

## OUTER WEST COMMUNITY COMMITTEE

WEDNESDAY, 15TH JUNE, 2016

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

Councillors A Blackburn, D Blackburn,  
Mrs A Carter, J Jarosz, R Lewis, T Wilford  
and R Wood

### **1 Appeals Against Refusal of Inspection of Documents**

There were no appeals against refusal of inspection of documents.

### **2 Exempt Information - Possible Exclusion Of The Press And Public**

There was no exempt information.

### **3 Late Items**

There were no late items.

### **4 Declaration Of Disclosable Pecuniary Interest**

There were no declarations of disclosable pecuniary interests.

### **5 Apologies For Absence**

Apologies received from Cllr. Andrew Carter.

### **6 Minutes**

**RESOLVED** – The minutes of the Outer West Community Committee held on 18<sup>th</sup> May 2016 were approved as a correct record.

### **7 Minutes of Housing Advisory Panel**

Members said how successful the Big Lunch event had been and thanked all those who had been involved in organising and taking part in the event.

The Chair commented that the proposed 'conversation dinner' events be replaced with other engagement activities that link to the Councils' breakthrough projects including 'Stronger communities benefitting from stronger cities' and 'best city for people to grow old in'.

**RESOLVED** - Members noted the minutes of the Outer West Housing Advisory Panel held on 27<sup>th</sup> April 2016.

## 8 Appointments to Outside Bodies

The report of the City Solicitor invited the Committee to make appointments to the following:-

- Outside Bodies as detailed at Appendix 1 of the submitted report;
- One representative to the Corporate Parenting Board;
- Community Committee Champions as listed in the submitted report; and
- Children's Services Cluster Partnerships also listed in submitted report.

Members discussed the roles of the Community Committee Champions, their experiences of being in the roles and whether the Boards that they sit on are still fit for purpose.

Members requested that a letter go to the Executive Member for Children's Services to gain clarification on the roles of Children's Services Champion and role on the Corporate Parenting Board.

The Area Leader informed Members that she would also take the comments of the Committee to Cllr. Coupar as Executive Member for Communities and liaise with Members.

Cllr. Jarosz informed Members that she was now the secretary of the Thomas and Sarah Lund's Almshouse Trust.

**RESOLVED** – That the Committee appointed to the following:-

### Outside Bodies

- Borough of Pudsey Charity (appointment for 3 years)
  - Cllr. R Lewis
  - Cllr. J Jarosz
- Joseph Lepton's Charity (appointment for 5 years)
  - Cllr. M Coulson
- Thomas and Sarah Lund's Almshouse Trust (appointment for 4 years)
  - Cllr. R Lewis
  - Cllr. J Jarosz

### Community Committee Champions

- Environment and Community Safety
  - Cllr. M Coulson
- Employment, Skills and Welfare
  - Cllr. D Blackburn
- Health, Wellbeing and Adult Social Care
  - Cllr. J Jarosz
- Children's Services – No appointment made

#### Cluster Partnerships

- Farnley
  - Cllr. A Blackburn
- Pudsey
  - Cllr. J Jarosz
  - Cllr. Amanda Carter

Corporate Parenting Board – No appointment made

Members resolved to appoint to the Children's Services Champion and Corporate Parenting Board at the next meeting.

### **9 Appointment of Co-optees to Community Committees**

The report of the City Solicitor invited Members to nominate co-optees to the Committee for the duration of the 2016/17 municipal year.

One nomination had been received for the Reverend Canon Paul Ayers of Pudsey Parish Church.

Members noted that co-optees can be nominated from all areas of the community.

**RESOLVED** – That the Committee appointed the Reverend Canon Paul Ayers as co-optee to the Outer West Community Committee for the duration of 2016/17 municipal year.

### **10 Housing Advisory Panel Report**

The report of the Chief Officer Housing Management sought Ward Councillor nominations from Outer West Community Committee to the Outer West Housing Advisory Panel (HAP).

The Housing Manager – Tenant and Community Involvement attended the meeting.

He gave a brief overview of the main issues as outlined in the submitted report with requests for one Member per ward. He also thanked Members for their contributions the previous year.

**RESOLVED** – That the following Councillors be appointed to the Housing Advisory Panel:

- Pudsey – Cllr. R Lewis
- Farnley & Wortley – Cllr. A Blackburn
- Calverley & Farsley – Cllr. R Wood

## 11 Finance Update Report

The report of the West North West Area Leader provided the Committee with an update on the budget position for the Wellbeing Fund for 2016/17.

Members were informed that the Outer West Community Committee had received an allocation of £113,310 for the 2016/17 financial year. Taking account of project underspends and carry forward figures from 2015/16, the total fund available for new projects in 2016/17 was £149,482.55.

Members informed that funding had been committed to 26 projects for 2016/17. Following the commissioning round there is £2,195 still available for allocation for Wellbeing Revenue in the 2016/17 budget.

Members were asked to note the information provided in tables 1 and 2 which provided an update on the small grants received and approved and the skips approved since the last meeting.

Members attention was drawn to point 13 Table 3 of the submitted report. The Members were reminded of the projects under the Youth Activity Fund which they had approved;

- Mini Breeze
- Pop-up Activity Camps
- Breeze Friday Night Project

Members were asked to consider the following projects for approval;  
Table 3 of submitted report

Project Name	Organisation	Amount requested
Love Pudsey Youth Café (initially 6 months)	Love Pudsey	£2,080
Yarn Bomb Summer School at Sunny Bank	Stitch up CIC	£3,000
AIM Higher Youth Club	AIM Education	£3,140
Champions Rugby Fun Days	West Leeds Rugby Union Football Club	£465

Members discussed the projects listed at Table 3

Members requested clarification on the new streamlined process for Wellbeing and Youth Activity Fund.

Members were also asked to consider point 14 of the submitted report, in reference to a £6k pot of funding being approved from YAF to be commissioned on activities for the Farnley & Wortley Ward.

Members were asked to give consideration to point 16 of the submitted report on minimum conditions for taking delegated decisions with a request to continue using the same process.

Members requested that wherever possible to bring new applications to either Community Committee or General purposes meetings.

The Committee were informed of an action day that had taken place on the Bawns. The event was a success with 6 skips being filled.

**RESOLVED** – That the Committee:

- Noted the current budget position for the revenue Wellbeing Fund for 2016/17
- Noted the small grants and skips that have been approved since the last meeting at table 1 and 2 of the submitted report.
- Noted the current budget position for the Youth Activities Fund and consider any applications received for 2016/17 at table 3 and point 12 of the submitted report.

Table 3 of submitted report

Project Name	Organisation	Amount requested	Approved
Love Pudsey Youth Café (initially 6 months)	Love Pudsey	£8,320	APPROVED
Yarn Bomb Summer School at Sunny Bank	Stitch up CIC	£3,000	APPROVED
AIM Higher Youth Club	AIM Education	£3,140	APPROVED
Champions Rugby Fun Days	West Leeds Rugby Union Football Club	£465	APPROVED

- Reviewed and agreed the minimum conditions for taking delegated decisions outside of Community Committees as set out in paragraphs 14,15,16 and 17 of the submitted report.
- Members approved a £6k pot of funding from YAF to be commissioned on activities for the Farnley & Wortley Ward.

## 12 Universal Credit Report

The report of the Chief Officer (Welfare and Benefits) provided the Committee with an update on the citywide aspects of Universal Credit. The report highlighted the impact on the people across the city, information on how the council has prepared for implementation of the new benefit and what support is in place for customers.

The Chief Officer attended the meeting and outlined the key differences of Universal Credit:

Draft minutes to be approved at the meeting  
to be held on Wednesday, 28th September, 2016

- All claims to be made on-line
- Built in delay of 5-6 weeks for first payment of Universal Credit
- Payments are normally paid monthly in arrears and to only one person in the household
- Housing costs element of Universal Credit to be paid directly to the tenant

The Chief Officer said that the roll out of Universal Credit would not be completed until 2021.

He outlined the 3 Phases of roll out as:

Phase 1 payments to single people started in February 2016. The majority of these are single people still living at home with mum and dad.

Phase 2 – Transition is due to commence in Dec 2017. This will include new claims from families and couples.

Phase 3 – Migration which would be those already receiving benefits changing to Universal Credit. This will be a complex part of the change and no date has been set for this phase to commence.

Members were informed of the roll of the Council as assisting people with on line system and monitoring and gathering evidence of any issues which need to be raised with DWP.

Members were informed that Phase 2 could cause more issues as families would have to wait 5-6 weeks for payments. The Chief Officer explained that no monetary assistance could be provided but were able to assist with food and clothing.

Members noted that Universal Credit could cause issues for those in work also as they would be assessed monthly and would only know if they were to receive payment until 7 days before payment due.

Members also noted that Universal Credit had not addressed the issues of free school meals or prescriptions.

Members were informed that the view was that Leeds would be able to cope with the changes but the next five years are important and the timing of publicised changes was crucial.

Members discussed the following points:

- Disability Claims
- New claimants
- Those on agency or short time work
- Risk of payments paid to only one person on household
- How DWP would receive evidence of issues raised
- Sanctions under Universal Credit

**RESOVLED** – The Committee noted the information provided about Universal Credit, the impact for the people and the work that is being undertaken across the city to support people to make and manage a Universal Credit claim.

Cllr. Amanda Carter left the meeting during this item.

### **13 Housing Lettings Policy**

The report of the Director of Environment and Housing provided an update for the Committee on the consultation for the lettings policy review.

Housing Manager, Lettings and Tenancy Management attended the meeting.

Members were reminded that in February 2016, Executive Board agreed to commence consultation on proposed changes to Housing Leeds' current lettings framework with a view to approving a revised policy in September/ October 2016.

The consultation commenced with two Elected Member sessions in early March 2016. This had been followed up by further consultation with local tenant and resident groups, statutory and voluntary sector partners and individual tenants and residents.

Members had been provided with information appended to the submitted report which listed property types across Leeds. Members were informed that work is currently being undertaken to provide more detailed information based at a ward level and that this information would be provided to Members shortly.

Members were asked to contact officers directly if they wished to discuss specifics on property types within their ward.

Members attention was drawn to point 13 of the submitted report which set out the drivers for change identified by Housing Leeds:

- The majority of the LLPs had been in place for many years and whilst they had been periodically reviewed, there had been little or in some cases, no change.
- They do not comply with equalities legislation leaving the council open to legal challenge based on discrimination.
- They often rely on the judgement that tenancy behaviour is linked to age, rather than evidence.
- There is inconsistent application of the policies with evidence that they restrict housing opportunities to younger people in some communities and result in concentrations in other areas.

In response to Members questions the Committee was informed that policies on Introductory Tenancy and Secure Tenancy were due to be reviewed in respect of the changes in the Housing and Planning Act.

Members informed that the lettings policy would still include:

- Giving preference to tenants with a good tenancy record.
- Conducting home visits to prospective applicants prior to making an offer.
- Introducing pre tenancy training for 146 and 17 year olds, and applicants who are unable to demonstrate a good tenancy record.
- Using our good neighbour criteria in areas with significant issues of anti-social and criminal behaviour.

Members were informed that home visits were proving to be helpful in gathering information about tenants and prospective tenants.

Members were also informed that a Tenant Fraud initiative was cutting down on sub-letting with three dedicated officers to address this issue. An update on Tenancy Fraud to be sent to Members.

Members informed that in addition to face to face consultation an online survey was available on the Council's Talking Point portal, which had been promoted through the Leeds Homes flyer and website. 600 responses had been received via the Leeds Homes flyer. Other forms of consultation were via the tenant newsletter and social media.

Members discussed a number of issues including:

- Property types
- Where to house people who required specific support
- Anti-social behaviour
- Properties specifically designed for the elderly
- The need to have a balance of ages within housing areas.

**RESOLVED** - Members of the Community Committee commented on the proposals set out in the lettings policy consultation.

#### **14 Adult Social Care Update**

The report of the Chief Officer Access and Care Delivery, Adult Social Care highlights steps taken to provide an integrated service for District Nursing, Community Matrons, Intermediate Care Services and area-based Social Work which formerly operated to geographical populations with therapy services spread across intermediate care and domiciliary physiotherapy.

Members were informed that the new Neighbourhood Team lead by a Community Matron joins together G.P.'s, Adult Social Care, District Nurses, Intermediate Care Services, Social workers and other agencies such as mental health organisations and third sector organisations. The newly formed local teams meet regularly to discuss cases and the best support for the patient, family, friends and carers.

In response to Members questions it was explained that specific training to address issues of care had been given and one person as a 'care manager'



would liaise and co-ordinate the care of an individual. This would prevent duplication, and stop confusion for the service user.

The Neighbourhood Team hope to be housed in one location to make it easier to discuss cases and issues.

Members were informed that there are 13 Neighbourhood Teams across the city all up and working.

**RESOLVED – That:-**

- Members noted the update of the submitted report.
- Members noted the desire to return to the Community Committee Chairs Forum in July with a summary of this round of updates and also a proposal to open discussions about the possibility of holding Integration Workshops involving Members, citizens, health and adult social care professionals, volunteers and third sector representatives and other partners.
- At the request of the Chair, officers agreed to support with the co-ordination of a themed workshop focusing on older people in line with Leeds City Council's breakthrough project, Leeds a city for people to grow old in.

**15 Date and Time of next meeting**

The date and the time of the next meeting will be 28<sup>th</sup> September 2016 at 6:30pm, the venue still to be confirmed.