

**Report of:** Head of Locality Partnerships

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

**Report author:** Mike Stevenson – Localities Officer

**Date:** 5<sup>th</sup> July 2021 For recommendation / to note

## **Outer West Community Committee - Update Report**

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### **Purpose of report**

1. To bring to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.
2. This report provides regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champions roles, community engagement, partnership and locality working.
3. To make nominations to each of the Outer West Community Committee Sub Groups for (2021/22).

### **Main issues**

#### **Su Group Nominations**

4. Members will have considered Appointments to Outside Bodies and Community Champions elsewhere on the Community Committee agenda. Members are now asked to make nominations to each of the Outer West Community Committee Sub Groups for 2021/22. The 2020/21 representatives are shown below:

Sub Group	Number of places	Current appointees	Community Committee Champion
<b>Community Safety &amp; Environment</b>	3	Cllr Amanda Carter (C&F) - Chair Cllr David Blackburn (F&W) Cllr Simon Seary (Pudsey)	Cllr Amanda Carter

- Members are invited to nominate representatives for each of the Outer West Community Committee Sub Groups.

### **Cleaner Neighbourhoods Team – Update from Christopher Chamberlain (West Team Manager)**

#### **COVID-19 update**

- Over the third lockdown period, staffing levels have remained a challenge across CNT and West in particular. There were 7 staff (6 street cleansing staff and 1 Environmental Action Officer - EAO) who fell within the Clinically Extremely Vulnerable category and they have continued to shield. Since the last report in February, West CNT have had 3 staff who have tested positive for COVID and 21 cases of self-isolation. 13 of which were at the same time. We currently have 1 member of staff self- isolating.
- These absences along Annual Leave and general sickness absence has resulted in some work not being able to be completed as often such as manual litter picking in and around the estates. The period of snow and icy conditions also had a slight impact on this work.
- The service Citywide is still operating on reduced hours. The reason for this is mainly due to the depot situation at Henshaw where the facilities are shared between Highways operational staff and refuse. There has been a lot of work in partnership with the other departments as well as Trade Unions and H&S to ensure that the very limited facilities are COVID safe.
- This does mean limiting the number of staff in and around the depot at pinch points of the day such as start / end of the day and lunch times. With this, West CNT are currently operating staggered shifts and lunch times which allows staff to maintain social distancing. We are in the process of revising these arrangements with the easing of the lockdown restrictions in the hope we can find a suitable solution to return to full operational hours in a COVID safe way.
- The EAO who is classed as CEV has not been able to complete any visits due to working from home and due to other circumstances this is still the case. Another EAO has been providing cover for this and will continue to do so. This has worked well so far and is being reviewed regularly.

## **General Staffing**

11. Baz Ali has been reallocated to help in the East team due to some of their staff being reallocated to Waste Management on a temporary basis and I will continue to provide cover. This arrangement is under regular review.
12. There is 1 vacancy within the Outer West zonal team for a Chargehand post which has been created through the ELI scheme. Keith Campbell will be moving over from refuse where he was a Team Leader as of Wednesday 19<sup>th</sup> May and has many years' experience in this role which he can transfer to the Chargehand role. Keith is also able to provide cover for both the streetking and road sweepers.
13. Currently there are 2 members of staff who are on long term sick from the Z15 team, with 1 being the roadsweeper driver. Roadsweeper cover will be provided through the use of overtime. There were 4 staff who left as part of the Early Leaver's Initiative at the end of the March, none of the leavers affect the Outer West.
14. Sarah King who is my opposite Area Manager for the INW and NW has secured a temporary promotion within Waste Management. During the transitional period I have been covering in her absence. Sarah's replacement, Victoria Whalley is now in post. Victoria has moved from the City Centre where she did a similar role for the past 8 years. Victoria also has some enforcement experience.

## **De-leafing**

15. The de-leafing work has been completed since the last report and this saw an increase in the areas added to our maps. The weight of leaves collected this year was slightly higher than previous years, with a total of 1071 tonnes being removed. The schedule included visiting every zone once a week to share the road sweeping and Continental resource.
16. There were some pros and cons to this which we will be discussing when planning for this year's work. Any comments from Ward Members is welcomed on their thoughts to how it worked compared to previous years. Obviously there were more staff challenges to overcome this year due to COVID.

## **Street Cleansing**

17. Service requests are relatively up to date as we are able to carry out our normal street cleansing duties albeit with reduced hours. I have asked for a review of the sweeping schedule to mirror and compliment the work done manually which should improve the quality of work.

## **Enforcement**

18. Enforcement activity is still reduced and Officers have been instructed to keep face to face visits and on site meetings to a minimum and only really to complete if there is an

imminent public health issue. This is in accordance with advice from Environmental Health services who are coordinating the COVID enforcement work.

19. Visits have been completed but to obtain evidence only within the social distancing guidelines and contact minimalized. This has caused a slight delay in getting some issues resolved as contact has had to be made with perpetrators either on the phone or by post.
20. A suitable interview room has now been sought and is ready for use so fly tipping and other cases can now be progressed.
21. EAOs are still working remotely from home but are visiting the office regularly and are in contact with each other and the Team Leaders.
22. Some prosecutions have been heard but at Kirklees Magistrates. There has been a clear difference in results where some cases have been adjourned where the perpetrator has failed to attend whereas they would have been heard in absence in Leeds. This has led to delays in convictions.
23. There has also been an emphasis on the fine rather than allowing the recovery of costs of the prosecution to the Local Authority which has been notable. Courts have been opting for higher fines which get paid to central government and lower amounts of costs being awarded back.
24. Overall, cases are still delayed and are being referred to the nearest available Magistrates within the Yorkshire and Humber region. This is obviously having an impact on attendance and we have seen a rise in warrants being issued for failure to attend and cases being adjourned.

### **Community work**

25. There has been a huge increase in community volunteers throughout Leeds over the past few months and this has definitely been the case in West. The batch of purple Litter Free Leeds bags delivered in December has seen 32,000 bags being distributed across Leeds.
26. The number of purple bags being left by bins and for collection has grown significantly and keeping street cleansing very busy. This work is highly appreciated and acknowledged and we will continue to support the various groups in the Outer West as best as we can.
27. Unfortunately, we are still unable to lend any equipment for community events but there has been an influx of Ward Member requests to purchase litter pickers and hoops on their behalf which they have kindly funded. These orders have been received and

delivered as necessary. The lending of equipment will be revised in line with the easing of the COVID restrictions.

28. I would like to thank all Ward Members in bearing with me whilst I cover the multiple roles where there has been some delay in getting responses and updates to you. I do appreciate the support received. Please do let me know of any issues or priorities that need urgent attention.

## **Gully Cleansing – Update from Eleanor Jordan (Gullies Operational Supervisor)**

### **Covid-19**

29. Since my last update in February the Gully Cleansing Team, which usually functions with 20 operatives (10 teams) across two shifts, has been operating at 80% capacity.

30. We supported our colleagues in Highways maintenance with fulfilling gritting requirements by supplying one driver for the standby rota and one driver on an ad hoc basis in extreme weather.

31. During this period we were only able to utilise overtime to ensure a minimal service of two teams is operated, or to bring in extra teams to deal with adverse weather thanks to the ongoing financial crisis. Because Social-distancing is not possible in our tankers our service is deemed as a medium risk service and our risk assessment continues to dictate that if an operative has symptoms in his household then he and his partner has to isolate, with the person with symptoms undergoing a test ASAP.

32. The Covid-19 pandemic is continuing to have a knock on effect on our usual gully cleansing and our ability to respond to customer complaints, which is not as swift as usual. To give some context, we started Cycle 3 on 17th February 2020 and we are in week 67. This week we are two thirds of the way through wards 17 and 18 of 33. In week 67 of the second cycle we were in wards 31 and 32, so we were approaching the end of the cycle and had sufficient time to “mop” up what we had missed.

33. Last month I welcomed back my charge-hand, who falls into the “Clinically Extremely Vulnerable” category. Occupational Health has ruled this individual as too high a risk to work in a two man team in a tanker so at present he is on light duties. This individual had his second vaccination at the beginning of this month so I’m hoping that Occupational Health will allow him to return to full duties once his vaccination has taken effect.

### **Staffing**

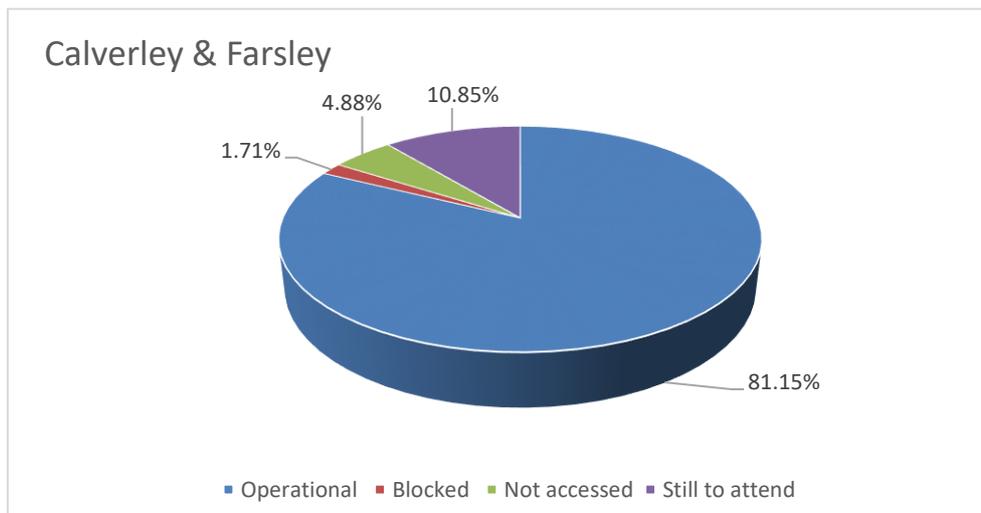
34. Separately I have another operative who is long term sick. In terms of vacancies one of my drivers took advantage of ELI and left the service at the end of March, resulting in

three vacancies. I'm pleased to report that the two vacancies for the attendant roles were approved by the Vacancy panel and are now in the Talent Pool stage of the recruitment process. The driver's vacancy will also be filled as soon as possible.

## Ward Updates

### Calverley & Farsley – 4,441 gullies

35. This ward has been visited in Cycle 3. Since my last report we have reduced the number of non-runners from 2.48% to 1.71% and the number gullies not accessed due to parked cards has dropped from 6.39% to 4.88%. The majority of the gullies still to attend are on Stanningley Bypass, which require traffic management.

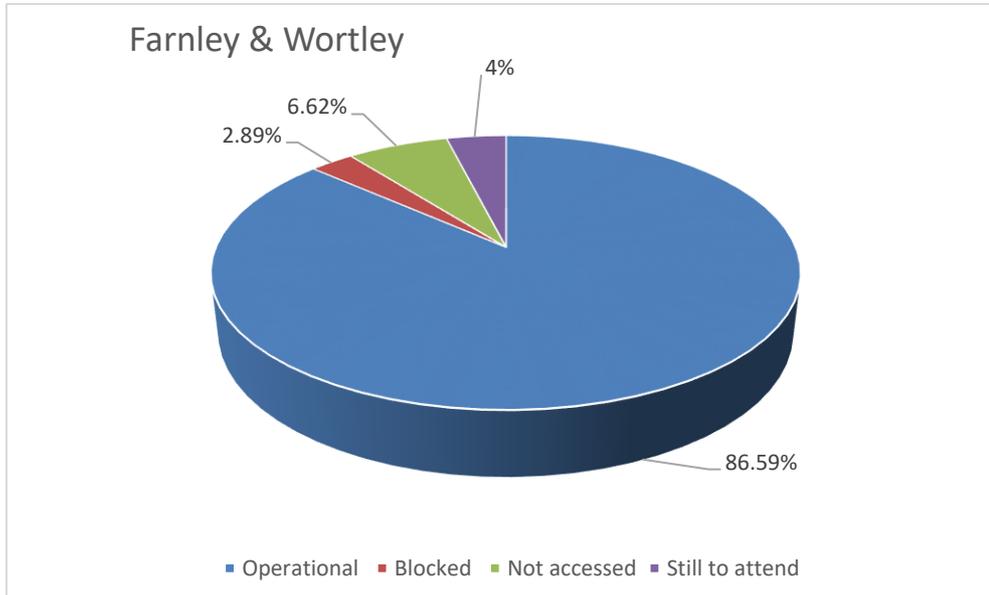


Of the 1.71% (76 gullies) blocked:

Fault Description	No Traffic Management Required	Traffic Management Required	Totals
*NOT KNOWN*	1	0	1
CCTV survey	4	0	4
Clean	3	0	3
Connection excavation	33	6	39
Cover replacement	0	3	3
External problem report	3	1	4
Investigate	1	3	4
Jetting	0	1	1
Main line clean	9	3	12
Pot design change	2	1	3
Rectify unknown fault	2	0	2

**Farnley & Wortley – 4,639 gullies**

36. This ward has been visited in Cycle 3 although we still have a bit of outstanding work that we need to programme in.

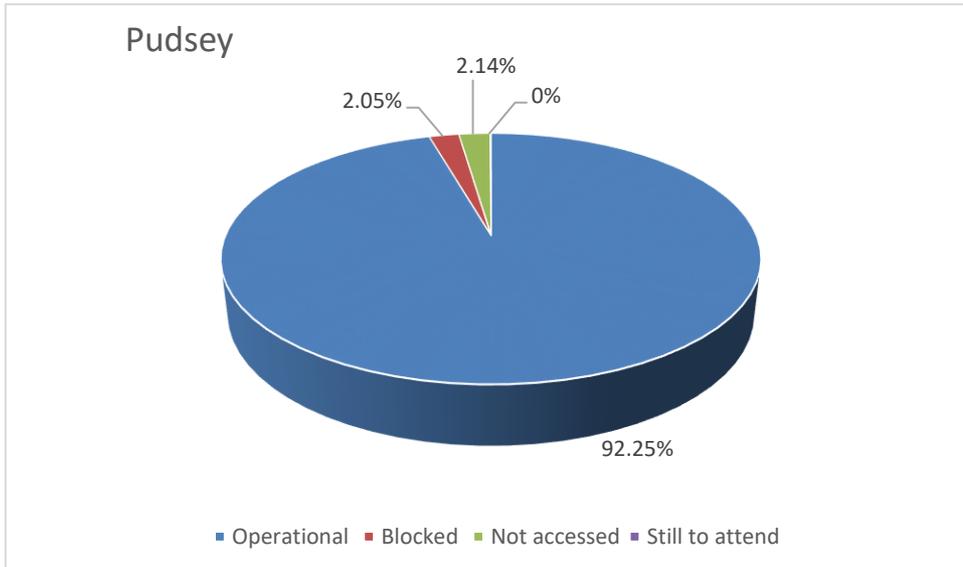


37. Of the 6.62% (307 gullies) not accessed these are predominantly access restricted by parked vehicles after our initial visit. We are scheduled to attend and “mop” these gullies up before the end of the cycle. Of the 2.89% (134 gullies) blocked:

Fault Description	No Traffic Management Required	Traffic Management Required	Totals
CCTV survey	4	0	4
Clean	7	4	11
Connection excavation	58	7	65
Cover replacement	0	2	2
External problem report	4	1	5
Investigate	9	12	21
Main line clean	2	3	5
Pot design change	0	6	6
Rectify unknown fault	13	0	13
Root cutting	1	0	1
Unblock ditch	1	0	1

**Pudsey – 3,559 gullies**

38. This is ward 20 in the cycle and hasn't yet been serviced so the below is a snapshot of how the ward looks at this moment in time:



39. Since my last report we have reduced the number of non-runners from 2.63% to 2.05%. Of the 2.05% blocked:

Fault Description	No Traffic Management Required	Traffic Management Required	Totals
Clean	1	1	2
Connection excavation	44	5	49
Cover replacement	0	1	1
Dig out	0	1	1
External problem report	4	0	4
Investigate	2	1	3
Main line clean	4	1	5
Pot design change	1	1	2
Rectify unknown fault	3	1	4
Refer to client	0	2	2

## Health and Wellbeing & Adult Social Care – Update from Jon Hindley (Public Health)

### ‘Would Like to Know More’ sessions (WLTKM)

40. Due to a high number of requests in the area especially concerning online problem gambling in young people a series of WLTKM sessions have been arranged which can be accessed virtually. These sessions are run by LCC Public Health Resource Centre. A list of examples of the requested sessions are listed below:

- Gambling, Gaming and Young People.
- Post Covid-19 Syndrome.
- Child Accident Prevention

41. Please don't worry if you miss a session you are interested in as the sessions are recorded and you can watch them at your leisure by visiting the site.

42. For full details, times and dates please follow this link:

<https://www.leeds.gov.uk/phrc/public-health-training/want-to-know-more-sessions>

### Covid-19 Key Messages

43. As Leeds moves towards the cessation of government lockdown regulations in a steady and staged manner it is still important that local residents adhere to government advice and regulations. Infection rates are thankfully decreasing in Leeds where previously infection rates within wards have been dynamic.

### What you can and cannot do during the national lockdown

44. <https://www.gov.uk/guidance/national-lockdown-stay-at-home#summary-what-you-can-and-cannot-do-during-the-national-lockdown>

### Vaccinations in Leeds

45. When local residents are called for their vaccination it is extremely important they attend to help reduce infection rates within Leeds so we can return to a normal life as soon as possible.

46. If any local community members have any fears or anxiety about receiving the vaccination they can talk to their local doctor, health professional, LCC Public Health officer or visit these approved information sites:

- [Coronavirus \(COVID-19\) vaccine - NHS \(www.nhs.uk\)](https://www.nhs.uk)
- <https://www.leedscg.nhs.uk/health/coronavirus/covid-19-vaccine/>

## **Men's Health Groups set to continue after lock down**

47. Due to the ongoing success and general popularity of a variety of local men's health groups in the area they are set to continue after lockdown and offer a full menu of services, support and friendship groups. As well as contributing to aiding local men to recover and become healthier and more resilient they can also help men to:

- Access a free loan I-pad and associated training to become more digitally literate. This in turn also opens up a world of on line support groups, exercise classes, cookery lessons, basic D.I.Y and an opportunity to talk openly and confidentially about their problems and issues and how these might be solved.
- Access to financial inclusion services to help manage debt and money worries.
- Access to free smoking cessation and weight management services either within a group scenario or an intensive personal support option.

48. For more information please contact:

- Ian Pepper [ian.pepper@barca-leeds.org](mailto:ian.pepper@barca-leeds.org)
- Joe Kemp [joek@touchstonesupport.org.uk](mailto:joek@touchstonesupport.org.uk)
- Russ Giles [russ.giles@nhs.net](mailto:russ.giles@nhs.net)

49. To find out more about 'What's on' for men please visit

<https://datawrapper.dwcdn.net/M7mhQ/8/>

## **Housing Team – Update from Sophie Roberts (Housing Manager – Pudsey, Calverley & Farsley)**

### **Pudsey, Calverley & Farsley**

50. The Pudsey Housing Team continue to work from home and are now remobilised meaning Housing Officers are out on the patches they manage on a weekly basis. Whilst out on their patches Housing Officers are addressing a variety of issues, such as concerns relating to the environment, door step arrears visits and where all other means have been exhausted welfare visits but these are only taking place where there is no alternative.

51. Estate walkabouts for quarter one are now almost complete across all patches, staff are identifying issues and working with partners to resolve these. Many of the issues we work with Cleaner Neighbourhoods to resolve, however some are longer term projects and we look at Housing Advisor Panel Bids to resolve issues.

52. The team are also proactively addressing overgrown gardens and writing to residents advising it is a breach of tenancy for the garden to not be maintained, we also ensure information is provided on how to correctly dispose of waste. During the walkabouts the

team are also identifying larger projects, for example large sections of overgrown vegetation that we can look to refer to the community payback team.

53. The Pudsey team did until recently have vacancies within the team but we are now fully staffed with seven Housing Officers working in the team. Kay-Lee Robinson has recently transferred from the Outer North East of the city and Charlene Thomas has joined the team having previously been an Enhanced Income Officer.
54. As a team we continue to focus on both Health and Wellbeing of both residents but also the team. We have regular virtual meet ups and hope with the easing of restrictions the team will soon be able to have meet ups in person.
55. The team continue to work in strong collaboration with the Anti-Social Behaviour team, having regular meetings to discuss cases and share information. This not only helps in resolving anti-social behaviour but also gives officers an understanding of who is managing which cases which results in positive outcomes.
56. We are currently looking to start joint meetings with our colleagues in Adult Social Care, we find there is often cross over in the work we are doing and we hope by working in collaboration this will help with positive outcomes for residents.
57. An ongoing project the team are looking to finalise is the bins at Valley Road, we have now raised orders for the large bin stores to be removed. We are awaiting a date from Mears for this work and once confirmed the large bins will be removed and be replaced with smaller individual bins.

## **Housing Team – Update from Joanne Taylor (Housing Team Leader – Farnley & Wortley)**

### **Farnley & Wortley**

58. The Wortley Housing Team continue to work from home but are now remobilised meaning Housing Officers are out on the patches they manage on a weekly basis. Whilst out on their patches Housing Officers are addressing a variety of issues, such as concerns relating to the environment, door step arrears visits and where all other means have been exhausted, welfare visits, but these are only taking place where there is no alternative.
59. We have recruited two new Housing Officers who have been allocated their own patches and we now have equivalent of 2 full time Housing Officer posts that we need to cover.
60. Estate walkabouts for Q1 have started and walkabout dates for 21/22 have been supplied to the Cllrs.
61. Fly-tipping continues to be an issue in the Farnley & Wortley area and we have identified a number of hot spots which we are working closely with Cleaner Neighbourhoods and

Neighbour Housing services to look at measures to find solutions to minimise the impact on residents and the local community.

62. Hotspots identified are Billy Lane grassed area, the grassed area behind Nutting Grove Terrace estate and Gamble Hill Rise garage site (looking to install security lighting to prevent fly-tipping and repeat vandalism of garage doors and fly-tipping in the garages themselves).

63. The Green Guardian Scheme is now up and running in the Wortley area in conjunction with Groundworks Leeds, to tackle untidy gardens of vulnerable tenants.

64. Work is now largely completed re GSHP at The Heights East and The Heights West. This is to replace existing storage heating with Ground Source Heat Pump heating and hot water system, of which work commenced July 2020.

### **Housing Advisory Panel – Update from Rukhsana Mahmood (Neighbourhood Officer – Tenant Engagement)**

65. The aim of the HAP panel is:

- To use HAP funds to support a range of community and environmental projects in line with the Council and local priorities.
- To work closely with local housing and other council teams to help review and monitor the delivery of local services and help shape services that meet the local community's needs.

66. The OW HAP is part of a wider Tenant Engagement Framework and one of the ways Housing Leeds involve tenants. Within the Regulatory Framework the 'Tenant Involvement and Empowerment Standard' requires all social housing providers give tenants a 'wide range of opportunities to influence ' and be 'involved in the formulation of their landlord's housing related policies', and the making of decisions about how housing related services are delivered'.

67. OW HAP has continued to play an important role in supporting communities impacted by Covid-19 and prioritising funding application that help community groups and community activity in response.

68. In the financial year 2020/2021 OW HAP has been prioritising and welcoming shorter applications for lower amounts of funding and continue with this approach for this financial year. The total number of projects funded from last year budget was 19 and 14 of these were for £500 and under to respond to Covid impact on communities.

### **Membership**

69. The panel has 8 tenant members with 3 tenant vacancies at present. There are 3 ward members representing each ward in the area these are Councillor Trish Smith (Pudsey),

Councillor Peter Carlill (Calverley & Farsley) and Councillor Ann Blackburn (Farnley & Wortley).

## HAP priorities

70. Each year HAPs have the opportunity to review their 'plans on a page', so they can update their local priorities. At the last meeting held 12<sup>th</sup> May the panel decided that they would keep the same priorities as they met what they wanted to achieve.

71. The current HAP priorities are outlined in the 'plan on a page' below.

- To enhance the environmental appearance of neighbourhoods including those that address littering, dog fouling and overgrown shrubs & trees.
- To support projects that give tenants an overall better quality of life in terms of health & wellbeing including mental health & social isolation.
- To support community cohesion projects and engagement projects that address social problems i.e. ASB, burglary, drugs and domestic violence
- To support projects that assist tenants affected by Universal Credit and other welfare reforms, budgeting, numeracy & literacy skills, jobs and skills projects.

## Meetings

72. Outer West have postponed face to face HAP meetings following national social distancing requirements due to COVID 19.

73. OW HAP meet bi monthly via Skype conference allowing all members to take part in discussions and considering the applications requesting funding.

## Budget

74. Budgets for April 2021: To help meet the services financial pressures, the HAP budget has been reduced by 10%. This means the 11 HAPs now share £405,000 rather than £450,000. HAPs were able to carry forward any uncommitted funds from the previous year.

## OW Budgets for last financial year 2020/2021 and for the coming year 2021/2022

### Last Year's budget summary

<b>Budget Summary Sheet 2020/21</b>		<b>Totals</b>	
<b>Outer West</b>			
	Budget for 2020/21	£	41,486.36
	Carry Forward from 2019/20	-£	939.38
	<b>TOTAL 2020/21 BUDGET</b>	<b>£</b>	<b>40,546.98</b>
	Approved Budget Spend 2020/21	£	33,180.87
	<b>Available Budget (Balance)</b>	<b>£</b>	<b>7,366.11</b>

## HAP Budget 2021/22

75. Half the total HAPs budget of **£403,500.04** is divided equally between the 11 HAP's, half is allocated based on the proportion of homes within the HAP area.
76. **Outer West HAP budget** for 2021/22 is **£37,347.09** plus the underspent from last year of **£7,366.11** so the total budget for Outer West is **£44,713.20**.
77. This spring, a number of HAPs have funded a 'Green Guardians Gardening Project', helping vulnerable tenants get their gardens back to something they can look after and manage themselves. The OW HAP funded this project for Wortley and specific to the Bawns estate.
78. There have been a number of virtual workshops during the year, informal sessions where HAP members and other tenants explore a topic with a guest speaker. The most recent session held has been, exploring help and support for people in debt with Saleem from Ebor Gardens Advice Centre and a talk about the Money Buddies and Benefit Buddies schemes.
79. The Outer West HAP will continue to help support and raise awareness about future Community Committee activity, work with officers to explore joint funding opportunities to tackle joint priorities and help the Committee with community engagement.

## **CCTV – Update from Neil Platts (Compliance Manager – LeedsWatch)**

### **Qtr. 4 2020/21**

#### **Introduction**

80. The LeedsWatch service is currently undergoing a review which is looking at all aspects of the service, including the operation of the control room, effectiveness of its cameras.
81. The review is also to include a reporting strand which will serve to agree the way forward to provide information regarding CCTV to Councillors and Partners.
82. This report covers the different types of incidents captured by CCTV operators in real time for the cameras located in the Outer West area committee area, for quarter 4 2020/21.

#### **List of current cameras in the Outer West area**

83. The Outer West Community Committee currently funds 11 cameras in the Outer West area.

#### **GDPR – Information Sharing**

84. The introduction of the GDPR 2018 regulations reviewed the area of information sharing and therefore restricted the detail of what can be provided. As a result the content of this report may not have the detail of specific incidents previously reported, but provides a summary of the types of incidents within the area.

## Incidents captured by CCTV operators

85. The below table gives a summary of incidents caught on cameras in Outer West in Q4:

<b>Qtr. 4 - Outer West Cameras incidents (1st Jan- 31st March 2021)</b>					
	<b>January</b>	<b>February</b>	<b>March</b>	<b>Total incidents per category</b>	
<b>Alarm Activation</b>				<b>Alarm Activation</b>	<b>0</b>
<b>Animals</b>				<b>Animals</b>	<b>0</b>
<b>ASB</b>	<b>8</b>	<b>2</b>	<b>1</b>	<b>ASB</b>	<b>11</b>
<b>Cash In Transit</b>				<b>Cash In Transit</b>	<b>0</b>
<b>Drugs</b>				<b>Drugs</b>	<b>0</b>
<b>Enforcement</b>				<b>Enforcement</b>	<b>0</b>
<b>Fire</b>				<b>Fire</b>	<b>0</b>
<b>Health &amp; Safety</b>			<b>1</b>	<b>Health &amp; Safety</b>	<b>1</b>
<b>Police Operation</b>	<b>5</b>	<b>2</b>	<b>3</b>	<b>Police Operation</b>	<b>10</b>
<b>Public Order</b>			<b>1</b>	<b>Public Order</b>	<b>1</b>
<b>Road Traffic</b>	<b>2</b>		<b>1</b>	<b>Road Traffic</b>	<b>3</b>
<b>Sexual Offences</b>				<b>Sexual Offences</b>	<b>0</b>
<b>Suspicious Events</b>	<b>1</b>			<b>Suspicious Events</b>	<b>1</b>
<b>Theft</b>		<b>1</b>	<b>1</b>	<b>Theft</b>	<b>2</b>
<b>Travellers</b>				<b>Travellers</b>	<b>0</b>
<b>Weather</b>				<b>Weather</b>	<b>0</b>
<b>Metro</b>		<b>3</b>		<b>Metro</b>	<b>3</b>
<b>Total Per Month</b>	<b>16</b>	<b>8</b>	<b>8</b>	<b>Total sum of incidents</b>	<b>32</b>

86. CCTV also contributes towards Police enquiries as requests are made for footage which may not have been observed “real time”. These incidents are not included in this report but can contribute towards arrests being made in the Outer West Area.

87. Following the recent announcement of the new Full Fibre Network provider being awarded to BT, work will now commence to upgrade all CCTV cameras from analogue to digital. This will significantly improve the image quality and increased effectiveness of cameras in the Ward.

## Requests for new Cameras

88. The Surveillance Camera Commissioner is appointed by the Home Secretary to ensure that surveillance camera systems in public places keep people safe and protect and support them.

89. Following changes to Data Protection legislation the council needs to ensure that all its CCTV systems are managed in line with the Commissioner's recommendations to ensure there are no data breaches (this includes CCTV systems in all Leeds City Council assets including libraries, sports centres, council vehicles fitted with CCTV, etc.).
90. A dedicated CCTV compliance team has been established within Leeds City Council.
91. The compliance team also work closely with Information Governance to assist in ensuring all system owners are compliant with their codes of practice, policies and procedures.

### **Updates from Key Services:**

#### **Pudsey Hub – Update from Jason Newman (Community Hub Manager)**

92. As a service we have been very limited due to the ongoing pandemic however we have still been able to provide services to our communities. Throughout the latest lockdown we were able to provide a click and collect library service and maintained a provision of public access computers.
93. In addition to this we were also able to help customers facing emergency situations, with repairs, access to emergency food or funds. We also provided telephone appointments for customer service enquiries.
94. As the rules began to be relaxed from April we were allowed to move to a browsing model for libraries where customers are able to come into the sites and choose books for themselves. We are still limited with numbers of customers allowed in the buildings due to social distancing however this relaxation has been very welcomed from our customers.
95. In addition to running the above services our staff have adapted to different ways of working helping customers over the phone and via email providing support for Track and Trace, CEV support lines, the flexible shielding fund, local welfare support scheme to name a few.
96. Charlotte Batty the areas Community Hub Manager left the service via ELI at the start of November and has been replaced by Jason Newman. Jason has had many years' experience in the service, most recently managing the services workforce planning alongside the Peripatetic Team (which covers across the city when needed) and the Mobile Community Hub and Library Service. Jason is looking forward to building on the links already formed by the hubs and helping to contribute to our communities as soon as the situation allows.

97. The service has been successful in receiving some ESIF funding for the next three years to support the work of its Job Shops in helping people in our communities find employment and supporting them through the initial stages of that employment.
98. Following a recent customer consultation it is proposed that the opening hours of the Hubs and Libraries will be standardised across the city into three tiers. In the Outer West area all the Libraries and Hubs fall under tier two and so will be open:
- Monday – 9am until 5pm
  - Tuesday – 10am until 5pm
  - Wednesday – 9am until 7pm
  - Thursday – 9am until 5pm
  - Friday – 9am until 5pm
  - Saturday – 10am until 4pm
99. The timing and the details of the implementation of this proposal is currently being worked through although it is hoped that we will be able to take a step in this direction if the further relaxation of the rules happen on the 21<sup>st</sup> of June.

### **Children and Families – Youth Summit**

100. Due to the extensive impact of Covid-19, and the January closure of schools as a result, the children and young people of Outer West were consulted on future youth funding for the 2021/22 year via an online survey.
101. Promotion of the survey has been publicised far and wide across the Outer West Community Committee area, with information being posted on the Community Committee Facebook page and local residents Facebook pages, publicity being sent out to schools & cluster contacts, youth groups and any other organisations that are funded, or work with young people in the Community Committee area, as well as being circulated to local Councillors and the committee mailing list.
102. In summary, the 3 most popular activities selected by children and young people of Outer West were Outdoor Adventures, Coding/Minecraft, and Cooking, with activities most wanted in the local area, after school, and during school holidays.
103. A separate **OWCC YAF Consultation Report**, along with **Appendix 4 YAF Infographic** have been produced to provide the committee with further details on the approach, consultation, and results of the Outer West Youth Survey.

### **Breeze – Update from Jason Tabor (Breeze Event & Project Team Manager)**

#### **The Vision:**

104. The vision for Breeze Membership is to give all children and young people in Leeds access to a wide range of rich and diverse cultural and sporting activities through a

range of free, discounted and VIP access to services, to make Leeds the best city for young people to grow up in.

### **The Aims:**

105. Providing opportunity for all children and young people to access quality provision by working with cultural, sporting and commercial leisure sectors in Leeds to offer discounted or free access to services and activities with a Breeze Leeds membership.
106. Removing barriers for those most vulnerable and in need, to ensure all young people can access Breeze membership benefits in an inclusive and equitable way.
107. Offering engaging, accessible and easy to use communication channels with information about membership benefits, discounts, Breeze events as well as other services from partners across the city.
108. Ensuring young people are consulted with and at the heart of what we do, offering them the opportunity to shape and develop the cultural and sporting offer in Leeds.

### **The Strategy:**

109. To introduce a paid annual membership to Breeze, to add value and credibility to the scheme.
110. To offer a free membership to children on free school meals.
111. Re-brand the membership to position it as a new product but maintain links with the quality recognition of the events and services provided by Breeze.
112. To engage with council services and the commercial sector to secure discounts (annual and seasonal) or exclusive VIP offers (early bird ticketing, VIP packages) in areas of:
  - Family and young people leisure venues
  - Visitor attractions and museums
  - Leisure centres and sporting facilities
  - Cinemas and theatres
  - Play Centres
  - Holiday events and activities
  - Sporting events (Leeds United and Leeds Rhinos)
  - Concerts and festivals
  - Shops
  - Food venues

113. Redevelop the website to support the new brand and its offer and sign up, to ensure it is engaging and attractive to the target audience.
114. Develop an app to support the membership along with push notifications of new offers and promotions.
115. Devise a successful 'launch' marketing campaign through schools, digital platforms and through cultural and sporting venues.
116. Develop a full communication strategy to continually support the services provided by the membership to be focused on social media and digital communications.
117. To establish a young people's project team to be able to continually consult and support development of Breeze and all its services.
118. For an extensive overview of the upcoming changes to the Breeze offering, including consultation taken, outcomes, and plans moving forward, please see **Appendix 6 – Breeze Pass Perks Partners** document included within the reports pack.

### **Community Engagement: Social Media**

119. **Appendix 5 Social Media Report** provides the Committee with information on posts, and details recent social media activity for the Outer West Community Committee Facebook page, along with the three ward based Coronavirus Facebook help pages for the area.
120. The report highlights key themes promoted through social media posts, as well as topics addressed relevant to the period of time.
121. The report covers the last 3 months 1<sup>st</sup> March 2021 to 31<sup>st</sup> May 2021.

### **Corporate Considerations**

#### **Consultation and Engagement**

122. The Community Committee has, where applicable, been consulted on information detailed within the report.

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

123. All work that the Communities Team are involved in is assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process for funding of projects complies with all relevant policies and legislation.

## **Council Polices and City Priorities**

124. Projects that the Communities Team are involved in are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

1. Vision for Leeds 2011 – 30
2. Best City Plan
3. Health and Wellbeing City Priorities Plan
4. Children and Young People’s Plan
5. Safer and Stronger Communities Plan
6. Leeds Inclusive Growth Strategy

## **Resources and Value for Money**

125. Aligning the distribution of community wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

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

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

## **Risk Management**

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

## **Conclusions**

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

## **Recommendations**

129. The Community Committee is asked to note the content of the report and comment as appropriate.

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

130. None.

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