



Outer North West Community Committee

Adel & Wharfedale, Guiseley & Rawdon, Horsforth,
Otley & Yeadon

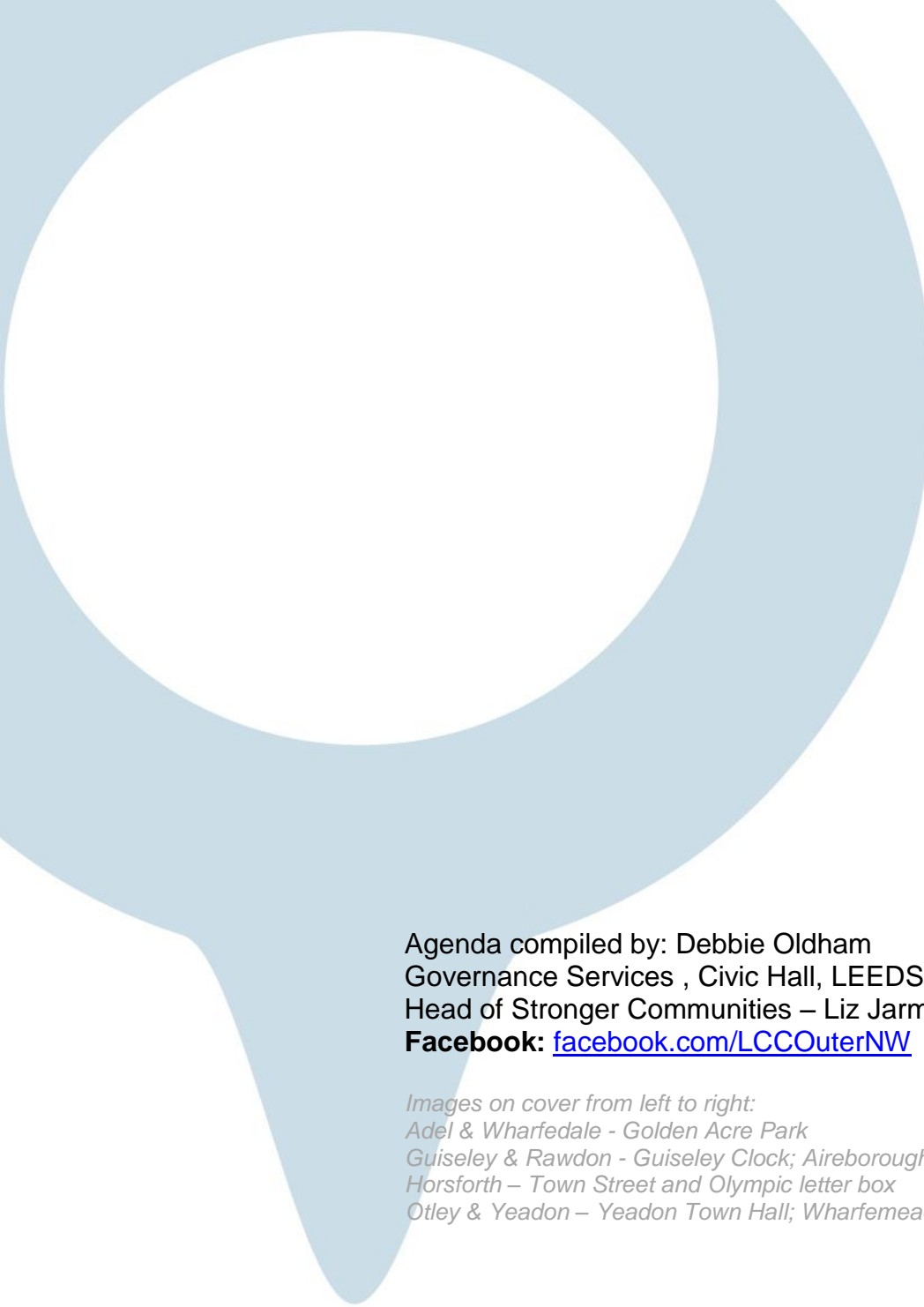
**Meeting to be held in Greenacre Hall - 55 New
Road Side, Rawdon, Leeds LS19 6DD**
Monday, 30th January, 2023 at 1.30 pm

Councillors:

- | | |
|-------------|------------------------|
| B Anderson | - Adel and Wharfedale; |
| C Anderson | - Adel and Wharfedale; |
| B Flynn | - Adel and Wharfedale; |
| P Alderson | - Guiseley and Rawdon; |
| E Thomson | - Guiseley and Rawdon; |
| P Wadsworth | - Guiseley and Rawdon; |
| Bromley | - Horsforth; |
| J Garvani | - Horsforth; |
| J Shemilt | - Horsforth; |
| C Campbell | - Otley and Yeadon; |
| R Downes | - Otley and Yeadon; |
| S Lay | - Otley and Yeadon; |

To Note: Please do not attend the meeting in person if you have symptoms of Covid-19 and please follow current public health advice to avoid passing the virus onto other people.





Agenda compiled by: Debbie Oldham
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Facebook: [facebook.com/LCCOuterNW](https://www.facebook.com/LCCOuterNW)

Images on cover from left to right:

Adel & Wharfedale - Golden Acre Park

Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre

Horsforth – Town Street and Olympic letter box

Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>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 Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, 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.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following 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:-</p>	
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration (The special circumstances shall be specified in the minutes)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p>DECLARATION OF INTERESTS'</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 14TH NOVEMBER 2022</p> <p>To receive the minutes of the meeting held on 14th November 2022, for approval as a correct record.</p>	7 - 16
7			<p>OPEN FORUM</p> <p>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.</p>	
8	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>LEEDS 2023</p> <p>To receive a report introducing the Leeds 2023 hosts for the Outer North West Community Committee</p>	17 - 18
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>ACTIVE LEEDS</p> <p>To receive the report of the Active Leeds Health Programme Manager, who is invited to Community Committee after attending a sub group of the Community Committee .</p>	19 - 20

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>OUTER NORTH WEST COMMUNITY COMMITTEE FINANCE UPDATE REPORT</p> <p>To consider the report of the Head of Locality Partnerships which provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2022/23.</p>	21 - 30
11	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>OUTER NORTH WEST COMMUNITY COMMITTEE UPDATE REPORT</p> <p>To receive the report of the Head of Locality Partnerships which brings to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.</p>	31 - 36
12			<p>ANY OTHER BUSINESS</p> <p>To receive any other business of the Outer North West Community Committee.</p>	
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>To note the date and time of the next meeting as Monday 6th March 2023 at 1.30pm</p>	

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

OUTER NORTH WEST COMMUNITY COMMITTEE

MONDAY, 14TH NOVEMBER, 2022

PRESENT: Councillor E Thomson in the Chair

Councillors P Alderson, B Anderson,
C Anderson, C Campbell, R Downes,
J Garvani, S Lay and P Wadsworth

17 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no refusals of inspection of documents.

18 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

There were no exempt items.

19 LATE ITEMS

There were no formal late items. However, there was supplementary information in relation to Agenda Item 8 – Outer North West Community Committee Finance Update Report, which had been circulated to all Members prior to the meeting.

20 DECLARATION OF INTERESTS'

No declarations of interests were made at the meeting.

21 Apologies For Absence

Apologies for absence were received from Councillors Bromley, Flynn and Shemilt.

22 Minutes - 27th June 2022

RESOLVED – That the minutes of the meeting held on 27th June 2022 be approved as a correct record.

23 Matters arising

Minute 9 – Finance Update Report

The Committee had discussed an option to fund a dedicated parking officer for the Outer North West area. Cllr Anderson provided an update to the Committee. The Committee noted that other areas of the city had dedicated parking officers and the cost per annum would be £28,000. However, the service was still recovering after the pandemic and there were ongoing issues

Draft minutes to be approved at the meeting
to be held on Monday, 30th January, 2023

with recruitment to positions. Members agreed to discuss this issue further and identify areas that would need cover and bring the matter back to the Committee. Cllr Anderson requested Members to contact him with their suggestions.

Minute 11 – Community Committee Appointments

It was noted that Members appointed to Clusters were still not getting information in relation to meetings and requested that this be followed up. It was also noted that Cllr Thomson had not been contacted in relation to her appointment to the Local Care Partnership for Aireborough and Aire Valley. This was also to be followed up.

Informal meeting held in relation to the closure of Queensway Primary school.

It was noted that an informal meeting in relation to the closure of Queensway Primary School had taken place on 19th October 2022. The Community Committee requested that the notes of this meeting be noted. It was the view that the some of the notes made at the meeting appeared to be incorrect.

Members were of the view that the Executive Member for Economy, Culture and Education may have been aware of the meeting organised by Alex Sobel MP. Members aired their disappointment that the Community Committee Chair had not shared the meeting details with other Community Committee Members.

The Chair apologised for this and said that lessons had been learnt.

24 Open Forum

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 time may be extended at the discretion of the Chair.

The Chair of Governors from Queensway Primary School, along with other governors and parents of pupils from the school attended the meeting, to make representation against the proposed closure of Queensway Primary School.

The Community Committee were provided with the following information: The Chair of Governors had held his position for 2 years. He acknowledged that the school has had some difficulties. However, since September the school had grown in numbers and in attitude.

He said that OFSTED had visited earlier than expected but the school had continued with the visit.

He informed the Committee that at no point prior to the summer holidays had the school, the governors, parents or staff been included in discussions in relation to the numbers attending the school. He said had this been the case

there would have been a wider debate and motivation to increase the number of pupils.

The closure of Queensway Primary would have an impact on parents some of whom were vulnerable single parents coping with vulnerable children who have special needs. The Chair quoted the Public Sector Equality Duty saying that it was clear to see that the most vulnerable families would be impacted if the school closed.

Not only would the school be closing and causing stress to children and parents, but staff were facing potential redundancy. The teachers were continuing to work under this cloud.

It was their view that the process had been poorly managed with information being slow to filter to the school, the school felt let down by the Council.

Another Governor said that the school supported lots of children who have special educational needs some having additional difficulties. Parents whose children attend the school say that their child would not attend other schools in the area, but they had been able to get their child to attend Queensway. It was the view of this governor that proper consultation had not been undertaken and that the Council had not fulfilled the public sector equality duty. It was her view that consultation for closure should have taken place with all the schools across the area not just Queensway. She was of the view that there should be a plan to inform parents what is going to happen.

The committee was informed that many of the children who attend Queensway require one to one provision and this is offered at Queensway. One parent thanked Councillors Wadsworth, Alderson, Downes, Lay and Campbell for their support.

Another parent whose child attends Queensway spoke of how her child would not go to other schools in the area but had settled at Queensway. She was upset that she would be forced to home educate her child and was of the view that it was not the best way for children especially with special educational needs should be taught. She explained the experience she has had with other schools in the area for her older child and explained that Queensway provided action plans specific to a child and one to one provision.

The parent informed the Community Committee that the parents who take their children to Queensway were vulnerable themselves sometimes being single parents with no family support, they were unable to afford the petrol for car journeys to schools further away. Queensway was more than just a school for children it also offered support for the most vulnerable parents providing a foodbank to ensure families are having meals.

Cllr Downes said that the Community Committee understands and were taking this issue seriously. The Committee had heard how passionately the speakers had spoken in relation to the proposed closure of the school and what it meant to them and their families. He advised the people in attendance

that he was taking a White Paper to full Council on Wednesday 16th November. He said that as a child he had moved schools due his father's work and recognised the impact that moving schools has on young children.

He informed the people present, that officers had looked at the facts and figures in relation to the closing of Queensway. However, it was the details of the needs of the children who attend the school which should be looked at.

Member's discussions included:

- Concerns that this could happen to another community in the city
- The valuable resources in the teaching staff and what would happen to them
- The lack of consultation with the school, the parents, and local ward councillors. The fact that this issue had not been brought to the attention of the Community Committee or that the Children and Families Champion had not been made aware of this issue.

Cllr B Anderson put forward a motion for a resolution to be made by the Community Committee which was voted on and a recorded vote was requested. It was also suggested that the resolution be reported to full Council and the mechanism for doing so be reviewed by Governance Services. The clerk said that she would seek advice on this matter and report back to the Community Committee.

RESOLVED - This Outer North West Community Committee recommends that the consultation exercise on the Queensway Primary School proposed closure is withdrawn until clarification is received in respect of the issues raised by the Governing Body in the Open Forum at our meeting on Monday 14th November including setting out clearly the alternatives and how the Council will deliver these to affected children and parents.

The Committee further calls on the Executive Member responsible to apologise to the local schools, Governing Bodies, parents and pupils for not following the set out procedures and for not communicating effectively with those mentioned above plus the local Ward Members, in respect of the emotional distress caused to them. The Community Committee further calls on the Executive Board Member responsible to set in process a consultation in respect of potential redundancies and what steps the Council will take to support the Staff.

Under the provisions of the Council Procedure Rule 16.5 the following Members voted in favour of this resolution:

Cllr E Thomson
Cllr P Wadsworth
Cllr P Alderson
Cllr R Downes
Cllr C Campbell
Cllr S Lay
Cllr B Anderson
Cllr C Anderson

Draft minutes to be approved at the meeting
to be held on Monday, 30th January, 2023

The following Member voted to abstain:
Cllr J Garvani

25 Age Friendly Leeds Strategy & Action Plan 2022-2025

The report of the Director of Public Health presented to the Inner West Community Committee the refresh of the draft Age Friendly Strategy and Action Plan 2022-2025 to gain feedback. The report also requested support and promotion of the work of Age Friendly within the city.

The Community Committee were provided with the following points:

- Around 1 in 3 people are aged 50 and over. The number of Leeds residents aged 80 and over will increase by about 50% in the next 20 years.
- Age Friendly Leeds is one of the eight priorities in the Best Council Plan 2020-2025. The vision for Leeds is that it is a place where people age well, older people are valued, respected, appreciated and seen as assets.
- The draft Age Friendly Leeds Strategy 2022-25 has been reviewed and refreshed which has been informed by The State of Ageing in Leeds report. The process has been overseen by the Age Friendly Board chaired by Cllr Jenkins. The role of the Board is to provide strategic leadership and set the strategic direction for the Age Friendly Leeds work programme and ensure that the objectives are being met.
- Leeds is a member of the World Health Organisation Age Friendly Cities programme and has used and adapted the framework to identify and address barriers to the well-being and participation of older people.
- The strategy sets out six key priority areas: housing; public and civic spaces; travel and road safety; active, included and respected; healthy and independent ageing and employment and learning. Each of the priorities is headed by a domain lead. Domain leads have been identified and are working to implement the actions set out in the plan. The domain leads will feedback on a quarterly basis.
- The Leeds Older Peoples Forum (LOPF) gives practical ways for the local community to become involved to strengthen the age friendly approach and Councillors were invited to support and encourage people and businesses to get involved in:
 - The Age Friendly Ambassador Programme
 - Becoming a Dementia Friend
 - Age and Dementia Friendly Businesses
 - The Come in and Rest Scheme
 - Leeds Older People's Age Friendly Steering Group
- Public Health are working with partners to support older people in Leeds to be as resilient as possible this winter. It was recognised that the cost-of-living crisis together with the impact that the cold weather can have on older people will require an approach to ensure proactive and preventative support is provided to those most at risk this winter.

Members' discussions included:

Draft minutes to be approved at the meeting
to be held on Monday, 30th January, 2023

- Taking on board the promotion of ‘come and rest’ initiative
- The need to work closely with neighbourhood networks
- Strategies needed to be inclusive of all citizens not restricted to particular age groups
- How the strategy needs to influence the priorities for older people
- Cross representation of parties on boards and to ensure that other boards are looking to promote and influence priorities set out in the strategy

It was suggested that the team from Age Friendly Strategy should attend the Health, Wellbeing and Adult Social Care sub-group and this could come back to the January 2023 meeting.

Members were disappointed that the strategy had not suggested measures to show success of the strategy and had not included specifics in relation to the Outer North West area.

Members also commented on the use of acronyms and jargon in the Strategy.

RESOLVED - To note the content of the report and for the report to be brought to the Health, Wellbeing and Adult Social Care sub-group and revisited.

Cllr Lay left the meeting during this item at 15:15.

Cllr Downes left the meeting during this item at 15:30

26 Outer North West Community Committee Finance Update Report

The report of the Head of Locality Partnerships provided the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2022/23.

The Community Committee received the following information:

- The remaining balance of the Wellbeing Fund is currently £24,197.45. Table 1 of the Submitted report listed a breakdown of the projects funded.
- Members were requested to consider 2 projects:

Project	Organisation	Ward	Amount	Outcome
Guiseley Christmas Lights	Communities Team	Guiseley & Rawdon	£200	Approved
Refurbishment of the toilet facilities at Wharfemeadows Bowling Club	Wharfemeadows Bowling Club	Otley & Yeadon	£12,656.00	Deferred for further discussion on amount to be allocated

- Listed at Paragraph 22 were the projects considered and approved by Delegated Decision Notice
- Monitoring information was provided at Paragraph 25 on the Summer Bands in the Park.
- Table 2 showed the projects funded through the Youth Activity Fund and it was noted that the Committee had a current balance of £31,041.84 available to spend.
- The Committee noted that in the Small Grants and Skips budget there was a remaining balance of £3,054.73 with Table 3 of the submitted report providing a summary of projects funded.
- The Committee were informed that they have a budget of £46,109 available to spend as a result of new capital injections. Capital allocation was broken down by ward and summarised in Table 4 of the report.
- The Community Committee was asked to note there is £252,022.97 in the Community Infrastructure Levy Budget. Table 5 provided a breakdown for each ward and the projects funded.

Member's discussions included:

- Questioning the funding pots used for some of the projects approved by delegated decisions; these will be checked and corrected.
- Clarity on what was being paid for as part of the funding for Summer Bands in the Park. Members also requested signs or banners in future to show that the Community Committee had supported the Summer Bands in the Parks and help advertise the events.
- Members were informed that at the recent meeting of Children's and Young Peoples' Sub-Group there was a drive to spend the money allocated to the Youth Activities Fund. The Children's Services Champion requested ideas from Members given the upcoming Christmas Holidays and February half term. The Chair also requested ideas from Members on cross boundary working to support projects for children and young people.

RESOLVED – To note:

- a) Details of the Wellbeing Budget position (Table 1)
- b) Wellbeing proposals for consideration and approval outcomes as detailed in the table above.
- c) Details of the projects approved via Delegated Decision
- d) Monitoring information of its funded projects
- e) Details of the Youth Activities Fund (YAF) position (Table 2)
- f) Details of the Small Grants and Skips Budget (Table 3)
- g) Details of the Capital Budget (Table 4)
- h) Details of the Community Infrastructure Levy Budget (Table 5)

27 Outer North West Community Committee Update Report

The report of Head of Locality Partnerships updated the Community Committee on the work the Communities Team are engaged in, based on priorities identified by the Community Committee.

Draft minutes to be approved at the meeting
to be held on Monday, 30th January, 2023

The Community Committee were informed of the following updates:

Children and Families Sub-Group

- Although Cllr Flynn the Children and Families Champion was not at the meeting, the Committee were informed that the sub-group had met on 9th November 2022. Members were asked to note that the Children and Young Peoples Summit would take place on Friday 3rd March 2023. The event would take place in the Civic Hall with lunch provided at the Rosebowl.

Environment and Community Safety Sub-Group

- Members were advised to contact the Chief Officer Environmental Services Communities, Housing & Environment to check the route review for their area so it can be included in the new bin collection review plan for the city.
- The trial for glass recycling was due to start, but the areas had not yet been confirmed. There was also a proposal for food waste, but this was still not definite.
- Members were advised that disposal of inert waste was now allowed, but had not yet been publicised.
- The Serious Environmental Crime Team has started to address issues on repeated fly-tipping.
- It was noted that leaf fall was an issue for the Outer North West area, however, not all the trees had shed their leaves yet.
- Members were informed that they would be receiving an email inviting them to visit Leeds Watch. Members were advised to take up this opportunity to visit as the services that the team could offer were interesting.

Transport Sub-Group

- It was noted that the Highways Asset Manager had attended the sub-group.
- Cllr Wadsworth the Transport Champion requested the Localities Officer to chase up on a meeting with three people who had attended a Local Forum in relation to a number of road/traffic issues in the area.
- The Sub-group had been informed of progress at the Dyneley Arms junction. It was acknowledged that there had been improvements to this junction.
- Consultation was taking place in relation to the widening of Scotland Lane and an event was due to take place at Yeadon Library in relation to this and the parking issues for the new Parkway Station.
- The next sub-group would be discussing public transport. It was noted that Labour Councillors had organised a meeting in Horsforth to discuss public transport. The Chair acknowledged that she had attended this meeting and was exploring other similar meetings to be held in other areas of the Outer North West area.

Health, Wellbeing and Adult Social Care

- Cllr C Anderson informed the Committee that the sub-group had met on 18th October and had invited the officer dedicated to dementia support. Cllr Anderson provided the Community Committee with statistics for those suffering with dementia in the city. It was noted that

there are a number of support groups for dementia sufferers and carers and that you do not need to be a dementia sufferer to access the groups. It was noted that the next meeting of the sub-group is scheduled for 5th December.

Employment and Skills

- The report contained the regular six monthly update in relation to Universal Credit and the Employment and Skills Service.

The update report also contained the numbers for social media for the Community Committee. It was noted that the most popular post was in relation to the Community Committee.

RESOLVED – To note the content of the report.

28 Date and time of next meeting

To note the next meeting of the Outer North West Community Committee will be on Monday 30th January 2023 at 1.30pm.

The meeting concluded at 16:25

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Report to: Outer North West Community Committee

Report author: Jonny Russell

Date: 30th January 2023 **To note**

Title: Leeds 2023- Meet the hosts

Purpose of report

1. To meet the Leeds 2023 hosts for the Outer North West Community Committee

Recommendations

2. Elected Members are asked to meet the neighbourhoods hosts in their wards.

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Report of: Martin Lee

Report to: Outer North West Community Committee

Report author: Martin Lee

Date: 30th January 2023 **To note**

Title: Active Leeds

Purpose of report

1. Active Leeds have been invited to the Outer North West Community Committee after attending the Health Sub Group at the end of 2022.

Main issues

2. The agenda item also provides Elected Members and the public with the opportunity to provide feedback to Active Leeds relating to the facilities in their wards and approaches to communication and engagement going forward.

Recommendations

3. Elected Members are asked to note the contents of the report and presentation that will be provided by officers from Active Leeds.

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Report of: Head of Locality Partnerships

Report to: Outer North West Community Committee

Adel and Wharfedale, Guiseley and Rawdon, Horsforth and Otley and Yeadon

Report author: Jonny Russell

Date: 30th January 2023 For decision

Outer North West Community Committee - Finance Report

Purpose of report

1. This report provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for **2022/23**.

Main issues

2. Each Community Committee has been allocated a wellbeing budget (revenue and capital) and Youth Activities Fund which it is responsible for administering. The aim of these budgets is to support the social, economic and environmental wellbeing of the area and provide a range of activities for children and young people, by using the funding to support projects that contribute towards the delivery of local priorities.
3. A group applying to the Wellbeing Fund must fulfil various eligibility criteria, including evidencing appropriate management arrangements and financial controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equal opportunities and be unable to cover the costs of the project from other funds.
4. Wellbeing funding cannot be paid retrospectively. An application form must be submitted and approved by the Community Committee before activities or items being purchased through wellbeing funding are completed or purchased.

5. The amount of wellbeing funding provided to each committee is calculated using a formula agreed by Council, taking into consideration both population and deprivation of an area.
6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.
7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
8. In the Outer North West Community Committee this means that the CIL money for Arthington Parish Council, Bramhope & Carlton Parish Council, Horsforth Town Council, Otley Town Council, Pool in Wharfedale Parish Council and Rawdon Parish Council will be administered by each Parish or Town Council, whereas monies for the parts of Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon wards that do not have a Parish and Town Council will be administered by the Outer North West Community Committee.
9. It was agreed at Outer North West on the 27th November 2017 that CIL monies for Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon would be spent in the ward it was generated in.
10. Projects eligible for funding by the Community Committee 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 reassignment, marital status, race, ethnic origin, age, sexual orientation or disability; 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.
11. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.
12. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.
13. 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 Community Committee. Alongside the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.

14. The establishment of the following minimum conditions was to provide reassurance to 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 the Elected Members represented on the Community Committee (or in the case of funds delegated by a Community Committee to individual Wards, the relevant Ward Councillors), however should an Elected Member not agree with a matter for delegated decision then this should be deferred to the next meeting of the Community Committee; and
 - c. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for Members' information.
15. Members are reminded that the necessary scrutiny of applications to satisfy our own processes, financial regulations and audit requires the deadline for receipt of completed applications to be at least five weeks prior to any Community Committee. Some applications will be approved via Delegated Decision Notice (DDN) following consultation with Members outside of the Community Committee meeting cycle.

Wellbeing Budget Position 2022/23

16. The total revenue budget approved by Executive Board for **2022/23** was **£74,600**. Table 1 shows a carry forward figure of **£41,451.87** which includes underspends from projects completed in **2021/22**. The total revenue funding available to the Community Committee for **2022/23** is therefore **£116,051.87**. A full breakdown of the projects approved or ring-fenced is available on request.
17. It is possible that some of the projects may not use their allocated spend. This could be for several reasons, including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement, or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified in Table 1.
18. The Community Committee is asked to note that there is currently a remaining balance of **£18,197.45** A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2022/23

	£
INCOME: 2022/23	£74,600
Balance brought forward from previous year	£41,451.87
TOTAL AVAILABLE: 2021/22	£116,051.87

Ward Projects	£	Ward Split			
		Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Small Grants and Skips	£6,000.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00
Community Engagement	£500	£125	£125	£125	£125
War Memorial / Cenotaph Refurbishment	£2,859.58	£2,859.58			
Construction of Arthington Cricket Pavilion	£23,935.00	£23,935.00			
Temporary facilities at High Royds Cricket Ground	£2,174.20		£2,174.20		
New Netting & Practicing Facilities	£10,000.00				£10,000.00
Bowls Green Refurbishment	£1,750.00	£1,750.00			
Greenacre Hall	£5,000.00		£5,000		
Otley & Yeadon CCTV	£8,000.00				£8,000
Horsforth CCTV	£2,000.00			£2,000	
Guiseley & Rawdon SID's	£7,000.00		£7,000.00		
Rawdon Christmas Lights	£900.00		£900.00		
Guiseley Christmas Lights	£2,622.00		£2,622.00		
Path at Newlaithes	£19,500.00			£19,500.00	
Yeadon Festive Lights	£2,500				£2,500
Refurbishment of the toilet facilities	£6,000				£6,000
Total approved in 2022/23	£100,740.78	£ 30,169.58	£19,321.20	£23,125.00	£28,125
Balance remaining (Total/Per ward)	£18,197.45	-£7,442.51	£564.38	£0	£25,297.20

Wellbeing and Capital projects for consideration and approval

19. The following projects are presented for Members' consideration:

20. **Project Title:** Micklefield Park Cycle Track

Name of Group or Organisation: Parks and Countryside

Total Project Cost: £33,872.86

Amount proposed: £6,156.25 (CIL)

Wards covered: Guiseley and Rawdon

Project Description: The specification on this pump track has now changed to include more signage and curves, meaning that the price has increased to £33,872.86 instead of £27,716.61 which was approved earlier in the year by ward members.

21. **Project Title:** Kirk Lane Park Bowling Pavillion toilet

Name of Group or Organisation: Parks and Countryside

Total Project Cost: £4,374.28

Amount proposed: £1,874.28 (CIL)

Wards covered: Guiseley and Rawdon

Project Description: Parks have submitted a revised quote for the work due to the time frame which has elapsed since the first quote. Parks have submitted this revised quote to request an additional £1,874.28 in order for them to proceed with the works.

Delegated Decisions (DDN)

22. Since the last Community Committee on 14th November 2022 the following projects have been considered and approved by DDN:

- Refurbishment of the toilet facilities- Otley and Yeadon Wellbeing- £6,000
- Local Centres Programme- Guiseley and Rawdon CIL- £28,500

23. Since the last Community Committee on 14th November 2022 no projects have been declined.

Monitoring Information

24. As part of their funding agreements, all projects which have had funding approved by the Community Committee are required to provide update reports on the progress of their project. These reports are so that the Community Committee can measure the impact the project has had on the community and the value for money achieved.

Monitoring to be included in the next report.

Youth Activities Fund Position 2022/23

25. The total available for spend in Outer North West Community Committee in **2022/23** including carry forward from previous year, was **£2,462.24**.

26. The Community Committee is asked to note that so far, a total of **£23,410.40** has been allocated to projects, as listed in **Table 2**.

27. The Community Committee is also asked to note that there is a remaining balance of **£31,041.84** in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2022/23

	Total allocation
Income 2022/23	£51,990
Carried forward from previous year	£2,462.24
Total available budget for this year 2022/23	£54,452.24

Projects 2022/23	Amount approved from YAF
Aireborough Community Summer Activities 2022	£4,502.40
Unity Tournament	£1,287.00
Otley Youth Drop-In Centre	£4,998.00
Art Camp @ Westgate Primary School	£7,623.00
Jungle Kids Summer Holiday Camp 2022	£5,000.00
Total spend against projects	£23,410.40
Remaining balance	£31,041.84

Small Grants and Skips Budget 2022/23

28. The Outer North West has a remaining balance of £3,054.73 in the Small Grants and Skips budget. Members are asked to note the allocation broken down by ward and summarised in Table 3.

TABLE 3: Small Grants and skips 2022/23

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
ONW PHAB	£596.06	£298.03		£198.69	£99.34
Guiseley Clock	£500		£500		
Summer DalesBus	£500	£250.00			£250
Big Jubilee Lunch	£500		£500		
Litter Bins at Acorn Way, Pool	£199.21	£199.21			
Emily Statue	£150.00			£150.00	

FC Aireborough Athletic Kits	£500.00		£500.00		
Total approved	£2,945.27	£747.24	£1,500.00	£348.69	£349.34
Remaining balance	£3,054.73	£752.76	£0	£1,151.31	£1,150.66

Capital Budget 2022/23

29. The Outer North West has a capital budget of **£46,109 available** to spend, as a result of new capital injections. Members are asked to note the capital allocation broken down by ward and summarised in **Table 4**.

TABLE 4: Capital 2022/23

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Capital Injection May 2020	£7,900.00	£1,975	£1,975	£1,975	£1,975
Capital Injection November 2020	£900	£225	£225	£225	£225
Starting totals	£	£	£	£	£
Horsforth Skatepark	£2,650			£2,650	
Holt Park Tennis Courts paths		£1,500			
Starting totals	£48,773	£10,415	£15,690	£225	£22,544
Capital Injection November 2021	£2,600	£650	£650	£650	£650
Arthington Cricket Club	£6,065	£6,065			
Pool Sports and Social Club	£5,000	£5,000			
Balance remaining (per ward)	£40,309	£0	£16,340	£875	£23,194
Capital Injection April 2022	£4,700	£1,175	£1,175	£1,175	£1,175
Capital Injection November 2022	£1,000	£250	£250	£250	£250
Balance remaining (per ward)	£46,109	£1,425	£17,765	£2,300	£24,619

Community Infrastructure Levy (CIL) Budget 2022/23

30. The Community Committee is asked to note that there is **£252,022.97** total payable to the Outer North West Community Committee with **£123,113.36** currently available to spend. The breakdown is as follows Adel & Wharfedale **£69,322.76**, Guiseley & Rawdon **£51,500.25** and Otley & Yeadon **£2,232.35** which is detailed in **Table 5**.

TABLE 5: Community Infrastructure Levy (CIL) 2022/23

	ONW (£)	Adel & Wharfedale	Guiseley & Rawdon	Otley & Yeadon
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Remaining Balance March 2021s	£193,267.13	£11,846.76	£180,025.85	£1,394.52
Injection 2021	£58,755.84	£57,476.00	£442.01	£837.83
Balance 2021-2022	£252,022.97	£69,322.76	£180,467.86	£2,232.35
Projects approved in 2022/23				
Nunroyd Park Fencing	£26,368.00		£26,368.00	
Micklefield Park Steps	£11,825.00		£11,825.00	
Micklefield Park Cycle Track	£27,716.61		£27,716.61	
Yeadon Bowling Club, Kirk Lane Park Disabled Toilet	£2,500		£2,500	
Guiseley theatre new lighting	£12,000		£12,000	
Raise the Roof	£20,000		£20,000	
Local Centres Programme – Otley Road Parking Scheme	£28,500		£28,500	
Total Spend 2021-2022	£128,901.61	£0.00	£128,901.61	£0.00
Balance remaining for 2022/23	£123,113.36	£69,322.76	£51,500.25	£2,232.35

Consultation and Engagement

31. The Community Committee has previously been consulted on the projects detailed within the report.

Equality and Diversity/Cohesion and Integration

32. All wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process complies with all relevant policies and legislation.

Council Polices and City Priorities

33. Projects submitted to the Community Committee for wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

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

Resources and Value for Money

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

Legal Implications, Access to Information and Call In

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

Risk Management

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

Conclusion

37. The Finance Report provides up to date information on the Community Committee's budget position.

Recommendations

38. Members are asked to note:

- a. Details of the Wellbeing Budget position (Table 1)
- b. Wellbeing proposals for consideration and approval (paragraphs 20-33)
- c. Details of the projects approved via Delegated Decision (paragraph 33)
- d. Monitoring information of its funded projects (paragraph 34)
- e. Details of the Youth Activities Fund (YAF) position (Table 2)
- f. Details of the Small Grants and Skips Budget (Table 3)
- g. Details of the Capital Budget (Table 4)
- h. Details of the Community Infrastructure Levy Budget (Table 5)

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Report of: Head of Locality Partnerships

Report to: Outer North West Community Committee
Adel and Wharfedale, Guiseley and Rawdon, Horsforth and Otley
and Yeadon

Report author: Jonny Russell

Date: 30 January 2023

For recommendation / to note

Outer North West Community Committee - Update Report

Purpose of report

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

Updates by theme:

3. Children and Families: Councillor Billy Flynn

4. Preparations are taking place for the Outer North West Youth Summit to take place in March 2023. This will be the first event since February 2020.

Environment and Community Safety: Councillor: Barry Anderson

5. The Outer North West Environmental sub Group took place on Friday 13th January 2023 and the Community Safety Sub Group took place on Tuesday 17th January 2023.

Transport- Cllr Wadsworth

6. The Transport sub group met on Friday 20th January 2023 and First came to speak to sub group members regarding transport in Outer North West.

Health, Wellbeing and Adult Social Care: Councillor Caroline Anderson

7. The Health, Wellbeing and adult sub group met with Active Leeds in November 2022 and subsequently invited them to this committee to speak to the wider committee.
8. Employment and Skills update: Councillor Ryk Downes

Employment and Skills update will be provided at the next Community Committee in March 2023.

9. Health Update
OUTER NORTHWEST COMMUNITY COMMITTEE UPDATE-LEEDS CITY COUNCIL -
PUBLIC HEALTH
Health & Wellbeing January 2023

Message from Micheal Budd-Offer for any Winter Wellbeing Events you may be holding.

During the colder months the Winter Friends initiative has been launched again and continues into 2023 and is calling out for anyone with community events during this period. This year, more than ever, with the cost-of-living crisis means that so many people will be left isolated and vulnerable and Winter Friends would like to be there to help. If you know of any winter/health/wellbeing/community-related events or have any future in yourself, please do keep us in mind and drop us a little note. We can bring helpful resources and 'Okko' the Owl mascot too. Thank you so much in advance (back to the last few weeks of summer - enjoy!)

WINTER & THE COST-OF-LIVING CRISIS

With winter approaching and food and fuel poverty as a priority for the council below are some campaigns that we should be aware of.

Campaigns to be aware of: Leeds Winter coat appeal - Zero Waste Leeds

Free electric blankets <https://octopus.energy/blog/free-electric-blankets-for-our-most-vulnerable>.

Help with Food, Energy and Household Bills: Help with food and bills (leeds.gov.uk)
Tips on taking action to save money. Energy Bills - Citizens Advice Leeds
Help with Food, Energy and Household Bills during the Cost-of-Living Crisis
<https://www.leeds.gov.uk/benefits/help-with-food-and-bills>

Making Every Contact Count Training.

If you have an interest or responsibility for promoting health and wellbeing in Leeds and you have conversations with people about their health and wellbeing you may wish to attend our Making Every Contact Count (MECC) training.

Healthy Conversations Really Do Matter.

Healthy conversations really do matter, a MECC conversation can be used to signpost and offer support on health-related issues in any setting and it only takes a few minutes. Anyone can have a MECC conversation, you don't need to be a clinical professional to empower someone to make a change for the better. Using a MECC approach in our day-to-day conversations can have a huge impact on the health and wellbeing of the people of Leeds.

For more details contact PHRC PHRC@leeds.gov.uk and / or follow the links. Making Every Contact Count Training (leeds.gov.uk) and MECC Link - Simple signposting to better health and wellbeing.

FREE THERAPY SESSIONS FOR THOSE WHO CARE FOR OTHERS. (THIS OFFER IS STILL AVAILABLE)

There are six free therapy sessions on offer with the possibility of another six free sessions after consultation with the client and therapist if you are experiencing feeling difficult to cope with after caring for others during the Covid-19 epidemic. There is also a opportunity to have an initial informal wellbeing 'chat' with a counselor if you are unsure.

Here is a link to our at-a-glance page which contains links to all of our offers

<https://wystaffwellbeinghub.co.uk/support-for-me/get-support>

The main Hub page is here <https://wystaffwellbeinghub.co.uk/> - this also hosts a little animation which explains the Hub.

The key messages are these:

If you work in a health and care organisation, or care for others, have volunteered during the Covid-19 pandemic or work for a third sector organisation active and again looking after others during the coronavirus epidemic. in West Yorkshire and are experiencing feelings that are difficult to cope with, our mental health workers are here to support you now and find the extra help that is right for you.

The service is completely free and confidential, wherever you work, and offers advice and support that can help with a range of issues. The Hub is for everyone – including volunteers.

The staff support line operates every day, 8am-8pm and is staffed by trained listeners. Call free on 0808 196 3833.

You can self-refer for one-to-one therapy. Referrals are actioned within one working day and a first appointment will be offered for within a week. This is our self-referral page <https://wystaffwellbeinghub.co.uk/support-for-me/self-referral>

Please feel free share this information with colleagues and amongst your professional networks as appropriate.

If you are unable to make a session or miss one they are recorded and available through the PHRC website. Want to know more about ... (leeds.gov.uk)

If you would like to be kept informed of future training opportunities offered by the Leeds Public Health team, subscribe to receive the Public Health Resource Centre newsletter

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

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

Council Polices and City Priorities

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

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

Resources and Value for Money

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

Legal Implications, Access to Information and Call In

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

Risk Management

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

Conclusions

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

Recommendations

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

Background documents¹

18. None.

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

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