



**Community
Committee**



Outer East Community Committee

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

**Meeting to be held in Vicars Court, Vicars Terrace,
Allerton Bywater, WF10 2DJ**

Tuesday, 12th March, 2019 at 4.00 pm

Councillors:

- | | |
|-------------|-----------------------------|
| P Grahame | - Cross Gates and Whinmoor; |
| P Gruen | - Cross Gates and Whinmoor; |
| J Lennox | - Cross Gates and Whinmoor; |
| M Dobson | - Garforth and Swillington; |
| S Field | - Garforth and Swillington; |
| S McCormack | - Garforth and Swillington; |
| M Harland | - Kippax and Methley; |
| J Lewis | - Kippax and Methley; |
| K Wakefield | - Kippax and Methley; |
| D Coupar | - Temple Newsam; |
| H Hayden | - Temple Newsam; |
| M Lyons | - Temple Newsam; |





Agenda compiled by: 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>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 INTERESTS</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>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 11 DECEMBER 2018</p> <p>To confirm as a correct record, the minutes of the meeting held on 11 December 2018</p>	1 - 6
7			<p>OPEN 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>	
8			<p>LEEDS ANTI-SOCIAL BEHAVIOUR TEAM REVIEW</p> <p>To receive and consider the attached report of the Leeds Anti-Social Behaviour Team</p>	7 - 16

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>LEEDS RHINOS FOUNDATION</p> <p>To receive and consider the attached presentation of Leeds Rhinos Foundation</p>	17 - 32
10			<p>OUTER EAST COMMUNITY COMMITTEE FINANCE REPORT</p> <p>To receive and consider the attached report of the Area Leader</p>	33 - 42
11			<p>OUTER EAST COMMUNITY COMMITTEE - UPDATE REPORT</p> <p>To receive and consider the attached report of the Area Leader</p>	43 - 56
12			<p>DATES, TIMES AND VENUES OF COMMUNITY COMMITTEE MEETINGS 2019/2020</p> <p>To receive and consider the attached report of the City Solicitor</p> <p>MAP OF TODAY'S VENUE</p> <p>Vicar's Court, Allerton Bywater</p> <p><u>Third Party Recording</u></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"> 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. 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. 	57 - 60

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OUTER EAST COMMUNITY COMMITTEE

TUESDAY, 11TH DECEMBER, 2018

PRESENT: Councillor M Harland in the Chair

Councillors D Coupar, M Dobson, S Field,
P Grahame, H Hayden, J Lennox, J Lewis,
M Lyons and S McCormack

18 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors P Gruen and K Wakefield.

19 Minutes - 2 October 2018

RESOLVED – That the minutes of the meeting held on 2 October be confirmed as a correct record.

20 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 speak.

21 Youth Work Review

The report of the Head of Commissioning, Children and Families presented the findings of the Youth Work review and the recommended option for future commissioning arrangements. The Committee was asked to comment on the contents of the report and the recommended future commissioning arrangements. Information relating to budgets for Youth Work and population data for Outer East were appended to the report.

Jean Ellison, Youth Offer Lead, Learning for Life and Kate Sibson, Commissioning Manager, Children and Families presented the report.

It was reported that the review had been carried out to ensure that the right services would be delivered to the right young people following a change in demographics since the last review.

Members were informed of the consultation process which had led to the recommended commissioning model. This would provide the following three wedge based contracts:

- Transitional work with 9 to 12 year olds
- Youth work provision for 12 to 17 year olds
- NEET prevention work – this was targeted at the 12 most affected wards which included Crossgates and Whinmoor.

Contracts would be open to all providers and work was ongoing with local providers to build consortia to bid for these.

Members were informed that more detailed information could be provided at a ward level at Ward Member briefings.

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

- There would still be a focus on work with NEETs in all wards.
- Involvement of third sector providers.
- Work with clusters and schools.

Thanks were expressed for the work that the Youth Service had carried out in Outer East Leeds over the previous year,

RESOLVED – That the report and discussion be noted.

22 Universal Credit Cover report

The report of Housing Leeds provided an update on the Universal Credit roll out in the Outer East Community area and the potential affect it might present to tenants in the area.

John Ogilvie, Helen Horton and Shaneen Mooney of Housing Leeds presented this item. The Committee received a presentation.

Key issues highlighted included the following:

- Universal Credit would replace all existing benefits. It would be paid monthly in arrears and had to be claimed online.
- Support to help people make their claims and manage their budgets.
- The position to date – advances had been made available to those who were waiting for their first payments or during the assessment period

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

- Concern for those who did not have access to or the ability to make claims online.
- It was reported that awareness of individual's issues relating to Universal Credits had been getting picked up at Annual Home Visits. There had also been attempts to make contact with people before they took advances.

- Support that was available to tenants and claimants.

RESOLVED – That the presentation and discussion be noted.

23 Smart Leeds

The report of Smart Leeds provided the Community Committee with an update on the Smart Leeds programmes which was the Council's approach to becoming a Smart City.

Hannah Roden, Data and Innovation Officer gave the Committee a presentation. Key issues highlighted included the following:

- Leeds big 3 priorities – Health; Housing and Transport
- How to use technology to work together with other partners to deliver services
- Learning from others at home and abroad
- The role of the Public Innovation Panel – Members were provided with further information and invited to participate.

RESOLVED – That the presentation and discussion be noted.

24 Outer East Community Committee Finance Report

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

- An update on the Outer East budget position
- An update on the Wellbeing revenue projects and budget position
- An update on the Wellbeing revenue projects approved by DDN since the last meeting
- An update on the of Youth Activities Fund projects and budget position
- An update on the Wellbeing capital projects and budget position
- An update on the Community Infrastructure Levy (CIL) Neighbourhood Fund and budget position
- An update on the Small Grants Budget
- An update on the Community Skips Budget

Bali Birdi, Localities Officer presented the report.

Members' attention was brought to the following:

- Remaining balances in the Wellbeing budget for 2018/19.
- The following decisions approved by Delegated Decision Notice since the last meeting:
 - Outer East Youth Summit 2018 - £1,200
 - Cross Gates Good Neighbours Winter Support Project - £2,381
- Remaining Youth Activity Funds.
- Remaining Capital Budget.

- Available CIL Neighbourhood Funds – A guide to the Community Infrastructure Levy was appended to the report.

It was reported that there were no projects for consideration and no outstanding applications for Youth Activity Fund projects.

RESOLVED –

- (1) That the details of the Wellbeing revenue projects and budget position be noted.
- (2) That the Wellbeing revenue projects approved by DDN since the last meeting be noted.
- (3) That details of Youth Activities Fund projects and budget position be noted.
- (4) That details of the Wellbeing capital projects and budget position be noted.
- (5) That the Community Infrastructure Levy (CIL) Neighbourhood Fund position be noted.
- (6) That details of the Small Grants Budget be noted.
- (7) That details of the Community Skips Budget be noted.

25 Update report

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

A briefing note following the information sessions for The Springs at Thorpe Park was appended to the report along with the latest social media update for the Outer East Community Committee and Community Committee newsletter.

Bali Birdi, Localities Officer presented the report.

The following was highlighted:

- Children & Families – a successful Youth Summit event had been held and thanks were expressed to all those involved.
- Environment Sub Group had held their first meeting and the next meetings was scheduled for February 2019.
- Health, Wellbeing and Adult Social Care – information was given with regards to seasonal flu vaccines and the Winter Friends scheme.
- Christmas Bin Collections.
- Update from the Anti-social Behaviour team.
- Community Engagement – forum meeting dates.

RESOLVED – That the report be noted.

26 Date and Time of Next Meeting

Tuesday, 12 March 2019 at 4.00 p.m.

Draft minutes to be approved at the meeting
to be held on Tuesday, 12th March, 2019

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Report of: Leeds Anti Social Behaviour Team (Harvinder Saimbhi)

Report to: Outer East Community Committee

Report author: Patrick Bird

Date: 12 March 2019

To note

Leeds Anti Social Behaviour Team Review

Purpose of report

To provide an update to Community Committee's on progress made in reviewing the service currently provided by Leeds Anti-Social Behaviour Team.

Main issues

Consultation has highlighted that current levels of demand use are unsustainable and that an increasing number of individuals interacting with the service – both perpetrators and victims – have very complex needs and vulnerabilities.

- **Revise processes to ensure decision making is based on an effective triage system.**
- **Embed the identification and assessment of risk in procedures from the first point of contact.**
- **Extend and strengthen partnership working.**

Recommendations

To note the report and the direction of travel of the review.

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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

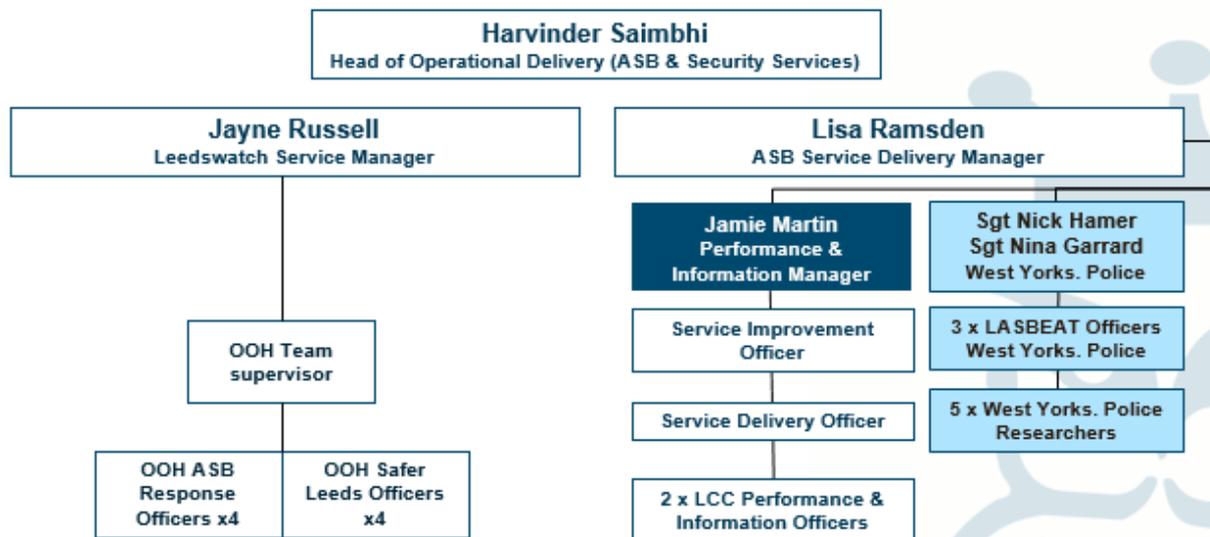
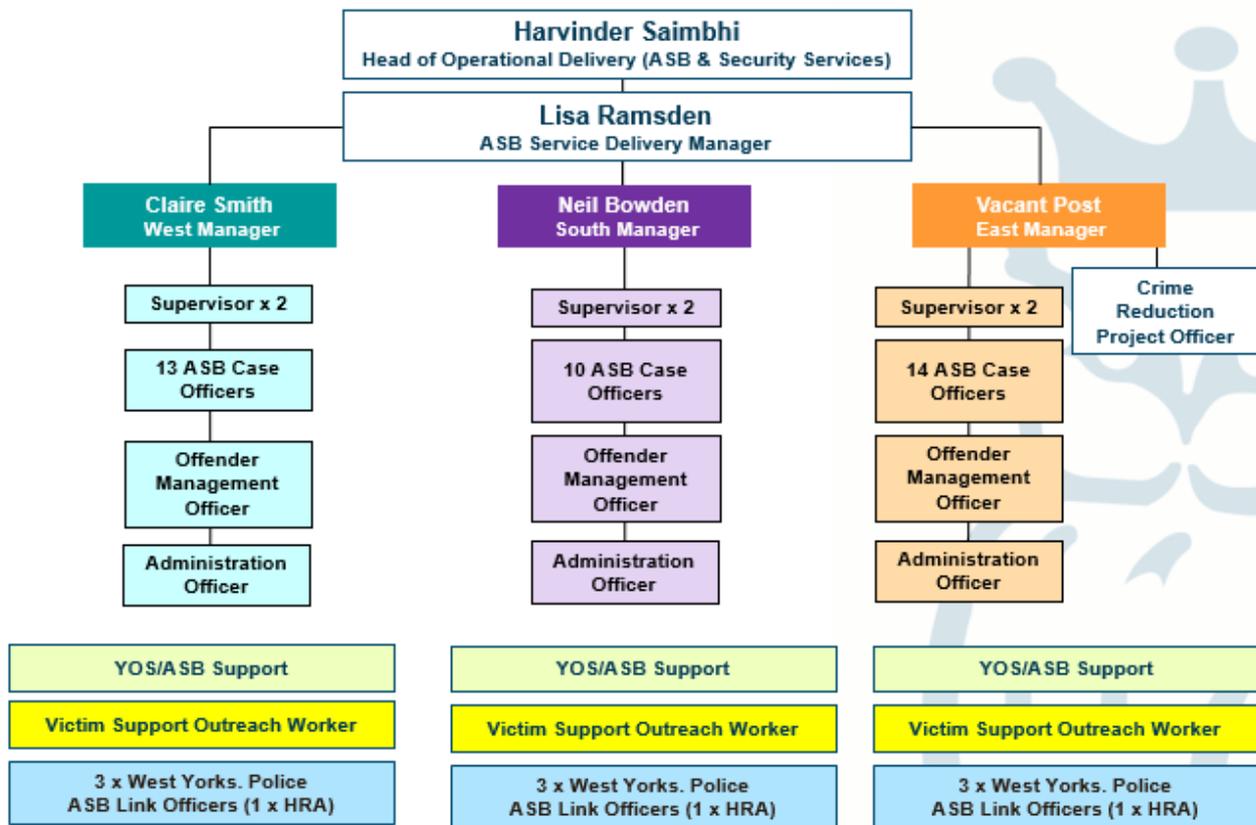


Figure 2: ASB in Leeds

ASB in Leeds a 5 year overview

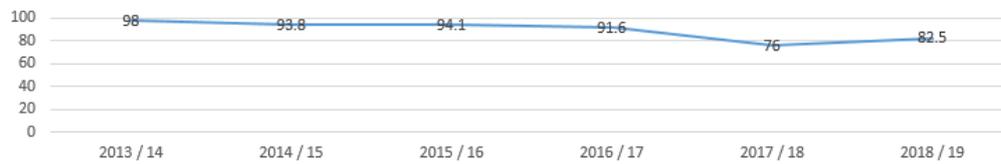
Enquiries

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19 YTD
LASBT Enquiries	6860	6507	6484	6623	5913	5310
OOH Enquiries	6862	5773	6731	7427	8097	7492
West Yorkshire Police	23246	17335	15765	17807	19727	14282
Total	36968	29615	28980	31857	33737	27084

ASB Case Investigations

	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19 YTD
ASB Cases	1800	1750	1510	1517	1470	1238

Customer Satisfaction



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Report of: Gareth Cook

Report to: Outer East Community Committee

Report author: Gareth Cook

Date: 12 March 2019

To note

Leeds Rhinos

Purpose of report

Inform the councilors about the provision that was funded as part of the Youth Activity Fund.

Main issues

The presentation is to report back the impact of the investment made from the Outer East Committee.

Recommendations – N/A

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Outer East Area Committee

Gareth Cook – Head of Community and Engagement

Overview



502 attended over 4 weeks

The Process

Page 21

Book assemblies/
taster
sessions with
Outer East
Schools.

Provide letter
to all KS2
and KS3
pupils

Book via
Leeds Rhinos
Ticket Office

Provide
emergency
and medical
details

Receive email
confirmation

Sign in on
day of the
camp !!

Quality Assurance

- ▶ Parents sign children in and out each day
- ▶ Emergency contact details kept by camp leader
- ▶ Strict NO BULLYING rule
- ▶ Safe zones for children with medical requirements / learning difficulties
- ▶ 1-10 staff ratio
- ▶ All staff highly qualified with Enhanced DBS/ First Aid and Child Protection
- ▶ Spot Check visit by LCC – Highly rated (Brigshaw)
- ▶ Accident report forms for any injury and parents informed

Outcomes

- Try new activities
- Make new friends
- Learn new skills
- High schools transition
- Community cohesion
- Most importantly -
ENJOYMENT

Leeds Rhinos Foundation - Camp Questionnaire

To help us evaluate the camp and to try gain repeat funding to host a camp again in Summer 2019 we would appreciate your feedback.

Q1. How would you rate the Leeds Rhinos Summer Camp? (please circle)

Excellent

Good

Fair

Poor

Q2. How likely are you to attend the camp again if we gained repeat funding? (please circle)

Very Likely

Somewhat likely

Not so likely

Not likely at all

Q3. Did the camp meet your expectations, Was it.....? (please circle)

Better than I expected

About what I expected

Worse than expected

Q4. How would you rate the value of the camp? (please circle)

Excellent

Good

Fair

Poor

Q5. How would you rate the quality of the facilities? (please circle)

Excellent

Good

Fair

Poor

Q6. How would you rate the quality of the coaches? (please circle)

Excellent

Good

Fair

Poor

Q7. Did you feel your child was safe throughout the week? (please circle)

Yes

No

Please provide an overall comment:

This camp provides stimulation for children during
school holiday periods.

It is a valuable contribution to the community.

Thank you.



Community
Committee

Leeds Rhinos Foundation - Camp Questionnaire

To help us evaluate the camp and to try gain repeat funding to host a camp again in Summer 2019 we would appreciate your feedback.

Q1. How would you rate the Leeds Rhinos Summer Camp? (please circle)

Excellent Good Fair Poor

Q2. How likely are you to attend the camp again if we gained repeat funding? (please circle)

Very Likely Somewhat likely Not so likely Not likely at all

Q3. Did the camp meet your expectations, Was it.....? (please circle)

Better than I expected About what I expected Worse than expected

Q4. How would you rate the value of the camp? (please circle)

Excellent Good Fair Poor

Q5. How would you rate the quality of the facilities? (please circle)

Excellent Good Fair Poor

Q6. How would you rate the quality of the coaches? (please circle)

Excellent Good Fair Poor

Q7. Did you feel your child was safe throughout the week? (please circle)

Yes No

Please provide an overall comment:

*Excellent value for money. Jack has enjoyed coming
has made new friends and has not been sat at home
on technology whilst ive been to work.
Thankyou to everyone involved.*

Thank you.

*It's great, he has also tried new sports, as he had never
played Hockey, danish longball or
handball before.*

Jack also said everyone was very friendly.



Community
Committee

Thankyou!

Chief Operating Officer: Bob Bowman QPM | Chairman: Phil Caplan
Life President: David Oxley C.B.E | Patron: Dr Keith Howard O.B.E
Vice Presidents: Jonny Brownlee, Kaiser Chiefs, Stuart Lancaster, Matthew Lewis, Neil McAndrew,
James Milner, Greg Mulholland, Ryan Sidebottom, Kevin Sinfield M.B.E, Josh Warrington
Trustees: Jamie Jones-Buchanan, Phil Caplan (Chair), Neil Clephan O.B.E, Gary Hetherington,
Peter Hirst, Phil Holmes, Dr Neil Kipper-Holmes, Dave Lambert, Peter Mackreth,
Councillor Stuart McKenna, Mariana Pexton, Neil Wilson, Councillor Lucinda Yeadon.

Leeds Rhinos Foundation
Emerald Headingley Stadium,
St Michael's Lane, Leeds LS6 3BR
info@leedsrhinosfoundation.org

Leeds Rhinos Foundation
 @rugbyleeds

Leeds Rhinos Foundation - Camp Questionnaire

To help us evaluate the camp and to try gain repeat funding to host a camp again in Summer 2019 we would appreciate your feedback.

Q1. How would you rate the Leeds Rhinos Summer Camp? (please circle)

Excellent

Good

Fair

Poor

Q2. How likely are you to attend the camp again if we gained repeat funding? (please circle)

Very Likely

Somewhat likely

Not so likely

Not likely at all

Q3. Did the camp meet your expectations, Was it.....? (please circle)

Better than I expected

About what I expected

Worse than expected

Q4. How would you rate the value of the camp? (please circle)

Excellent

Good

Fair

Poor

Q5. How would you rate the quality of the facilities? (please circle)

Excellent

Good

Fair

Poor

Q6. How would you rate the quality of the coaches? (please circle)

Excellent

Good

Fair

Poor

Q7. Did you feel your child was safe throughout the week? (please circle)

Yes

No

Please provide an overall comment:

Fantastic camp once again. My daughter attended last year and was really excited to attend again. She has loved every minute. Amazing value and much better than other more expensive camps.

Thank you.



Community
Committee

Chief Operating Officer: Bob Bowman QPM | Chairman: Phil Caplan
Life President: David Oxley C.B.E. | Patron: Dr Keith Howard O.B.E.
Vice Presidents: Jonny Brownlee, Kaiser Chiefs, Stuart Lancaster, Matthew Lewis, Nell McAndrew,
James Milner, Greg Mulholland, Ryan Sidebottom, Kevin Sinfield M.B.E., Josh Warrington.
Trustees: Jamie Jones-Buchanan, Phil Caplan (Chair), Neil Clephan O.B.E., Gary Hetherington,
Peter Hirst, Phil Holmes, Dr Neil Kaiper-Holmes, Dave Lambert, Peter Mackreth,
Councillor Stuart McKenna, Mariana Pexton, Neil Wilson, Councillor Lucinda Yeardon.

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Value for money

- ▶ Total children: 502
- ▶ Total hours delivered to individual children: 12,048
- ▶ Cost per child per hour:

£0.83p (1.032p last year)

Video Case Study

Future

- ▶ Specialist dance camp as part of the camp after successful pilot
- ▶ Embed nutrition programme as part of the offer





Questions

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Report of: Area Leader

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

Report author: Bali Birdi (Localities Officer, tel: 07712 214727)

Date: Tuesday 12 March 2019

For Decision

Outer East Community Committee Finance Report

Purpose of report

1. This report seeks to provide Members with:
 - a) An update on the Outer East budget position
 - b) An update on the Wellbeing revenue projects and budget position (Table 1)
 - c) An update on the Wellbeing revenue projects approved by DDN since the last meeting (paragraph 13)
 - d) An opportunity to consider a new application (paragraph 14)
 - e) An update on the of 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 Community Infrastructure Levy (CIL) Neighbourhood Fund and budget position (Table 4)
 - h) An update on the Small Grants Budget (paragraph 31)
 - i) An update on the Community Skips Budget (paragraph 32)

Background information

2. Each Community Committee has been allocated a Wellbeing Budget (revenue and capital) Youth Activities Fund and a CIL budget, 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.

Main issues

Wellbeing Budget Position 2018/19

8. The revenue budget approved by Executive Board for 2018/19 is **£114,570**.
9. Table 1 shows a carry forward figure of £90,618.21 which includes underspends from projects completed in 2017/18 plus £42,767.34 allocated to projects which are not yet completed, which means there was £47,850.87 allocated from the 2017/18 budget. The total amount of revenue funding available to the Community Committee for 2018/19 is therefore **£162,420.87**. Each ward received 25% of this budget.
10. Further information of the projects approved or ring-fenced is available on request.
11. 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.
12. The Community Committee is asked to note that a total of **£130,420.94** has been allocated from the Wellbeing revenue budget so far this financial year.

Table 1: Wellbeing Budget Delegation 2018/19 (revenue)

REVENUE WELL BEING BUDGET	£
Budget 2018/19	114,570
Add: Balance brought forward from 2017/18	90,618.21
Less: projects brought forward from 2017/18	42,767.34
TOTAL AVAILABLE FOR 2018/19	162,420.87

Area wide ring-fenced projects					
Small Grants	5,000				
Community Committee public engagement	2,000				
Tasking Team initiatives	5,000				
Skips for community clean-ups	3,000				
Total area wide ring-fenced projects	15,000				
Remaining balance split equally across the wards	147,420.87	36,855.22	36,855.22	36,855.22	36,855.21

Ward Projects		Ward Split			
		Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
CCTV monitoring costs (£1K per camera)	12,000	3,000.00	4,000.00	2,000.00	3,000.00
Christmas lights switch-on events, motifs & trees	34,118	14,158.00	11,462.00	8,025.00	473.00
Garforth NET – Lunch Club coordination	11,250		5,000.00	6,250.00	
Garforth NET – social isolation worker	11,250		5,000.00	6,250.00	
Village tidy up project in Allerton Bywater	1,000			1,000.00	
Halton Moor KICKS programme extension 18/19	16,000				16,000.00
Allotment container at St Benedict's in Garforth	2,208		2,208.00		
Embleton's playground in Methley	5,000			5,000.00	
Five new litter bins in Halton	1,050				1,050.00
Miners Welfare Hall heating system, Garforth (and also a capital contribution)	2,335.50		2,335.50		
MethleyFest 2018 in Methley	6,568.50			6,568.50	
Traffic Regulation Order for Garforth	3,180.00		3,180.00		
Outer East Youth Summit 2018	1,200.00	300.00	300.00	300.00	300.00
Winter Support Scheme 2018 (Cross Gates Good Neighbours)	2,381.00	1,190.50			1,190.50
Games Club	669.94			669.94	
Green Guardians	5,000				5,000
Litter Bin Garforth	210.00		210.00		
Spend by ward	115,420.94	18,648.50	33,695.50	36,063.44	27,013.50
Balance	31,999.93	18,206.72	3,159.72	791.78	9841.71

Delegated Decision Notices (DDN)

13. The following included revenue projects have been approved by DDN since the last meeting and are shown in

- Games Club (£669.94)
- Green Guardians (£5,000)
- Litter Bin Garforth (£210.00)

Wellbeing revenue projects for consideration and approval

14. The following project is presented for consideration by the Community Committee. (This application if approved will come out of **2019/2020** budget).

Project title: Addition Area Resource for the Outer East Area

Name of Group or Organisation: Leeds City Council Parks and Countryside

Total Project Cost: £13,194.50

Amount Requested from Delegated Budget: £13,194.50

Wards Covered: Garforth & Swillington

Summary:

The project is for the provision of additional area resource staff to work a five day, 41 hour week for 6 months of the year across 4 sites in the Outer East area. The sites the member of staff will be working at include; Firthfields Public Open Space, Glebelands Recreation ground, Barley Hill Park and The Lines Way (Ninlands Lane).

The member of staff will be undertaking general gardening duties including: grass cutting, pruning, de-littering, emptying of litter bins, removing fly tipping, inspection of play equipment, maintenance of park infrastructure, planting and sweeping paths. Additionally the member of staff will report and communicate any observed anti-social activity to the Parks Area Manager (East).

Community Committee Plan Priorities/Objectives:

Best City for Communities

Best City for Children & Young People

Best City for Health & Wellbeing

Youth Activities Fund position

15. The Youth Activities Fund (YAF) approved by Executive Board for 2018/19 is **£52,010**. Table 2 shows a carry forward figure of £20,442 which includes underspends from projects completed in 2017/18 and £11,978 allocated to projects but not yet completed. The total amount of YAF available to the Community Committee for 2018/19 is therefore **£60,371.90**.

16. 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%

17. **Table 2** shows the current budget position. Funding round 2 is currently open for activities taking place between 3 September 2018 and 31 March 2019.

Table 2: Youth Activities Fund Budget Delegation 2018/19

	Total Allocation	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Budget 2018/19	52,010				
Carried forward from 2017/18	20,264				
Less projects carried forward from 2017/18	11,902.10				
Total available budget for 2018/19	60,371.90	15,619.94	12,766.95	17,570.39	14,414.62
Projects 2018/19:					
(DDN) Brigshaw Cluster – summer activities	855.00			855.00	
Youth Service - Cross Gates & Whinmoor	8,430.00	8,430.00			
Youth Service - Garforth & Swillington	6,054.80		6,054.80		
Youth Service - Kippax & Methley	6,054.80			6,054.80	
Youth Service - Temple Newsam	8,430.00				8,430.00
Out of School Activities Team - Garforth mini breeze	2,750.00		2,750.00		
Leeds Rhinos Foundation	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
DJ School UK	3,045.00		1,522.50	1,522.50	
Breeze Bonanza funday at John Smeaton Leisure Centre	3,618.73	3,618.73			
Heads Together - Next Generation 2018	2,211.00	1,053.56			1,157.44
Total Spend Against Projects	51,449.33	15,602.29	12,827.30	10,932.30	12,087.44
Remaining Balance per ward	9,024.67	0	1,021.25	4,609.52	3,393.90

Youth Activity Fund Delegated Decision Notices (DDN)

18. No YAF projects have been approved by DDN since the last meeting.

YAF projects for consideration and approval

19. No YAF projects are presented for Members' consideration on this occasion.

Capital Budget

20. Community Committees receive a proportion of the capital receipt from Council assets when they are sold, 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.

21. The Outer East Community Committee has a capital budget of **£75,383.11** available to spend, as a result of new capital injections. Members are asked to note the capital allocation broken down by ward and summarised in **Table 3**.

Table 3: Capital Budget Delegation 2016-19

	Outer East	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Initial Allocation (£)	48,000.00	12,000.00	12,000.00	12,000.00	12,000.00
Approved projects:					
Bollards at Southwood Crescent, Swarcliffe	2,500.00	2,500.00			
Multi Use Gamers Area in Micklefield	1,500.00			1,500.00	
Skatepark in Kippax	1,500.00			1,500.00	
Resurfacing PRow in Whitkirk	7,500.00				7,500.00
Mark Jones memorial bench, Swarcliffe	1,085.00	1,085.00			
Garforth Guides storage container	2,376.00		2,376.00		
Whinmoor CCTV (contribution)	2,122.00	2,122.00			
Manston Lane SID, Cross Gates	3,180.00	3,180.00			
Miners Welfare Hall heating system, Garforth	9,624.00		9,624.00		
Litter bins and grit bins in CG&W ward, K&M ward and TN ward	4,203.00	1,401.00		1,401.00	1,401.00
Total approved projects by ward	36,490.00	11,188.00	12,000.00	4,401.00	8,901.00
Remaining balance	9,510.00	812.00		7,599.00	3,099.00
Capital injection - November 2018	63,873.11	15,968.28	15,968.28	15,968.28	15,968.27
Balance remaining after reconciliation	75,383.11	16,780.28	15,968.28	23,567.28	19,067.27
Approved projects after November 2018					
Church Heating	2,000		2,000		
Remaining Balance	73,383.11	16,780.28	13,968.28	23,567.28	19,067.27

Capital Projects approved by DDN since the last meeting

22. Church Heating System (£2,000)

Capital Projects for consideration

23. There are no capital projects presented for Members' consideration on this occasion.

Community Infrastructure Levy (CIL) Neighbourhood Fund

24. On 21 October 2015 the Council's Executive Board approved a process for the allocation of CIL in Leeds. Planning applications approved prior to 6 April 2015 did not qualify for a CIL contribution.

25. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable or with the local Community Committee, and spend is decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund.

26. In Outer East this means that the money for Swillington & Great/Little Preston, and villages in the Kippax & Methley ward go to and will be administered by the respective parish councils, whereas monies for Cross Gates & Whinmoor ward, Garforth town and the Temple Newsam ward will be administered by Communities Team - South East on behalf of the Outer East Community Committee. The Committee agreed at the June 2018 meeting that the neighbourhood which generates the CIL should benefit from the money.

27. CIL money is to be considered the same way as Well-being capital funds and should be spent on improvements to local infrastructure. Suggestions for projects are welcomed.

28. The Community Committee is asked to note that as of February 2019 there is now **£75,850.33** available to the Outer East Community Committee. Current budgets are broken down as follows:

- Cross Gates & Whinmoor ward has **£26,539.95**
- Garforth has **£ 37,710.56**
- Temple Newsam ward has **£11,599.82**

Table 4: CIL Delegation 2018-21

	Ward split			
	Cross Gates & Whinmoor	Garforth	Kippax & Methley	Temple Newsam
Allocation (£)	26,539.95	37,710.56	0	11,599.82
Approved projects:				
Grit bins and litter bins for Garforth		1,155.57		
Firthfields Community Centre exterior improvements, Garforth		1,422.50		
Total approved projects by ward	0	2,578.07	0	0
Remaining balance by ward	26,539.95	35,132.49	0	11,599.82

Delegated Decision Notices (DDN)

29. The following CIL projects have been approved by DDN since the last meeting:

- No DDNs were required.

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

- There are no applications for consideration on this occasion.

Small grants update

31. The following table details the Outer East Small Grants approved so far this financial year. Of the £5,000 ring-fenced budget, **£3,563.75** has been approved so far, leaving **£1,436.25** available.

Project	Total amount	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Leeds PHAB Club – transport	563.75	125.28	62.64	250.56	125.28
Kippax Armistice Event Planning Group	500.00			500.00	
The Tribe – Fun Day	500.00	500.00			
Swarcliffe Good Neighbours Scheme – trip	500.00	500.00			
Garforth & Kippax U3a	1,000.00		500.00	500.00	
100 th Anniversary Of Armistice Day- Ledsham Parish Council	500.00			500.00	
Spend per ward	3,563.75	1,125.28	562.64	1,750.56	125.28

Community skips update

32. A maxi skip now costs £179.17 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 **£837.51**, leaving a balance of **£2,162.49** 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
Garforth Gala – Aug 2018	166.67		166.67		
Ledsham clean-up Aug 2018	108.33			108.33	
Garforth in Bloom – Sept 2018	179.17		179.17		
Garforth Bonfire – Nov 2018	179.17		179.17		
Lakeland Court, Halton Moor	204.17				204.17
Total	837.51	0	525.01	108.33	204.17

Conclusion

33. The report provides up to date information on the Community Committee's on the current budget position.

Recommendations

34. Members are asked to:

- a) Note the details of the Wellbeing revenue projects and budget position (Table 1)
- b) Note the Wellbeing revenue projects approved by DDN since the last meeting (Paragraph 13)
- c) An opportunity to consider a new application (paragraph 14)
- d) Note the details of Youth Activities Fund projects and budget position (Table 2)
- e) Note the details of the Wellbeing capital projects and budget position (Table 3)
- f) Note the Community Infrastructure Levy (CIL) Neighbourhood Fund position (Table 4)
- g) Note the details of the Small Grants Budget (paragraph 31)
- h) Note the details of the Community Skips Budget (paragraph 32)



Report of: The Area Leader

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

Report author: Bali Birdi (Localities Officer, tel: 07712 214 727)

Date: Tuesday 12 March 2019 For information

OUTER EAST COMMUNITY COMMITTEE – UPDATE REPORT

1 Purpose of report

- 1.1 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.

2 Main issues – update by themes

Update on Children and Families – Cllr Helen Hayden

- 2.1 A sub group meeting took place on the 4 February 2019. Terms of reference were updated, and the Young people also attended to provide information on the activities they enjoyed through the summer and how productive the Youth Activity Funding was for them.
- The Youth Activity Funding round 2019/2020 is open for new applications. A further meeting took place on 13 February 2019 to discuss the new Youth Activity applications with Youth Matters, Clusters, Voice and Influence team and Councillors. These will then be sent to the Community Committee for approval.

Update on Employment, Skills and Welfare – Cllr Pauleen Grahame

2.2 The Springs – Thorpe Park

The Springs now has a dedicated vacancy webpage:
thesprings-leeds.co.uk/jobs/

Leeds Apprenticeship Recruitment Fair

This was open for young people, parents and carers to attend at Leeds Arena on the 4 March 2019.

Both The Springs and Leeds Apprenticeship Fair were publicised on the Community Committee Facebook page.

Updates on Health, Wellbeing and Adult Social Care – Cllr Keith Wakefield

2.3 Lunch Clubs

In 2018/19 there were 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.

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

2.4 Healthy Weight Declaration

Last year, Leeds City Council became the first Council in Yorkshire and Humber to adopt the Healthy Weight Declaration and launched it on 1 February. This national charter mark aims to raise the profile of healthy weight across council teams and improve working together to help support more people achieve or maintain a healthy weight. The Healthy Weight Declaration provides a strategic vision and framework to help support the council to exercise its responsibility to promote healthy weight across the city.

The Healthy Weight Declaration consists of 14 commitments and six priorities which were consulted on over several months. These priorities will help spearhead the Declaration and help the council achieve the commitments as well as contribute to Leeds being the best city for health and wellbeing. The priorities are:

- Implementing a Leeds 'Move More' style campaign
- Influencing planning and design for a healthy environment
- Increasing active travel and improving air quality
- Encouraging an active healthy workforce
- Influencing the Councils food offer to promote a healthy weight
- Implementing our local whole school food policy

2.5 Money Buddies

The Money Buddies Service continues to be delivered in locations across the Outer East. Some issues have arisen in terms of the number of people attending sessions in some of the locations and these are currently being reviewed by the Money Buddies Service Manager.

The Money Buddies Service Manager requested a review of the service in Swarcliffe to see how resident awareness of what Money Buddies offer could be raised. A review of Garforth and East Osmondthorpe will also be included within this. Money Buddies are to increase local marketing and promotion of the service linking with local shops, post offices and GPs to increase awareness. Residents in Swarcliffe and East Osmondthorpe are particular target audiences for this promotion as the levels of poverty and deprivation are higher than in some other parts of the ward.

2.6 NHS Leeds Clinical Commissioning Group

NHS Leeds Clinical Commissioning Group (CCG) has developed a proposal for urgent treatment centres for the citizens of Leeds and would like to hear your views.

Over the last few years the NHS have spoken to local people who have advised that it's not always clear who would be best placed to help you, or a loved one, when you're not feeling well or have been injured. This is especially the case where you feel you need to be seen quite quickly but you know it's not an emergency. NHS know that the way services are currently designed to help you in this situation – which are often called urgent care services – are not easy to understand.

Urgent care is care that someone feels is needed on the same day but their illness or injury is not life-threatening. This could include anything from cuts, minor injuries, bites or stings through to mild fevers, vomiting and diarrhoea etc. NHS proposals will help simplify the system for you when you have an urgent care need.

The CCG is encouraging people to feedback their views by completing a survey, available online or in paper format. An event can also be attended. Further details are available on the web page below.

Read the proposals in full and have your say today:
www.leedsccg.nhs.uk/UTCSurvey

The Leeds Big Thank You campaign

This is a new citywide campaign, the 'big thank you / you can be a winter hero'. This is a system-wide campaign that covers the NHS, Leeds City Council, community and voluntary sector organisations, carers and the unsung heroes among our communities. The NHS would hope you will join and support this very compassionate campaign that was recently launched with the Yorkshire Evening Post.

Saying a public thank you to all those in our wards who are helping people stay well this winter.

A message can be written on the website www.bigthankyouleeds.co.uk - you can see the messages we've already received here:

<https://bigthankyouleeds.co.uk/big-thank-you-gallery/>

By sharing posts on social media and at events that you are at, we can all be winter heroes by: looking after our own health, checking in on our elderly or vulnerable neighbours and being prepared for bad weather.

The campaign seeks to encourage people to say a thank you to their winter heroes from all walks of life. This could range from frontline public sector staff, community and voluntary staff as well as people within our communities who look out for others such as unpaid carers or a community connector. At the same time also encouraging people to think about small steps they could take so that they too could be a winter hero. This could include getting a flu jab, looking out for neighbour or planning ahead for any bad weather. This is an opportunity to try an innovative approach to deliver some of the key prevention messages for winter in an effort to reduce wider system pressures.

The support that has been received locally from the NHS in Leeds, Leeds City Council and our community and voluntary sector organisations has been appreciated. Recently West Yorkshire Police, the British Transport Police and the Yorkshire Ambulance Service NHS Trust have also joined in.

Many individuals and organisations in your ward and beyond who keep your community and the city going through winter. Now's a great chance to say thanks to them.

A Health Foundation report (December 2018) highlighted how living alone can make older people 50% more likely to find themselves in A&E than those living with family. Pensioners living alone are also 25% more likely to develop a mental health condition. 'Looking out for our Neighbours' aims to change this - by inspiring people to do small things to reach out to the people around them.

The campaign will launch on 15 March across West Yorkshire and Harrogate and has been co-created with over 100 residents in these areas, drawing on their neighbourly experiences. Keep an eye out for more information.

Update on Environment and Community Safety – Cllr Mary Harland

2.7 Environment

The Environmental Sub Group meeting took place on 5 February 2019. The next meetings will take place on 9 April 2019. Krstan Nenadic from Parks will be looking into free tickets for Go Ape for young people which were promised when the development was taking place in Temple Newsam and have not been delivered.

A meeting has been requested with Highways to discuss the process of grit bins to make it more efficient, effective and simple which was scheduled to take place on 25 February 2019.

Grit Bins Update

The service have advised that the grit bins get refilled once a year approximately in September. They have requested that ward members check the grit bins prior to this and feedback which bins need refilling which will be completed in October.

2.8 Cross Gates & Whinmoor and Temple Newsam wards

The Cleaner Neighbourhood Team continue to work strongly as a team ensuring that the streets of Cross Gates & Whinmoor and Temple Newsam wards are kept clear of waste, litter and fly tipping.

Month	FlyTipping Cross Gates	Bulky Service Collections Cross Gates	FlyTipping Halton Moor	Bulky Service Collections Halton Moor
December	41	12	41	9
January	36	27	36	21
February	6	8	18	3
Total	83	47	95	33

The team's priorities this year are working with local schools to educate children about the environment.

They are planning to work with volunteer groups and are waiting to book dates in with Friends of Pendas and Halton in Bloom.

Working with partners, the service has a clean-up day booked in with Housing and are waiting to hear from Parks and Countryside to work together at Temple Newsam.

The directorate is working on a fly-tipping strategy to combat the amounts of fly-tipping left in our neighbourhoods.

Areas have their own dedicated litter-pickers this is proving very popular with staff and residents.

A dedicated Enforcement Officer has been allocated on the wards who is dealing with fly-tipping prosecutions. The main bulk of her work is waste and bonfire issues in private gardens and duty of care visits to local businesses.

The team plan to do some patrols to reduce dog fouling this will be done through education and fixed penalty notices.

2.9 Garforth & Swillington, Kippax & Methley wards

The teams have been working hard in the areas to deal with the issues that are faced. The reduced numbers compared to previous reports suggest the team is more pro-active in the way they work. Over the winter period the team have

been concentrating on reinstating some of the ginnels that have been neglected in the area and have successfully achieved this over the wards.

They have been out litter picking in the area a lot more and are looking to get more involved with the many community groups and what they do across both wards.

A new Chargehand post has been implemented in the ward areas working with the team and is bringing fresh new ideas.

The team have dealt with 42 pro-active jobs in the time frame all fly tipping instances around the ward areas.

Description	Garforth	Kippax
Scheduled Bulky Collection	53	61
Fly Tip	27	36
Dog Fouling	4	9
Footpath Sweeping	1	1
Graffiti	1	1
Housing communal Area Maintenance	1	1
Housing Void Garden	2	3
Litter Bin Empty	0	1
Litter Bin Repair	0	2
Litter Complaint	6	3
Overgrown Vegetation	1	2
Road Sweeping	3	3
Dead Animal Removal	0	1

Housing update

2.10 Voids Levels (empty properties)

Demand in all areas remains high. Applicants on Band A bidding for a 2 bed property can wait in Cross Gates and Whinmoor ward an average of 55 weeks, Garforth and Swillington ward an average of 45 weeks, Kippax and Methley ward an average of 58 weeks, and Temple Newsam ward an average 36 weeks.

Sheltered complexes such as Cross Hills Court in Kippax and Sherburn Court and Naburn Court in Whinmoor have proved difficult to let. Certain property types, in particular complexes and bedsit are hard to let due to lack of demand for this type of accommodation. For Cross Hills Court and Naburn Court this is down mainly to the style of the blocks. In the case of Cross Hills Court it is due to the number of bedsits for which there is little or no demand.

There are a high proportion of adapted and sheltered properties in this area which take time to allocate due to matching needs of customers with properties. In Halton Moor/Osmondthorpe in particular there have been concerns with property condition and disrepair, which affects void levels.

2.11 New builds: Red Kite Row, Whinmoor

This site consists of 22 new build 2 bed houses – all let 2018. The breakdown of the allocations are;

- 12 properties allocated to LCC tenants living in the ward.
- 5 properties allocated to applicants living in the ward (not LCC tenants, overcrowded).
- 5 properties allocated to applicants living outside the ward (not LCC tenants but having a local connection to the area, most of which related to working in the area and another with close family connections).

2.12 New builds: The Nevilles, Temple Newsam ward

Due to start in April 2019. Consultation has taken place with existing applicants and a further public consultation took place at the end of January 2019 in the local area in order to agree the terms of the Local Lettings Policy.

Continued work is being undertaken to reduce void levels by advertising properties on notice, viewing in repair when safe to do so, and maintaining deadlines for customer proofs and contact. Multiple viewings are undertaken on properties which are being refused regularly. Viewings, sign ups and final fixes are a priority.

Since April 2018 the number of properties we have allocated is as follows:

- Swarcliffe/Whinmoor: 110,
 - Halton Moor/Osmondthorpe: 67
 - Kippax/Garforth: 108
- Total: 285

2.13 Income Collection

Rent collection continues to be a high priority and currently Kippax is in 3rd position behind the Wetherby and Pudsey offices and all staff are working hard to become best performers across the city. Cases are being processed to Court if required at the earliest opportunity to try and reduce the impact of high arrears.

Halton Moor / Osmondthorpe collection rate has taken a dip from the same time last year, with a decline of 0.22%. Since October 2018 there has been a large increase in Universal Credit claims and this is having an impact on rent collection. The team are constantly bringing new ideas to improve performance and make this their highest priority on a weekly basis. Swarcliffe's collection rate has made an improvement of 0.10%.

Universal Credit cases are coming through at a steady pace with Kippax having 35, Halton Moor / Osmondthorpe 76 and Swarcliffe 94. All cases are being contacted immediately by the Enhanced Income Team and given guidance and advice on what is expected of the customer and applying for alternative payment arrangements where required.

2.14 Office Collection Rate

Kippax / Garforth	98.15%
Swarcliffe / Whinmoor	96.51%

Halton Moor / Osmondthorpe	96.04%
City average	96.95%

2.15 Annual Home Visits

Significant progress has been made on annual home visits from all three offices and are on target to complete the majority of their visits before year end. Kippax and Swarcliffe remain slightly behind our target figure and in some cases access still remains a problem. We continue to identify some support needs and Housing Officers work very closely with Housing Support and the Enhanced Income Team to provide help and support to those in need. Housing Officers have been asked to concentrate on ensuring that we visit any property where we have been unable to carry out an Annual Home Visit within the last 2 years and one where we have just managed to gain access has resulted in us making a Safeguarding referral due to the conditions within the property and the impact it might have on the young children living there.

Office	Annual home visits completed
Kippax / Garforth	95.15% (1,157)
Swarcliffe / Whinmoor	94.55% (1,717)
Halton Moor / Osmondthorpe	98.00% (1,369)
City total	93.16% (47,120)

2.16 Environmental Actions undertaken by Housing Leeds

Environment Quarter 4 2018/19 (Swarcliffe, Halton Moor and Kippax)

A clean-up day is due to be arranged for the Neville Place/Halton Moor Avenue area in March 2019.

A small group of residents from Lakeland Court have formed a gardening group and so far they have carried out some clearance work in the area. A skip has been requested from the Community Committee.

Grass maintenance issues have hopefully been resolved in the Hebden's area in Whinmoor following a joint meeting with Parks and Countryside. A schedule of winter works was produced last year and Parks and Countryside are continuing work outstanding in order to bring areas of maintained land, which have become overgrown for various reasons over the years, back up to a standard so that they can be brought back onto the grounds maintenance contract.

Staff continue to work closely with the Enforcement Officer from Cleaner Neighbourhoods Team in tackling both private and LCC untidy gardens. The Cleaner Neighbourhoods Team have also completed the training of some of their operatives to address self-seeders on a permanent basis and they are developing a programme of works, in liaison with the Team Leaders.

2.17 Outer East Housing Advisory Panel

Outer South East Tenant Engagement now has its own Facebook page which is Adele Tenant Engagement. Here you will find information on all things tenant engagement in the outer south east area.

The Panel has a budget of £5.5k. The last meeting took place 11 February at Elland Road where they received a presentation and update on Halton Moor Kicks Programme.

Cross Gates & Whinmoor ward

- Work has been completed around the external communal areas of Whitelaithe Court at the residents request
- TV now installed in the communal area at Whitelaithe Court which will mean more activities for resident's film club etc.
- Baildon Close HAP have funded additional communal bins to alleviate issues of side waste

Garforth & Swillington ward

- Currently developing a HAP bid to install an additional lighting column at Westbourne Crescent / Ringway ginnel
- Westbourne Community Centre – Work completed to rear of the centre to alleviate drain issues
- Westbourne Community Group, currently exploring with the group how to access Wi-Fi at the centre/run digital inclusion classes

Kippax & Methley ward

- Work commenced on Embleton play area in February
- Micklefield TARA a number of the group are attending Housing Leeds basic first aid course
- Looking into supporting Micklefield TARA with running a digital inclusion course
- Awaiting back from Micklefield Parish Council to carry out some joint consultation on the proposed outside gym area at Churchville House

Temple Newsam ward

- Green Guardians garden scheme for Halton Moor / Wykebeck's and Neville's on track to commence the scheme in April which will run until September.
- HAP schemes agreed are Lakeland Court white line the car park and also Ingleton Drive to tarmac two small greenspaces as you drive in as these were being driven over and getting churned up.
- Lakeland Court continue to work with a small gardening group of residents who are carrying external communal improvements, have not as yet succeeded in getting them formalised so they can have greater access to funding, but will continue to support
- Neville's new builds consultation on the Local Lettings Policy for these has now closed. Build on site due to start April more consultation will be planned with residents who may be affected by the build

Update from Youth Service

2.18 Cross Gates and Whinmoor ward

October half term – Young people having been consulted took part in trips and visits over the October half term period.

Youth Workers continue to address any issues around anti-social behaviour with young people, recently working with police to disperse a group of young people from local shops some of whom were carrying fireworks, the majority of the young people live in different wards. This now seems to be resolved and they continue to monitor, including touching base with shopkeepers.

Youth Workers are also working with young people around personal safety during the dark evenings and also reminding those to keep their phones charged, letting parents/carers know where they are.

Youth Matters

The Group are based in Swarcliffe Community Centre and engage in various programmes and projects including:

- Mental Health Awareness Week
- Attending Forums
- Make Your Mark
- Boxing & Fitness
- Poster Design for Make it Happen Event
- Youth Activity Consultations

Young people are undertaking a 20 module Senior Member training course to include:

- 'What is the role of a Youth Worker'
- 'Role of a Senior Member'
- 'Child Protection & Safeguarding'
- 'Peer Mentoring'
- 'Budgeting'
- 'Voice & Influence'

2.19 Garforth and Swillington / Kippax and Methley wards

- Youth Activity Funded trips out in October half term to Lightwater Valley for the Halloween scarefest, Xscape bowling and Cineworld were a great success. Each of the trips were full with 54 young people from across the wards attending the theme park trip.
- The decision making group "YPmyG" (young people my group) attended the "Make it Happen" event at Swarcliffe community centre. They also met with Kippax & Methley ward members in a Q&A session.
- The "Kippax Kicks" football session in partnership with the Leeds Utd Foundation commenced at Kippax Leisure Centre. The session was on a three month trial period (Sep-Dec 18).
- Young people from Micklefield have participated in the "take over day" by working in Allerton Bywater youth club. They ran the session doing the tuck shop, signing young people in, challenging behaviour, running activities and clearing up at the end of the session.

2.20 Temple Newsam ward

- Young people consulted took part in Trips and visits during the October Half term
- Youth Workers supporting the KICKS Programme based at Meadowfield Primary School, signposting young people to the programme, addressing any issues around ASB during the session.
- Youth Matters Group

- Make Your Mark
- Youth Activity consultations
- Online safety
- Attending the Make it Happen event

3.0 **Community engagement**

A review of the community forums in the area has been completed which has been successful and the following schedules are now available:

- Manston and Swarcliffe Forum dates:
 - 24 January 2019
 - 4 April 2019
- Whinmoor Forum dates:
 - 17 January 2019
 - 18 April 2019
- Garforth and Swillington Forum
 - 15 April 2019
- Temple Newsam Communities Together:
 - 30 January 2019
 - 19 June 2019

4.0 **Social Media**

Highlights of the Outer East Community Committee Facebook activity from 16 Nov 2018 to 12 Feb 2019 is included in **Appendix 1**. It gives details of the most popular post ('post clicks' to expand the text + 'reactions, comments or shares') during this period.

5.0 **Recommendations**

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

6.0 **Background documents**

There are no background documents associated with this paper.

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Outer East Community Committee social media update

Current page Likes: 2,236
 Current page followers: 2,262
 (as at 12/02/2019)

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 level is zero.

Whilst still leading the way, the Outer East page currently has 2,236 followers, making it still the most popular Community Committee page.

The Committee is encouraged to Like and Share relevant information from the page and promote the page when possible. The quick search is: @LccOuterEast

The screenshot shows a Facebook post from the Leeds City Council Outer East Community Committee. The post is a video titled "Garforth Christmas market 23/11/2018" with a duration of 07:36. The video thumbnail shows a market stall with various goods. To the right of the video is a "Performance for your post" table.

Performance for your post		
4,785 People Reached		
2,812 3-second video views		
99 Reactions, comments & shares		
69 Like	13 On post	56 On shares
3 Love	0 On post	3 On shares
1 Haha	0 On post	1 On shares
16 Comments	1 On Post	15 On Shares
10 Shares	10 On Post	0 On Shares
510 Post Clicks		
77 Clicks to Play	0 Link clicks	433 Other Clicks
NEGATIVE FEEDBACK		
2 Hide Post	0 Hide All Posts	
0 Report as Spam	0 Unlike Page	
Reported stats may be delayed from what appears on posts		

The table overleaf shows the full list of posts to the Outer East page over the last month, with the most recent posts at the top. The red ovals highlight which posts were delivered to the most people (reach) and which received the most engagement (likes, comments or shares). Over the last month the page has seen steady viewing with a total reach of approx 12,000.

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Report of the City Solicitor

Report to: Outer East Community Committee (Crossgates & Whinmoor; Garforth & Swillington; Kippax & Methley; Temple Newsam)

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

Date: 12 March 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 2018/19, this Committee is scheduled to hold 4 meetings.
3. To be consistent with the number of meetings being held in 2018/19, this report seeks to schedule 4 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 XXX 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:
 - Tuesday, 18 June 2019
 - Tuesday, 1 October 2019
 - Tuesday, 10 December 2019
 - Tuesday, 10 Mar 2020

Meeting Days, Times and Venues

7. Currently, the Committee meets on a Tuesday at 4.00 p.m. - 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 2018/19, 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