

Notes

<b>Present:</b>	
Cllr Bruce (Chair)	Ward Member
Aretha Hanson	Area Support Team
Vicki Marsden	Children's Services
Erica MacMahon	Rothwell Cluster
Nazia Hussain	Morley & CATSS Cluster
Glen O'Malley	Youth Service
<b>Apologies</b>	
Cllr Gettings	Ward Member
Cllr Dawson	Ward Member
Cllr Mulherin	Ward Member

**2. Minutes and matters arising from 10<sup>th</sup> July 2013**

- 2.1 Minute 2.3 : decision to split equally by ward or by population could not be agreed at Area Committee on Monday as the meeting was inquorate. A decision will be progressed via Delegated Decision.
- 2.2 Minute 3.1: Not all school councils have been elected yet. EMcM will consult through September.
- 2.3 Minute 3.1: Consultations have been place in Morley & CATSS Cluster.
- 2.4 The minutes are agreed as an accurate record.

**3. Activities Fund Split**

- 3.1 The decision on split of funds will be progressed via Delegated Decision. The group recommended a split based on population which would ensure that young people get an equal amount regardless of what ward they are in.

**4. Consultation information**

- 4.1 The group looked at the consultation information (**Appendix A**). It was noted that there had been a good number of young people involved in the consultation over the summer holidays, with 643 returns.
- 4.2 Nazia will share additional cluster data so that information can support the 8-10 age range information. Vicki to combine with consultation information.
- 4.3 Vicki to ensure contact information provided via consultation exercise is included in a database so that young people can be contacted and engaged in any further consultation.

- 4.4 The group discussed the proposed model (**Appendix B**) and put forward recommendations for the allocation of spend to the end of the year. Recommendations are as follows:

<b>Outer South Area Committee Activities Fund Delegation 2013/14</b>					
		<b>Ward Split 8-17 Population (10,080)</b>			
		<b>2666</b>	<b>2464</b>	<b>2355</b>	<b>2595</b>
		<b>Ardsley &amp; Robin Hood</b>	<b>Morley North</b>	<b>Morley South</b>	<b>Rothwell</b>
<b>Income</b>	<b>£30,116.00</b>	<b>£7,965.20</b>	<b>£7,361.69</b>	<b>£7,036.03</b>	<b>£7,753.08</b>
<b>Expenditure</b>					
Mini Breeze Events August 2013		£3,750.00	£1,875.00	£1,875.00	
Total spend against projects	£7,500.00	£3,750.00	£1,875.00	£1,875.00	
<b>Balance Remaining per ward September 2013</b>	<b>£22,616.00</b>	<b>£4,215.20</b>	<b>£5,486.69</b>	<b>£5,161.03</b>	<b>£7,753.08</b>

- 4.5 Approval for these proposals to be sought via Elected Members and ratified by Delegation Decision. Aretha to action and inform group of outcome as soon as possible.
- 4.6 Clusters informed the group that there were currently applications to deliver activities over the October holidays. These had not progressed because there were no funds available to pay for them.
- 4.7 Given the short time available to implement the proposed model it was recommended that for the October holidays, already existing children & young people groups would be asked to review activity applications and make recommendations for activities. Activities provided should reflect the results of the consultation. Recommendations will be shared via email with Activities Fund Steering Group Elected Members for final approval.
- 5.0 **Procurement**
- 5.1 Sarah provided an outline of the simplified procurement strategy. It was recommended that the Activity Fund be used as a pilot to test the procurement strategy with the aim of commissioning services effectively to achieve better outcomes.
- 6.0 **Next Steps**

- Funding split by based on population per ward to be approved by delegated decision. Aretha to action & confirm outcome
- For October half term activities, existing young people groups to review applications for activities already held by clusters and make recommendations to Steering Group
- YP recommendations to be shared with Steering Group for approval of activities
- YP to monitor and evaluation activities provided and feedback to activities group
- Invitation to providers to go out for Christmas, February, Easter and after school activities
- Paperwork to be developed
- Naz/Erica to share existing Cluster application form, guidance and SLA

- Funding formula for remainder of year to be split 20% across remaining holidays and after school (October, Christmas, February, Easter and after school). This is subject to final approval of fund split so is subject to change. The following is based on population split:

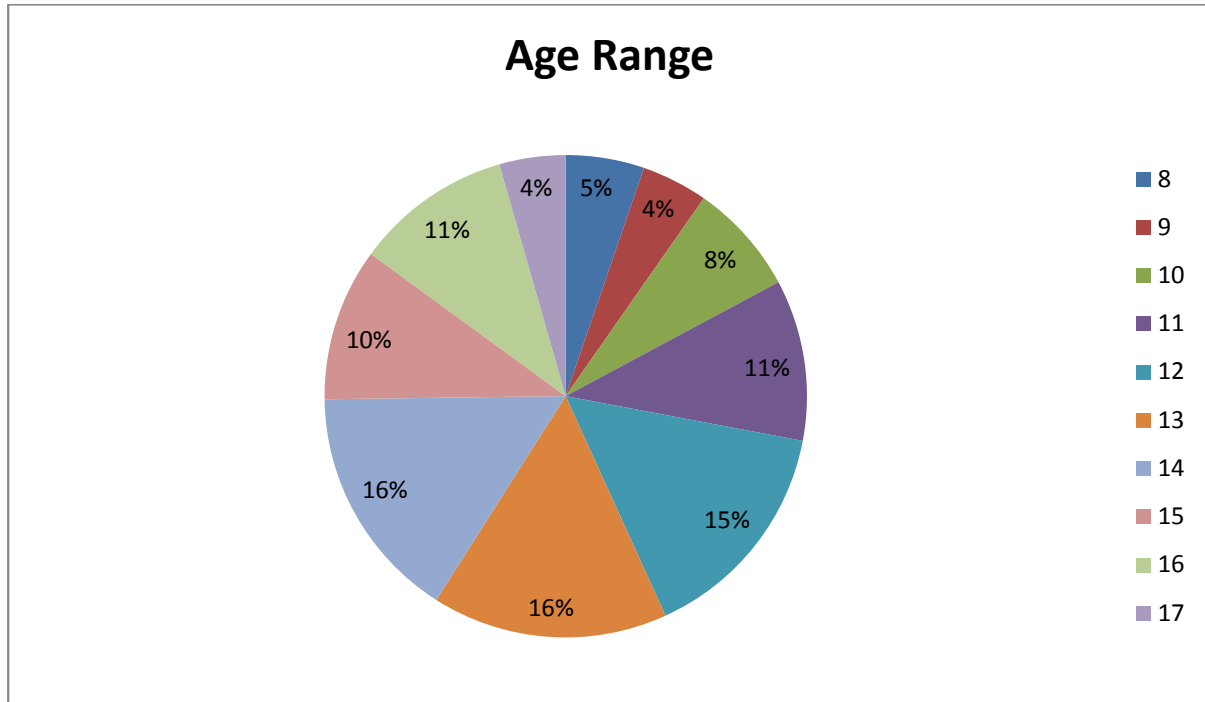
<b>Funding formula for 2013/14</b>					
		<b>Ward Split 8-17 Population (10,080)</b>			
		<b>2666</b>	<b>2464</b>	<b>2355</b>	<b>2595</b>
		<b>Ardsley &amp; Robin Hood</b>	<b>Morley North</b>	<b>Morley South</b>	<b>Rothwell</b>
<b>Income</b>	<b>£30,116.00</b>	<b>£7,965.20</b>	<b>£7,361.69</b>	<b>£7,036.03</b>	<b>£7,753.08</b>
Mini Breeze Events August 2013		£3,750.00	£1,875.00	£1,875.00	
<b>Remaining balance</b>	<b>£22,616.00</b>	<b>£4,215.20</b>	<b>£5,486.69</b>	<b>£5,161.03</b>	<b>£7,753.08</b>
October 2013 school holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
Christmas 2013 school holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
February 2014 School holidays	20%	£843.04	£1,097.34	£1,032.21	£1,550.62
Easter 2014 School holidays	20%	£843.04	£1,097.34	£1,032.20	£1,550.61
After school activities November 2013 – April 2014	20%	£843.04	£1,097.33	£1,032.20	£1,550.61
<b>Total spend 2013/14</b>	<b>£30,116.00</b>	<b>£7,965.20</b>	<b>£7,361.69</b>	<b>£7,036.03</b>	<b>£7,753.08</b>

- Develop project plan
- Notes from this meeting to be shared with Steering Group Elected Members for approval
- Delegated Decision to be progressed so that work outlined can be taken forward
- Next meeting of Activities Fund Steering Group 1.00 pm on 12<sup>th</sup> November at Dewsbury Road

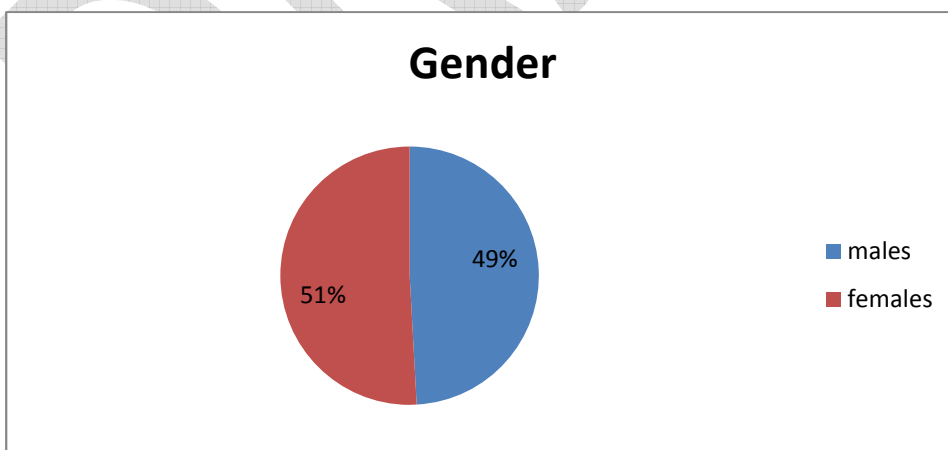
The Activities Fund Steering Group agreed to undertake a consultation through the activities that took place over the Summer 2013 holiday period.

643 Children & Young People up to the age of 17 took part in the consultation. The results for this age group are detailed below.

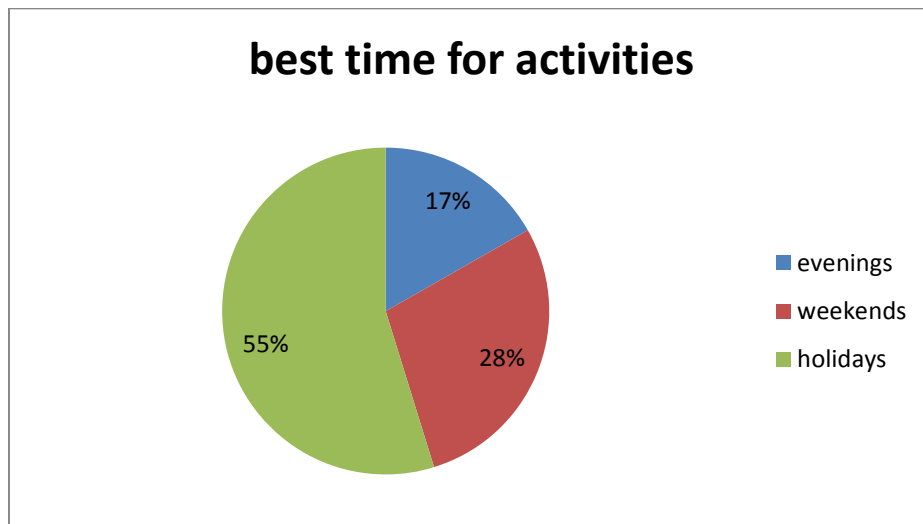
1) Age range of children/young people consulted (233 under 11's age was not included)



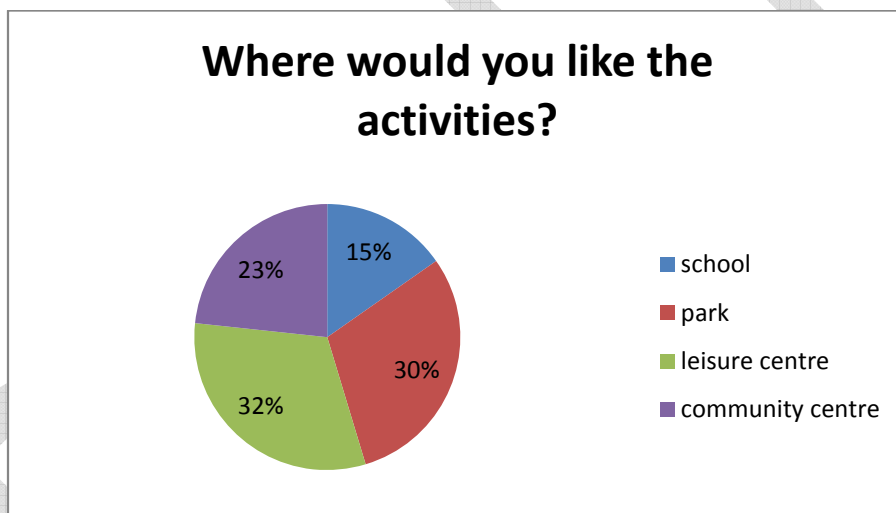
2) Breakdown by gender (233 under 11's gender was not included)



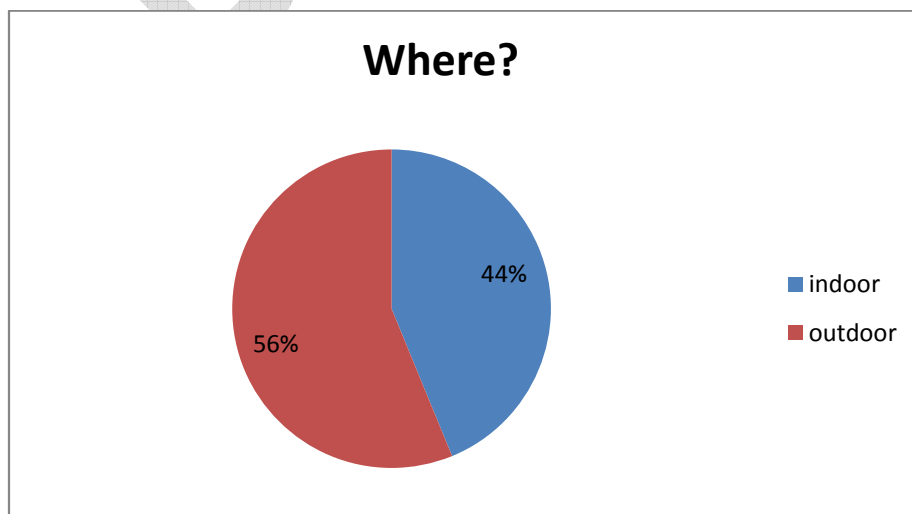
3) Children and young people were asked what would be the best time for activities.



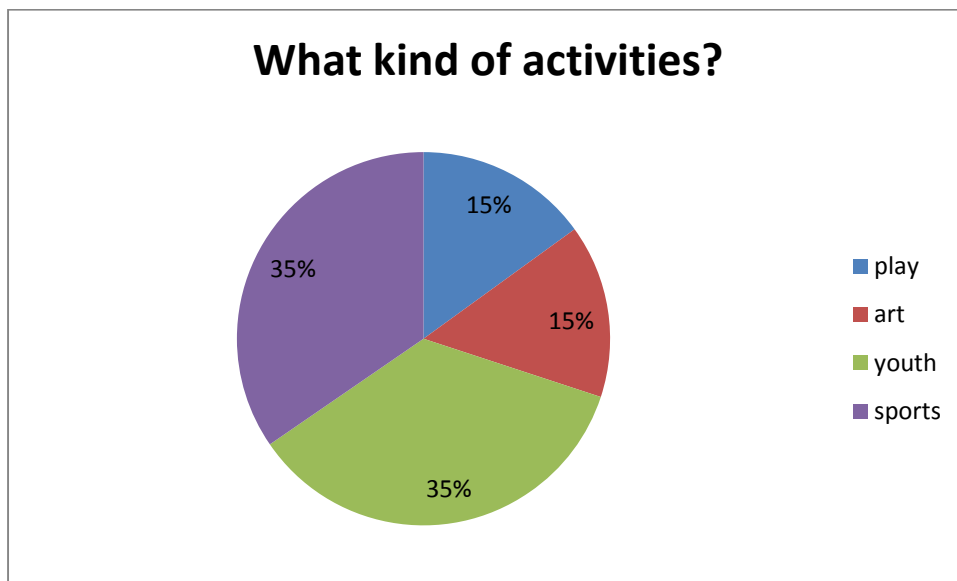
4) Where would you like the activities to be offered?  
28 under 11's were consulted, and 212 over 11.



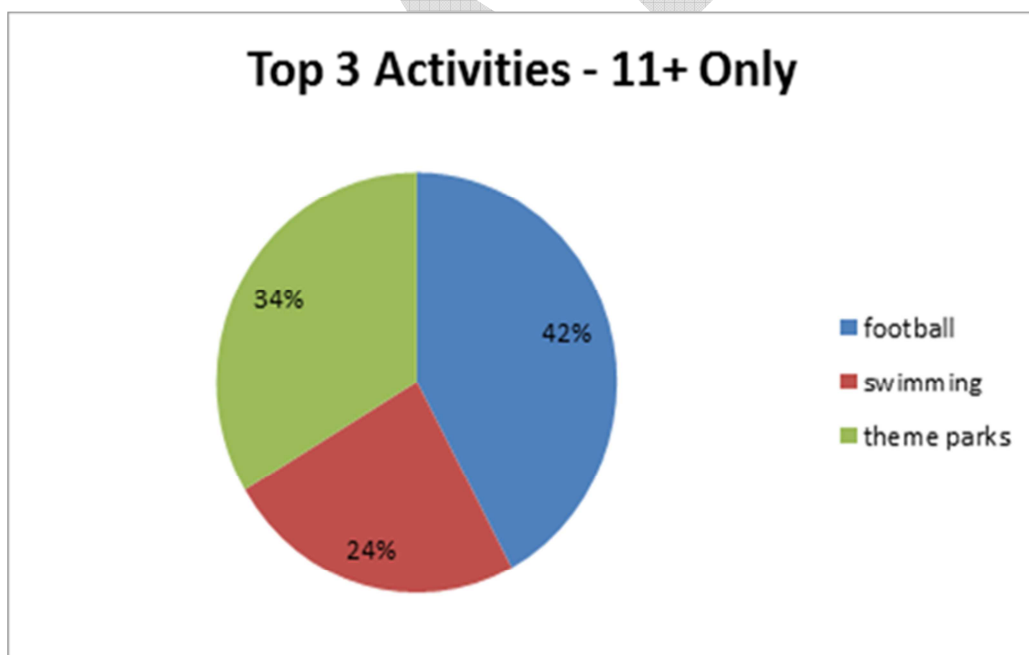
5) Where would you like these to be?  
28 under 11's were consulted, and 212 over 11.



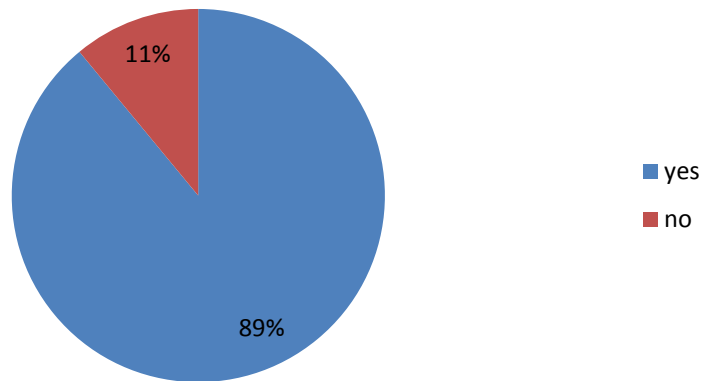
- 6) What kind of activities would you like to be involved in?  
28 under 11's were consulted, and 212 over 11.



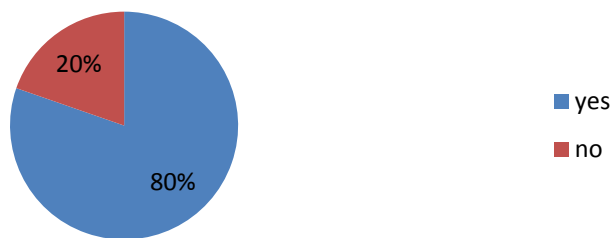
- 7) Participants were also asked to list their top 3 activities



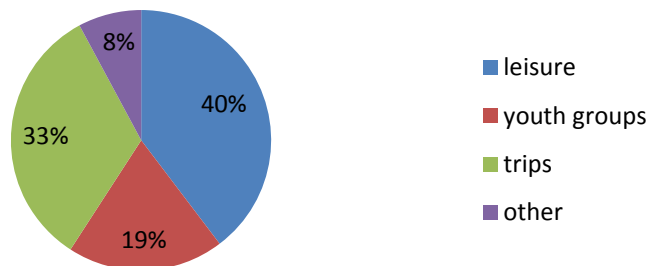
### Do you have a Breeze Card? 11+ only



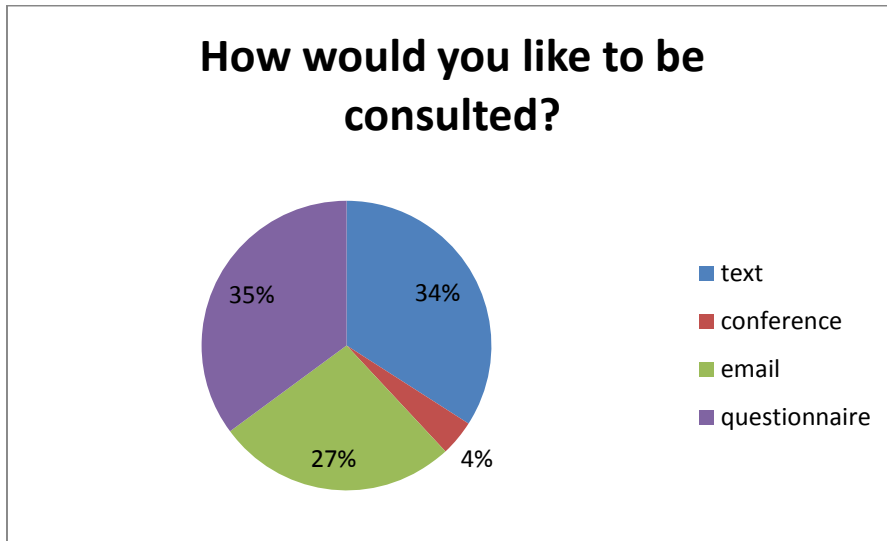
### Do you use your Breeze Card? 11+ only



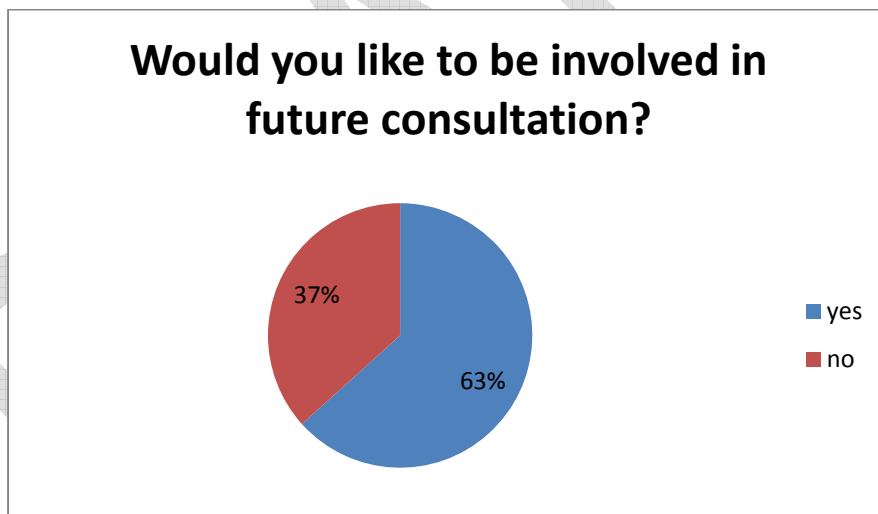
### Which activities do you use your breeze card? 11+ only



- 8) How would you like to be consulted?  
28 under 11's were consulted, and 212 over 11.



- 9) Would you like to be involved in future consultation?  
28 under 11's were consulted, and 212 over 11.

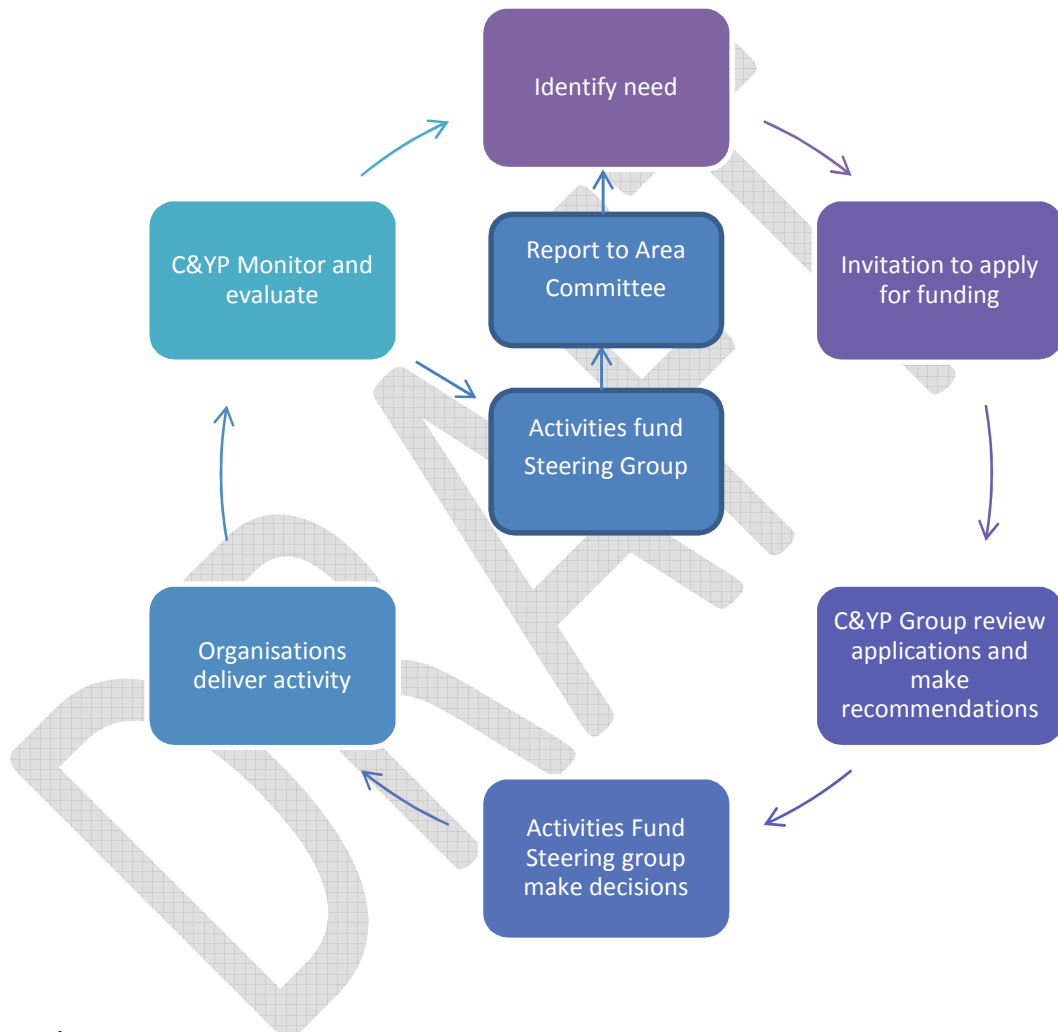




## Proposed Model for 2013/14

The Outer South Area Committee is charged with delivering a programme of activities and ensuring that children and young people are involved in the planning, decision making and evaluation of those activities.

The chart below proposes a model that will allow organisations to put in a tender to deliver activities and ensure that children & young people are engaged in the process. This model could be used as a trial for the remainder of 2013/14. A review of the model will take place in March /April 2014 with a view to making any enhancements in preparation for the 2014/15 Activities Fund.



For 2013/14, step 1, identify need has been undertaken through the consultation over the Summer period.