



Outer North West Community Committee

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

**Meeting to be held in Greenacre Hall - 55 New Rd
Side, Rawdon, Leeds LS19 6DD**
Monday, 7th March, 2022 at 1.30 pm

Councillors:

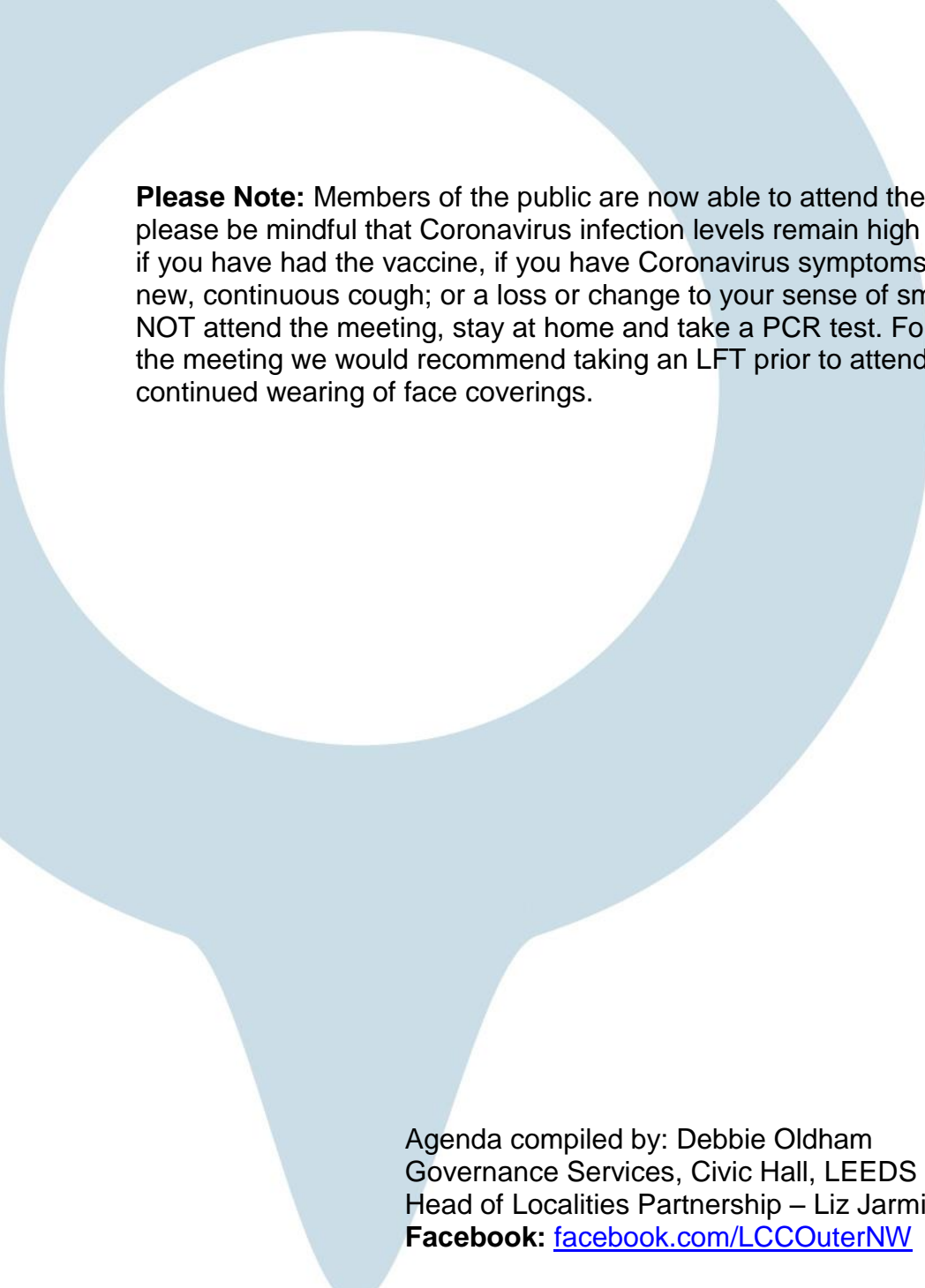
B Anderson - Adel and Wharfedale;
C Anderson - Adel and Wharfedale;
B Flynn - Adel and Wharfedale;

P Alderson - Guiseley and Rawdon;
G Latty - Guiseley and Rawdon;
P Wadsworth - Guiseley and Rawdon;

D Collins - Horsforth;
J Shemilt - Horsforth;
J Taylor - Horsforth;

C Campbell - Otley and Yeadon;
R Downes - Otley and Yeadon;
S Lay - Otley and Yeadon;





Please Note: Members of the public are now able to attend the meeting in person, but please be mindful that Coronavirus infection levels remain high in Leeds. Therefore, even if you have had the vaccine, if you have Coronavirus symptoms: a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste, you should NOT attend the meeting, stay at home and take a PCR test. For those who are attending the meeting we would recommend taking an LFT prior to attending and recommend the continued wearing of face coverings.

Agenda compiled by: Debbie Oldham
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*Images on cover from left to right:
Adel & Wharfedale - Golden Acre Park
Guiselley & Rawdon - Guiselley 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 - 15TH NOVEMBER 2021</p> <p>To receive the minutes of the meeting held on 15th November 2021, for approval as a correct record.</p>	7 - 14
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>OUTER NORTH WEST COMMUNITY COMMITTEE FINANCE UPDATE REPORT</p> <p>The report of the Head of Locality Partnerships 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 2021/22.</p>	15 - 26

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>OUTER NORTH WEST COMMUNITY COMMITTEE UPDATE REPORT</p> <p>The report of the Head of Locality Partnerships 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>	27 - 44
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>DATES, TIMES AND VENUE REPORT</p> <p>The report of the City Solicitor is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2022/2023 municipal year.</p> <p>VENUE FOR THE MEETING ON 7TH MARCH 2022</p> <p>Greenacre Hall - 55 New Rd Side, Rawdon, Leeds LS19 6DD</p> <p>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.</p>	45 - 48 49 - 50

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OUTER NORTH WEST COMMUNITY COMMITTEE

MONDAY, 15TH NOVEMBER, 2021

PRESENT: Councillor P Wadsworth in the Chair

Councillors P Alderson, B Anderson,
C Anderson, C Campbell, D Collins,
R Downes, B Flynn, G Latty, S Lay and
J Taylor

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 were no late formal items. However, with the permission of the Chair supplementary information was circulated to Members in relation to Agenda Item 8 – Finance Update Report. It was noted that the Chair expressed his disappointment that there was supplementary information in relation to Wellbeing Fund applications. He requested that Members should ensure that applications were put forward in a timely manner in future.

30 DECLARATION OF INTERESTS'

No declarations of interests were made at the meeting.

31 Apologies For Absence

Apologies were received from Cllr Shemilt.

32 Minutes - 20th September 2021

RESOLVED – That the minutes of the 20th September 2021 be approved as a correct record.

Matters Arising

Minute 10 – Finance Report presented to the July 2021 meeting.

Members had received information sought in relation to the amount of Council Tax being generated in each ward and to identify where the monies were

being generated. However, Members now wished to know specific elements of the breakdown including, fire, police, parish, highways and education.

33 Open Forum

On this occasion there were no members of the public at the meeting.

34 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 2021/22.

Members were informed of the following points:

- The remaining balance of the Wellbeing Budget is currently £110,309.41. A full breakdown of the projects was listed at Table 1.
- Members were requested to consider the following projects:
 - **Increase to Community Engagement Budget** – £250 was requested by Leeds City Council, Communities Team, it was noted that the money was used to cover meeting rooms. Members requested that teas and coffees be provided. £250 approved from Wellbeing fund to Communities Team
 - **Upgrade to the facilities requested by Arthington Village Hall** – Amount requested was £7,000. Members noted that this had been delayed for 4 months. In considering this application Cllr B Anderson put forward a proposal to fund £6,000 with the aim that the HAP could potentially be able to support the project with the other £1,000. Following this, the Chair then put the amended proposal for the provision of £6,000 Wellbeing funding to the vote and this was carried. As such, it was resolved that £6,000 be allocated to Arthington Village Hall. It was requested that it be noted Cllr Flynn voted that the application should receive the full amount requested, as it was his view that £6,000 was not enough to support the project. It was noted that the Chair put the vote to all Members of the Community Committee. However only the Adel and Wharfedale Members took part in the vote with the other Members abstaining.
 - **Horsforth TRO** – Leeds City Council, Highways and Transportation requested £5,000. The amount of £5,000 was approved from the Wellbeing fund.
 - **Improved footway provision** – Leeds City Council, Highways and Transportation requested £6,000. £6,000 was approved from the Wellbeing fund
 - **Newlaithes Playground** – Leeds City Council, Parks and Countryside requested £6,484.66. This was not approved
 - **Otley and Yeadon CCTV** – Leeds City Council, Leedswatch requested £8,000. This was deferred for further information. It was noted that a meeting was to be arranged with the Otley and

- Yeadon Ward Members and LeedsWatch to discuss the 8 cameras.
- **Horsforth CCTV** – Leeds City Council, LeedsWatch requested £2,000. This was deferred for further information. It was noted that a meeting was to be arranged with Horsforth Ward Members and LeedsWatch to discuss the 2 cameras.
 - **Yeadon Christmas Lights** – The New Yeadon Christmas Lights Committee requested £2,000. Members approved £2,000 from Wellbeing fund.
 - **Provision of new equipment at parish playground** – Pool-in-Wharfedale requested £6,000. Members approved £6,000 from Wellbeing fund.
 - **Do not park on the grass verge signs** – City Signs, Leeds City Council requested £620. £620 was approved from Wellbeing fund.
 - **Adel and Wharfedale SID's** – Leeds City Council, Highways and Transportation requested £17,500. In considering this application, Cllr Flynn advised the Committee that he had not had sufficient time to consider the detail of this application as he had not received the details until the Thursday prior to the meeting and as such, proposed that it be deferred. Following this the Chair put the proposal to defer the matter to the vote, but this was not carried. Subsequently, the Chair put the substantive proposal for the provision of £17,500 Wellbeing funding to the vote and this was carried. As such, it was resolved that £17,500 be allocated to Leeds City Council, Highways and Transportation service. It was noted that the Chair put the vote to all the Members of the Community Committee. However only the Adel and Wharfedale Members took part on the vote with other Members abstaining.
- Members were advised that since the last meeting on 20th September 2021 the following projects had been considered and approved by DDN:
 - Horsforth Junior Park Run - £3,500 (YAF Budget)
 - Unity Day - £850 (YAF Budget)
 - West Leeds Activity Centre - £6,800 (YAF Budget)
 - Guiseley and Rawdon Christmas Lights 2021 - £2,863 (Wellbeing Budget)
 - Guiseley and Rawdon Christmas Trees - £1,357.34 (Wellbeing Budget)
 - The remaining balance for the Youth Activity Fund (YAF) is currently £33,421.19. Table 2 within the report provided a breakdown of projects funded.
 - Small Grants and Skips Budget currently has a remaining balance of £4,157.35. Allocations were broken down by ward and summarised in Table 3 of the submitted report.
 - As a result of new injections, the Capital Budget currently has £51,373 available to spend. This information was shown by ward in Table 4.
 - The Community Infrastructure Levy (CIL) Budget currently has £155,074.13 available to spend this was detailed by ward in Table 5.

Members discussed the CIL Budget at length. They raised concerns about how and when information in relation to CIL money was provided to the Community Committee and how it was distributed and spent within the Parish and Town Councils. They wished to have information brought to the Committee so that they were aware of projects funded through CIL by the Parish and Town Councils, so as to avoid duplication and enable them to promote the projects. Members were advised that the funding criteria was broad but that it should help fund activity which helps infrastructure. It was noted that there is an Annual Report produced and shared with the Community Committees. The report was shared in November 2020. It was noted that Localities Officers would check with Planning Colleagues to see if the report could be brought to Community Committees on a more regular basis.

RESOLVED –

- a) Details of the Wellbeing Budget position be noted
- b) That the Wellbeing proposals submitted to the Committee for consideration and determination be approved, or otherwise, as detailed above.
- c) Details of the projects approved via Delegated Decision be noted
- d) Monitoring information of its funded projects be noted
- e) Details of the Youth Activities Fund (YAF) position be noted
- f) Details of the Small Grants and Skips Budget be noted
- g) Details of the Capital Budget be noted
- h) Details of the Community Infrastructure Levy Budget be noted

Cllr Flynn left the meeting at 14:35 at the end of this item.

35 Climate Emergency Update 2021

The report of the Chief Officer for Sustainable Energy and Air Quality provided an update for the Outer North West on the climate emergency strategy and progress, with a focus on the local Outer North West area.

Members were provided with the following information:

- £25m has been secured for de-carbonisation of the corporate estate and schools and included solar panels and LED lighting. It was noted that this had to be taken without any consultation due to limited timescales for the bidding process.
- Aireborough Leisure Centre has been fitted with Solar Panels and an Air Source Heat Pump. It was noted that this would assist in reducing carbonisation. There would be no increase in heating bills these would remain the same.
- Many sites across Leeds need heating upgrades and the Council were looking to use solar panels and air source heat pumps. Members were advised that savings would be made by not using Capital Money and the team were looking to secure funding from Government through a bidding process.

- It was noted that using air source heat pumps provided comfortable heat conditions. Members were informed that many other countries have been using this type of heating for 25 years and air source heat pumps are now much cheaper to produce and supply. Grant funding for fitting air source heat pumps is available from Government. It was also noted that work was on going for re-skilling heating engineers.
- The team would be happy to take Members to a local site to look at the technology and give a briefing of how the system works. Training and briefing sessions were available. It is important to inform residents what the Council is doing in relation to air source heat pumps and solar panels across the city. It was noted that upgrades were not being paid for from Council Tax.
- Members had sympathy with officers trying to secure bids and understood that there was sometimes no consultation due to short timescales. Members were advised of the processes that officers deal with including criteria for the bidding process. However, it was not possible to foresee if the criteria would change and officers need to be prepared for short bidding timescales.
- In relation to upgrades of community facilities such as community halls and theatres, Members were advised that they would receive match funding. It was noted that upgrades had been possible for such as Aireborough Leisure Centre, Spring Gardens and Suffolk Court as the heating had required replacing.
- Members were advised that air source heat pumps required cheap electricity which could be supplied by solar panels or similar.
- Planning officers are looking to address issues of energy efficient systems when developers submit plans for new developments.
- Air source heat pumps can work to -11degrees Celsius and constantly renews itself.
- Grant funding is available for homes where owner's salaries are under £30,000 to be fitted with free solar panels. It was noted that the team would do the assessments.
- It was noted that 8 electric vehicle points had been installed in the local Outer North West area. It was noted that the Council does not support on street vehicle charging and that most of the new charging points are available in district centres. The Council is wanting to promote cycling and walking as an alternative to using cars.
- An electric bike trial scheme was available until March so that cyclists could try electric bikes before making a decision to buy. The team have around 22 electric bikes which can be loaned out from the city centre for use across Leeds. The loan period is one month. It was noted that people who borrow the bikes are asked to get their own insurance whilst loaning the bikes.
- The team produce a city newsletter and an invite was given to Members to request a copy.
- Leeds DEC are providing free educational material to raise awareness of climate change to be used in schools which link into the school curriculum.

- A climate action training pilot was currently being undertaken in Seacroft. This links schools, third sector organisations to see what can be done in local areas to address climate change.
- The White Rose Strategy is looking to double the tree count across Leeds. This is a national scheme looking to link up with private landowners who might be able to provide land on which trees can be planted. The Council is looking to plant more trees on land it owns such as parks.

Cllr Latty requested that the team provide a briefing session to the Local Forum.

The Chair suggested that the team develop a workshop for the Members of Outer North West Community Committee and local groups.

The officer was thanked for attending the meeting and the update.

RESOLVED – To note the content of the report.

36 Parking Services Update Report 2021

The Service Manager Environmental Services provided a verbal update to the Outer North West Community Committee in relation to parking enforcement in the area.

Members were provided with the following information:

- It was acknowledged that the service during lockdown had not been able to provide the usual level of service this was due to staffing resources through covid. Members were advised that resources were now increasing, and services were now improving.
- Parking enforcement is organised on a beat system with a defined area for the Civil Enforcement Officer to cover in each district such as short stay car parks. However, they can be called upon to look at other areas where issues have been highlighted such as schools. It was noted that since Covid there has been an increase in parking issues outside schools. Difficulties in enforcing parking restrictions were provided to the Committee.
- Where issues are highlighted outside business premises plain clothes officers can be used to try and catch the offenders. However, these officers are unable to issue tickets as they need to be issued by an officer in uniform.
- Members discussed specific issues within their own wards and were provided with clarification on what Civil Enforcement Officers can do and what the Police can do. It was suggested that more clarification was required so that residents were aware of the differences in what enforcement each service can provide. Members suggested that the legislation in relation to obstruction should be brought to Scrutiny as part of an inquiry into road safety

- It was noted that the city centre is given priority and with reduced staff this has meant that local areas have not had the service that they have been used to. With more staff coming back to work it was the view that issues in the local area would be addressed.
- Members were advised that additional Civil Enforcement Officer time could be provided but it would require funding. Operating hours could be changed to address specific issues.
- It was advised that the only red route was round the airport as it currently has dispensation for terrorist attacks.

The officer was thanked for his attendance and update.

RESOLVED – To note the content of the report and the verbal update.

Cllr B Anderson briefing vacated the meeting at 15:55 until 16:05 during this item.

Cllrs Collins and Downes left the meeting at 16:10 at the end of this item.

37 Outer North West Community Committee Update Report

The report of the Head of Locality Partnerships provided an update of the work the Communities Team has been engaged in, based on the priorities identified by the Community Committee.

The Committee were informed of the following points:

Children and Families

The Children and Families Sub- Group had held 2 meetings to discuss SENSAP.

Cllr Flynn as Children's Services Champion had received an email from the Executive Member for Communities to advise that Youth Summits should be delayed or postponed. This was as a caution in respect of different schools coming together in relation to the spread of Covid. It was also noted that some resources had been lost from Voice Influence Team who in the past have supported the Youth Summits.

Members were assured that the Youth Summits would continue. However, they may have to be delayed until next financial year. Members were disappointed that the Youth Summits were not to go ahead at this time but understood the reasons. All Members agreed that Youth Summits should be continued in the future.

Environment and Community Safety

Meetings have been set up with the local Police Inspector to answer some questions in relation to the area.

Parks remains a watching brief as does climate change. The sub-group were also looking at tree planting in the area and maintenance of the trees.

Transport

The Transport Sub-Group has scheduled a meeting in January with public transport.

Health, Wellbeing and Adult Social Care

Cllr Latty report that over the last months most of the updates have been on Covid.

Appended to the report was the social media update which provided the Committee with information on posts, and detailed recent social media activity for the Outer North West Community Committee Facebook page.

RESOLVED – To note the content of the report.

38 Date and Time of next meeting

RESOLVED – That the next meeting of the Outer North West Community Committee will be on Monday 7th March 2022, at 1:30pm. This will take place at Greenacre Hall.

The meeting concluded at 16:25



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: 7th March 2022 **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 **2021/22**.

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 2021/22

16. The total revenue budget approved by Executive Board for **2021/22** was **£74,600**. Table 1 shows a carry forward figure of **£75,839.60** which includes underspends from projects completed **2021/22**. The total revenue funding available to the Community Committee for **2021/22** is therefore **£150,439.60**. 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 **£67,777.89**. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2021/22

	£
INCOME: 2021/22	£74,600
Balance brought forward from previous year	£75,839.60
TOTAL AVAILABLE: 2021/22	£150,439.60

Ward Projects	£	Ward Split			
		Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Small grants and skips	£6,000	£1,500	£1,500	£1,500	£1,500
Community Engagement	£750	£187.50	£187.50	£187.50	£187.50
Sensory Garden	£3,960		£3,960		
Relaying bark around playground equipment	£1,500	£1,500			
Site Based Gardener (Additional Area Resource for various sites in the ONW area)	£7,820.85		£7,820.85		
Adel War Memorial Association/Leeds Adel Hockey Club improved security fencing	£2,661	£2,661			
Horsforth Boules	£4,000			£4,000	
Horsforth Hall Park Bins	£4,950			£4,950	
West Yorkshire Police-Guiseley Football Project	£4,518		£4,518		
Guiseley and Rawdon Christmas Lights 2021	£2,863		£2,863		
Guiseley and Rawdon Christmas Tree's	£1,357.34		£1,357.34		
Updating Facilities	£6,000	£6,000			
Horsforth TRO	£5,000			£5,000	
Improved Footway Provision	£6,000			£6,000	
Yeadon Christmas Lights	£2,000				£2,000
Playground Equipment	£6,000	£6,000			
Signs	£620	£620			
Adel & Wharfedale SIDs	£17,500	£17,500			
Total approved	£83,500.19	£35,968.50	£22,206.69	£21,637.50	£3,687.50
Balance remaining (Total/Per ward)	£67,777.89	£13,465.75	£ 7,195.47	£4,706.38	£42,410.29

Wellbeing and Capital projects for consideration and approval

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

20. There has been a proposal to return the £1,500 from the Horsforth's small grant and skips budget back into the Horsforth wellbeing balance. By returning this budget back into the pot this would give Horsforth ward a new wellbeing balance of £6,206.38

21. **Project Title:** Bramhope Lawn Tennis Club - New Clubhouse & Court Resurfacing Projects

Name of Group or Organisation: Bramhope Lawn Tennis Club

Total Project Cost: £42,000

Amount proposed: £7,000

Wards covered: Adel & Wharfedale

Project Description: We plan to replace the wooden clubhouse with a solid, modern building. The new clubhouse will be made from a composite material which will not weather or require any external maintenance. Building the new clubhouse from a composite material will deliver a long service life, combined with low maintenance requirements, as well as being visibly attractive. The new clubhouse will have a solid foundation, fully connected mains drainage, an enhanced electricity supply, and be well insulated. It will be usable in the winter months. A hot water heater will be installed.

Community Committee Priorities: Best City for Business, Best City for Communities, Best City for Children and Young People, Best City for Health & Wellbeing

22. **Project Title:** Refurbishment of outdoor fixed cricket nets at Pool Cricket Club

Name of Group or Organisation: Pool Cricket Club

Total Project Cost: £12,204

Amount proposed: £3,504.04

Wards covered: Adel & Wharfedale

Project Description: Pool Cricket Club is bidding for funding for a stage one refurbishment of their outdoor artificial 3 Lane net facilities located at the club. The netting is currently in poor condition having been patched regularly over recent years.

Community Committee Priorities: Best City for Business, Best City for Communities, Best City for Children & Young People, Best City for Health & Wellbeing

23. **Project Title:** War Memorial/Cenotaph Refurbishment

Name of Group or Organisation: Pool-in-Wharfedale Parish Council

Total Project Cost: £5,709.58

Amount proposed: £2,859.58

Wards covered: Adel & Wharfedale

Project Description: to repair the cenotaph which needs re-pointing and cleaning. Currently the cenotaph structure is deteriorating and maybe unsafe. It is letting in water which is damaging the structure.

Community Committee Priorities: Best City for Communities

24. **Project Title:** Guiseley theatre new lighting

Name of Group or Organisation: Guiseley theatre CIC

Total Project Cost: £13,280

Amount proposed: £12,000

Wards covered: Guiseley and Rawdon

Project Description: This grant would allow the building to be lit efficiently and properly and help the building along with its on going redevelopment work. this grant would allow a rewire of the lighting throughout the building, where, although now safe, in some places has been decommissioned leaving areas in darkness or with temporary lighting, broken light fixtures or dated and inefficient fixtures.

Community Committee Priorities: Best City for Business

25. **Project Title:** Site Based Gardener

Name of Group or Organisation: Parks and Countryside & Cleaner Neighbourhoods team

Total Project Cost: £14,114

Amount proposed: £14,114 (Guiseley and Rawdon £7,917.60 and Horsforth £6,196.40)

Wards covered: Guiseley and Rawdon and Horsforth

Project Description: The project is for the provision of additional area resource staff to work a five day, 41 hour week for 6 months of the year across various sites in the Outer North West area. Ward Members are meeting with colleagues in Parks and Countryside and Cleaner Neighbourhoods team on Tuesday 1st March 2022 to discuss the proposed project for 2022/23.

Community Committee Priorities: Best City for Communities

26. **Project Title:** Nunroyd Park – Cricket Ground and park spectator/ seating area

Name of Group or Organisation: Green Lane Cricket Club

Total Project Cost: £9,468.83

Amount proposed: £5,988.03

Wards covered: For a new seating area in front of the electronic scoreboard on which tables and chairs will be sited to provide improved spectator facilities for watching cricket and the wider park facilities. The facilities would also have 7-day usage value as a resting point for dog walkers and other visitors to the park throughout the week providing, for example, a larger outdoor seating area for local residents who attend the activities run by AVSED.

The proposed seating is in close proximity of the improvements to the recent Sensory Garden that was funded by the Community Committee and it would further enhance the area around the building and provide a natural link up between the Sensory Garden and the wider park.

Community Committee Priorities: Best City for Communities

27. **Project Title:** Global CPAD Campaign

Name of Group or Organisation: Public Access Defibrillators UK

Total Project Cost: £4,500

Amount proposed: £4,500

Wards covered: Guiseley and Rawdon

Project Description: The grant will be used to fund and install 3 CPADs (Community Public Access Defibrillators) within the Guiseley and Rawdon Ward. The overall aim is to safeguard residents and visitors in the event of a medical emergency such as a suspected heart attack, stroke, breathing problems or actual Cardiac Arrest. They will be available to all members of the public 24/7 and checked regularly by local volunteer Defibrillator Guardians to ensure that they are always rescue ready.

Community Committee Priorities: Best City For Communities

28. **Project Title:** Guiseley Lights

Name of Group or Organisation: Guiseley Lights CIC

Total Project Cost: £1,200

Amount proposed: £730

Wards covered: Guiseley and Rawdon

Project Description: To purchase string LED lights for the continued maintenance, upkeep and repair of the Christmas lights display in Guiseley.

Community Committee Priorities: Best City for Communities

29. **Project Title:** Community Defibrilators in Guiseley and Rawdon

Name of Group or Organisation: Communities Team (Ringfence)

Total Project Cost: £800

Amount proposed: £800

Wards covered: Guiseley and Rawdon

Project Description: To contribute towards the battery packs and consumables for Defibrilators in the Guiseley and Rawdon ward.

Community Committee Priorities: Best City for Communities

30. **Project Title:** Summer Bands in Leeds Parks 2022

Name of Group or Organisation: Leeds International Concert Season

Total Project Cost: £1,625

Amount proposed: £1,625 (£975 Guiseley and Rawdon) & (£650 Otley and Yeadon)

Wards covered: Guiseley and Rawdon and Otley and Yeadon

Project Description: These concerts will benefit the communities in Yeadon, Otley, Guiseley and Rawdon as people will be able to experience free music in their local parks. It also encourages individuals to use and visit their local park and meet and engage with fellow residents, and view their local green space as something for them and everyone.

- Leaflets and posters will be send to all the park managers to display in the park
- Leaflets will be distributed to all the libraries across Leeds
- Additional leaflets will be sent to parks and countryside to distribute in all open areas
- Leaflets will be sent to Councillors

For the following concerts as part of 'Summer Bands in the Parks' series:

- 1 Tarnfield Park, Yeadon
- 1 Wharfemeadows Park, Otley

- 1 Nunroyd Park, Guiseley
- 1 Micklefield Park, Rawdon
- 1 Springfield Park, Guiseley

Community Committee Priorities: Best City For Communities

31. **Project Title:** Otley and Yeadon CCTV for 2021/22

Name of Group or Organisation: Leedswatch

Total Project Cost: £8,000

Amount proposed: £8,000

Wards covered: Otley and Yeadon

Project Description: For the monitoring and maintenance of the 8 cameras in the Otley and Yeadon ward.

Community Committee Priorities: Best City for Communities

32. **Project Title:** Horsforth CCTV for 2021/22

Name of Group or Organisation: Leedswatch

Total Project Cost: £2,000

Amount proposed: £2,000

Wards covered: Horsforth

Project Description: For the monitoring and maintenance of the 2 cameras in the Horsforth ward

Community Committee Priorities: Best City for Communities

Delegated Decisions (DDN)

33. Since the last Community Committee on 15 November 2021 the following projects have been considered and approved by DDN:

- | | |
|---|-----------|
| • Jungle Kids Christmas Camp | £1,020.00 |
| • Friday Night Live | £4,590.00 |
| • Poetry Workshops in Ralph Thoresby School | £600.00 |
| • Summer Holiday Camps | £1,793.50 |

34. Since the last Community Committee on 15 November 2021 no projects have been declined.

Monitoring Information

35. 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.

Youth Activities Fund Position 2021/22

36. The total available for spend in Outer North West Community Committee in **2021/22** including carry forward from previous year, was **£69,373.19**.

37. The Community Committee is asked to note that so far, a total of **£43,955.50** has been allocated to projects, as listed in **Table 2**.

38. The Community Committee is also asked to note that there is a remaining balance of **£25,509.24** in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2021/22

	Total allocation
Income 2021/22	£51,990
Carried forward from previous year	£17,383.19
Total available budget for this year 2021/22	£69,373.19

Projects 2021/22	Amount requested from YAF
Mini Breeze	£7,299
Codswallop	£9,455
Otley Skateboarding project	£748
ONW Holidays project	£1,800
Jungle Kids	£4,000
Youth Summit	£1,500
Horsforth Junior Park Run	£3,500
Unity Day	£850
West Leeds Activity Centre	£6,800
Jungle Kids Christmas Camp	£1,020
Friday Night Live	£4,590
Poetry Workshops in Ralph Thoresby School	£600
Summer Holiday Camps	£1,793.50
Total spend against projects	£43,955.50
Remaining balance	£25,509.24

Small Grants and Skips Budget 2021/22

39. The Outer North West has a Small Grants and Skips budget of **£4,157.35** available to spend. Members are asked to note the allocation broken down by ward and summarised in Table 3.

TABLE 3: Small Grants and skips 2021/22

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Budget approved	£6,000	£1,500	£1,500	£1,500	£1,500
Guiseley Clock 2021-22	£588.48		£588.48		
PHAB 2021-22	£422.80	£253.68	£84.56		£84.56
Woodcock Poetry Trail	£250				£250
Excursion to Christmas Tree Festival at Waddow Hall	£300	£300			
Moor Lane Allotments skip	£281.37		£281.37		
Total approved	£1,842.65	£553.68	£954.41	£0	£334.56
Remaining balance	£4,157.35	£946.32	£545.59	£1,500	£1,165.44

Capital Budget 2021/22

40. The Outer North West has a capital budget of **£51,373 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 2021/22

	£	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
Balance remaining (per ward)	£51,373	£11,065	£16,340	£875	£23,194

Community Infrastructure Levy (CIL) Budget 2021/22

41. The Community Committee is asked to note that there is **£252,022.97** total payable to the Outer North West Community Committee with **£213,829.97** currently available to spend. The breakdown is as follows Adel & Wharfedale **£69,322.76**, Guiseley & Rawdon **£142,274.86** and Otley & Yeadon **£2,232.35** which is detailed in **Table 5**.

TABLE 5: Community Infrastructure Levy (CIL) 2021/22

	ONW (£)	Adel & Wharfedale	Guiseley & Rawdon	Otley & Yeadon
Remaining Balance March 2021	£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 2021/22				
Nunroyd Park Fencing	£26,368.00		£26,368.00	
Micklefield Park Steps	£11,825.00		£11,825.00	
Total Spend 2021-2022	£38,193.00	£0.00	£38,193.00	£0.00
Balance remaining for 2021/22	£213,829.97	£69,322.76	£142,274.86	£2,232.35

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

43. 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

44. 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

45. 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

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

Risk Management

47. 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

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

Recommendations

49. 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)



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: 7th March 2022 **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:

Children and Families: Councillor Billy Flynn

3. The Outer North West Children and Families sub group have had a number of meetings throughout this municipal year. The Sub Group have recommended 13 projects for approval to the Community Committee with a total spend of £43,955.50 for Youth Activities projects to take place in Outer North West this year.

The Sub Group have had guest speakers in to update members on SENSAP and SEN education perspectives, as well as an update on the Quality of Alternative Provision in Outer North West.

The Sub Group are meeting on the morning of Monday 7th March 2022 to review Youth Activities projects for 2022/23.

Environment and Community Safety: Councillor: Barry Anderson

- Councillor Anderson to provide a verbal update.

Transport- Cllr Wadsworth

- The Transport sub group are meeting on Friday 25th February 2022.

Health, Wellbeing and Adult Social Care: Councillor Graham Latty

- Councillor Latty to provide a verbal update.
- Employment and Skills update: Councillor Ryk Downes**

Universal Credit

The number of people who are claiming Universal Credit due to unemployment as of November 2021 in the Outer North West Community Committee area is 2,024. This is an increase of 87% since March 2020, which is reflective across all wards due to the impact of Covid-19. There is a decrease of 68 on the previous month.

The Coronavirus Job Retention Scheme (furlough) ceased at the end of September 2021, and there was an expectation that a number of people would have been made redundant which would have subsequently increased claimants to Universal Credit, which has not come to fruition in the latest release.

The table below shows the number of people claiming Universal Credit in the Outer North West Community Committee area:

	Universal Credit Claimants (Not in Employment) 16-64yrs					
	March 2020		Oct 2021		Nov 2021	
	Number*	Rate**	Number*	Rate**	Number*	Rate**
Leeds	23,631	4.5%	42,226	8.1%	41,609	8.0%
Outer North West	1,080	2.1%	2,092	4.1%	2,024	4.0%
Adel & Wharfedale	257	2.3%	521	4.7%	512	4.7%
Guiseley & Rawdon	207	1.5%	428	3.1%	404	3.0%
Horsforth	268	2.0%	469	3.5%	457	3.4%
Otley & Yeadon	348	2.7%	674	5.3%	651	5.1%

*Number is the number of people claiming Universal Credit that are not in employment

**Rate shows the number of claimants not in employment as a percentage of the working age population

Employment and Skills Services

The table below shows the number of people being supported from the Outer North West Community Committee area.

	Accessing Services		Into Work		Improved Skills	
	2021/22 (Apr – Dec)	2020/21 (Apr – Dec)	2021/22 (Apr – Dec)	2020/21 (Apr – Dec)	2021/22 (Apr – Dec)	2020/21 (Apr – Dec)
Outer North West	349	361	106	78	126	177
Adel & Wharfedale	114	114	25	27	42	70

Guiseley & Rawdon	56	56	23	12	16	17
Horsforth	114	115	32	22	50	57
Otley & Yeadon	65	76	26	17	18	33

Employment and Skills reinstated face to face support, activities, and delivery from September 2021 with a continuation of a virtual or remote offer along with email and telephone support in line with Covid-19 restrictions.

During April – December 2021 9,387 people accessed the Service, 349 of whom were from the Outer North West, a decrease of 3% when compared to the same period last year.

The service has supported 2,563 people into work, during April – December 2021, 106 of whom were residents from the Outer North West, an increase of 36% when compared to the same period last year. Customers were supported into work across all sectors with the largest numbers in health and care, food retail, logistics, distribution, and transport.

Between April – December 2021 the service has supported 2,397 people to improve their skills. From the Outer North West, 126 residents have completed a skills course, a reduction of 29% when compared to the same period last year.

Leeds Employment Hub is a single point of contact for all funded programmes and Jobshops that provides tailored and comprehensive support into employment or education to all Leeds residents. A large team of Employment Hub Advisors deliver the programme by providing one to one support, tailored preventative and remedial support to Leeds residents who are disadvantaged in the labour market.

The Employment Hub Advisors are co-located within 7 Jobcentres across the City. All Jobshops are now fully open, 5 days a week for face to face appointments which include City Centre and Hawksworths Community Hubs.

Employment and Skills Service has been successful in securing additional funding from DWP to support disadvantaged young people (15-24) in Leeds. The programme will support 1,600 young people up to the end of December 2023, who are NEET or risk of becoming NEET; and from WYCA that focuses on resident that are ineligible for ESIF programmes and will prioritise on supporting underemployed residents in low paid, low skilled jobs as well as those at risk of redundancy. Both programmes are in addition to a number of programmes that have been enhanced and expanded to respond to the challenges of Covid-19 and the changing labour market.

The Adult Learning programme continues to deliver an effective, broad, and inclusive curriculum to support the continuation of learning in response to Covid-19 through an online platform in collaboration with subcontracted partners. Courses were delivered through a range of models to include online face to face and through distance learning, opening new opportunities for adults to learn and develop their confidence. For the

2021/22 Academic Year, 135 courses are also planned for online delivery, city-wide. In the Outer North West, 6 courses, including English, Digital Skills and Arts and Crafts, are planned at 2 different venues.

Leeds Adult Learning Summer 2021 saw a range of activity across the city to raise the profile of learning and engage Leeds. Activity included a community engagement / marketing campaign, a summer programme of taster courses and a partnership approach with family learning supporting the delivery of the Council's Healthy Holiday programme.

Following a successful funding bid to the Leeds Community Foundation, a bespoke Developing You programme, Learning Disabilities Pre-Employability Project is being developed. A collaboration between Employment and Skills, Pyramid of Arts, People Matters and United Response will deliver a 12 week pre-employability programme which will include work readiness and health and wellbeing modules. The first cohort is expected to start in April 2022.

Over 202 new businesses were supported to recruit new staff, provide support for staff facing redundancy and developing initiatives to address staff shortages and filling a high number of vacancies within key sectors.

Hospitality Sector:

- A Restaurant Ready programme, a 5 day course, aimed to upskill individuals to successfully enter the hospitality sector through providing practical experience within Leeds City College's café and restaurant facilities. The programme provides an opportunity for participants to be signposted to work trials and interviews with employers.
- A Christmas recruitment fair took place on Wednesday 22nd September 2021 held at the Engine Room at Leeds Bid, 265 people attended.
- The service is continuing to work with HMP Wealstun and the Leeds Hotels and Venues Association around the recruitment of ex-offenders into the hospitality sector.
- Held McDonalds Breakfast Events at the Briggate store to support the recruitment of 30 vacancies, further events are planned in 2022.

Health & Social Care Sector:

- Working in partnership with the Leeds Health and Care Careers Narrowing Inequalities programme which aims to engage with, recruit and develop a diverse workforce from disadvantaged or under-represented communities in Leeds. This is to improve access to long-term career opportunities, work experience, volunteering, education, and training.
- Leeds Health and Care Careers is working alongside the Healthier Working Futures project, a new partnership of health, care and third sector partners who have received funding from the UK Government through the UK Community

Renewal Fund. The project aims to engage over 600 unemployed / economically inactive young adults (aged 16-25) supporting them onto a health and care career path via innovative engagement programmes delivered by a team of third sector organisations.

- Jobsfairs were held in October and November 2021 at the Leeds Kirkgate Market with 45 Employers / Training Providers, 790 people attended.

The Leeds Apprenticeship Recruitment Fair 2022 (LARF22) kicked off National Apprenticeship Week in Leeds on Monday 7th February at Leeds First Direct Arena, connecting Leeds young people with real live Apprenticeship vacancies, information and guidance. The event was particularly crucial this year given the uncertainties that the impact of Covid-19 has created for young people. LARF22 was completely sold out with 6,200 tickets booked in advance and around 5,000 people attending on the day. 88 employers and training providers exhibited, representing sectors from Agriculture, Care Services, Creative and Design, Digital, Legal, Finance and Accounting and much more.

The new Apprenticeships in Leeds website was launched for National Apprenticeship Week and can be accessed at www.apprenticeshipsinleeds.co.uk. The site features around 100 organisations offering Apprenticeships in Leeds, split by occupational sector.

Following a number of requests from schools the service is currently working with colleagues in Children and Families Service and with careers practitioners to develop and deliver a career progressions event for young people with Special Educational Needs and Disabilities (SEND). The event which will be the first for the city will be held at Leeds First Direct Arena on Thursday 23rd June 2022 and will be open to all young people who have additional needs, and teaching staff, parents and carers will be encouraged to attend. There will be information about opportunities post 16 including training, jobs, apprenticeships, traineeships, and volunteering opportunities.

8. Housing update

Staff are now working normally on the estates carrying out all the duties that they were doing before the pandemic began. Housing are not based wholly in the office and are still working in a hybrid way – some days in the office and some at home – in line with the corporate approach.

Housing will be making agreed working patterns with all staff before the end of March that will formalise the days they are in the office and when they are at home.

Priority areas for Housing Leeds are rent collection and void reduction and officers are being tasked to push to improve performance on each before the end of the year. Actions include going through all properties with any money owing on their account once a month. Improving collection and letting empty properties is essential to improve the

financial position of the department and allow more work to be done on improving properties and the environment.

The cycle of walkabouts has been worked through in December and January.

Adel and Wharfedale

Improvement work continues on the Holtdale estate with around 190 properties to benefit from a scheme of external wall insulation (they are none standard build – Wimpey no fines concrete walls – that have very a poor thermal rating) new heating systems and new windows. There is also a roofing programme on the estate.

The Holtdale estate also suffers from high instances of fly tipping – probably resulting from the layout of the estate with a lot of communal areas and the use of bin area for recycling rubbish. The WNW cleaner neighbourhoods team give a very good service dealing with the problem, attending weekly to clear up – which has been acknowledged by local residents.

The Leeds Anti-Social Behaviour Team (LASBT) have a number of cases open on the Holtdale estate and are seeking a closure order on a tenancy which is the focus of ASB in recent months.

Guiseley and Rawdon

A HAP bid was passed to put covering on the floor of the communal staircases in the flats on Greenlea Avenue and we are waiting for the work to commence.

Horsforth

The winter works programme and HAP funding have contributed to major tidy ups of communal spaces around the Featherbank Lane, Broadway and Regent flat blocks. The work has been requested for some time and has been completed in recent weeks. The areas around the blocks included in the work look much better than they did and residents have made positive comments about it.

A dilapidated ramp outside the rear entrance of Featherbank Lane flats has been renewed.

Otley and Yeadon

St Andrews Court work is ongoing to remove asbestos in the roof to the bungalows – scaffolding has gone up and the work is being done.

A scheme to renew the entrance doors and the control systems to the Fairfax Flats in Otley is due to commence in the near future.

LASBT are working with a tenant in Otley and are moving to get them to terminate their tenancy; if they don't then it is likely we will be applying for a warrant to end the tenancy.

9. Public Health Update

Covid-19 Update

As infection rates gradually fall and numbers stabilise in some of our wards the pandemic continues to impact significantly on local wards with the NHS Clinical Commissioning Group, Leeds City Council, Third Sector Organisations, Volunteers and Elected Members encouraging those who have not done so to take up the offer of a free Covid-19 vaccination.

Advice on where to get a Covid-19 vaccination in Leeds can be found here.

<https://www.leedscgg.nhs.uk/health/coronavirus/covid-19-vaccine/walk-in-clinics/>

How to stay safe in Leeds and advice on any support required can be found here.

<https://www.leeds.gov.uk/coronavirus>

Training for those delivering Healthy Cooking and Physical Activity Sessions

If local providers wish to run the courses on the above as we slowly emerge from the pandemic to support local residents then there is guidance and training available.

These sessions are an interim measure until we can get back to full day face to face sessions. The session last for 90 mins and will be delivered via Teams.

The webinar will cover

- Refresher on the Making Every Contact Count approach
- Eating Well Key Messages
- Moving More Key Messages
- Food Hygiene Key Messages

All sections will acknowledge the challenges we are facing during the pandemic.

By the end of the session participants should have an increase understanding of the principles of healthy eating, safe food practices and the importance of being physically activity.

Want to Know More Seminars

The following Want to Know More About (WTKMA) sessions are planned for Spring WTKMA sessions are normally 45 – 90mins in duration and can cover any public health topic. The audience is wider workforce and delegates want to leave the session knowing a little more about the topic you're presenting on; what is happening to help people facing this issue; what they can do to help; and where they can signpost / refer people to who need support.

March

- | | |
|-----------------------------|------------|
| • Self-Injury Awareness Day | 1st March |
| • World Obesity Day | 4th March |
| • International Women's Day | 8th March |
| • World Kidney Day | 10th March |
| • Brain Awareness Week | Mid-March |
| • National No Smoking Day | 10th March |

- World Sleep Day Mid-March
- International Day of Happiness 20th March
- World Oral Health Day 20th March
- World Downs Syndrome Day 21st March
- World TB day 24th March
- International Day of Trans Visibility 30th March
- Salt Awareness Week Late March
- RoSPA Family Safety Week Late March

April

- Stress Awareness Month April
- Bowel Cancer Awareness Month April
- World Autism Day 2nd April
- World Health Day 7th April
- Allergy Awareness Week Late April
- World Immunisation Week Late April
- MS Awareness Week Late April
- On Your Feet Britain around 28th April

May

- Make May Purple Stroke Awareness Month May
- National Walking Month May
- Sun Awareness Week Early May
- Deaf Awareness Week Early May
- National Diabetes Prevention Week around 10th-16th May
- International Nurses Day 12th May
- Dying Matter Week around 10th-16th May
- National Children's Day 16th May
- Dementia Action Week around 17th - 23rd May
- Learning at Work Week around 17th - 23rd May
- Mental Health Awareness Week around 10th - 16th May
- Walk to School Week around 16th-23rd May
- National Bike Week from 30th May
- World No Tobacco Day 31st May

If you would like to know more, or would like to deliver a session please contact Rebecca
Rebecca.Cumberworth@leeds.gov.uk

10. CCTV Report – Qtr. 3 2021/22



Report to: Outer North West Committee
Author(s): Kelly Wood, LeedsWatch
Date: 22nd February 2022

CCTV Report – Qtr. 3 2021/22

1.0 Introduction

The LeedsWatch service is currently undergoing a review which is looking at all aspects of the service, including the operation of the control room, effectiveness of its cameras.

The review is also to include a reporting strand which will serve to agree the way forward to provide information regarding CCTV to Councillors and Partners.

This report covers the different types of incidents captured by CCTV operators in real time for the cameras located in the Outer North West area committee area, for quarter 3 2021/2022.

2.0 List of current cameras in the Outer North West area

The following 7 cameras are the cameras where incidents have been captured in the Outer North West area committee within this quarter:

- 14
- 17
- 18
- 70
- 71
- 73
- 363

3.0 GDPR – Information Sharing

The introduction of the GDPR 2018 regulations reviewed the area of information sharing and therefore restricted the detail of what can be provided. As a result, the content of this report

may not have the detail of specific incidents previously reported but provides a summary of the types of incidents within the area.

3.0 Incidents captured by CCTV operators:

Qtr. 3 – Outer North West Cameras incidents (1st Oct - 31st December 2021)					
	Oct	Nov	Dec	Total incidents per category	
Alarm Activation				Alarm Activation	
Animals				Animals	
ASB		1		ASB	1
Cash In Transit				Cash In Transit	
Drugs				Drugs	
Enforcement				Enforcement	
Fire				Fire	
Health & Safety				Health & Safety	
Police Operation	1	1	2	Police Operation	4
Public Order	1	1	1	Public Order	3
Road Traffic		1	2	Road Traffic	3
Sexual Offences				Sexual Offences	
Suspicious Events				Suspicious Events	
Theft				Theft	
Travellers				Travellers	
Weather				Weather	
Metro				Metro	
Total Per Month	2	4	5	Total sum of incidents	11

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

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

5.0 Requests for new Cameras

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

Following changes to Data Protection legislation the council needs to ensure that all its CCTV systems are managed in line with the Commissioner’s recommendations to ensure there are no data breaches (this includes CCTV systems in all Leeds City Council assets including libraries, sports centres, council vehicles fitted with CCTV, etc.).

A dedicated CCTV compliance team has been established within Leeds City Council.

The compliance team also work closely with Information Governance to assist in ensuring all system owners are compliant with their codes of practice, policies, and procedures.

Recommendations

Contents of report to be noted

Community Engagement: Social Media

11. **Appendix 2 Social Media Report** provides the Committee with information on posts, and details recent social media activity for the Outer North West Community Committee Facebook page, along with the three ward based Coronavirus Facebook help pages for the area.
12. The report highlights key themes promoted through social media posts, as well as topics addressed relevant to the period of time.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

14. 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

15. 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

16. 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

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

Risk Management

18. 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

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

Recommendations

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

Background documents¹

21. 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.



**Outer North West Community Committee
& COVID-19 Groups
FACEBOOK Highlights
1st November 2021 – 1st February 2022**

Outer North West Community Committee

Since 1st November 2021 the Outer North West Community Committee Facebook page has gained: 8 **new page 'likes'** (and currently has) **867 followers**.

This means that this is the **fourth** most popular Community Committee page.

There are two things to note in general:

- 'reach' is the number of people the post was delivered to
- 'engagement' is the number of reactions, comments or shares

Engagement tends to be a better way of gauging if people are interested and have read the posts because they wouldn't have interacted with it otherwise. For example, a post might reach 1,000 people but if they all scroll past and don't read it, the engagement is 0 and it hasn't been an effective way for the Community Committee to communicate.

Having said that, all posts can be read without any further interaction!!

The most popular post since the 1st November 2021 is: The Queen's Platinum Jubilee



- has reached a total of **958** people and 80 people have engaged with the post.

The following below are screenshots of the most popular three posts since the 1st November 2021. Alongside it is the figures for how many people were 'reached' and how many people 'engaged' with the post.

1st Place – The Queen’s Platinum Jubilee 2022

This post has reached 958 users and 80 people have engaged with the post.



 Leeds City Council Outer North West Community Committee
Published by David Harling · 1 February at 15:57 · 

Need something to look forward to? Pop 2-5 June in your diary for #TheBigJubileeLunch - the royal party that'll be right up your street! #SaveTheDate and pick up your free pack now <https://www.thebiglunch.com/getyourpack>

QUICK LINKS – Eden Project Communities social channels
- Website: www.thebigjubileelunch.com
- Order your free packs: <https://www.thebiglunch.com/getyourpack>

The Let's Create Jubilee Fund application is now open to voluntary and community groups to develop creative and cultural activities as part of the Queen's Platinum Jubilee celebrations in June 2022. You can find out more information here: Let's Create Jubilee Fund | Leeds Community Foundation (leedscf.org.uk)

The deadline for the fund is Monday 28 February and the applicant needs to be a voluntary or community group.



A weekend of celebrations for the Queens Platinum Jubilee 2022

- Four-day Bank Holiday weekend to celebrate The Queen's 70-year reign between the 2-5th June
- The Big Jubilee Lunch - encouraging communities to celebrate their connections and get to know each other a little bit better.
- Whether it's sharing a cuppa with a neighbour on the doorstep or over the fence or a bigger bash in the street or nearby park, the Big Lunch is sure to be a cracker, bringing communities together for friendship and fun.

Need something to look forward to? Pop 2-5 June in your diary for #TheBigJubileeLunch - the royal party that'll be right up your street! #SaveTheDate and pick up your free pack now <https://www.thebiglunch.com/getyourpack>



2nd Place – 2021 Christmas Bin Collection Calendar

This post reached 534 users and 4 users engaged with the post.



2021 CHRISTMAS BIN COLLECTION CALENDAR

If your normal bin day would have been...	Your AMENDED collection day will be...
Monday 20 Dec	ONE DAY EARLY on Sunday 19 December
Tuesday 21 Dec	ONE DAY EARLY on Monday 20 December
Wednesday 22 Dec	ONE DAY EARLY on Tuesday 21 December
Thursday 23 Dec	ONE DAY EARLY on Wednesday 22 December
Friday 24 Dec	ONE DAY EARLY on Thursday 23 December
Saturday 25 Dec	ONE DAY EARLY on Friday 24 December
Monday 27th to Friday 31st Dec	NO CHANGE TO COLLECTION DAYS
Saturday 1 Jan	ONE DAY LATE on Sunday 2 January

Please put your bin out by 6.30am on your collection day and bring in again as soon as possible after emptying.

Please note our Household Waste and Recycling Centres are only closed Christmas Day, Boxing Day and New Year's Day. www.leeds.gov.uk/recycling

Top 3 Christmas recycling tips

Don't put glass in your green bin, we can't recycle it from there. Perhaps reuse a cardboard box to store it neatly before you bring it to a glass bank. Use the Leeds Bins app to find your nearest glass bank.

Remove any glittery parts from cards and recycle the rest. Do the scrunch test on wrapping paper – if it stays crunched up it can be recycled, if it bounces back then it can't.

Donate any unwanted gifts to charity or drop them off in the reuse container at your local household recycling centre. Put unwanted clothes and electricals in a recycling bank.

Leeds recycles

Scan me for more recycling advice

Printed on 100% recycled paper.



3rd Place – New apprenticeship website

This post reached 97 users and 4 users engaged with the post.



Leeds City Council Outer North West Community Committee
Published by Abigail Masenga Lcc · 18 February at 12:56 ·

Daily update (brand new apprenticeship website):
Are you or someone you know looking to start a new career or re-train in a different sector? Do you want to earn at the same time as working towards a qualification? If so, an apprenticeship might be for you!

We are pleased to announce the launch of the [#ApprenticeshipsInLeeds](https://orlo.uk/PW11u) website, making it easier to find out all the information you need, as well as details of the various organisations across Leeds that are offering apprenticeships! Take a look and consider why an apprenticeship might be the right path for you

<https://orlo.uk/PW11u>

EMPLOYMENT AND SKILLS LEEDS

FIND OUT WHO OFFERS APPRENTICESHIPS IN LEEDS...

www.apprenticeshipsinleeds.co.uk LEEDS APPRENTICESHIP HUB

A gold award badge with three stars and the text "3rd" is positioned in the top right corner of the post.

COVID-19 Facebook Groups

The Communities Team have set up **33** ward-based **Coronavirus Help Facebook Groups** as a way of promoting services, supporting communities, and cascading information to tackle the Coronavirus pandemic. Key charities, voluntary groups, community groups, Councillors, as well as the wider population in the local community are all invited to join the pages.

As well as key messages from the main Leeds City Council Facebook Page being used to deliver information to each ward, the pages are also there to generate discussion and debate but also hopefully facilitate conversations around being neighbourly during the national pandemic and assist if possible in some of the volunteering efforts.

To date, Adel & Wharfedale has **27** members, Guiseley & Rawdon has **398** members, Horsforth has **373** members and Otley & Yeadon has **98** members.

The committee is asked to note the specific **Coronavirus Facebook Ward Pages** and are invited to join the pages in an attempt to increase traffic.

- **Adel & Wharfedale:**
<https://www.facebook.com/groups/145910486725913>
- **Guiseley & Rawdon:**
<https://www.facebook.com/groups/144003970282505/>
- **Horsforth:**
<https://www.facebook.com/groups/925330781257667/>
- **Otley & Yeadon:**
<https://www.facebook.com/groups/223975022137993/>



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Report of the City Solicitor

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

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

Date: 7th March 2022

For decision

Dates, Times and Venues of Community Committee Meetings 2022/2023

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 2022/2023 municipal year.

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.
3. This report seeks to schedule 4 Community Committee business meetings for 2022/23, in line with previous practice. 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 can be determined by the Committee throughout the municipal year, should Members feel appropriate.

5. The following provisional dates have been agreed in consultation with the Localities team. As referenced earlier, this report seeks to schedule 4 Community Committee business meetings for 2022/23, in line with previous practice.
6. For this municipal year, efforts have been made to try and avoid scheduling multiple Community Committee meetings on the same day, in order to allow for attending officers to be present at as many Committees as possible when taking reports to all 10 Committees during a cycle.
7. The proposed meeting schedule for 2022/23 is as follows:
 - **Monday 27th June 2022 at 1:30pm**
 - **Monday 12th September 2022 at 1:30pm**
 - **Monday 14th November 2022 at 1:30pm**
 - **Monday 6th March 2023 at 1:30pm**

Meeting Days, Times and Venues

8. Currently, the Committee meets on a Monday at 1:30pm and the proposed dates (above) reflect this pattern.
9. 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 which would maximise the accessibility of the meetings for the community.

Options

10. Members are asked to consider whether they are agreeable with the proposed meeting schedule (above).
- 11.

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.

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. With this, Members are asked to agree the arrangements for 2022/23.

Recommendations

12. Members are requested to consider the options detailed within the report and to consider and agree the Committee's meeting schedule for the 2022/23 municipal year (as detailed at paragraph 7).

Background information

- Not applicable

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Greenacre Hall - 55 New Rd Side, Rawdon, Leeds LS19 6DD



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