,220
Total cost of project	£6,220
Match funding/Other funding sources	
Available Funds in Group Bank Account	

Funding received since 2010			
Full Breakdown of Costs			
Item	Wellbeing	Other (with funding body)	Date of Decision
2 x SID device and installation	£6,220		
Total:	£6,220		

Communities Team Comments



Report of: Area Leader

Report to: The Outer West Community Committee

Report author: Karen McManus 0113 5350727

Date: 20th February 2019

To Note

Area Update Report

Purpose of report

1. The Community Committee update report is submitted when there is additional committee business to report or a general update on other activity in the outer west area. Partner organisations and Council services will also contribute information to the Update Report.
2. The report also updates the Committee on pieces of work and partnership working that has taken place in the area.
3. Members are asked to note the discussions and any key messages.

Main issues

Neighbourhood Policing Update

4. Leeds City Councils 'City Priorities Plan' sets out its ambitions to achieve sustainable reductions in crime and disorder, tackle anti-social behaviour and to build stronger cohesive communities.
5. At the request of the Community Committee, West Yorkshire Police have been invited to provide a policing update to the meeting.

Heights & Bawns Neighbourhood Improvement Partnership

Meeting held 12th December:

6. Employment & Education Skills & Training.

Concerns were raised again that there is no Job Shops in Farnley/ Wortley and there was no scope of getting one due to the lack of resources.

Cllr Gibson had studied the stats of users of Job Shops there are none in the Farnley/ Wortley Ward and residents access the Job Shop at Armley One Stop Centre or the City Centre.

Cllr Gibson had considering ways to support individuals from the Ward to Job Shops. One suggestion was to use the council's minibuses that are standing still after the school run. These mini buses could be utilised to put on a service from the estate to the Job Shops. The cost implication would to pay for a driver. Consideration is taking place in regards to how to fund this project and if it is viable to go ahead.

Venues were identified as to where Job & Skills sessions could be delivered from. Cow Close and the premises on Heights that had been used by Armley Juniors were identified but none of these are available and do not have WIFI access.

7. Crime & Grime

The issues of ASB on the Heights was discussed and action has been taken to address the issues via LASBT & Housing Office.

A Neighbourhood Watch group has been set up now on Farrow Vale. The group are wanting to improve the area and will be carrying out a clean-up with the Housing Office.

There has been an increase in Fly tipping and action was taken to address this use of covert cameras has helped to identify culprit. Ginnels have been cleaned up and here is a dedicated team to cover the area now and address any issues as they arise.

8. Health & Wellbeing -

Cold weather preparation

As temperatures drop the follow information shown on local TV and produced by the health Protection team at the council offers some valuable advice to our frailer residents who are more susceptible to 'cold snaps'.

U:\PUBLIC HEALTH\Health Protection\Environment KMcG\Adverse Weather\PH Winter Group\2018 19\TV Leeds\Episodes\Public Health Ep 1.mp4

There is also a support tool on CAREVIEW which is free to access;

<https://leeds.care.vu/>

Advice and guidance on how to support vulnerable citizens during adverse weather

<https://www.leeds.gov.uk/docs/Winter%20Friends%20electronic%20briefing.pptx>

ONE YOU LEEDS-Healthy Living Team

One You the healthy living service that is free to all residents who want to lose weight, get healthy or stop smoking will be running a smoking cessation campaign in January 2019 <https://oneyouleeds.co.uk/be-smoke-free/>
This service offers group sessions, home visits for care givers or intensive one to one support as appropriate.

Health Data

At the next meeting a brief overview of the prevalent health conditions in the area will be provided. Below are some examples of diseases within the practice population of this Neighbourhood Improvement Partnership which are of concern to clinicians.

Smoking and obese smokers with long terms conditions
Chronic Obstructive Pulmonary Disease (Lung Disease)
Obesity
Mental and Emotional health issues.

There are a number of proposals in the pipeline in regards to future projects working with Better together Leeds and running youth activities with Youth Services.

Fun day for the summer if funding is secured rolling on from the success of last year.

The next meeting is to be held 14th March 2019 1300 – 14.30pm at Hillside Community Centre.

Update from Public Health - Health and Wellbeing

9. Cold Weather and Isolated / Vulnerable residents

Where's your next hot meal coming from?

If you are a carer, paid or voluntary, a neighbour, someone close to a vulnerable isolated older person or a health and social care professional such as a social worker or district nurse you may come across someone who is having problems with eating and possibly at risk of malnutrition.

One in ten people are malnourished – often those who are lonely, have a change in personal circumstances, have mobility problems, don't know how to cook, don't know what to cook or just no longer interested.

What do we mean by malnutrition? It is a serious condition that occurs when a person's diet doesn't contain the right amount of nutrients and can be either:

- under-nutrition – not enough nutrients
- over-nutrition – more nutrients than you need

Malnutrition and dehydration are both causes and consequences of illness and have significant impact on anyone's health

But how can we help? Just by starting a conversation:

- “It's going to be cold – have you got a hot meal for later?”
- “I'm off to the shops – need anything?”
- “What are you having for dinner tonight?”

- “Fancy a hot drink?”

It means you can start talking about food and drink in a casual way and find out what help they need. The website www.leeds.gov.uk/nexthotmeal gives you access to all sorts of support material and information that you can pass on too.

So the next time you visit an older person, either professionally or personally, why not ask “Do you know where your next meal is coming from?” and see what happens.

10. Lunch Clubs

2018/19 saw 87 lunch clubs funded across the city with just over 2800 older people receiving a hot, nutritious meal for around 40 weeks of the year.

Leeds Community Foundation, in partnership with Leeds City Council, are pleased to be offering grants to support the vital work of lunch clubs across the city for 2019/20. These grants are specifically for the running costs of lunch clubs and can support new clubs as well as helping existing ones to continue delivering services.

Clubs must run activities in Leeds and be providing regular hot meals to local older people. Funding is awarded as a contribution towards running costs and can help with rent, training, meal costs and volunteer expenses. The scheme cannot cover day trips, home delivery of meals or additional social activities provided by lunch clubs. In order to be eligible, clubs must:

- be run by a management committee, have a constitution/governing document and a bank account in the name of the club (or of the charitable Organisation which runs the club)
- serve approximately 20+ hot meals per week to older people (if you have a smaller number, the panel may use discretion and award a grant which as be scaled down proportionately)
- operate for at least 40 weeks of the year (if you operate for fewer weeks, the panel may use discretion and award a grant which as be scaled down proportionately)
- have adequate insurance and volunteers who are trained, specifically in Food Handling
- new clubs must be able to demonstrate the need for their services
- clubs must make use of appropriate training for volunteers and be prepared to work with other local organizations

The deadline for receipt of applications is 12 noon on Thursday 14th February 2019. Any queries about the program can be directed to the Leeds Community Foundation Grants Team on 0113 242 2426 or e-mail grants@leedscf.org.uk

11. Cold Weather and Older Citizens

It is that time of year again when seasonal influenza is here and time to promote the uptake of the best protection – the vaccine.

The link below is for the Council's public facing webpage that has a wealth of information on the why, who and how. Leaflets and posters are available to promote uptake of the vaccine and these can be viewed and downloaded via the webpage. Leaflets and resources are also available from the Public Health Resource Centre Please encourage uptake of the flu vaccine with service users, their families and carers and frontline staff as you feel appropriate.

For more information on any of these topics please contact
Kevin.McGready@leeds.gov.uk or go to www.leeds.gov.uk/flu

12. Winter Friends

Following on from work carried out in 2018 an e-briefing has now been made available to support more people to become Winter Friends. Being a Winter Friend means you are equipped with knowledge, resources and signposting information to support a vulnerable person during winter. There are nine evidence based, high-impact interventions that can support vulnerable people during winter and these are covered in the Winter Friends e-briefing.

You can now access the Winter Friends e-briefing on the Public Health Resource Centre Website by clicking on Winter Friends e-briefing 18/19 (please note you will need to open the file and play as a slideshow in PowerPoint).

Once the e-briefing has been viewed, Winter Friends can collect a resource pack from the Public Health Resource Centre (Technorth Centre, 9 Harrogate Road Leeds LS7 3NB) to support conversations and promotion of relevant campaigns.

To provide and increase support across Leeds, we would be really grateful if this information could be shared to encourage access to the resources.

For more information on any of these topics please contact
Rachel.Brighton2@leeds.gov.uk

Social Isolation Tool for signposting vulnerable citizens to support services

Go to <https://leeds.care.vu/>

Using the isolation support tool

The isolation support tool helps you find the names, websites and phone numbers of support resources for residents who may be socially isolated.

1. Click on the menu ☰ and select "Isolation Tool".
2. If you know the category for resources you want to look up, pick "Choose from list" and pick the category from the list.
3. If you don't, click "Interactive" and the tool will ask you some basic questions about the resident, leading you to the most appropriate category. You can go back or restart at any time.
4. By default, all resources are shown. If the resident is not older, BAME or LGBT+, you can exclude resources that are specifically for these people by unticking the boxes at the bottom at any time. Contact Jonathan.Hindley@leeds.gov.uk for more information.

Citizens @ Pudsey & Swinnow Forum & Citizens @ Tyersal Forum

13. Pudsey & Swinnow Forum will be next meeting on Tuesday 16th April 2019, 7pm at Swinnow Community Centre. Partners from West Yorkshire Police, Highways, Forestry & Housing have confirmed their attendance. Attached at **Appendix 1** are the actions from the previous meeting.
14. Tyersal Forum will meet on Tuesday 30th April, 7.30pm at Tyersal Club. Partners from West Yorkshire Police, Planning and First Buses Bradford have been invited. Attached at **Appendix 2** are the actions from the previous meeting.

Environment Sub Group

15. The Environment Sub Group last met on the 14th December 2018. Updates were provided from the Cleaner Neighbourhoods Team, Housing Leeds, Parks & Countryside and Waste Management. Attached at **Appendix 3** are notes of the meeting. The next meeting is arranged for the 19th March 2019.

Peer Inspections

16. As part of Youth Activities Funded projects, a series of peer inspections have been carried out within Outer West over the summer months. Young people from across the city along with colleagues from the Communities Team have visited projects and young people were tasked with speaking to attendees and organisers to get feedback on what was working well and what young people wanted to see, feedback from the peer inspections are attached at **Appendix 4**.

Social Media

17. The Communities Team have publicised a range of messages on the Outer West Social Media platform around consultation, community events or improvements to an area, which have proven to be very popular. Currently the Outer West Community Committee Facebook page has a following of 989 people.
18. We would like to request members to share details and promote the networks to their constituents.

Corporate Considerations

- a. **Consultation and engagement** - Local priorities were set through the Area Business Plan process.
- b. **Equality and diversity / cohesion and integration** - The Business Planning process takes into account equality, diversity, cohesion and integration issues.

- c. Council policies and city priorities** - The themes in the Business Plan mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

Conclusion

19. This report provides members with an update on any additional committee business and a general update on other activity or project work undertaken in the Outer West area.

Recommendations

- Receive an update from West Yorkshire Police
- Note the discussions of the Outer West Community Committee and any key messages.
- To share and promote the social networking platforms for the Outer West Community Committee

Background information

- **None**

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Pudsey & Swinnow Forum Action Notes

Present: Cllr R Lewis (Chair), Cllr M Harrison, Cllr S Seary, Jane Pattison (Communities Team), Karen Emmerson (Communities Team), Inspector Sarah Towers (West Yorkshire Police), Guy Smithson (Parks & Countryside), Jon Kenyon (Cleaner Neighbourhoods Team)

Apologies: No apologies.

Police Update – Insp Sarah Towers			
Issue	Action	Lead	Progress
<ul style="list-style-type: none">Discussion around staffing levels within the police. To increase Neighbourhood Policing Team.	To update residents	ST	

Pudsey & Swinnow Forum Action Notes

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<ul style="list-style-type: none"> Discussion around crime in local area, rise in offences from last year, crime prevention discussed, keeping property secure. Stressed it is vital to report all crimes so that resources can be allocated accordingly. 	WYP to carry out work regarding crime prevention, giving advice to public.	ST	
Parks & Countryside – Guy Smithson			
Issue	Action	Lead	Progress
<ul style="list-style-type: none"> Discussion around tree in the grounds of Swinnow 	Guy Smithson to ask Forestry section to remove dead/dangerous sections of tree. Advised residents to call	GS	

Pudsey & Swinnow Forum Action Notes

Community Centre. Forestry procedure explained, amber light system, if a tree isn't dangerous no work will be carried out.	01133957400 if a tree was dangerous. Forestry to attend next forum.	KE	Email sent.

Cleaner Neighbourhoods team – Jon Kenyon

Issue	Action	Lead	Progress
<ul style="list-style-type: none"> Discussion around flytipping, reported that a mattress has been left on Stanningley Bypass 	Jon Kenyon to have this removed. 01132224406 general environment services contact number.	JK	

AOB

Issue	Action	Lead	Progress
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Pudsey & Swinnow Forum Action Notes

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<ul style="list-style-type: none"> • Discussion regarding SIDS 	To keep residents updated with change of locations and result of data.	Councillors	
<ul style="list-style-type: none"> • Issue raised regarding wheelie bins been left out on Wellstone Road 	To speak to residents and or send letters	Councillors	
<ul style="list-style-type: none"> • Pudsey Park discussed now that the Ice Cream building is closed, what will happen to the building. 	To keep residents informed of process as in very early stages.	Councillors	
Date and time of future meetings			
Issue	Action	Lead	Progress
16 th April, 7pm, Swinnow Community Centre.	To book venue and invite services, Housing & Forestry to attend next meeting.	KE	

To be noted: Residents were asked to vote on the venue of the next meeting, the majority voted for Swinnow Community Centre.

Tyersal Forum Action Notes

Present: Cllr Harrison (Chair), Cllr R Lewis, Cllr S Seary, Baz Ali (Cleaner Neighbourhoods Team) Chris Hodgson (Parks & Countryside) Karen Emmerson (Communities Team), Claire Marlow (West Yorkshire Police)

Apologies: No apologies

Police Update – Claire & PCSO Leanne

Issue	Action	Lead	Progress
<ul style="list-style-type: none"> Discussion around crime figures available from 1st September 2018 for the area, reduction from last year for residential burglaries. 	To do some work around crime prevention, encourage people to always report crime so that resources can be allocated accordingly.	CM	
<ul style="list-style-type: none"> Issue raised regarding cars parking on the pavement on Tyersal Road 	Police to take details and investigate	CM	

Cleaner Neighbourhoods Team – Baz Ali

Issue	Action	Lead	Progress
<ul style="list-style-type: none"> Discussion around been in the area twice a week, leafing work runs from October to 			

Tyersal Forum Action Notes

February, 330 tonne removed so far.			
Parks & Countryside - Chris Hodgson			
Issue	Action	Lead	Progress
<ul style="list-style-type: none"> Discussion around Conifer at tennis courts and request to have it pruned. 	Chris has chased with Forestry, there is a large backlog but it hasn't been forgotten about, Chris to provide updates.	CH	
<ul style="list-style-type: none"> Advised that the compost spread in the park was to improve the surface of the park. 	Chris to monitor the outcome	CH	No negative reports received so far.
<ul style="list-style-type: none"> Chris Hodgson advised he has been advised by Parks watch staff that if there is any anti-social behaviour the police should be contacted in the first instance to report this. 			
AOB			
Issue	Action	Lead	Progress

Tyersal Forum Action Notes

<ul style="list-style-type: none"> Issue raised around plans to build houses in the area. Planning permission, access, traffic and which green belts will be built on all raised. 	<p>To invite planning to next meeting to discuss.</p> <p>Councillors to update residents if any plans are announced sooner.</p>	<p>KE</p> <p>Councillors</p>	
	<ul style="list-style-type: none"> Issue raised regarding the bus terminus and services in the area changing times and reducing. Cllr Lewis advised he was looking in to this as he hadn't been made aware. 	<p>To invite Frist Buses Leeds & First Buses Bradford to the next meeting.</p> <p>Cllr Lewis to provide update</p> <p>KE</p> <p>Cllr Lewis</p>	
Date and time of future meetings			
Issue	Action	Lead	Progress
Tuesday 30 th April 2018 @ 7.30 pm @ Tyersal Club	To book venue and invite services along	KE	

To be noted:

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Outer West Environment Sub Group Action Notes Friday 14th December 2018, Pudsey Town Hall

Present: Cllr David Blackburn, Cllr Simon Seary, Karen McManus (Communities Team), Phil Staniforth (Parks & Countryside), Sophie Roberts (Housing), Charlene Thomas (Housing), Jon Kenyon (Cleaner Neighbourhoods Team), Charlotte Richardson (Waste Management), Stephen Cooper (Waste Management)

Apologies: Cllr Amanda Carter, Baz Ali (Cleaner Neighbourhoods Team)

Cleaner Neighbourhood Team			
Issue	Action	Lead	Progress
Fly tipping	CCTV in Operation in Tyersal.	Jon/Baz	1 individual caught – Ongoing
Grit Bins	Preparing for Winter.	Jon/Baz	Ongoing
Parks & Countryside			
Issue	Action	Lead	Progress
Leeds Parks Assessment	To bring update to next meeting if available.	Phil	Ongoing
Site Based Gardener	To submit application for funding.	Phil	Ongoing
Scheme Proposals	Pass details to Cllr Seary.	Phil	Ongoing
Waste Management			
Issue	Action	Lead	Progress
Brown Bins	Collections to start again in March. It was reported by Cllr Seary that some brown bins hadn't been emptied, Cllr Seary to pass details to Charlotte for these to be collected.	Charlotte	Ongoing
Fleet Issues	Looking in to alternatives as not all vehicles are suitable for access, to provide update once decision made.	Charlotte	Ongoing
Driver Pay	Under review at Scrutiny Panel.		Ongoing

Outer West Environment Sub Group Action Notes Friday 14th December 2018, Pudsey Town Hall

Access problems	Cllr Blackburn asked regarding what procedure is in place for access problems and are we considering disability groups, Charlotte advised more work to be done on this and will provide an update when available.	Charlotte	Ongoing
Housing			
Issue	Action	Lead	Progress
Overgrown Land/Grass Cutting	Cllr Blackburn raised the issue of fencing causing problems with grass cutting and over grown land, better communication needed to avoid this, Phil advised safety issues on slopes are a problem, long term solution needed, Phil will provide an update once a decision made.	Phil/Sophie	Ongoing
Environment Issues	Cllr Seary raised the issue of parking on grass verges near a school in Swinnow, a solution is needed to avoid this.	Sophie	Ongoing
Date and time of future meetings			
Issue	Action	Lead	Progress
Next Meeting	Tuesday 19 th March 2019 2pm	Karen	Ongoing

To be noted:

Outer West Peer Inspections

Activity	Dazl Dance Swinnow -OW	Mini Breeze Farsley - OW	Pudsey Pop Up Sports -OW
Date inspected	13/08/18	19/08/18	21/08/18
No. of children and young people vs. expected by provider	31/20	100 /approx. 300	30/30
Rating by Peer Inspectors	4/5	5/5	5/5
Overall rating by mystery shoppers	4.3/5	4.4/5	4.7/5
Passed assessment criteria	Yes	Yes	Yes
Comments from Peer Inspectors	Nice staff. Age group quite young.	Friendly staff ready to accommodate any situation, first aid and security on hand, fun activities, sensible judgement e.g telling yp to stop when weather makes it dangerous.	Project is full. Kids are enjoying it.
Comments from Mystery Shoppers	It was fun, lots of exercise. It was fun but it was a bit cramped from lack of space. Thank you for organising this.	It is really fun and you have choices. The staff are friendly.	Staff have the enthusiasm to entertain. Staff are good fun and make us laugh. I've made new friends.

Concerns raised	No concerns.	PI's – told they can have up to 1000 yp but only 27 members of staff (explained to PI parents come with yp and security attend). Numbers lower as weather not good.	No concerns.
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Report of the City Solicitor

Report to: Outer West Community Committee, [Calverley & Farsley, Farnley & Wortley and Pudsey]

Report author: Gerard Watson, Senior Governance Officer, 0113 37 88664

Date: 20th February 2019

For decision

Dates, Times and Venues of Community Committee Meetings 2019/2020

Purpose of report

1. The purpose of this report is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2019/2020 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

Main issues

Meeting Schedule

2. The Procedure Rules state that there shall be at least four ordinary or 'business' meetings of each Community Committee in each municipal year and that a schedule of meetings will be approved by each Community Committee. In 2019/20, this Committee is scheduled to hold four meetings.
3. To be consistent with the number of meetings being held in 2018/19, this report seeks to schedule four Community Committee business meetings as a minimum for 2019/20. Individual Community Committees may add further dates as they consider appropriate and as the business needs of the Committee require. The proposed schedule has been

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

4. Members are also asked to note that the schedule does not set out any Community Committee themed workshops, as these will need to be determined by the Committee throughout the municipal year, as Members feel appropriate. During 2018/19, for those Committees which held workshops, many took place either immediately before or after the Committee meetings. Therefore, when considering proposed meeting arrangements, Members may want to consider whether they wish to adopt a similar approach to the themed workshops in 2019/20, as this could impact upon final meeting times and venues.
5. The following provisional dates have been agreed in consultation with the Localities team. As referenced earlier, this report seeks to schedule a minimum of four Community Committee business meetings for 2019/20 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require.
6. The proposed meeting schedule for 2019/20 is as follows:
 - **Wednesday 17th July 2019 at Farnley Hall at 1pm**
 - **Monday 16th September 2019 at Pudsey Civic Hall at 1pm**
 - **Monday 4th November 2019 at Pudsey Town Hall at 1pm**
 - **Wednesday 19 February 2020 at Pudsey Town Hall at 1pm**

Meeting Days, Times and Venues

7. Currently, the Committee has met on a Monday or a Wednesday at 1:00pm - and the proposed dates (above) reflect this pattern.
8. Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal working hours. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.
9. Members may also wish to take this opportunity to consider and agree any appropriate meeting venue arrangements for the forthcoming municipal year.

Options

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

Corporate considerations

10a. Consultation and engagement

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

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

10b. Equality and diversity / cohesion and integration

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

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

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

Conclusion

11. The Procedure Rules require that each Community Committee will agree its schedule of meetings and that there shall be at least 4 business meetings per municipal year. In order to enable the Committee's meeting schedule to feature within the Council diary for 2019/20, Members are requested to agree the arrangements for the same period.

Recommendations

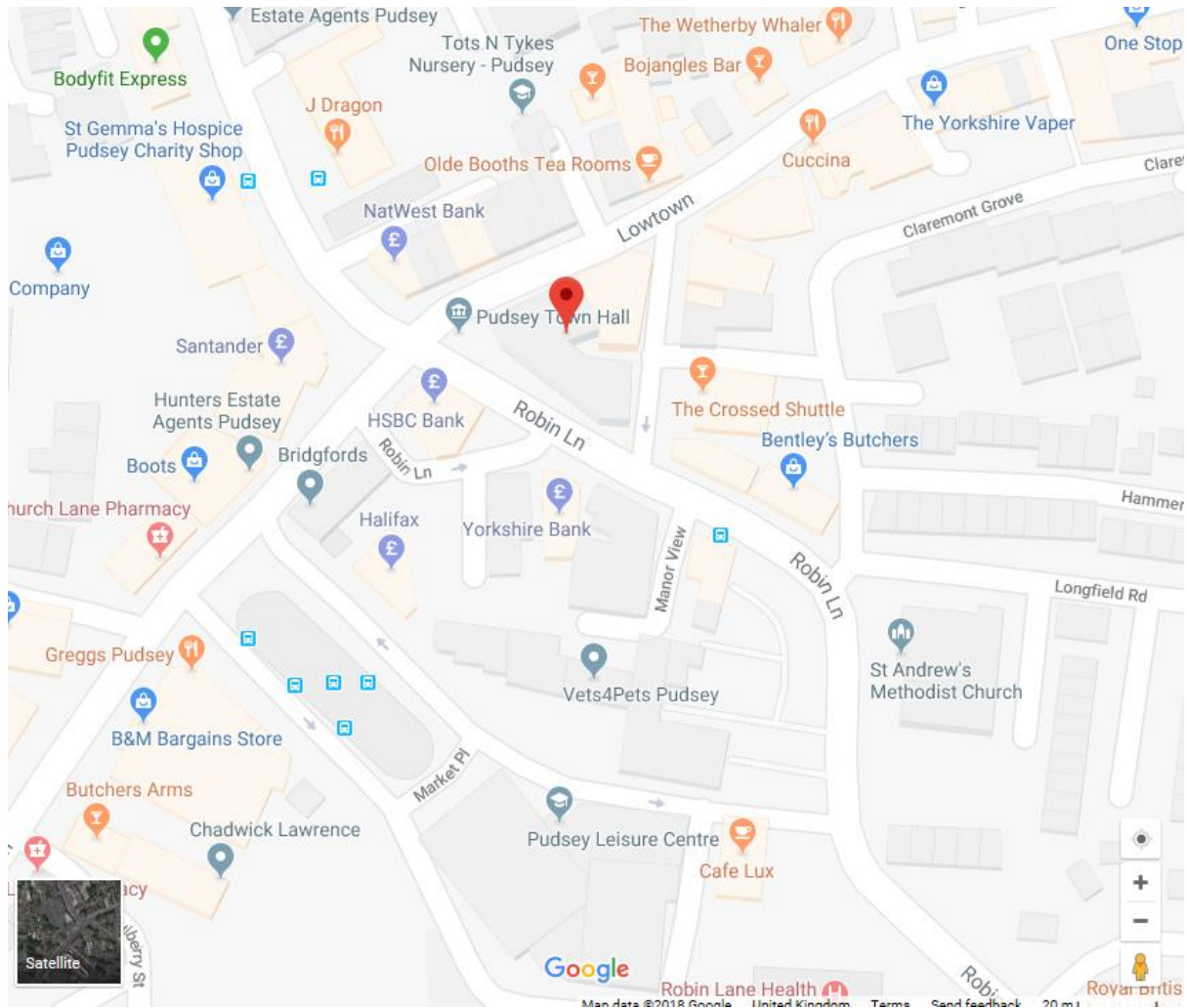
13. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2019/20 municipal year (as detailed at paragraph 6), in order that they may be included within the Council diary for the same period.
14. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

Background information

- Not applicable

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Pudsey Town Hall Robin Lane LS28 7BL



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