

**Present:** Cllr Paul Truswell (Chair), Cllr Kim Groves (LCC), Cllr Judith Blake (LCC), Martin Hackett (LCC – SE Area Support Team), Neil Diamond (AVH), Joanne Davis (NHS), Chris Simpson (Belle Isle TMO), Ann Eveleigh (Leeds City College), Paul Henry (NHS Leeds), Pat McGeever (Health for All), Yvette Hammill(WYP), Matthew Walker (LFHA), Simon Betts (JCP), Jane Hopkins (LCC), Christine Barrett (Windmill Children's Centre), Rachel Brighton (NHS), Tom O'Donovan (LCC).

**Apologies:** Ian Ingle, Shaid Mahmood, Georgina Bright, Collette Jones, Tom Smith, Mick Ward, Maggie Hartley, Joanne Hainsworth, Graeme Ashton.

1.0	Introductions and Apologies	Action
1.1	Introductions were made and apologies given.	
2.0	<b>Minutes of the last meeting held on 21 February 2012 and matters arising</b>	
2.1	The minutes were agreed as an accurate record with 1 correction made relating to 4.1 of the minutes to clarify that CCG stood for Clinical Commissioning Group. There were no matters arising that were not on the agenda.	
3.0	<b>NIB Development &amp; Improvement Plan</b>	
3.1	MH updated the meeting on the NIB Plan that is still at draft stage. The action plan has three priority themes: <ul style="list-style-type: none"> <li>• Communities &amp; Neighbourhoods (includes community safety, environment, community engagement, welfare reform)</li> <li>• Health &amp; well Being</li> <li>• Employment &amp; Skills</li> </ul>	
3.2	The objectives/priorities have been identified through the pro-forma sent out to members of the NIB, through the various partnerships and sub-groups and through issues brought to the NIB.	
3.3	<p><b>ACTION:</b> The following actions were agreed:</p> <p>All partners that have not completed the pro forma need to complete it and send to Martin Hackett/Gavin Forster</p> <p>All partners need to check the actions attributed to them for accuracy and get back to MH/GF if they needed updating etc</p> <p>All partners are required to provide assistance with milestones/indicators/outputs so that the plan can be monitored. This information to be provided to MH/GF</p>	All Partners

<b>4.0</b>	<b>Priority Theme – Communities &amp; Neighbourhoods</b>	
<b>4.1</b>	<b>Welfare Reform</b>	
4.1.1	A briefing session for front line staff was held on 26 <sup>th</sup> November to raise awareness and educate people around welfare reform. Another session may be held by Area Committee boundary in the new year.	
4.1.2	It was reported that £20k was available for projects that help with the welfare reform changes.	
4.1.3	<b>AVH &amp; BITMO</b> – main issues are under occupancy, universal credit and the benefit cap. There are 424 tenancies in Middleton affected by the changes and 240 in Belle Isle.	
4.1.4	<b>ACTION:</b> Agreed to have a working group that works to maximise our resources to ensure that we are doing everything we can to lessen the impact that the changes will make. The group will include Tom O'Donovan, Neil Diamond, Pat McGeever, Chris Simpson.	TO'D ND PM CS
<b>4.2</b>	<b>Communities First</b>	
4.2.1	PM gave feedback on applications and projects funded. It was agreed that the fund be promoted as widely as possible and that a celebration event be held in the new year to acknowledge the projects CF has funded.	PM
<b>5.0</b>	<b>Priority Theme – Health &amp; Well Being</b>	
<b>5.1</b>	<b>Free School Meals</b>	
5.1.1	An OBA event was held in October to determine local actions to increase Free School Meals (FSM) take up from its current level of 80%. The final actions are still to be determined and will be brought into the NIB Action Plan. Sharpe Lane Primary School was mentioned as a local school where over 99% of those eligible took up FSM.	
5.1.2	There was a discussion on school meals project at Middleton Primary School held during the summer. Key issues included:	
5.1.3	A bid has been submitted for a further project in 2013 Teaching people to cook should be part of the project – it was confirmed that this formed part of the bid working with Ministry of Food.  <b>ACTION:</b> It was agreed to capture what everyone was doing in the area in relating to FSM, healthy eating etc.	
<b>5.2</b>	<b>Smoking in Belle Isle</b>	
5.2.1	An OBA event was held on 27 November. Actions are still to be agreed and will be incorporated into the action plan.	
<b>5.3</b>	<b>Belle Isle &amp; Middleton Health sub-group</b>	
5.3.1	The group is now in place with terms of reference and a number of targets	

5.3.2	<p>have been set. The group is currently looking at community venues to deliver health related activity and determining their unique selling points to be used as a venue for the respective health activity.</p> <p>PM suggested that while the sub-group should continue to meet, there was perhaps a need to convene a NIB HWB group of more senior officers to steer local action plans, such as those arising from the Smoking OBA and Obesity Strategy, and to research and identify other action to tackle health inequalities in M&amp;BI.</p> <p><b>ACTION</b> - PM to convene a meeting of appropriate officers to progress this.</p>	
6.0	<b>Priority Theme – Employment &amp; Skills</b>	
6.1	<p><b>Update on actions</b></p> <p>6.1.1 Cllr Groves reported on this item as Chair of the Employment &amp; Skills Board for the Inner South area. It was reported that a number of activities were underway to assist local people into training and work. These include:</p> <ul style="list-style-type: none"> <li>• £30k of funding for training at the HUB that local people can access to prepare for work</li> <li>• White Rose facility is now available for those interested a retail career</li> <li>• Combining welfare to work – St George’s Centre will be a hub for this</li> </ul> <p>6.2 <b>Proposed Work Club at St George’s</b></p> <p>6.2.1 A bid is soon to be submitted to Job Centre Plus to deliver a 2 day per week work club at St George’s. The providers who have agreed to provide workers to support this include:</p> <ul style="list-style-type: none"> <li>• AVH</li> <li>• Igen</li> <li>• Employment &amp; Skills (LCC)</li> <li>• Union Learn</li> </ul>	
10.0	<b>AOB</b>	
10.1	None.	
11.0	<b>Date of Next Meeting</b>	
11.1	5 <sup>th</sup> March 2013 from 3pm ‘til 5pm. The HUB, Belle Isle	