



Inner West Community Committee

Armley, Bramley & Stanningley, Kirkstall

**Meeting to be held in West Leeds Activity Centre
Lenhurst Avenue, LS12 2RE**

Wednesday, 20th March, 2019 at 6.00 pm

Councillors:

A Lowe	- Armley;
J McKenna	- Armley;
A Smart	- Armley;
C Gruen	- Bramley and Stanningley;
J Heselwood	- Bramley and Stanningley;
K Ritchie	- Bramley and Stanningley;
H Bithell	- Kirkstall;
J Illingworth	- Kirkstall;
F Venner	- Kirkstall;

**INFORMAL COMMUNITY COMMITTEE WORKSHOP ON AIR QUALITY & KIRKSTALL
BRIDGE TRAFFIC CONGESTION WILL START AT 6:00PM FINISHING AT
APPOXIMATELY 7:15 PM**



Co-optees

John Barber

Hazel Boutle

Eric Bowes

Jonathan Butler

Annabel Gaskin

Dave Gilbert

Steve Harris

Stephen McBarron

Rosie McKenna

Armley Ward

Armley Ward

Armley Ward

Bramley & Stanningley Ward

Bramley & Stanningley Ward

Kirkstall Ward

Kirkstall Ward

Bramley & Stanningley Ward

Kirkstall Ward

Agenda compiled by: Debbie Oldham 0113 37 88656
Governance Services Unit, Civic Hall, LEEDS LS1 1UR

Images on cover from left to right:

Armley - Armley Mills; Armley Library (old entrance)

Bramley & Stanningley - war memorial; Bramley Baths

Kirkstall – Kirkstall Leisure Centre; deli market at Kirkstall Abbey

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			COMMUNITY COMMITTEE THEMED WORKSHOP The Community Committee will hold a themed workshop from 6:00pm with presentations on the following: • Air Quality • Kirkstall Bridge Traffic Congestion The formal business of the Community Committee will start at approximately 7:15pm APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS 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). (*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
2			EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC 1 To highlight reports or appendices which officers have identified as containing exempt information within the meaning of Section 100I of the Local Government Act 1972, 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. 2 To consider whether or not to accept the officers recommendation in respect of the above information. 3 If the recommendation is accepted, to formally pass the following resolution:- RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 or Section 100A(4) of the Local Government Act 1972 as appropriate, the public be excluded from the meeting during consideration of those 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:-‘ LATE ITEMS To identify items which have been admitted to the agenda by the Chair for consideration. (The special circumstances shall be specified in the minutes.)	
3				

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS 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.	
5			APOLOGIES FOR ABSENCE To receive any apologies for absence.	
6			OPEN FORUM / COMMUNITY FORUMS 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.	
7			MINUTES - 21ST NOVEMBER 2018 To confirm as a correct record the minutes of the meeting held on 21 st November 2018.	1 - 6
8	Armley; Bramley and Stanningley; Kirkstall		LEEDS ANTI-SOCIAL BEHAVIOUR TEAM REVIEW The report of the Leeds Anti-Social Behaviour Team provides the Community Committee with an update on the Leeds Anti-Social Behaviour Team Review. (Report attached)	7 - 14

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Armley; Bramley and Stanningley; Kirkstall		FINANCE UPDATE REPORT The report of the Area Leader provides the Community Committee with an update on the budget position for the Wellbeing Fund and Youth Activities Fund for 2018/19 and the current position of the small grants and skips pots. The report also provides updates on the Wellbeing Fund, Youth Activity Fund, small grants and skips that have been approved since the last meeting. (Report attached)	15 - 26
10	Armley; Bramley and Stanningley; Kirkstall		AREA UPDATE REPORT The report of the Area Leader provides an update for the Community Committee on the work of the committees sub groups. The report also updates the Committee on events, local projects and partnership working that has taken place in the area since the last meeting. (Report attached)	27 - 38
11	Armley; Bramley and Stanningley; Kirkstall		DATES, TIMES AND VENUES REPORT The report of the City Solicitor is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2019/2020 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored. (Report attached)	39 - 42
			VENUE DETAILS FOR THE MEETING West Leeds Activity Centre Lenhurst Avenue, LS12 2RE	43 - 44

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			THIRD PARTY RECORDING PROTOCOL Third Party Recording 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. Use of Recordings by Third Parties – code of practice 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.	

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INNER WEST COMMUNITY COMMITTEE

WEDNESDAY, 21ST NOVEMBER, 2018

PRESENT: Councillor J Heselwood in the Chair

Councillors H Bithell, A Lowe, J McKenna,
K Ritchie and F Venner

CO-OPTEES PRESENT

Jonathan Butler, Annabel Gaskin, Dave Gilbert, Steve Harris and Stephen McBarron.

26 INFORMAL WORKSHOP - CHILD POVERTY

The Inner West Community Committee held an informal workshop on child poverty.

In attendance at the workshop were officers from Children's Services who gave a presentation on the Child Poverty Strategy. Also in attendance was a representative from Bramley Cluster of Schools.

Members watched a brief film which the committee found hard hitting. Members discussed the issues in the Inner West area and across the city. Members were upset and angry that child poverty should still be an issue in the 21st Century.

One of the officers presenting shared some of her own personal experiences of growing up in child poverty which led to some of the Ward Members also sharing some of own personal experiences.

Members had been provided with a range of information which included: statistics in relation to child poverty; maps showing the most deprived areas in Leeds; and information on initiatives across the city.

The Members were informed of initiatives being roll out across the city which included:

- 50 things to do before you are 5;
- Freedom for Girls - Period Poverty;
- Holiday Hunger;
- Housing and Poverty;
- Empowering families and safeguarding;
- Readiness for learning and schooling;
- Employment and Pathway

Members discussed the importance of education and were of the opinion that education from a young age was an important factor to reducing child poverty.

The Chair thanked the officers for the presentation which had created a good discussion in the Committee.

The workshop finished at 7:15pm.

27 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

28 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

29 Late Items

There was a formal late item added to the agenda with the Chairs permission. It was noted that the item Youth Work Review had been added at the request of the Executive Member for Communities as it was deemed that the information provided within the report could not wait until the next round of Community Committees. Minute 34 refers.

There was also supplementary information in relation to the Finance Update Report. The supplementary information related to Community Infrastructure Levy (CIL).

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

30 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

31 Apologies for Absence

Apologies for absence had been received from Cllr. C Gruen, J Illingworth, A Smart and Co-optee H Boutle.

32 Open Forum / Community Forums

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

33 Minutes - 19th September 2018

RESOLVED – That the minutes of the 19th September 2018, were approved as a correct record.

Cllr. Bithell arrived at 7:20pm during this item.

34 Matters Arising

Minute 23 – Finance update report

Members requested confirmation on the amount of CIL due for the Kirkstall Forge development. Members asked that this be circulated to all Members.

35 Youth Work Review

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

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

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

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

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

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

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

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

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

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

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

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

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

Members' attention was drawn to the diagram at point 13 of the report.

Members heard that the new model would have a clear distinction between provision for different ages. The diagram showed provision for 9-12 year olds would be provided by the third sector with internal service from Leeds City Council focusing on 12 -17 year olds.

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

Members discussed the following points:

- Schools as the access to youth provision
- Venues for youth activities
- Third sector provision
- Care leavers
- NEET figures
- Top up provision for certain areas
- The need to work in partnership with strategies such as Child Poverty
- Need to use the same language across all areas within the council
- Need for links and clarification on who is doing what, when and where
- Link to apprenticeships
- Links to Friday and Saturday Night Projects

Members' attention had been drawn to the appendices which had been provided to show how the data sets impacted on the Inner West area particularly Armley and Kirkstall.

Members requested further information on the figures which had been used during the presentation.

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

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

The Chair thanked the officers for attending and providing a good discussion during the meeting.

Cllr. Venner joined the meeting at 7:25pm at the start of item 35.

36 Finance Update Report

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

Members were advised that a small grant of £419.38 had been approved since the last meeting for an application from Tutti! Community Concert Band. Members heard that there was still £8,423 available to spend on Small Grants and skips.

Members were informed that a delegated decision had been taken for Pyjama Drama c/o Bramley Cluster Children and Family Services for £1,125. It was noted that the remaining Wellbeing Budget and Youth Activities Fund balances were:

Wellbeing	
Armley	£21,484
Bramley & Stanningley	£12.303
Kirkstall	£23.869
Youth Activities Fund	
Armley	£2780
Bramley & Stanningley	£390
Kirkstall	£1717

Two new wellbeing applications had been received for Members consideration:

- Leeds Little Free Library £3,000 Armley & Kirkstall
- Thursday Night Youth Group £960 Bramley & Stanningley

The Capital had recently had an injection of funding and the capital balance stood at £27,500.

Supplementary information had been provided to the Community Committee on the Community Infrastructure Levy (CIL) which included balances and guidelines.

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

Members were informed that the 2019/20 Wellbeing application round process had started on 26th October and would finish on 11th January 2019. A meeting was to be set up in early March to consider the applications. Members requested that Child Poverty be a priority for this coming round of applications.

RESOLVED – To:-

- Note the balance of the Small Grants budget for 2018/19;
- Approve the minimum conditions set out for delegated decisions at point 5 of the submitted report;
- Note the delegated decision taken at point 6 of the submitted report;
- Note the revised Wellbeing and Youth Activity Fund balances set out at points 8 and on Appendix 1 of the submitted report;
- Consider the new Wellbeing applications at point 11 and 12 of the submitted report;
 - Leeds Little Free Library £3,000 Armley & Kirkstall - APPROVED
 - Thursday Night Youth Group £960 Bramley & Stanningley – APPROVED
- Note the balance of the Capital Fund;
- Note the balance of the Youth Activities Fund;
- Agree the recommended application round process for 2019/20.

37 Community Committee Update Report

The report of the Area Leader provided the Community Committee with an update on the work of the sub groups of the Committee, and on community events, local projects and partnership working that had taken place since the last meeting.

Members had been provided with an update from the Police, who had attended the earlier part of the meeting but had been unable to stay for this item. It was noted that the data provided was for 2017/18 not 2018/19.

The Members discussed tasking meetings and the fact that these had proved useful in the past. However, it was noted that Members are no longer invited to the tasking meetings.

The Chair offered to contact Inspector Towers on behalf of the Members to discuss their attendance at future tasking meetings.

RESOLVED – To note the report including the key outcomes from the sub groups.

38 Date and time of next meeting

The next meeting of the Inner West Community Committee is due to be held on Wednesday 20th March 2019, starting with an informal workshop at 6pm.



Report of: Leeds Anti-Social Behaviour Team

Report to: Inner West Community Committee

Report author: Claire Smith, 0113 3786428

Date: 20/03/19

To note

Leeds Anti-Social Behaviour Team Review

Purpose of report

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

Main issues

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

Recommendations

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

Overview

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

1. Background information

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

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

1.2 Current Provision

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

1.3 Defining Anti-Social Behaviour

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

1.4 Why is a review needed?

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

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

2. Main issues

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

2.6 Areas for Priority Action

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

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

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

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

2.7 Consultation and engagement

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

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

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

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

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

2.8 Resources and value for money

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

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

3. Next Steps

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

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

Figure 1: Current Structure

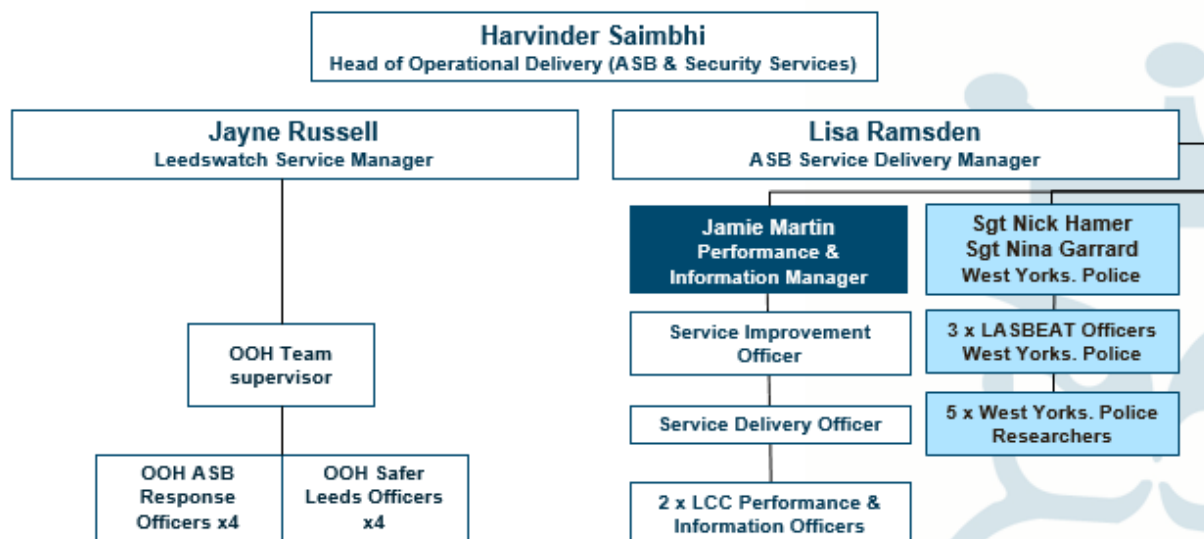
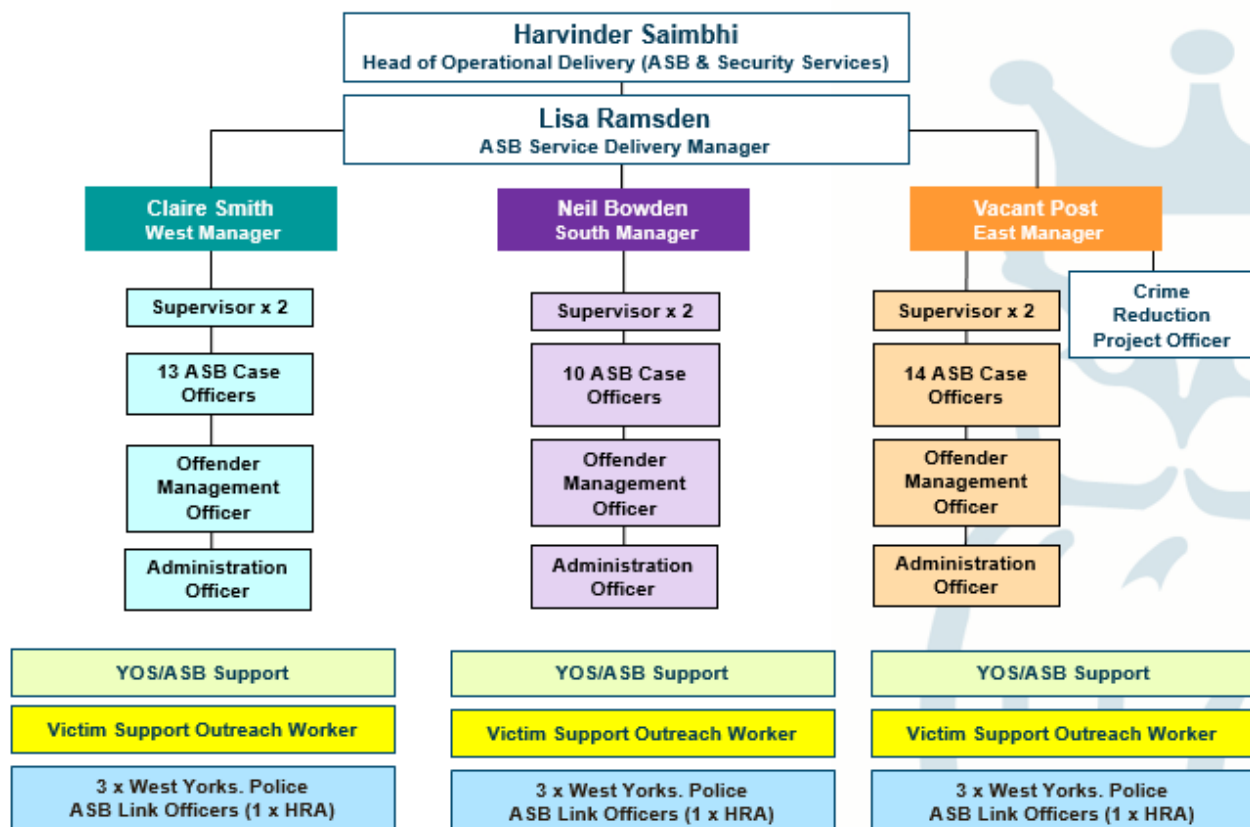
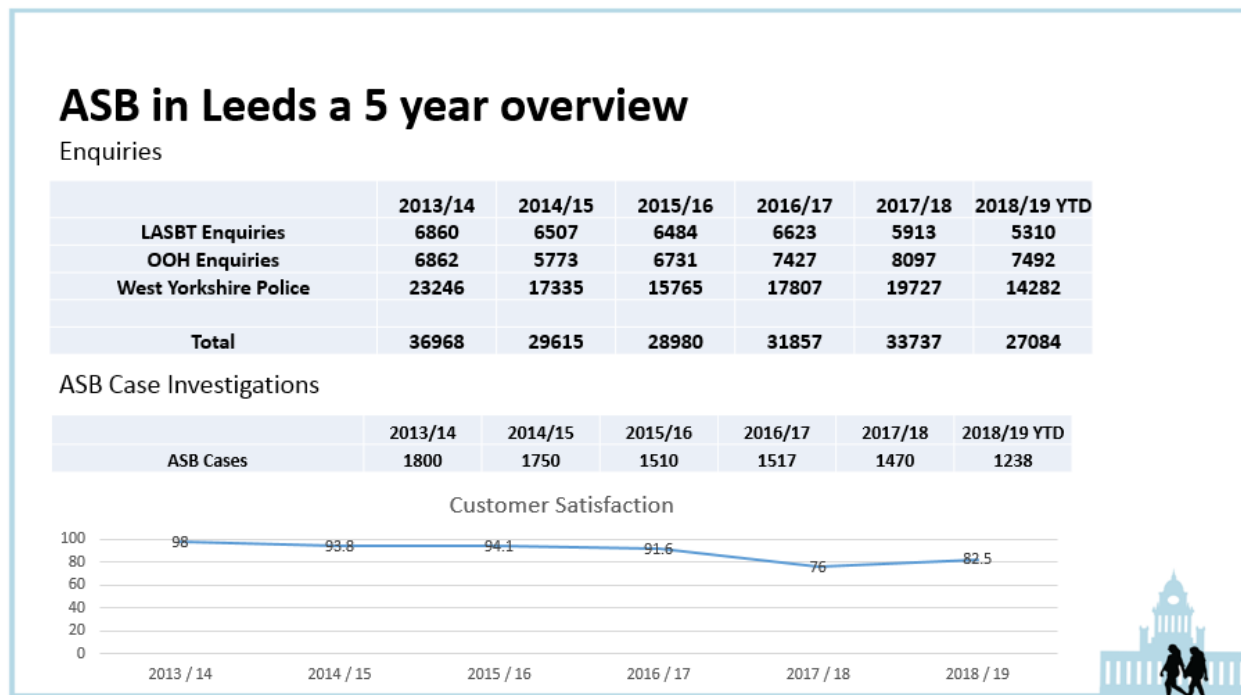


Figure 2: ASB in Leeds





Report of: Area Leader

Report to: Inner West Community Committee [Armley, Bramley & Stanningley and Kirkstall]

Report Author: Karen McManus 0113 5350727

Date: 20th March 2019

For decision

Finance Update Report

Purpose of report

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

Main issues

3. 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 equality and diversity; and be unable to cover the costs of the project from other funds.
4. 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 (including Trans), marital status, race, ethnic origin, age, sexual orientation or disability; under the Public Sector

Equality Duty the Council must have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities. Funding for projects specifically targeted at certain groups is allowed under the Equality Act provided there is a clear evidence base for doing so (such as activities to promote women's health through sport projects or a project targeted at people with hearing impairments, or one for new migrants to help them integrate). Further advice on these can be given on a case by case basis if required. The fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.

Delegated Decisions

5. 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.

The Community Committee has previously approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when such conditions have been satisfied:

- a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;
- b. a delegated decision must have support from a majority of the community committee elected members represented on the committee (or in the case of funds delegated by a community committee to individual wards, a majority of the ward councillors), and;
- c. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.

6. Associated Recommendation:

Members are asked to review the minimum conditions as set out above, consider whether any amendments are required and approve such conditions for operation in 2019/20. These conditions would need to be satisfied prior to an urgent delegated decision being taken in between formal Community Committee meetings in respect of the administration of Wellbeing and Youth Activity budgets and also the use of the CIL Neighbourhood Fund which has been allocated to the Committee.

7. Table 1 – Details the new Well-being projects approved via DDN since the last meeting.

Project	Organisation	Amount approved by Delegated Decision
Armley Try Club	Active Leeds/Leeds Rhinos Foundation	£2,003
Kirkstall Abbey Litter Bins	Parks & Countryside	£1,700
Bramley Breathe Easy	Bramley Breathe Easy West	£1,352
New Wortley Community Arts	New Wortley Community Association	£3,000

Wellbeing Budget 2018/19

8. The 2018/19 Inner West Wellbeing revenue budget is:
Wellbeing - £169,170
YAF - £38,500

Current Wellbeing & YAF Balances

9. Table 2 – Details the current allocation available to spend for Well-being & YAF for 2018/19.

Well-being Budget	Armley	Bramley & Stanningley	Kirkstall
Allocation available to spend £52,381	£16,871	£13,626	£21,883
YAF Budget	Armley	Bramley & Stanningley	Kirkstall
Allocation available to spend £3,599	£2,530	£140	£929

Wellbeing Budget – Small Grants & Skips

10. The balance available for the 2018/19 small grants and skips budget still available is £7,445.

Table 3 below details the amounts available for allocation on small grant and skips for 2018/19.

	Armley	Bramley & Stanningley	Kirkstall
Allocation available to spend	£2,140	£2,127	£3,178

11. Table 4 below details the small grants and skips approved since the last community committee meeting.

Project	Organisation	Ward	Amount approved
Healthy body and healthy eating	Russian Speakers group for children	Armley, Bramley & Stanningley	£250 per ward
Skip Request x 2	Gilbert & Sandford Residents Association	Kirkstall	£347
Skip Request	New Wortley Community Association	Armley	£128

Wellbeing Budget – Capital Receipts Programme

12. Table 5 – Details the new Capital projects approved via DDN since the last meeting.

Project	Organisation	Amount approved by Delegated Decision
Canoeing Pontoon	West Leeds Activity Centre	£2,368
YMCA Well-being Community Cafe	City of Leeds YMCA	£5,000

13. There is currently £20,132 available in the Capital Budget as follows:

Community Infrastructure Levy (CIL)

14. On the 21st October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6th April 2015 do not qualify for a CIL contribution. As part of this payment schedule, Leeds City Council retains up to 70-80% centrally, 5% for administration and 15-25% goes to a Community Committee or the relevant Town or Parish Council. This 15-25% of the CIL receipt (25% if there is an adopted neighbourhood plan, 15% if there isn't) is known as the 'Neighbourhood Fund'. In the absence of a Town or Parish Council, the Neighbourhood Fund element of CIL is allocated to the Community Committee.

15. Table 6 – Details the current CIL remaining balances

	Armley	Bramley & Stanningley	Kirkstall
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Allocation currently available	£165.65	£45,537.70	£728.64
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2019/20 Wellbeing Budget

16. The 2019/20 Inner West Wellbeing indicative revenue budget is £169,000. The Community Committee has opted to split the budget by ward, giving each Ward a budget of £56,333.

Ward	Indicative budget allocation for 2019/20	Current Estimated underspend from 2018/19	Total
Armley	£56,333	£16,871	£73,204
Bramley & Stanningley	£56,333	£13,626	£69,959
Kirkstall	£56,333	£21,883	£78,216
			£221,379

2019/20 Youth Activities Fund Budget

17. The 2018/19 Inner West Wellbeing indicative YAF budget is £38,000. The Community Committee has opted to split the budget by ward, giving each Ward a budget of £12,666.

Ward	Indicative budget allocation for 2019/20	Current Estimated underspend from 2018/19	Total
Armley	£12,666	£2,530	£15,196
Bramley & Stanningley	£12,666	£140	£12,806
Kirkstall	£12,666	£929	£13,595
			£41,597

Funding Workshop 2019/20

18. Between 26th October 2018 and 11th January 2019, the Community Committee accepted applications for projects to be funded in the 2019/20 financial year. Ward Members have reviewed the applications and the following projects are recommended for approval:

19. **Recommended for approval: WELLBEING**

Project Name	Delivery Organisation	Armley	Bramley & Stanningley	Kirkstall
Festive Lights	Leeds Lights	£ 2,500.00	£1,744.00	
Small Grants & Skips Pot	Communities Team	£ 2,000.00	£ 2,000.00	£2,000.00
Priority Neighbourhood Pot	Communities Team	£1,000.00	£1,000.00	£1,000.00
Communications Budget Pot	Communities Team	£500.00	£500.00	£500.00
Forward with Hollybush	The Conservation Volunteers – Hollybush Conservation Centre	£ 742.66	£742.66	£742.66
Family Fun Activity Days & Assault Course Challenge rebuild	Leeds City Council Children and Families	£973.33	£973.33	£973.33
Targeted Holiday Diversionary Activities	Leeds Youth Justice Service		£733.33	£733.33
Music From The Attic - Kirkstall	Music From The Attic - Kirkstall			£3,600.00
Irish arts and cultural activities and events in Kirkstall and Armley 2019-20	Leeds Irish Arts Foundation	£462.50		£462.50
Inner West CCTV	Leeds Watch		£2,000.00	£1,000.00
Youth Summit	LCC Communitites Team	£500.00	£500.00	£500.00
Summer Holiday Targeted Provision	Leeds Youth Service	£400.00	£400.00	£400.00

Armley Festival 2019	Armley Festival Committee	£2,750.00		
Armley Lights Switch On Event	Breeze	£6,328.45		
Armley park events 2019	Friends of Armley and Gotts Park	£2,000.00		
Defibrillator	Communities Team	£2,000.00		
Bramley Festival	Bramley Festival Committee		£4,000.00	
Fairfield Community Centre	Fairfield Community Project		£10,000.00	
Bramley's Christmas Light Switch On 2019	Bramley Lights Project		£3,071.00	
Go Wild Bramley	Groundwork Leeds		£5,000.00	
Bramley Fall Park Measured Mile	Newlay Residents Associaotion		£1,500.00	
Sassy Divas Leeds	Creative Communities Leeds CIC		£1,260.00	
Kirkstall Art Trail 2019	KVCA (Kirkstall Art Trail)			£3,600.00
Kirkstall Festival	Kirkstall Festival Committee			£5,500.00
Children's Champion Project	St Mary's Hawksworth Wood			£4,250.00
#GreeningGreyBritain Kirkstall in Bloom	Kirkstall In Bloom			£650.00
Festive Light Display	Kirkstall Village Action			£4,830.00
Kirkstall Planting	Parks and Countryside			£700.00
Cragside Rec CCTV	Leeds Watch			£3,221.00
Kirkstall Youth Group	The Cardigan Centre			£8,021.25
Spen Lane Youth Group	The Cardigan Centre			£8,662.50
Total		£22,156.94	£35,424.32	£51,346.57
Budget Remaining		£51,048	£34,535	£26,870

20. Recommended for approval: Youth Activities Fund

Project Name	Delivery Organisation	Armley	Bramley & Stanningley	Kirkstall
DAZL Bramley & Kirkstall Active Communities Project	Dance Action Zone Leeds		£2,145.00	£2,145.00
Mini Breeze	The Breeze Projects and Events team	£3,600.00	£3,600.00	£3,600.00
Basketball Sport and Active Lifestyle Project	Leeds Youth Service and City of Leeds Basketball Foundation	£1,260.00		
Breeze Saturday Night Project	Leeds City Council Breeze Team	£8,000.00		
Bramley Cluster Summer Camp	Bramley Cluster		£5,100.00	
Climbing Youth Project	Leeds Youth Service			£4,091.00
Total		£12,860	£10,845	£9,836
Budget Remaining		£2,336	£1,961	£3,759

21. Recommended for approval: CAPITAL

Project Name	Delivery Organisation	Total Approved
Kirkstall CCTV	Leeds Watch	£10,000.00
Ball Stop Netting System	Kirkstall Educational Cricket Club	£1,990.80
Bramley Fall Park Measured Mile	Newlay Residents Association	£3,500.00
Capital Budget Remaining		£4,641

22. Projects deferred for further consideration: WELLBEING

Project Name	Delivery Organisation	Armley	Bramley & Stanningley	Kirkstall
Safe Space West	Getaway Girls	£4,860	£4,860	
Enterprise in West Leeds Community Led Local Development	Leeds City Council, City Development	£8,017	£8,017	£8,017
Outdoor Summer Cinema	Armley Community Hub	£5,616	£5,616	
Game Safety Course	Geeks Room CIC		£7,635	
Breathe Easy Bramley Patient Support Group	Breathe Easy Bramley Patient Support group		£1,352	
Kirkstall Community Cinema	Kirkstall Community Cinema			£6,600
Tackling Noise from Nuisance Property	LASBT			£2,000
Total		£18,493	£27,480	£16,617

23. Projects deferred for consideration: Youth Activities Fund

Project Name	Delivery Organisation	Armley	Bramley & Stanningley	Kirkstall
Inner West Area - Activity Programme for 19/20	West Leeds Activity Centre	£1,633	£1,633	£1,634
Total		£1,633	£1,633	£1,634

24. Projects not proceeding in 2019/20: WELLBEING

Project Name	Delivery Organisation	Total Revenue Requested
Doing together	Russian Speakers Group for Children	£3,386.00
Leeds Cancer Awareness – Learning Disabilities Project	Unique Improvements	£11,275.00
Growing Rooms	St George’s Crypt	£5,000.00
Love Armley	Seagulls Re-Use Limited	£4,522.50
New Wortley Community Arts	New Wortley Community Association	£8,630.00
POMOC - Community Hub Advocacy	Advonet	£7,475.00
Walking Football in Bramley	Your Backyard	£3,790.00

25. Projects not proceeding in 2019/20: Youth Activities Fund

Project Name	Delivery Organisation	Total Revenue Requested
New Wortley Community Arts - YAF	New Wortley Community Association	£4,925.00

Corporate Considerations

26. Consultation and engagement

Elected Members have been consulted through a workshop event. The 2018/19 commissioning round began with a communication to all Community Committee contacts and advertised on social media.

Consultation with Children and Young People has taken place through school groups and children’s projects across the area for the Committee’s Youth Activities Fund.

27. Equality and diversity / cohesion and integration

All projects are assessed in relation to Equality, Diversity, Cohesion, and Integration.

28. Resources and value for money

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

In order to meet the Area Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well Being budgets.

29. Risk management

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

Inner West Wellbeing fund priorities

- Increase community activity and local residents' involvement in decision making
- Work with our partners to improve services in our local neighbourhoods
- Support activities that make people and places feel safer
- Enhance the quality of our parks and public spaces
- Develop and make better use of community assets
- Support children and young people to be engaged, active and inspired
- Promote healthy lifestyles and tackle health inequalities
- Provide opportunities for people to get jobs, volunteer or learn new skills
- Improve access and engagement in sport and cultural activities

30. The Communities Team will consult with Members before and during the process, bringing everyone together for a workshop to review all applications.

31. Members are asked to approve the process.

Conclusion

32. The Community Committee has invested its Wellbeing funding in a wide variety of projects within local communities. The majority of projects are progressing as planned with some very positive outcomes recorded.

Recommendations

33. Members are asked to:

- a) Approve the minimum conditions set out for delegated decisions set out at **5**;
- b) Note the delegated decisions taken at **5, Table 1**;
- c) Note the revised Wellbeing and YAF balances for 2018/19 set out at **9, Table 2**;
- d) Note the balance of the Small Grants & Skips budget for 2018/19 at **10, Table 3**;
- e) Note the Small Grant applications at **11, Table 4**;
- f) Note the Capital Funding delegated decisions taken at **12, Table 5**;
- g) Note the balance of the Capital Fund at **13**;
- h) Note the balance of the CIL Fund at **15, Table 6**;
- i) Approve the 2019/20 projects at **19,20 & 21**.

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Report of: Area Leader

Report to: The Inner West Community Committee [Armley, Bramley & Stanningley, Kirkstall]

Report author: Karen McManus (0113 5350727)

Date: 20th March 2019

For Information

Area Update Report

Purpose of report

1. This report updates the Community Committee on the work of the sub groups of the Committee: Children and Young People.
2. This report updates the Committee on community events, local projects and partnership working that has taken place in the area since the last meeting.

Main issues

Neighbourhood Policing Update

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

Children & Young People – Champions: Cllr C Gruen & Cllr H Bithell.

5. The Children's Sub Group meeting was held on Tuesday, 12th February 2019, at West Leeds Activity Centre

An update was provided by the Leadership & Management Lead, Children and Families on Secondary School Attainment in the Inner West area. Leeds school results dipped slightly in 2018 (being 65th out of 151 authorities), but are still above average.

Discussion followed around possible differences in attainment between academies and local authority schools, pupil premium/disadvantage data, the role of governors in helping to improve school attainment and also the role of elected members on this agenda.

It was agreed to invite local head teachers to a future sub group meeting, to discuss the above points.

During the second part of the meeting, a presentation by Public Health, on the National Child Measurement Programme was heard. This is a programme where 1 million children are weighed and measured each year in Reception and Year 6.

From 2016/17 data, 1 in 3 children are overweight when leaving primary school and following this discovery by the school, their parents get a letter to inform them.

Leeds obesity rates: in both Reception and Year 6 age children, there is a slight downward trend for 2016/17. With Reception down to 8.6% and Year 6 down to 19.1%. Children in the 1% most deprived areas are also more likely to be obese for a variety of complex reasons. The sub group were keen to explore these issues.

In all 3 Inner West wards, the % of overweight children was slightly higher than the Leeds national average, at Reception and Year 6 measurements.

Following discussion around why this might be the case, a quick overview by Active Leeds on some of their programmes (including the success of Fit and Fed at Castleton Primary School), was delivered.

The next meeting is scheduled to take place on Wednesday, 13th March 2019, venue to be confirmed.

Peer Inspections

6. As part of Youth Activities Funded projects, a series of peer inspections have been carried out within Inner West over the summer months. Young people from across the city along with colleagues from the Communities Team have visited projects and young people were tasked with speaking to attendees and organisers to get feedback on what was working well and what young people wanted to see, feedback from the peer inspections are attached at **Appendix 1**.

Bramley & Stanningley Ward Forum

7. The Bramley Forum last met on the 14th February 2019 and discussed the following:

PCSO's Kaur and Woods provided a policing update to the meeting on behalf of Inspector Sarah Towers. There had been a number of reports concerning criminal damage which were being addressed by a multi-agency partnership working group. Residents were informed that crime in Bramley was low for burglaries but were urged to keep windows and doors locked.

The forum was made aware that the new contact point had moved to Costa Coffee in the Bramley Shopping Centre and Officers would be present on Saturdays from 11am to 12pm.

Presentations were also received from Joe Kent and Rachel Shaw from Barca who provided information about a number of initiatives and projects being run by the organisation

Safina Sher, Community Project Officer for the (SAFER Project) part of the West Yorkshire Financial Exploitation and Abuse Team attended the forum to discuss Trading Standards. The team work with residents to prevent them from becoming victims, with businesses to help them comply with good practice and with partners to put funds back into communities.

The next meeting is scheduled to take place on Thursday the 28th March.

Bramley Our Place Partnership – Broadleas and Fairfields

8. The Bramley Our Place Partnership was brought together to develop a local improvement plan for Bramley, focusing on the Broadleas and Fairfields.

The partnership is continually developing a work programme against the 3 identified priorities which will be underpinned by community engagement. These include;

- Children & Young People
- Community Safety & Environment
- Jobs & Skills, educational attainment (increased employment and more of the community in learning)

The last partnership meeting took place on the 28th February and attendees heard of new initiatives being developed by the sub group structures which had been set up in alignment to the 3 themes mentioned above.

Some of the key developments include the initiation of a Bramley Business Forum and an engaged program of activity working with the 4 schools that serve the Broadleas and Fairfields areas i.e. Bramley, Hollybush, Stanningley and Summerfield Primary

schools. This programme includes educating and engaging the children on making improvements to the built up environment and building aspirations. Another project modelled on the New Wortley Transition Programme is being considered by schools in partnership with Leeds Youth Service with the aim of the programme to support children with their move to secondary school.

The meeting received a presentation from Public Health Localities and Primary Care Team about discussions with local health professionals about proposals to address Childhood obesity. The recommendations from these discussions include raising awareness of current activity in the ward by taking a whole systems approach, review of current academic and clinical evidence, followed by a stakeholder workshop to discover any gaps with an aim to rewrite local objectives.

Further presentations were also received by LCC Employment & Skills Team on the local profile update and Barca about provision that is on offer to support individuals with employment and training skills.

The 3 sub-groups will continue to meet quarterly and work coherently to develop localised projects in line with the priorities of the partnership.

Armley Ward Forum

9. The latest Armley Forum took place on 15th January, 2019 at Armley Community Hub.

A discussion around crime figures and general issues with the local area, opened the meeting. Following discussion of issues with bins, the police urged people to be mindful of data protection and not to put personal information in their household bins.

Fake cigarettes and alcohol are being sold in the area. As these can be hazardous to health, forum members were requested to report this to the police, if they come across it.

The Neighbourhood Centres Co-ordinator also attended to discuss his work in Armley as part of the Local Centres Programme. This involves rejuvenating Town Street and linking with in with young people. Phase 2 of this programme is now due, involving the private sector and a positive result for the area is that an In Bloom Group has now been set up.

At the request of the forum, for the next meeting on **19th March 2019**, the Cleaner Neighbourhoods Team, the new Housing Manager and Leeds Anti-Social Behaviour Team have all been invited to attend.

New Wortley Priority Neighbourhood Update

10. The New Wortley Core Team continues to meet every 6 weeks to bring together partners, monitor progress against agreed actions and ensure there is a collective, joined up approach to work taking place within the priority neighbourhood. Sub groups aligned to the core priorities consider the Neighbourhood Action plan on a particular

theme with barriers and larger issues to progress flagged back to the Core Team for a more strategic approach. A couple of recent developments to draw your attention to are listed below.

The Safer Cleaner Greener Sub Group meets 6 weekly and is progressing a localised action plan. Some of the key developments include a focus on community engagement through 'Cuppa with a Copper Surgeries' which plan to timetable a range of other services to collaborate on a rota basis. Marketing merchandise is being explored to publicise support services and other modes of marketing communications via the local schools pupil post.

Monthly clean up days are being planned from the start of April through September and a further multi-agency action day to be held in May following the success of the last event. An action plan is being considered to address the top 5 families / households causing local issues of concern.

The Employment & Learning Sub Group have had discussions with Leeds City College around the possibility of delivering some basic English and Maths courses and are also looking at the opportunities for volunteers from the community centre to be able to follow the City & Guilds volunteering accreditation. The potential for local recruitment opportunities with Wortley McDonalds are being investigated. The need for more 'taster' style training/ learning was discussed following feedback from the local community that they were reluctant to sign up for long term courses when they didn't always know if the course was suited to them.

New Wortley Community Centre have established a new Employment, Education & Empowerment group which allows people to access support from whatever point they are at in looking for training and employment.

Identifying extra funding opportunities for the priority neighbourhoods is obviously key and Active Leeds have been working on a physical activity insight paper for 4 priority neighbourhoods including New Wortley which will unlock £500K of funding from Sport England. A Core Team 'Takeover' took place in February to capture the local stories and too the opportunity to engage, influence and connect with a wider audience across New Wortley / Armley helping to "Mobilise your community". This was crucial to demonstrate an understanding of the community and the influencers that do great things already and how they can be encouraged and supported to develop physical activity opportunities in the future.

Health & Wellbeing & Adult Social Care – Champion: Cllr Lowe & Cllr Venner

Update from Public Health – Jon Hindley

11. Cold Weather and Isolated / Vulnerable residents

Where's your next hot meal coming from?

If you are a carer, paid or voluntary, a neighbour, someone close to a vulnerable isolated older person or a health and social care professional such as a social worker

or district nurse you may come across someone who is having problems with eating and possibly at risk of malnutrition.

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

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

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

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

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

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

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

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

12. Lunch Clubs

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

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

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

- be run by a management committee, have a constitution/governing document and a bank account in the name of the club (or of the charitable Organisation which runs the club)
- serve approximately 20+ hot meals per week to older people (if you have a smaller number, the panel may use discretion and award a grant which as be scaled down proportionately)
- operate for at least 40 weeks of the year (if you operate for fewer weeks, the panel may use discretion and award a grant which as be scaled down proportionately)

- have adequate insurance and volunteers who are trained, specifically in Food Handling
- new clubs must be able to demonstrate the need for their services
- clubs must make use of appropriate training for volunteers and be prepared to work with other local organizations

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

13. Cold Weather and Older Citizens

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

The link below is for the Council's public facing webpage that has a wealth of information on the why, who and how. Leaflets and posters are available to promote uptake of the vaccine and these can be viewed and downloaded via the webpage.

Leaflets and resources are also available from the Public Health Resource Centre Please encourage uptake of the flu vaccine with service users, their families and carers and frontline staff as you feel appropriate.

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

14. Winter Friends

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

You can now access the Winter Friends e-briefing on the Public Health Resource Centre Website by clicking on Winter Friends e-briefing 18/19 (please note you will need to open the file and play as a slideshow in PowerPoint). Once the e-briefing has been viewed, Winter Friends can collect a resource pack from the Public Health Resource Centre (Technorth Centre, 9 Harrogate Road Leeds LS7 3NB) to support conversations and promotion of relevant campaigns. To provide and increase support across Leeds, we would be really grateful if this information could be shared to encourage access to the resources.

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

For the Social Isolation Tool for signposting vulnerable citizens to support services go to <https://leeds.care.vu/>

Using the isolation support tool

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

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

Updates from NHS Leeds Clinical Commissioning Group

15. Item 1: Your views needed on Leeds urgent treatment centres proposal

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 we have spoken to local people who have told us 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. We know that the way services are currently designed to help you in this situation – which we often call 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.

We feel that our 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. You can also attend one of the events the CCG has organised. Further details are available on the web address below.

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

16. Item 2: The Leeds Big Thank You campaign

We write to make you aware of 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. I hope you will join me in supporting this very compassionate campaign that we recently launched with the Yorkshire Evening Post.

Please join us in:

- Saying a public thank you to all those in our wards who are helping people stay well this. Write your message on the board here: www.bighthankyouleeds.co.uk - you can see the messages we've already received here: <https://bighthankyouleeds.co.uk/big-thank-you-gallery/>

- Sharing the message on your social media and at events you are at, that 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 we are 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 our key prevention messages for winter in an effort to reduce wider system pressures.

We're pleased with the support we've received locally from the NHS in Leeds, Leeds City Council and our community and voluntary sector organisations. Recently we have also been joined by West Yorkshire Police, the British Transport Police and the Yorkshire Ambulance Service NHS Trust.

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

17. Item 3: We're Proud to be 'Looking out for our Neighbours'

We are excited to announce that we are supporting a brand new community campaign from West Yorkshire and Harrogate Health and Care Partnership.

'Looking out for our Neighbours' is a new campaign that aims to help prevent loneliness in our communities by encouraging people to do simple things to look out for one another.

Although lots of people in Leeds are already doing great things to help those around them, there is still more we can all do to positively impact on the wellbeing of others.

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 the 15th 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.

Corporate

- 18. a. Consultation and engagement** - Local priorities were set through the Community Plan process.
- b. Equality and diversity / cohesion and integration** - The Business Planning process takes into account equality, diversity, cohesion and integration issues.
- c. Council policies and city priorities** - The themes in the Business Plan mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

Conclusion

- 19.** The work of the sub groups are essential in the delivery of the Community Committee priorities. The Communities Team continues to look at opportunities to develop projects and promote new ways of working to achieve the objectives outlined in the Community Plan.

Recommendations

- 20.** To note the report including the key outcomes from the sub groups.

Background information

None

Inner West Peer Inspections

Activity	Get Fit Get Fed - IW	Food Frenzy -IW	Bush Craft – WLAC – IW/INW
Date inspected	28/07/18	09/08/18	24/08/18
No. of children and young people vs. expected by provider	10-20/20-25	2-13/15	8/8
Rating by Peer Inspectors	5/5	5/5	3/5
Overall rating by mystery shoppers	3.5/5	4.3/5	4.8/5
Passed assessment criteria	Yes	Yes	Yes
Comments from Peer Inspectors	It was fun, quick, good and unique.	Staff were very friendly and helpful	Firefighting Equipment. Safety taught well Inclusive.
Comments from Mystery Shoppers	Could have more structure to afternoon activity, children just playing amongst themselves. Thanks. I like making slime.	I would like more of it.	Great staff, good at explaining instructions and keeping people safe. Great activity to do
Concerns raised	No concerns	No Concerns	No Concerns

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Report of the City Solicitor

Report to: Inner West Community Committee, [Armley, Bramley & Stanningley and Kirkstall]

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

Date: 20th 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 four meetings.
3. To be consistent with the number of meetings being held in 2018/19, this report seeks to schedule four Community Committee business meetings as a minimum for 2019/20. Individual Community Committees may add further dates as they consider appropriate and as the business needs of the Committee require. The proposed schedule has been

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

4. Members are also asked to note that the schedule does not set out any Community Committee themed workshops, as these will need to be determined by the Committee throughout the municipal year, as Members feel appropriate. During 2018/19, for those Committees which held workshops, many took place either immediately before or after the Committee meetings. Therefore, when considering proposed meeting arrangements, Members may want to consider whether they wish to adopt a similar approach to the themed workshops in 2019/20, as this could impact upon final meeting times and venues.
5. The following provisional dates have been agreed in consultation with the Localities team. As referenced earlier, this report seeks to schedule a minimum of four Community Committee business meetings for 2019/20 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require.
6. The proposed meeting schedule for 2019/20 is as follows:
 - **Wednesday 19th June 2019 at 6pm**
 - **Wednesday 25th September 2019 at 6pm**
 - **Wednesday 27th November 2019 at 6pm**
 - **Wednesday 18th March 2020 at 6pm**

Meeting Days, Times and Venues

7. Currently, the Committee meets on a Wednesday at 6:00pm - and the proposed dates (above) reflect this pattern.
8. Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal working hours. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.
9. Members may also wish to take this opportunity to consider and agree any appropriate meeting venue arrangements for the forthcoming municipal year.

Options

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

Corporate considerations

10a. Consultation and engagement

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

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

10b. Equality and diversity / cohesion and integration

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

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

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

Conclusion

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

Recommendations

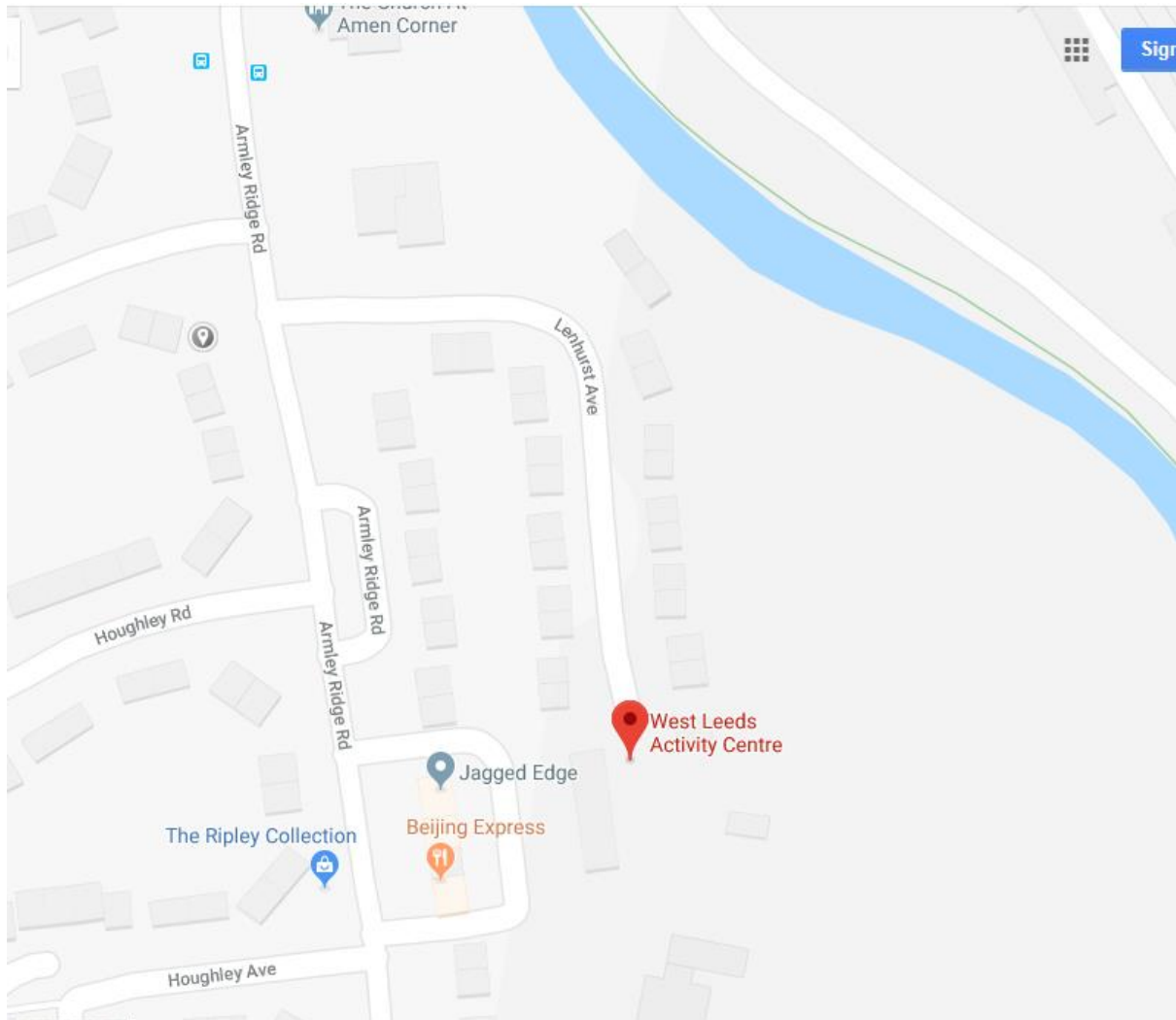
13. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2019/20 municipal year (as detailed at paragraph 6), in order that they may be included within the Council diary for the same period.
14. Members are requested to give consideration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

Background information

- Not applicable

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West Leeds Activity Centre Lenhurst Avenue, LS12 2RE



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