



# Outer West Community Committee

Calverley & Farsley, Farnley & Wortley, Pudsey

**Meeting to be held in Council Chamber, Civic Hall,  
Leeds, LS1 1UR**

Wednesday, 8th June, 2022 at 1.00 pm

*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 to other people*

**Councillors:**

P Carlill	-	Calverley and Farsley
Andrew Carter	-	Calverley and Farsley
Amanda Carter	-	Calverley and Farsley
D Blackburn	-	Farnley and Wortley
A Forsaith	-	Farnley and Wortley
M Swards	-	Farnley and Wortley
D Seary	-	Pudsey
S Seary	-	Pudsey
T Smith	-	Pudsey

To remotely observe this meeting, please click on 'View the Webcast' link which will feature on the meeting webpage (linked below). The webcast will become available at the commencement of the meeting:

<https://democracy.leeds.gov.uk/ieListDocuments.aspx?CId=1001&MId=11879&Ver=4>





**Agenda compiled by:** Tasha Prosser  
Governance Services, Civic Hall, LEEDS LS1 1UR

**Head of Locality Partnerships – Liz Jarmin Tel: 0113 37 89035**

*Images on cover from left to right:*

*Calverley & Farsley – Calverley Park; Farsley Town Street*

*Farnley & Wortley – Farnley Hall; Wortley Towers*

*Pudsey – Pudsey Town Hall; Pudsey Park*

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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).</p> <p>(*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><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED</b> – 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>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF INTEREST</b></p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>OPEN FORUM / COMMUNITY FORUM</b></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>	
7			<p><b>MINUTES - 16TH FEBRUARY 2022</b></p> <p>To receive the minutes of the meeting held on 16<sup>th</sup> March 2022, for approval as a correct record.</p>	7 - 16
8			<p><b>UPDATE ON LEEDS 2023 YEAR OF CULTURE</b></p> <p>To receive and consider the attached report of the Chief Officer Culture and Economy</p>	17 - 18
9			<p><b>DIGITAL &amp; INFORMATION UPDATE: COMMUNITY COMMITTEES</b></p> <p>To receive and consider the attached report of the Chief Digital and Information Officer</p>	19 - 20

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p><b>OUTER WEST COMMUNITY COMMITTEE FINANCE REPORT</b></p> <p>To receive and consider the attached report of the Head of Locality Partnerships</p>	21 - 34
11			<p><b>OUTER WEST COMMUNITY COMMITTEE UPDATE REPORT</b></p> <p>To receive and consider the attached report of the Head of Locality Partnerships</p>	35 - 60
12			<p><b>OUTER WEST COMMUNITY COMMITTEE - YOUTH ACTIVITY FUND CONSULTATION REPORT</b></p> <p>To receive and consider the attached report of the Head of Locality Partnerships</p>	61 - 70
13			<p><b>COMMUNITY COMMITTEE APPOINTMENTS 2022/2023</b></p> <p>To receive and consider the attached report of the City Solicitor.</p>	71 - 84
14			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Monday, 5 September 2022 at 1.00 p.m.</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<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 WEST COMMUNITY COMMITTEE

WEDNESDAY, 16TH FEBRUARY, 2022

**PRESENT:** Councillor Amanda Carter in the Chair

Councillors A Blackburn, D Blackburn,  
P Carlill, A Carter, A Forsaith and T Smith

**43 Appeals Against Refusal of Inspection of Documents**

There were no appeals against refusal of inspection of documents.

**44 Exempt Information - Possible Exclusion Of The Press And Public**

There were no exempt items.

**45 Late Items**

There were no late items.

**46 Declaration of Interest**

No declarations of interests were made at the meeting.

**47 Apologies For Absence**

Apologies were received from Councillor Dawn Seary. It was noted that Cllr Simon Seary had notified the Chair that he might be late to the meeting.

**48 Open Forum / Community Forum**

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

**49 Minutes - 8th November 2021**

**RESOLVED** – That the minutes of the meeting held on 8<sup>th</sup> November 2021, be approved as a correct record.

**50 Matter Arising from the Minutes**

In relation to Minute No. 30 Open Form/ Community Forum and Minute No. 36 BD 3 Postcode Request Report

The Chair advised the Community Committee that the issues discussed in relation to the Sunnybank BD3 Postcode was now due to be considered by the Executive Board. It was noted that this is not a decision for the Council but it was hoped that the Royal Mail would also reconsider the issues faced by the residents in BD3 and look to change the postcode to a Leeds postcode.

**51 Outer West Community Committee Parks and Countryside Service Update Report**

The report of the Director of Communities, Housing and Environment provided Members with feedback on previous years Community Committee funded

Draft minutes to be approved at the meeting  
to be held on Date Not Specified

projects. The report also provided information in relation to the changes to bedding and floral decoration in parks and greenspaces in the Outer West area.

At the request of the sub-committee chair the report also presented a proposal to instigate discussion about gardening resources in the Outer West area and provide suggestions on how the Outer West Community Committee might assist the service to the benefit of parks and green spaces in Farnley, Wortley, Pudsey, Calverley and Farsley.

Members were informed of the following points:

- Topsoil was to be dropped at Calverley Victoria Park to cover the hoof prints which had happened as a result of horses being let loose on the park.
- Roundabouts are now grassed areas. Mixed wildflower seed would be added in the Spring.
- The Parks and Countryside Team had met with Ward Councillors to discuss plans for the local parks in the Outer West area. It was noted that there would be no changes to cemeteries.

Responding to questions from Members the Community Committee were informed of the following:

- In relation to the Garden of Remembrance, Parks and Countryside were asked to keep the roses as these had been provided through voluntary donations. It was noted that these would be retained.
- The changes from floral bedding plants to wildflowers was not just a cost saving but would also encourage pollinators. Maintenance would be carried out of the wildflower areas with 30% of seed gathered for subsequent years and weeds such as nettles and thistles removed. The wildflower beds would provide colour in the parks until September.
- Litter picking would continue on the roundabouts. It was the view that the proposal for less manicured roundabouts would assist with climate change
- Members were advised that sponsorship of the roundabouts would continue.
- In relation to Western Flatts Park Members noted that the Parks and Countryside Team were working with Goundworks. Roses could be incorporated into the planting scheme with Ward Councillors consulted on planting options. Ward Members requested that the newly formed Friends of Western Flatts also be included in discussions
- Members welcomed the work that had been undertaken in Tyersal Park. Members asked if fruit bushes and bulbs could be planted. It was noted that the Parks Team did not have the funding for bulbs or fruit bushes. However, if Members wished to fund them the Team would plant and maintain them.
- It was noted that the upgrade for Hainsworth Park had been raised by crowd funding. Members were in support of the scheme and liked the proposals for the park. The work was due to start in March / April 2022. The work was due to be carried out by a separate organisation and



Members requested that Parks and Countryside ensure that the work does go ahead as planned and is of good quality. It was noted that Parks and Countryside had met with Groundworks and Members would be kept informed.

- Members welcomed the use of wildflowers. However, they did have concerns that the wildflower season was not a long one and wanted to ensure that the parks would look good throughout the seasons.
- It was recognised that some of the parks in the Outer West area had areas which were 'boggy' and Members wished to see these areas planted with appropriate plants and where necessary drainage issues addressed

The Parks Technical Officer, Phil Staniforth was in attendance at the meeting. The Chair advised Members that Phil was due to retire, she passed on the thanks of the Ward Councillors for all his hard work in the Outer West area and wished him a happy retirement. Members showed their appreciation with a round of applause.

**RESOLVED** – To note the content of the report.

**52 Outer West Community Committee - Anti-Social Behaviour**

The report of the Head of Locality Partnerships had been submitted at the request of the Outer West Community Committee to highlight localised issues facing the area wards in respect to anti-social behaviour. The report provided an opportunity for members to raise concerns within the Community Committee meeting, and share ideas on possible solutions to reduce incidents of anti-social behaviour.

The Chair had requested that this item be brought to the Community Committee. The Outer West area is currently suffering anti-social behaviour from quad bikes and off-road bikes, with them riding up and down Farsley Town Street, through Calverley Woods and along Woodhall Road between the golf clubs. They are causing damage and frightening residents. It was noted that meetings have taken place with a variety of council departments and partners.

It was acknowledged that this is not just an issue within the Calverley and Farsley ward. Farnley and Wortley and Pudsey have had similar issues in Sykes Woods and Fulneck.

In previous years the Community Committee had subsidised a scheme with the Police and Parkwatch to address similar issues which had been successful. However, it was noted that Parkswatch no longer operates as it did.

It was the view of Members that the individuals riding these vehicles were dangerous and they had concerns for the safety of residents, pedestrians and the riders themselves.

Calverley and Farsley Members had identified 2 places where barriers could be sited to stop the riders. It was noted that the Farnley and Wortley Members had requested barriers on land close to the Blue Hill Estate prior to lockdown. The Localities Officer said he would look into this matter and update the Ward Members.

The Chair offered to meet with Chief Superintendent Miller to see if a targeted response could be arranged.

**53 RESOLVED – To note the content of the report and the discussion.**  
**Outer 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:

- Since the last meeting on the 8<sup>th</sup>, November 2021, 3 projects had been approved by DDN:
  - Pudsey Window Alarms - £385.00
  - Tyersal Tots - £1,173.69
  - Money Buddies Farsley - £1,816.00
- There is a remaining balance of £35,407.51 in the Wellbeing Fund. A breakdown of wellbeing projects was listed in Table 1
- Members approved 2 Wellbeing applications in relation to:
  - Parking Buddies Signs from the Communities Team (Commissioned Project) with the amount requested £3,292.50 Wards Covered: Calverley & Farsley, Pudsey, Farnley & Wortley
  - Money Buddies (Swinnow Community Centre for 5 Additional Sessions) from Money Buddies for £1,239.00 with match funding of £481.00 Wards Covered: Pudsey
- There is a remaining balance of £35,489.30 in the Youth Activity Fund. A full breakdown of the projects was listed in Table 2. There were no further applications to consider.
- Monitoring information had been received in relation to two projects, West Leeds Activity Centre and Outer West Youth Service Targeted Provision. This was set out at paragraphs 30-37 of the submitted report.
- Members were advised that the Small Grants and skips fund had a remaining balance of £19.06. Table 3 outlined the small grants and skips allocation. There were no further applications to consider.
- The Community Committee has a current Capital budget of £23,239 available to spend. Table 4 provided information on capital fund allocations.
- Table 5 of the submitted report provided the Community Committee with an up-to-date balance statement on the Outer West Covid 19 Discretionary Fund.

Member's discussions included:

- A request for monitoring of Money Buddies project held in Swinnow. Members were of the view that more sessions may be required at other locations in the Outer West area.
- The Parking Buddies project had been successful, although Members had concerns that they were difficult to move between the schools in the Outer West area.
- It was Members views that there should be an enhanced programme for Youth Activities this year, as the previous two years had seen many activities cancelled due to covid restrictions. However, there should be a caveat to this that the enhanced programme would only be for one year due to financial restrictions.
- Members suggested a meeting be arranged to discuss an enhanced programme for young people.

**RESOLVED** – That:

- a. Details of the Wellbeing Budget position (Table 1) be noted
- b. Wellbeing applications for consideration and approval (Paragraphs 23-25) be approved
- c. Details of the Youth Activities Fund (YAF) position (Table 2) be noted
- d. Details of the Small Grants & Skips Budget (Table 3) be noted
- e. Details of the Capital Budget (Table 4) be noted
- f. Details of the Covid-19 Discretionary Fund Budget (Table 5) be noted

**54 2022/23 Ringfences and Applications Report**

The report of the Head of Locality Partnerships presented project applications received for the upcoming financial year 2022/23 that are able to commence at the start of the new financial year (April 1<sup>st</sup>, 2022). The report also provided the Outer West Community Committee with a list of projects that the Committee regularly approves on a yearly basis, for recommendation to ring-fence funds for the upcoming financial year 2022/23.

Members were requested to consider a list of applications received in relation to Wellbeing Fund and Youth Activities Fund for the financial year 2022-23, to commence from 1<sup>st</sup> April 2022.

Table 1 – Wellbeing Applications received for Financial Year 2022-23

<b>Project Name</b>	<b>Organisation</b>	<b>Wards covered</b>	<b>Amount</b>	<b>Outcome</b>
Calverley in Bloom 2022	Park & Countryside	Calverley & Farsley	£5,757.99	Approved
Farsley in Bloom 2022	Parks & Countryside	Calverley & Farsley	£3,049.60	Approved
New Farnley in Bloom 2022	Parks & Countryside	Farnley & Wortley	£1,000.00	Approved
Pudsey in Bloom 2022	Parks & Countryside	Pudsey	£5,151.79	Approved
Additional Gardener Recourse	Parks & Countryside	Calverley & Farsley / Farnley &	£14,114.00	Approved

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		Wortley / Pudsey		
Pudsey Park Weekend Littering	Parks & Countryside	Pudsey	£1,183.30	Approved
Rock up to do a mockup	Building Futures Together	Calverley & Farsley / Farnley & Wortley / Pudsey	£12,000.00	Deferred for further information
Outdoor and Active	TCV Outdoors	Calverley & Farsley / Farnley & Wortley / Pudsey	£6,781.44	Approved

Table 2 - Youth Activity Fund Applications Considered for Financial Year 2022-23

<b>Project Name</b>	<b>Organisation</b>	<b>Wards Covered</b>	<b>Amount</b>	<b>Outcome</b>
Pudsey Youth Cafe	Pudsey Wellbeing Charity	Pudsey	£2,560.00	Approved
Pack Holiday Winmarleigh Hall	6 <sup>th</sup> Wortley Brownies	Farnley & Wortley	£1,050.00	Approved
Trip to Dorset	6 <sup>th</sup> Wortley Guides	Farnley & Wortley	£1,200.00	Approved
Farnley Youth Club	Youth Service	Farnley & Wortley	£3,000.00	Approved
Farnley Football Project	Youth Service	Farnley & Wortley	£1,000.00	Approved
Mini Summer Sports Programme	Youth Service	Calverley& Farsley / Pudsey / Farnley & Wortley	£720.00	Approved
Summer Holiday Targeted Provision	Youth Service	Calverley& Farsley / Pudsey / Farnley & Wortley	£1,500.00	Approved

Table 3 – Wellbeing Rolling Projects / Ring-fence Consideration for Financial Year 2022-23

<b>Project Name</b>	<b>Organisation</b>	<b>Amount</b>	<b>Outcome</b>
Small Grants and Skips	Internal Ring-fence	£5,000.00	Approved
Community Engagement	Internal Ring-fence	£1,000.00	Approved
Outer West CCTV	Leedswatch	£11,000.00	Approved
Calverley Christmas Lights	Leeds Lights	£2,704.00	Approved
Farsley Christmas Lights	Leeds Lights	£7,899.00	Approved
Pudsey Christmas Lights	Leeds Lights	£9,816.00	Approved
Rodley Christmas Lights	Leeds Lights	£1,494.00	Approved
Pudsey Carnival	Pudsey Carnival Committee	£2,600.00	Approved

Table 4 – Youth Activity Fund Rolling Projects / Ring-fence considerations for Financial Year 2022-23

<b>Project Name</b>	<b>Organisation</b>	<b>Amount</b>	<b>Outcome</b>
Youth Summit	Internal Ring-fence	£1,500.00	Approved
DAZL Outer West Programme	Dance Action Zone Leeds	£3,427.50	Approved
Andy's Youth Project	Youth Service	£2,400.00	Approved
Farsley Festival	Farsley Community Initiative	£4,350.00	Approved
Outer West Activity Programme	West Leeds Activity Centre	£6,600.00	Approved
Breeze	Mini Breeze x3	£10,948.50	Approved

Member's discussions included:

- The request that more monitoring was provided to them on the projects funded. They were interested in seeing how many people attended and the areas that people travelled from to access the projects. It was suggested that in future standard monitoring of previous projects could be included on the application forms.
- In relation to the Building Futures Together application, Members discussed this at length. They were of the view that they would like to meet with the organisation for further conversations about the project and who it was aimed at. Two of the Members had visited the organisation during the taster sessions and had found it inspirational.

**RESOLVED** – That

- a. Wellbeing applications for financial year 2022/23 (Table 1) be approved with the exception of Building Futures Together which was deferred for further information to be provided.

- b. YAF applications for financial year 2022/23 (Table 2) be approved
- c. Wellbeing ring-fences for financial Year 2022/23 (Table 3) be approved
- d. YAF ring-fences for financial Year 2022/23 (Table 4) be approved

## **55 Outer West Community Committee Update Report**

The Head of Locality Partnerships presented a report which updated the Members of the Outer West Community Committee of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provided opportunity for further questioning, or to request a more detailed report on a particular issue.

It was acknowledged that this was a lengthy report with updates from all the teams that cover the Outer West area.

Members' attention was drawn to paragraph 167 of the report which outlined how the Communities Team are currently running an online Youth Activities Consultation, with the aim of engaging with young people between the ages of 8 and 17 years across the city. Members noted this was to provide the young people with a safe, anonymous way of voicing their opinion on future spend on youth activities. It was noted that in Outer West Leeds, a digital poster has been created and shared online on the Community Committee Facebook page, as well as mailing list contacts.

The survey link had been shared with Youth Services, school cluster groups, local youth groups and Scout and Guide contacts in the area.

The results of the online consultation will be shared with elected members at a future meeting and will inform spending priorities and decision on the Youth Activity Fund.

Members were also informed that the community committee support team has been promoting public schemes relating to the Queen's Platinum Jubilee 2022 via Facebook including the Queen's Green Canopy Scheme and the Let's Create Jubilee Fund. It was noted that the Outer West Community Committee had ringfenced £7,500 of wellbeing money to support the celebrations for the Queen's Jubilee.

Member's discussions included:

- The need for feedback from the Youth Activities Consultation to include age, gender and postcode.
- The need to include all the Community Centres within the Outer West area in future update reports.

## **56 RESOLVED – To note the content of the report. Dates, Times and Venue Report**

The City Solicitor submitted a report requesting Member's consideration on proposed dates and times for the Outer West Community Committee for municipal 2022 – 2023.

Members were informed that the proposed dates were set out at paragraph 7 of the submitted report. It was noted that the Community Committee currently meets on a Monday or a Wednesday at 1pm and the dates proposed reflected this pattern.

Members discussed the venue for meetings in 2022/23. Members were of the view that they wished to hold meetings in the Outer West area now that restrictions were being relaxed. However, they acknowledged that the webcasts through the pandemic had reached many residents. It was noted that the council was currently unable to facilitate the webcasting of meetings outside the Leeds Civic Hall. Members discussed the issues and requested that the Localities Team look at how this could be facilitated. It was suggested that this issue was also brought to the Community Committee Chairs Forum.

**RESOLVED** – To agree the Committee's meeting schedule for the 2022/23 municipal year as:

- Wednesday 8th June 2022 at 1:00pm
- Monday 5th September 2022 at 1:00pm
- Monday 7th November 2022 at 1:00pm
- Wednesday 15th February 2023 at 1:00pm

*Cllr Forsaith left the meeting at 17:05 during this item.*

*The meeting concluded at 17:10*

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**Report of:** Chief Officer Culture and Economy

**Report to:** Outer West Community Committee  
[Calverley & Farsley, Pudsey, Farnley & Wortley]

**Report author:** Karen Murgatroyd – Executive Manager LEEDS 2023 Partnership

**Date:** 8th June 2022 **To note**

## **Outer West Community Committee – Update on LEEDS 2023 Year of Culture**

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### **Purpose of report**

1. To provide the Outer West Community Committee with an update on LEEDS 2023 and to gather input and support from elected members and residents.

### **Main issues**

2. The report and presentation are intended to provide the Outer West Community Committee with an update on the LEEDS 2023 Year of Culture.
3. The report gives elected members the background to LEEDS 2023 and an insight into plans for the year.
4. The presentation provides the Community Committee with an overview of LEEDS 2023 activity already taking place in the Outer West area, as well as plans for local projects involving local residents during 2023.
5. The agenda item also provides elected members and the public with the opportunity to provide input to LEEDS 2023 on how best to engage and communicate with local communities about opportunities to get involved.

### **Recommendations**

6. Elected Members are asked to note the contents of the report and presentation that will be provided by officers from LCC's Culture team and staff from Leeds Culture Trust, who are responsible for delivering LEEDS 2023 year of culture.

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**Report of:** Leonardo Tantari – Chief Digital & Information Officer

**Report to:** Outer West Community Committee

**Report author(s):** Andrew Byrom – Head of Cloud & Platforms  
Girish Solanki – Head of Digital Change

**Telephone No(s):** 0113 378 4339 / 0113 378 6640

**Date:** 8th June 2022

**To note**

## Digital & Information Update: Community Committees

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### Purpose of report

1. To bring to the meeting agenda a verbal discussion between elected members and officers from the Resources Directorate, relating to the issue of technology available for the purpose of recording and live-streaming Community Committee meetings.
2. The verbal update is included at the specific request of the Outer West Community Committee.

### Main issues

3. The Outer West Community Committee requests a verbal discussion with relevant officers, regarding the technology required to bring live streaming of formal Community Committee meetings to venues based in localities.
4. Since emerging from lockdown, the Outer West Community Committee has based its formal meetings at Civic Hall, to best utilise the engagement opportunity enabled by the live streaming technology in place there.

5. The committee wishes to understand the requirements needed to bring this capability to venues in Outer West, so that members of the public can attend meetings based locally, and those wanting to maintain social distancing can watch proceedings using an online feed.
6. The agenda item provides elected members with the opportunity to ask key officers questions relating to the above and seek further understanding on this issue.

## **Recommendations**

7. The Outer West Community Committee is asked to note the contents of the report and discussion.



**Report of:** Head of Locality Partnerships

**Report to:** Outer West Community Committee  
[Calverley & Farsley, Pudsey, Farnley & Wortley]

**Report author:** Mike Stevenson – Localities Officer – 07891 277427

**Date:** 8th June 2022 **For Decision / to note**

## **Outer West Community Committee - Finance Report**

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### **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 West Community Committee this means that the money for Calverley & Farsley, Pudsey, and Farnley & Wortley will be administered by the Outer West Community Committee.
9. It was agreed at the Outer West Community Committee on the 22<sup>nd</sup> November 2017 that CIL monies for Calverley & Farsley, Pudsey, and Farnley & Wortley 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 Committee. Concurrently with the Committee, designated officers have delegated authority from the Director of Communities, Housing and Environment to take such decisions.

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

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

15. As has been the case at the beginning of previous municipal years, the Committee is invited to review the conditions previously agreed and consider whether any amendments are required, prior to agreeing such conditions for operation in the forthcoming municipal year.

16. Members are asked to review the minimum conditions as set out in paragraph 14 of this report, consider whether any amendments are required and approve such conditions for operation in 2022/2023. These conditions would need to be satisfied prior to an urgent delegated decision being taken in between formal Community Committee meetings in respect of the administration of Wellbeing and Youth Activity budgets and also the use of the CIL Neighbourhood Fund which has been allocated to the Committee.

17. 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.

### **Budget Position 2022/23**

18. The Committee is asked to note that since the last Community Committee Meeting on 16th February 2022, the following projects have been approved by DDN:

- I. Building Futures Together – £12,000.00 (WB)
- II. Traditional Karate – £740.00 (YAF)
- III. West Leeds Activity Centre OW Programme – £5,100.00 (YAF)
- IV. Air Cadets – variation (YAF)
- V. Pudsey Festival – £2,600.00 (WB)
- VI. Mini Breeze – £10,948.50 (YAF)
- VII. Jubilee Benches - £6,212.00 (WB)
- VIII. Farsley Festival – £4,350.00 (YAF)
- IX. Pudsey Youth Café – variation to £4,120.00 (YAF)
- X. Swinnow Community Centre – £750.00 (YAF)

19. The Committee is asked to note that since the last Committee Meeting on 16<sup>th</sup> February 2022, 0 projects are highlighted to have been cancelled.

### Wellbeing Budget 2022/23

20. The total Wellbeing allocation approved by Executive Board for 2022/23 is £94,210.00. **Table 1** shows an available carry forward figure of **£71,084.18**, with a total of **£46,576.96** already allocated to projects. The total revenue funding available to the Community Committee for 2022/23 is therefore **£118,717.22**. A full breakdown of the projects approved or ring-fenced is available on request.

21. 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.

22. The Community Committee is asked to note that so far, a total of **£97,767.12** has been allocated to Wellbeing ring-fences and projects.

23. The Community Committee is asked to note that there is currently a remaining balance of **£21,025.10** in the Wellbeing Fund. A full breakdown of the wellbeing projects is listed in **Table 1** below.

**TABLE 1: Wellbeing Revenue and Projects 2022/23**

<b>Wellbeing Fund</b>	<b>£</b>
Wellbeing Allocation 2022/23	£94,210.00
Full Balance Brought Forward	£71,084.18
Total Funding	£165,294.18
Brought Forwards and Allocated	£46,576.96
<b>Total Available 2022/23</b>	<b>£118,717.22</b>
<b>Area wide ring fences 2022/23</b>	<b>£</b>
Small Grants and Skips	£5,000.00
Community Engagement	£1,000.00
CCTV Outer West	£11,000.00
Calverley Xmas Lights	£2,704.00
Farsley Xmas Lights	£7,899.00
Pudsey Xmas Lights	£9,816.00
Rodley Xmas Lights	£1,494.00
A week at the Seaside	£1,000.00
Total spend: Area wide Ring-Fenced funds	£39,913.00



<b>Approved Wellbeing Projects 2022/23</b>	<b>£</b>
Calverley in Bloom	£5,757.99
Farsley in Bloom	£3,049.60
New Farnley in Bloom	£1,000.00
Pudsey in Bloom	£5,151.79
Pudsey Park Litter Picks	£1,183.30
Site based gardener	£14,114.00
TCV Outdoor & Active	£6,781.44
Building Futures Together	£12,000.00
Pudsey Carnival	£2,600.00
Jubilee Benches	£6,216.00
<b>Total projects approved</b>	<b>£57,850.12</b>
<b>Total spend: Area ring-fences + approved projects</b>	<b>£97,767.12</b>
<b>Underspend</b>	<b>£75.00</b>
<b>Wellbeing Balance remaining 2022/23</b>	<b>£21,025.10</b>

### Declined Projects

24. Since the last Community Committee Meeting on 16<sup>th</sup> February 2022, 0 project application have been declined.

### 2022/23 Wellbeing Applications for Consideration

25. Since the last Community Committee Meeting on 16<sup>th</sup> February 2022, there are 2 outstanding Wellbeing applications from the 2022/23 budget to consider:

26. **Project Title:** Money Buddies Outer West

**Name of group/organisation:** Money Buddies

**Funding amount requested from Wellbeing:** £17,456.00

**Match funding:** £8,464.00

**Wards covered:** Calverley & Farsley, Pudsey, Farnley & Wortley

**Start date:** ASAP

**Project description:** The Money Buddy Service provides a specialist face to face; emergency debt advice, full financial capability, and benefit support service to all clients. Funding is for 2 Money Buddies, 1 based at Pudsey Community Hub (40 sessions), and 1 on rotation between 2 venues (20 sessions in each), based at Hillside Hall and/or Farsley Community Hub and/or Swinnow Community Centre.

**Community Committee Priorities:** Best City for Business, Best City for Communities, Best City for Health & Wellbeing

27. **Project title:** Jubilee Benches Variation (installation costs)

**Name of group/organisation:** Parks & Countryside

**Current amount approved:** £6,212.00

**Variation requested:** £8,312.00 (£2,100.00 increase based on costs of £300.00 per installation x 6, plus £50.00 cost increase per bench x 6).

**Wards covered:** Calverley & Farsley, Pudsey, Farnley & Wortley

**Start date:** ASAP

**Project description:** Additional costs to Parks & Countryside for the installation of the Jubilee Benches at locations requested by Councillors, along with an increase to the cost of the benches.

**Community Committee Priorities:** Best City for Communities, Best City for Health & Wellbeing

## Youth Activities Fund Position 2022/23

28. The total YAF allocation approved by Executive Board for 2022/23 is **£43,230.00**. **Table 2** shows a carry forward figure of **£45,246.87**, with a total of **£9,442.50** already allocated to projects. The total YAF revenue funding available to the Community Committee for 2022/23 is therefore **£79,034.37**. A full breakdown of the projects approved or ring-fenced is available on request.
29. The Community Committee is asked to note that so far, a total of **£41,826.00** has been allocated to projects and ring-fences, as listed in **Table 2**.
30. The Community Committee is also asked to note that there is a remaining balance of **£37,208.37** in the Youth Activity Fund. A full breakdown of the projects is listed in **Table 2** below.

**TABLE 2: Youth Activities Fund 2022/23**

<b>YAF Revenue and Projects 2022/23</b>	<b>£</b>
YAF Allocation 2022/23	£43,230.00
Full Balance Brought Forward	£45,246.87
Total Funding	£88,476.87
Brought Forwards and Allocated	£9,442.50
<b>Total Available 2022/23</b>	<b>£79,034.37</b>
<b>YAF Ring-fences Approved</b>	
Youth Summit	£1,500.00
DAZL Outer West Programme 2022/23	£3,427.50
Andy's Youth Project	£2,400.00
<b>Total YAF Ring-fences 2022/23</b>	<b>£7,327.50</b>
<b>Approved YAF Projects 2022/23</b>	<b>£</b>
Mini Breeze Outer West	£10,948.50
Farsley Festival	£4,350.00
WLAC Activity Programme	£5,100.00
Farnley Football Project	£1,000.00
Farnley Youth Club	£3,000.00
OW Summer Targeted Provision	£1,500.00
Mini Summer Sports	£720.00
Pudsey Youth Café	£4,120.00
6 <sup>th</sup> Wortley Brownies – Winmarleigh Hall Trip	£1,050.00
6 <sup>th</sup> Wortley Guides – Dorset Trip	£1,200.00
Traditional Karate My Way of Life	£760.00
Swinnow Community Centre – Youth Jubilee Party	£750.00
Total spend against projects	£34,498.50
Total spend (Ring-fences and projects)	£41,826.00
<b>Remaining YAF Balance 2022/23</b>	<b>£37,208.37</b>

## 2022/23 YAF Applications for Consideration

31. Since the last Community Committee Meeting on 16th February 2022, there are 4 outstanding YAF applications from the 2022/23 YAF budget to consider.

32. **Project title:** Beats on the Street 2022

**Name of group/organisation:** The Music Box

**Funding amount requested from YAF:** £3,485.00

**Match funding:** £0.00

**Wards covered:** Pudsey

**Start date:** 17<sup>th</sup> June 2022

**Project description:** The Music Box would like to build on the success of the recent project delivered at St Andrew's Church on a Friday evening in Pudsey targeting young people aged 11-17 living in Pudsey, who are at risk of anti-social behaviour (ASB) and crime in the local and surrounding areas. Over 19 weeks during school holidays the organisation will deliver an urban music and arts-based project. Activities will include DJing and beat making, music production, rapping, beatboxing, lyrics writing, graffiti and visual arts. The project will also deliver 3 outreach sessions in Pudsey Park in the band stand to attract young people in the area to come and 'have a go' and learn about the project.

**Community Committee Priorities:** Best City for Children & Young People

**YAF Priorities:** Music activity, indoor setting, scheduled in school holidays, opportunity for learning and socialising.

33. **Project title:** DAZL Outer West

**Name of group/organisation:** DAZL

**Existing ringfence:** £3,427.50

**Funding amount requested from YAF:** £4,573.80

**Wards covered:** Farnley & Wortley

**Match funding:** £1,208.16

**Start date:** ASAP

**Notes:** Approval of the project would mean £1,146.30 in additional funding for the project.

**Project description:** Delivery of 3 weekly community groups providing dance / performance and wellbeing activities locally for young people to access. DAZL will provide a weekly dance fitness program that includes activity in school holidays including light touch change 4 life activities to encourage healthy lifestyles. This program includes wider opportunities like city wide showcases, competitions, community events locally. The 3 locations across the ward will be St Johns Church Hall, Old Farnley Community Centre, and a church hall on the Heights.

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

**YAF Priorities:** Local provision, indoor venue, dance activity, opportunity for learning, school holiday schedule.

34. **Project title:** Andy's Monday Youth Café

**Name of group/organisation:** Leeds Youth Service

**Existing ringfence:** £2,400.00

**Funding amount requested from YAF:** £900.00

**Match funding:** £0.00

**Wards covered:** Pudsey

**Start date:** June 2022 – April 2023

**Notes:** Approval would mean £1,500.00 returns to YAF budget.

**Project description:** The grant will be used to help deliver a Monday evening youth café at Pudsey Community Project. This will provide a safe place for a diverse range of young people, aged 11 to 17 years old, where they can enjoy stimulating social and leisure activities. Activities will be attended by 2 qualified youth workers and volunteers from Pudsey Community Project. Funding will provide the sound systems, lighting, and activities for the group.

**Community Committee Priorities:** Best City for Children & Young People.

**YAF Priorities:** Youth club activity and indoor activity provision in local area.

35. **Project title:** Rhinos Multi Sport Camps

**Name of group/organisation:** Leeds Rhinos Foundation

**Funding amount requested from YAF:** £6,000.00

**Match funding:** £4,810.00

**Wards covered:** Calverley & Farsley, Pudsey, Farnley & Wortley

**Start date:** 31<sup>st</sup> July 2022

**Project description:** Leeds Rhinos Foundation will design, implement, and deliver 3 multi-skills camps for young people focusing on key fundamental movement skills, and physical activity whilst focusing on fun and enjoyment at the heart of the programme.

Three separate camps will take place over the Summer, October and February period delivered between Monday and Thursday running from 10am to 15:00pm offering places for over 80 children at each venue. The multi-sport sessions will include a variety of games including dodgeball, football, netball, and tag rugby. Leeds Rhinos mascot and popular figure, Ronnie the Rhino will attend the camps along with Leeds Rhinos first team players who will not only add value to the scheme but also encourage participation to ensure that camps have maximum uptake.

**Community Committee Priorities:** Best City for Children & Young People, Best City for Health & Wellbeing.

**YAF Priorities:** Sport and Outdoor Adventure, activities local to Outer West, and spread across the calendar year.

## Monitoring Information

36. 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.

37. Detailed below is project monitoring that the Communities Team has received since the last meeting of the Community Committee in February 2022:

**38. Project name:** Farnley Youth Club

**Funding pot:** YAF

**Monitoring summary:** The youth service has engaged with over 70 young people via the youth group at Farnley community centre. Through the year the team have completed the following activities: online safety, risks of smoking/vaping, health, and wellbeing and positive choices. Young people are informed of local project and areas of support. Young people have been respectful towards the community centre and have expressed an interest in getting involved in community projects. The team have explored new activities and team building games for the group, which has proven successful in terms of level of participation and enjoyment. We have now over 24 young people that come on a weekly basis, and expect this to increase.



**39. Project name:** Lancasterian School Room project

**Funding pot:** Large Grant & Capital (F&W)

**Monitoring summary:** The project was to have a new and more efficient energy heating system installed and appropriate electrical work, this has all been completed. We have also had to have a new water heater system installed in the toilets as this was leaking. We have already had some nice comments about the look of these. The decorating was completed in March and having this grant to improve the inside and outside of the building enhanced this unique building. The project has benefitted the groups that use the building regularly like the gardening club, children parties, heritage open days, coffee afternoons, and craft events.

**40. Project name:** Outer West CCTV

**Funding pot:** Large Grant

**Monitoring summary:** The grant was used to fund the CCTV monitoring and maintenance of 11 cameras in Outer West from April 2021 to March 2022. The table below is the iComply incident report for the Outer West Cameras for this period.

	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Total incidents per category for 2021-22	
Alarm Activation										1			Alarm Activation	1
Animals	2		1	2	1						2	2	Animals	10
ASB	1	4	1	5	2	2	4			1			ASB	20
Cash In Transit										1			Cash In Transit	1
Drugs					1								Drugs	1
Enforcement	1						1			2			Enforcement	4
Fire	2	2					2		1		1		Fire	8
Health & Safety		2	1	3	1	1	5	2	1	1		1	Health & Safety	18
Police Operation	2	3	2	3		3	2		7	4	7	4	Police Operation	37
Public Order			5	4	3	10	5	3	4	4	3		Public Order	41
Road Traffic	2	2	2			1	1			1		1	Road Traffic	12
Sexual Offences							1						Sexual Offences	1
Suspicious Events	1	1				1							Suspicious Events	3
Theft		2				1							Theft	3
<b>Total Per Month</b>	<b>11</b>	<b>16</b>	<b>12</b>	<b>17</b>	<b>8</b>	<b>19</b>	<b>21</b>	<b>5</b>	<b>13</b>	<b>15</b>	<b>15</b>	<b>8</b>	<b>Total sum of incidents for 2021-22</b>	<b>160</b>

## Small Grants & Skips Budget 2022/23

41. The Community Committee approved a small grants & skips budget of **£5,000.00** for 2022/23. To date the Committee has allocated **£1,258.17** through small grants and skips. There is currently a remaining balance of **£3,741.83**. Members are asked to note the small grants & skips allocation outlined in **Table 3** below.

**TABLE 3: Small Grants & Skips 2022/23**

Project	Date	£
<b>Small Grants</b>		
PHAB Club	6 <sup>th</sup> April 2022	£298.03
Leeds Walking Football	19 <sup>th</sup> April 2022	£500.00
<b>Skips</b>		
Calverley Allotment	22 <sup>nd</sup> March 2022	£223.87
Crimbles Allotment	12 <sup>th</sup> April 2022	£236.27
<b>Current Total Spend 2022/23</b>		<b>£1,258.17</b>
<b>Balance Remaining 2022/23</b>		<b>£3,741.83</b>

42. Since the last Community Committee Meeting on 16<sup>th</sup> February 2022, there are 0 outstanding Small Grant Applications from the 2022/23 budget to consider.

## Capital Budget 2022/223

43. The Community Committee is asked to note that there is a current Capital budget of **£23,239.00** available to spend. Members are asked to note the Capital allocation outlined in **Table 4** below.

**TABLE 4: Capital Budget**

	Total	Calverley & Farsley	Farnley & Wortley	Pudsey
Starting budget 2022/23	<b>£23,239.00</b>	<b>£4,555.36</b>	<b>£8,291.26</b>	<b>£10,392.38</b>
Injection 1 2022/23				
Injection 2 2022/23				
<b>Total Budget Available 2022/23</b>	<b>£23,239.00</b>	<b>£4,555.36</b>	<b>£8,291.26</b>	<b>£10,392.38</b>

44. Since the last Community Committee Meeting on 16<sup>th</sup> February 2022, there is 1 outstanding Capital application from the 2022/23 budget to consider:

45. **Project title:** Farnley & Wortley Foodbank Container  
**Name of group/organisation:** Farnley Community Centre  
**Funding amount requested from Farnley & Wortley Capital:** £3,968.94  
**Match funding:** £0.00  
**Wards covered:** Farnley & Wortley  
**Start date:** June 2022

**Project description:** The funds will be used for the purchase, delivery, installation, and setup of a 20ft storage container to enable the community centre to deliver a food bank service from. Agreements have already been met with the Trussell Trust (Leeds North & West Food Bank), to use their services to run the food bank. It is anticipated that the food bank will operate on Wednesday afternoons 12-3 pm, which will make the foodbank accessible to many people in the local area.

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

### Community Infrastructure Levy (CIL) Budget 2022/23

46. The Community Committee is asked to note that there is a current CIL balance of **£117,063.50**. Members are asked to note the CIL allocation outlined in **Table 5** below, which shows recent projects from the last 12 months.

**TABLE 5: Community Infrastructure Levy (CIL)**

	£	Ward split		
		Calverley & Farsley	Farnley & Wortley	Pudsey
<b>Budget as of April 2021</b>	£110,991.74	£8,512.61	£19,194.08	£83,285.05
<b>Missed Projects from 2018</b>				
OW SID Units X 6 (Pudsey Ward)	-£18,260.00			-£18,260.00
Calverley & Farsley SID Units x 6	-£18,660.00	-£18,660.00		
Farnley & Wortley SID Units x 2	-£6,220.00		-£6,220.00	
Injections in 2021	£81,596.76	£2,464.64	£26,913.30	£52,218.82
<b>Total Available in 2021/22</b>	<b>£149,448.50</b>	<b>-£7,682.75</b>	<b>£39,887.38</b>	<b>£117,243.87</b>
Pudsey Community Project	£25,000.00			£25,000.00
Farnley & Wortley SIDs x 2	£7,000.00		£7,000.00	
Pudsey Window Alarms	£385.00			£385.00
<b>Remaining Balance 2022/23</b>	<b>£117,063.50</b>	<b>-£7,682.75</b>	<b>£32,887.38</b>	<b>£91,858.87</b>

47. Since the last Community Committee Meeting on 16<sup>th</sup> February 2022, there are 0 outstanding CIL applications from the 2022/23 budget to consider.



## Covid Funding

48. **Table 6** below provides the Community Committee with an up-to-date balance statement on the Outer West Covid-19 Discretionary Funds. The committee is asked to note the contents of the table.

**TABLE 6: Outer West Covid-19 Discretionary Fund – Balance**

<b>Ward</b>	<b>Remaining Covid-19 Discretionary Funds</b>
Calverley & Farsley	£625.00
Pudsey	£0.00
Farnley & Wortley	£0.00

## Corporate Considerations

### Consultation and Engagement

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

### Equality and Diversity/Cohesion and Integration

50. 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

51. 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

52. 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

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

## **Risk Management**

54. 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**

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

## **Recommendations**

56. Members are asked to note/discuss/consider:

- a. Details of the 'minimum conditions' for delegated decisions (Paragraphs 14-16)
- b. Details of the Wellbeing Budget position (Table 1)
- c. Large Grant proposals for consideration and decision (Paragraphs 25-27)
- d. Details of the Youth Activities Fund (YAF) position (Table 2)
- e. YAF proposals for consideration and decision (Paragraphs 31 - 35)
- f. Details of the Small Grants & Skips Budget (Table 3)
- g. Details of the Capital Budget (Table 4)
- h. Capital Grant proposals for consideration and decision (Paragraph 45)
- i. Details of the Community Infrastructure Levy Budget (Table 5)
- j. Details of the Covid-19 Discretionary Fund Budget (Table 6)



**Report of:** Head of Locality Partnerships

**Report to:** Outer West Community Committee  
[Calverley & Farsley, Pudsey, Farnley & Wortley]

**Report author:** Mike Stevenson – Localities Officer – 07891 277427

**Date:** 8<sup>th</sup> June 2022 **For Decision / To note**

## Outer West Community Committee - Update Report

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### 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.
3. To make nominations to the Outer West Community Committee Sub-Groups for 2022/23.

### Main issues

### Sub-Group Nominations

4. Members will be considering Appointments to Outside Bodies and Community Champions elsewhere on the Community Committee agenda. Members are now asked to make nominations to each of the Outer West Community Committee Sub-Groups for 2022/23. The 2021/22 representatives are shown below:

Sub-Group	Number of places	Current appointees	Community Committee Champion
Environmental & Community Safety	3	Cllr Amanda Carter (C&F) - Chair Cllr David Blackburn (F&W) Cllr Simon Seary (Pudsey)	Cllr Amanda Carter

5. Members are invited to nominate representatives for the Outer West Community Committee Sub-Group, as outlined in the table.
6. Once representatives are appointed to the Environmental & Community Safety Sub-Group, the Localities Officer will circulate updated Terms of Reference to the group members, outlining responsibilities and proposed meeting schedule for the year, for approval.

### **Cleaner Neighbourhoods Team – Update from Sharron Almond (Area Manager)**

#### **Covid-19 Update**

7. At the time of completing this report and since the last report in April 2022, West CNT have had 3 staff who self-isolated. Annual leave and some general sickness and long-term sickness absences have affected some of the service delivery, and we have covered where possible with staff from other areas on overtime.

#### **General Staffing**

8. We have had a new starter into Zone 15 for Pudsey, Calverley & Farsley, and Farnley & Wortley. I am using them across the whole of zone 15 where service needs, and I will deploy staff and resources into the area to effectively deliver the best services we can.
9. We still have a vacancy to fill for 3 days and the advert for this did go out externally and we had 5 potential interviewees, but all failed to attend on the day.
10. We did fill 1 of the Monday – Friday Environmental Operative with an external candidate and we welcomed Andrew Ashby to the team in April. We still have the 3 day and a full M-F operative to fill.
11. We are still very short staffed as we have an Enforcement officer off on long term sick and we are covering the absences as best as we can using other officers from other areas where we can, but we are now working to a huge work load for the whole of West Leeds with 3-4 officers and there will be some delays on responses, so I please ask if you could bear with us during this busy period.
12. Jonathan Kenyon is still helping us out with the Bawns with the ongoing issues with waste in gardens, fly tipping, abandoned vehicles, contaminated bins, missed refuse collections etc. Jon has served enforcement letter on over 100 properties, and we are seeing some changes in behaviours, but there is still a lot of work to do and continue with to make a difference.
13. The new chargehand Sally- Anne Ridley has really settled in well and she has hit the ground running. She is very keen to help and make a difference to our zone which is a credit to her

hard work and determination. Russell Hirst our new assistant chargehand is now well on board with learning the new area and routes.

## Street Cleansing

14. We have also completed some large cutting and ginnel jobs. De-leafing has been difficult at times due to staffing levels and breakdown of vehicles and plans to change and improve this for next year are in hand. It was my first de-leafing in the area, and I could see some changes to the maps were needed. The knowledge of the current team working within that area has been key.

15. I have inspected the area and visually noted streets and locations of importance; I have now arranged for the maps to be updated and I have added a lot of streets which were missing off the maps that needed to be swept. With the help and support of the Councillors and other local community groups letting me know of streets that needed to be swept we are in the final stages of completion.



Crimbles fly tipping



Fawcett Lane Fly tipping



Highfields Green  
Willow tree cut back



Pudsey Leisure  
Centre recycling

## Enforcement

16. Enforcement Area officers are back to normal working hours and site visits, but we will still not be entering properties unless necessary. Our Enforcement Officers are working remotely and are at full capacity. We are hoping that we can get some temporary help to cover sickness and the heavy workloads that we are currently experiencing, and I have also had to take on a small case load to help them out as we are so busy.

17. We have had an increase of overgrown vegetation as it is that time of year and some localized fly-tipping which our officers are dealing with. It is hoped that now the bulky collections are now free again and this might help with seeing a reduction in the fly tipping.

18. We have started looking to plan in some road channel cleansing as we have the use of the Safety Light Vehicle for staff safety and protection while working on busy roads. We will be looking at the Owlcotes slip road and we will be planning the cleaning of the slip road in the next few weeks and then looking at the vegetation cut back later on in the year, when it starts dying back so we can get a better cut back.

19. If any members have any roads they want me to look at then please drop me an e-mail with the location, we will also be doing the Ring Road, Farnley near Matalan junction where the beck floods as this will also require the Safety Vehicle and staff to dig out the channels before sweeping.



### Service information

- Stacey Rockcliffe leads the CNT Citywide: Stacey can be contacted on: [stacey.rockcliffe@leeds.gov.uk](mailto:stacey.rockcliffe@leeds.gov.uk) tele: 07562 439 539
- Victoria Whalley is the West Area Manager: Victoria can be contacted on: [victoria.whalley@leeds.gov.uk](mailto:victoria.whalley@leeds.gov.uk) tele: 07891 279 600
- Sharron Almond is the Outer West Team Leader. Sharron has responsibility for street cleansing and enforcement. Sharron can be contacted on: [sharron.almond@leeds.gov.uk](mailto:sharron.almond@leeds.gov.uk) tele: 07891 272746
- The Serious Environmental Crime Team (SECT) is managed by Chris Chamberlain who investigates and deals with fly tipping citywide. [Sect@Leeds.gov.uk](mailto:Sect@Leeds.gov.uk)

### Community work

20. We continue to support of the various Litter Free groups and their hard work and dedication is greatly appreciated by all the CNT team.

### Gully Cleansing – Update from Eleanor Jordan (Highways Maintenance Area Officer (Drainage))

**Number of Gullies City Wide – 148,748**

### Covid 19

21. Since my last update in January the Gully Cleansing Team has had most restrictions lifted. We continue to recommend any operative that tests positive for Covid-19 to remain at home, but this is no longer a legal requirement.

### Staffing

22. Gully Cleansing currently has two vacancies, and one operative on a phased return to substantive duties following a lengthy period on light duties, as was medically recommended. This results in us currently having 85% of staff at work.

23. Since my last update we have recruited to the driver's position within the team, which immediately created an attendant vacancy. We interviewed for this attendant vacancy last week and unfortunately the successful candidate has since given back-word, so we need to readvertise.

24. The second attendant vacancy has only recently become available, with the existing employee using annual leave accrued to see out his notice period. This vacancy is currently in the Talent Pool to see if there are any appropriate candidates already working for the Authority. Assuming no suitable candidates are found the advert will go live for both posts, with a view to hold interviews held in June.

**Cyclical Clean**

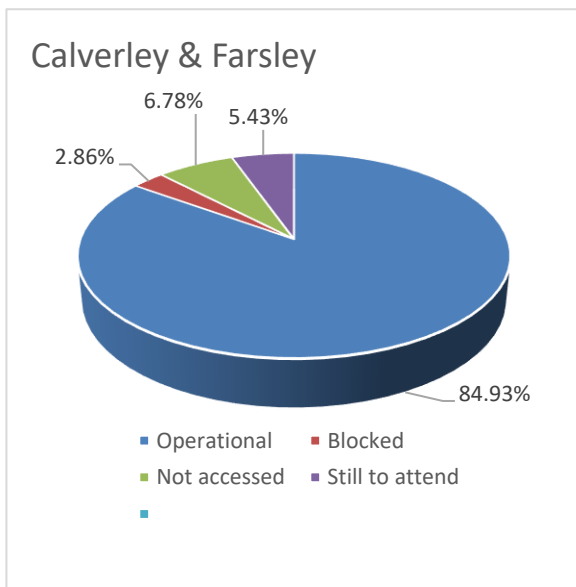
25. We managed to deliver the third cycle by the end of March, and then spent the following four weeks "mopping up", meaning we attempted to service those locations where access has previously been restricted by parked vehicles or roadworks. The new cycle (Cycle 4) commenced on 3<sup>rd</sup> May and we are already wrapping up those first two wards, of which Calverley & Farsley is one of. The figures for Pudsey and Farnley & Wortley depict how those wards ended the third cycle.

**Ward Updates**

**Calverley & Farsley – 4,439 gullies**

26. This ward is currently being serviced in Cycle 4.

Of the 2.86% (99 gullies) blocked:

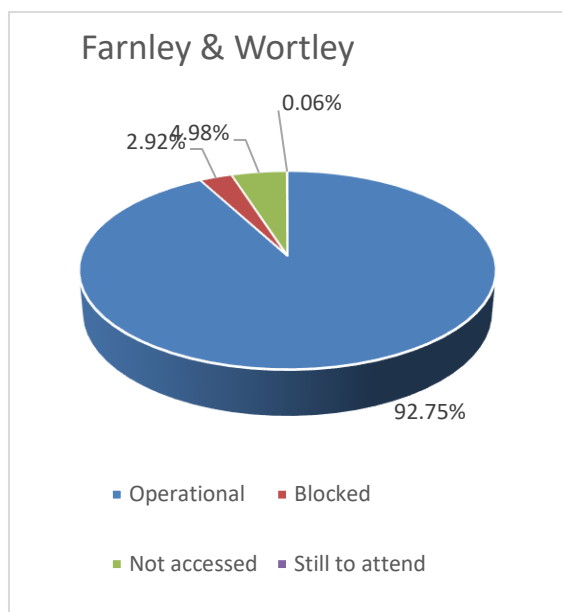


Fault Description	No Traffic Management Required	Traffic Management Required	Totals
Clean	1	0	1
Connection excavation	8	1	9
Cover replacement	0	1	1
External problem report	5	0	5
Hedge cutting	1	0	1
Investigate	76	18	94
Jetting	0	7	7
Main line clean	1	0	1
Pot design change	4	0	4
Refer to client	1	0	1
Release lid	0	2	2
Root cutting	0	1	1

27. Whilst the number of blocked gullies seems quite high, this is because our contractor hasn't yet visited all of those that require an investigative jet as they have been on other works. This figure should recede once the contractor has attended.

## Farnley & Wortley – 4,648 gullies

28. The figures shown below relate to status of gullies at the end of Cycle 3.

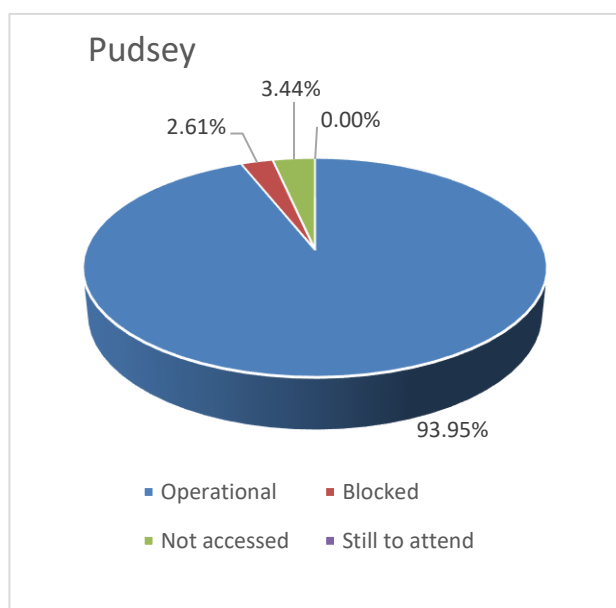


Of the 2.92% (130 gullies) blocked:

Fault Description	No Traffic Management Required	Traffic Management Required	Totals
Clean	8	1	9
Connection excavation	59	6	65
Cover replacement	0	2	2
External problem report	4	1	5
Investigate	4	23	27
Main line clean	0	3	3
Pot design change	3	2	5
Rectify unknown fault	13	0	13
Root cutting	1	0	1

## Pudsey – 3,635

29. The figures shown below relate to status of gullies at the end of Cycle 3.



Of the 2.61% (95 gullies) blocked:

Fault Description	No Traffic Management Required	Traffic Management Required	Totals
Clean	4	1	5
Connection excavation	46	5	51
Cover replacement	0	1	1
Dig out	0	1	1
External problem report	10	1	11
Investigate	2	3	5
Main line clean	3	1	4
Pot design change	8	1	9
Rectify unknown fault	3	0	3
Refer to client	0	2	2
Root cutting	3	0	3

30. If you require any further information, please do not hesitate to contact me:

Eleanor Jordan – Eleanor.jordan@leeds.gov.uk 07595211067



## **Health and Wellbeing & Adult Social Care – Update from Jon Hindley (Public Health)**

### **Covid-19 Update**

31. As the pandemic slowly subsides and we return to some semblance of normality, coronavirus continues to impact our more vulnerable constituents in 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.leedsccg.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>

### **Living with Obesity: Children-Young People-Families (Adults)**

32. As difficult as it has been to move onto other priority topics during the coronavirus epidemic Public Health Officers, Local Care Partnerships and Third Sector organisations are starting to plan an obesity strategy in local wards where there are deprived local neighbourhoods, such as Farnley & Wortley.

### **Context**

33. This is a project lead by Leeds City Council Public Health Locality and Primary Care Team in the West, East and South of the city within the 10% most deprived electoral wards where it is felt appropriate.

34. Public Health Needs Assessments have identified obesity in local populations as a significant health issue of increasing severity across all deprived wards.

- 1 in 10 children in reception are obese which increases to
- 1 in 5 children in year 6 (10-11 years old)

35. We are combining forces and resources to replicate a shared work programme across the city with fellow Public Health Officers and Partners. We want to collaborate to benefit from synergy, economies of scale and joint funding to achieve our objectives.

### **Pandemic**

36. We know through our work with the support hubs across the city it is our poorest citizens who have suffered the most in terms of health, poverty, and disadvantage due to the wider social determinants of health. They are most likely to be sedentary, have low levels of fitness, struggle with weight management and have had many of their problems amplified by the coronavirus pandemic. Covid-19 lockdowns have impacted on local resident's physical activity levels as many opportunities became unavailable. High consumption of

cheap and poor-quality food stuffs high in fat and sugar has increased. Motivation to live a healthy lifestyle has deteriorated through low mood and declining emotional health.

## **Partners**

37. Colleagues are essential for this long-term plan to succeed. Public Health recognise how much quality work is currently being undertaken. Our first and most important question will be *“How can we help you recruit local people into your activities?”*

38. We will all be working with GPs, Weight Management Organisations, relevant Commissioned Services, Statutory organisations, Local Charities, Sports Clubs (Professional & Amateur) GPs, Local Care Partnerships, Public Health Departments, Schools, Universities, Councillors, and many more interested parties.

## **Pragmatism: How we work**

39. We understand a ‘whole system approach’ is required. We will list the city-wide plans and their leads in case they are of use to practitioners in their weight management work in terms of referral, signposting, support, and advice.

40. However, we want to narrow our approach to primarily focus on filling gaps where we identify them in provision. We will revisit these at six monthly intervals. This may be for example free healthy living activities outside of school time such as locally based cooking sessions. We will look to secure funding for these.

41. We will specifically focus in a practical way on filling gaps in provision. A strong example of this is increasing the number of healthy eating and cooking sessions available to families such as HENRY (Healthy Exercise and Nutrition for the Really Young) and other appropriate healthy living interventions such as Flourishing Families.

42. We want to examine the food environment and where local families shop and support them to access affordable healthy food on a weekly basis.

43. We have produced a ward directory for GPs, Social Prescribers and Clinical Weight Management services can refer into.

44. To obtain a copy of the weight management directory please see below. For more information, please contact [Jonathan.Hindley@leeds.gov.uk](mailto:Jonathan.Hindley@leeds.gov.uk)

## **Training for those delivering Healthy Cooking and Physical Activity Sessions**

45. If local providers wish to run the above to support local residents then there is guidance and training available.

46. Please find below the latest training webinar available for partners delivering food and or physical activity sessions. These sessions are an interim measure until we can get back to

full day face to face sessions. The sessions 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

47. 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 active. For further details or to book a place please contact Charlotte Abbott2@leeds.gov.uk

### **Housing Advisory Panel – Update from Rukhsana Mahmood (Neighbourhood Officer – Tenant Engagement)**

48. The aim of the HAP panel is:

- To use HAP funds to support a range of community and environmental projects in line with the Council and local priorities.
- To work closely with local housing and other council teams to help review and monitor the delivery of local services and help shape services that meet the local community's needs.

49. The OW HAP is part of a wider Tenant Engagement Framework and one of the ways Housing Leeds involve tenants. Within the Regulatory Framework the 'Tenant Involvement and Empowerment Standard' requires all social housing providers give tenants a 'wide range of opportunities to influence ' and be 'involved in the formulation of their landlord's housing related policies', and the making of decisions about how housing related services are delivered'.

50. OW HAP has continued to play an important role in supporting communities impacted by COVID and prioritising funding application that help community groups and community activity in response.

51. The OW HAP continues its approach of welcoming shorter applications for lower amounts of funding for this financial year.

### **Membership**

52. The panel has 7 tenant members with 4 tenant vacancies at present. There are ward members representing each ward in the area, these are Councillor Trish Smith (Pudsey), Councillor Andrew Carter (Calverley & Farsley) and there is a vacancy for Farnley & Wortley.

### **HAP priorities**

53. The current HAP priorities are outlined below:

- To enhance the environmental appearance of neighbourhoods including those that address littering, dog fouling and overgrown shrubs & trees
- To support projects that give tenants an overall better quality of life in terms of health & wellbeing including mental health & social isolation
- To support community cohesion projects and engagement projects that address social problems i.e. ASB, burglary, drugs, and domestic violence
- To support projects that assist tenants affected by Universal Credit and other welfare reforms, budgeting, numeracy & literacy skills, jobs, and skills projects

## **Meetings**

54. The last HAP meeting was held face to face as requested by the panel.

## **Your Voice Leeds**

55. A presentation on Your Voice Leeds was delivered at the last HAP meeting on how to access the HAP members webpage.

## **Outer West HAP funding spend for the year 2021-22**

56. The total budget for 2021-22 was £46,929.20 which included a carryover of £9,582.11 from the previous year. The total budget spent at the end of the financial year was £46,766.76 with a balance of £162.44 remaining which was be carried over into next year's budget.

57. The Outer West HAP funded a total of 23 projects in the financial year 2021-22.

## **Outer West HAP funding spend for the year 2022-23**

58. The budget for 2022-23 is £37,192.46 plus the underspend of £162.44 from the previous year therefor total HAP budget for 2022-23 is £37,354.90 which includes the underspend from the previous year of £162.44

59. Projects that were approved for this financial year 2022-23

- Green guardians' scheme – gardening project for vulnerable tenant
- Crimbles Court Retirement Life scheme TV & Bracket
- Crimbles Court Retirement Life Queens Platinum Celebration event

60. The Outer West HAP will continue to help support and raise awareness about future Community Committee activity, work with officers to explore joint funding opportunities to tackle joint priorities and help the Committee with community engagement.

## **Housing Team – Update from Sophie Roberts (Housing Manager – Pudsey, Calverley & Farsley)**

61. The teams have scheduled their first walkabouts for the year. The first walkabouts are due to take place between May and June, ward members will receive invites for these walkabouts and feedback will be provided once the walkabouts have been completed.
62. In light of the walkabouts starting again the team has recently had training from our colleagues in Parks and Countryside. The training was about the grounds maintenance and the grass cutting contract. This gave the team a greater understanding of what is included in the contract and how to escalate any issues surrounding grounds maintenance. The team are also regularly receiving issues about preventing grass cutting taking place, for example parked cars etc. This allows them to resolve any issues to ensure grass continues to be cut.
63. In light of the new financial year the team has been asked to try and identify any projects which they feel may benefit the patches which they manage. Arrangements are going to be made for an officer from localities to discuss Community Committee and funding available, this will provide possibilities of larger scale projects that may be match funded via the Housing Advisory Panel.
64. The ground source heat pump work at Rycroft Tower blocks is well under way. The Housing Officer has been working closely with our colleagues from planned works to resolve any issues as they arise. The team are making good progress with the works and most residents have been happy with the works. The Housing Officer attends regular progress meetings.
65. The team are working well with the LASBT officer, they have excellent working relations often resulting in positive outcomes. A joint meeting is held every six weeks to discuss cases, this gives opportunity to problem solve cases. The Housing Manager attends six weekly tasking meetings with local neighbourhood policing team, the Housing Officers feed into the meetings if there any particular issues they want to be raised.
66. The annual tenancy check-in (formerly called the Annual Tenancy Visit) has just been relaunched. A tranche of priority visits has been identified, made up of under 19's, over 75's (tenants in retirement life schemes will be visited by retirement life staff) and particularly vulnerable tenants and these will be visited first. Once the priority visits are completed we will then be visiting in order of the last visit.

### **Housing Team – Update from Andrew Sheader (Housing Manager – Farnley & Wortley)**

67. The Wortley Housing Team continue to work from home but are now remobilised meaning Housing Officers are out on the patches they manage on a weekly basis. Wortley / Pudsey Office has opened for staff to work from.
68. The ASB in the Heights East and West has calmed down and the Mobile Patrols have been withdrawn but can be requested if the ASB starts again, however, a Closure Order was

granted a period of 3 months. It will be placed on Police systems and officers will be briefed that this is now in place.

69. A request has been made and approved for the Mobile Patrols to be transferred to Gamble Hill Grange due to an increase in reported ASB/Nuisance issues.
70. Housing Officers are addressing a variety of issues, such as concerns relating to the environment, doorstep arrears visits where all other means have been exhausted.
71. Quarter 1, 2, 3 and 4 walkabouts were completed. For 2022/2023 Housing Officers will be undertaking 2 annual Walkabouts with the ability, if required, to undertake additional Walkabouts should Members want them. Green guardian scheme continues in the Bawns and Heights.
72. We are now making referrals to the Skill Mill, a social enterprise providing entry level training and employment for young people by giving them the opportunity to work as part of a team and build up their life and work skills.
73. The Mobile HUB visited the Office on the 20/04/2022 and several staff had a look around the bus and chatted with the officers working – flyers were provided, and these are to be given to tenants to make them aware of the services available. A flyer is on the Heights Drive office door promoting the service.
74. Block inspections/sweeps continue to take place with a monthly audit to identify any training needs.
75. Whincover Drive Garage Site - the garages are now all in VOID, fenced off and secure. Panel meeting scheduled for the approval of demolition, and it is booked for the 10th of May.
76. Jonathan Kenyon, Environmental Action Officer, has been working with Jonathan Wakefield, Housing Officer, to tackle the messy garden, waste, fly tipping issues. There is a new Housing Officer on the patch, and they have been shown around the area and briefed on these issues.
77. The knee-high fencing has been effected on Amberley Gardens to prevent vehicles parking on the area.
78. Farrow Bank garages – we are assessing demand after significant damage. If no demand, we can either publicise and if demand is forthcoming work with Margarita Orbeladze Project Officer to get them back into a letterable condition.
79. Staff continue to report fly tipping, graffiti removal and potholes, with several quick wins observed, i.e., green space behind the Heights Drive shops.

80. Car parking and emergency vehicle area in The Heights East and The Heights West has been investigated with process submitted and start date expected March/April 2022. There is an issue with two SORN vehicles in the car park and we are trying to locate the owners.

81. Housing Officers are also working with Neighbourhood Service Officers within the hotspots to look at preventative measures and submitting the projects to HAP for consideration and we expect that if successful these measures will prevent fly-tipping occurring.

## **CCTV – Update from Kelly Woods (Performance and Relationship Officer – Leedswatch)**

### **Introduction**

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

83. 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.

84. This update covers the different types of incidents captured by CCTV operators in real time for the cameras located in the Outer West area committee area, for quarter 1 2022/2023.

85. At the current date, the Outer West Community fund a total of 11 cameras covering the Outer West area.

### **Information Sharing**

86. 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.

### **Incidents captured by CCTV operators:**

<b>Qtr. 1 – Outer West Cameras incidents (1st March – 20<sup>th</sup> May 2022)</b>					
	<b>March</b>	<b>April</b>	<b>March</b>	<b>Total incidents per category</b>	
<b>Alarm Activation</b>				<b>Alarm Activation</b>	
<b>Animals</b>	<b>2</b>		<b>1</b>	<b>Animals</b>	<b>3</b>
<b>ASB</b>		<b>1</b>	<b>2</b>	<b>ASB</b>	<b>3</b>
<b>Health &amp; Safety</b>	<b>1</b>	<b>1</b>		<b>Health &amp; Safety</b>	<b>2</b>
<b>Police Operation</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>Police Operation</b>	<b>9</b>
<b>Public Order</b>		<b>2</b>	<b>1</b>	<b>Public Order</b>	<b>3</b>
<b>Road Traffic</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>Road Traffic</b>	<b>3</b>
<b>Total Per Month</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>Total sum of incidents</b>	<b>23</b>

87. 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 West Area.

88. 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.

### **Requests for new Cameras**

89. 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.

90. 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.).

91. 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.

### **Updates from Key Services:**

#### **Outer West Community Hubs – Update from Jason Newman (Community Hubs Manager)**

92. The service now feels as if it has returned to normal following the pandemic and we are really pleased to be making such a difference to the lives of our customers.

93. Customers are now accessing all our hub services in person and we have a number of partners doing surgeries within the hubs including, kinship care, PCSO's and Money Buddies.

94. Customers have welcomed the recent work on Pudsey community hub which provided new display shelves as you enter and a replacement hub desk.

95. We are looking forward to hosting jubilee celebrations in each of our hubs with bunting workshops, community jigsaws and afternoon teas at each of the sites. Calverley and Farsley's afternoon tea will take place on Monday 30th May and Pudsey's on Wednesday 1st June.

96. The pop-up job shop each Monday at Pudsey community hub continues to go from strength to strength and has had success in helping people back into work.



97. We continue with our regular events with each hub hosting weekly story time and digital drop ins where our librarian team are on hand to provide advice and assistance on all things digital. We have also launched a monthly social group at Pudsey.

98. The service has also launched a 'times are hard' campaign using the money information centre website, letting customers know in what ways the hubs can help and advertising all the free activities that are on offer.

## **Community Centres**

### **Swinnow Community Centre – Update from Yvonne Allman (Centre Manager)**

99. Swinnow Community Centre has been very active over the last few months, and is currently offering the following programme of events:

- **Monday to Thursday** - Prince's Trust 9.30am / 3pm 16/25 years
- **Monday** – Karate 6.30/7.30 pm 6yrs/Adult
- **Tuesday** – Play Day 3pm to 5pm, Clubsize 6.30pm Adults
- **Wednesday** – Leeds City Council Youth Group / Cooking Group 3.30pm / 5.30pm 11/14 yrs. Irish Dancing, 13years to Adults, 6pm to 7pm
- **Thursday** – Play Day 3pm to 5pm, I.P.T.C Theatre Group 5pm/6pm kids 8/15yrs, 6.15pm/7.15pm Adults
- **Fridays** – Dinky Club 9am/10.30am 0/5yrs, Making a Difference 11.30am to 2pm adult job club (25year upwards), Freedom Friday Games night 6.30pm to 8.30pm 8/ 16yrs
- **Saturday** – Irish Dancing 2/4yrs 9.30am/ 10am, 4yrs upwards 10.15am/11am
- Saturday 4<sup>th</sup> June 12pm until 5pm Jubilee Celebration

### **Farnley Community Centre – Update from Peter Allison (Chair of Committee)**

100. I am pleased to be able to provide an update on events at Farnley Community Centre since my last report at the beginning of the year.

101. Although it has only been five months, the centre has been a flurry of activity, with plans to enhance the offering and support only further to its community.

102. In what can only be described as a shocking sequence of events that unravelled in Ukraine, the committee responded to the crisis by accepting donations, including food, bedding, clothes, medical supplies etc., to be sent to Ukraine. The appeal was overwhelmingly supported by the immediate and surrounding communities, with several tonnes of aid donated. With support from our community, we were able to sort the aid ready for export.

103. A further appeal was launched to raise funds of £1,500.00 to cover costs of export as it was decided that Peter Allison, the Chair, would drive the aid directly to the Ukraine border in the north of Romania (Siret) to deliver it directly to the most deprived and needed areas of the refugee influx. £1,570.00 was raised, and 3.5 tonnes of essential aid was delivered directly to the needed area.

104. Consequently, because of this appeal, we were left with tons of clothing leftover that we could not get exported due to the difficulties in shipping at the time. As a result, we decided that we could utilise the leftover clothing to both support Ukraine and our community.
105. As such, we held a clothing sale at the centre. We sold carrier bags for £1 each, and they could take their pick of whatever they wanted. The outcome was the sale of £236 bags worth of clothing to help support those most in need in the community and the funds paid to the DEC Ukraine appeal.
106. On the 12th of April, we gratefully teamed up with Your Backyard to hold a family activity day. The day started with the centre hosting a breakfast club (9-11am), where we saw families attend for an opportunity to have a free meal during the school holidays. The activity day kicked off at 11am and was run through until 3pm. Although the weather wasn't on our side, it didn't detract from the fun that was had on the day with various sporting activities, including football, multi-sports, DAZL etc.
107. The age ranges of attendees were diverse, with those from 3 years old to 15 years old and parents alike taking part. It really was the pinnacle of a family fun day!
108. Saturday 16th of April, we hosted another free event celebrating Easter. This event had 150 children attend on the day to receive their free Easter egg following the Easter Trail. Activities included hook a duck, arts & crafts, pin the tail on the bunny, mini-disco, refreshments, cakes & buns etc. The feedback was positive, and it is planned that events such as this become a regular occurrence to bring activities to our communities.
109. A further family activity day has been scheduled for the start of the 6-week school holidays. We will look to see how we can further support families during the school holidays with activities and/or breakfast clubs etc.
110. Discussions are currently in place to establish a food bank from the Community Centre working alongside Leeds North & West Food Bank.
111. Funding applications are in place to try and raise £5000 to assist in setting up and obtaining a storage container to be able to operate & store the food.
112. We see this as an immediate priority to get established given the current cost of living crisis and austerity and deprivation within pockets of Farnley & Wortley.
113. Further discussions have been held with Housing about the hopes of running a community hub and housing repair services alongside the foodbank and Money Buddies on the yet to be confirmed and allocated day.
114. Superfast Broadband has now been ordered and is due to be imminently installed, which will then give visitors to the centre free Wi-Fi access.

115. Two new PCs have also been donated to the centre and will be accessible to the public to enable them access to the internet, the ability to write letters & emails etc. IT support will be offered by Peter Allison to those who may otherwise struggle with computer literacy to ensure that everyone has equal access.
116. An initial National Lottery application has been submitted for £250,000 to be able to re-develop and refurbish what is now becoming a well-used centre. Still, it requires investment to enable the centre to grow and be able to support its community and its offerings further.
117. An update to our previous statement in January regarding the Youth Service is that we are pleased that the two age ranges (Juniors 10-13 & Seniors 14+) are now being conducted. This split has been highly influential, giving both age ranges the opportunity to socialise with peers of similar ages, with more aptly appropriate activities for the group. The feedback from the youths has been positive, and attendance has remained consistently high across the Friday evening sessions.
118. Whilst the new committee has only been formed since early December 2021, massive progress has been made to bring the community centre back into its community, although further work is needed. The centre's turnaround is undoubtedly in its infancy, but future prospects look promising.

### **Community Engagement: Social Media**

119. **Appendix 1 Social Media Report** provides the Committee with the latest information on posts, and details recent social media activity for the Outer West Community Committee Facebook page.
120. The report covers the last 4 months 1<sup>st</sup> Feb 2022 to 31<sup>st</sup> May 2022. In this time the page has seen another increase in followers to a total of 1,351.

### **YAF Online Consultation Results**

121. The Youth Activity Fund online consultation survey ran from November 2021 and stayed open until the 31<sup>st</sup> March 2022, where all feedback from young people was collated and fed into the Youth Activity Fund Consultation Report for the Outer West Community Committee. The results will, in principle, inform the Youth Activity Fund Budget spend for 2022-23.
122. The Outer West Community Committee received 115 survey responses to the Youth Activity Fund Consultation Survey. This result sees an increase of 85% on the number of responses from last year 2020-21.

123. In summary, the consultation surveys submitted by young people in the Outer West Community Committee area suggest the following Youth Activity Fund priorities for 2022/23:

- A. Youth activities on offer in indoor venues such as community centres, youth clubs and sport centres, as well as activities delivered outdoors.
- B. Majority of provision taking place locally, rather than away from the area.
- C. Youth activities made available in the summer holidays, weekends, and after school.
- D. Ensure opportunities to make new friends, learn something new, and be active.
- E. Popular activities included:
  - Sports
  - Youth Clubs
  - Outdoor Adventures
  - Dance (Other activities mentioned: Music, Cooking, Coding, Mixed Activity Fun Days)

124. It is recommended that any projects funded by the Outer West Community Committee from the Youth Activity Fund focus on these key themes and activities in 2022/23.

### **Corporate Considerations**

#### **Consultation and Engagement**

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

#### **Equality and Diversity/Cohesion and Integration**

126. 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**

127. 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**

128. 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**

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

## **Risk Management**

130. 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**

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

## **Recommendations**

132. The Community Committee is asked to make a decision on representatives for the Outer West Community Committee Sub-Group, as outlined in the table in paragraph 4.

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

## **Background documents<sup>1</sup>**

134. None.

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<sup>1</sup> 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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## Outer West Community Committee

### FACEBOOK highlights

1<sup>st</sup> February 2022 – 31<sup>st</sup> May 2022

Appendix 1

## Outer West Community Committee

<https://www.facebook.com/LCCOuterWest>

The Facebook page for the Outer West Community Committee has continued to provide support, information, and access to multiple services. With regular updates, the number of followers and interactions has been reflected in the interaction of the local community. Since 1st February 2022 the Outer West Community Committee Facebook page has:

- Further increased the total number of page followers to **1,351**, an increase of **4%** from the last quarter
- Held a position as the **5th** most popular Community Committee Facebook page across Leeds

### Definitions:

- **'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, many posts can be read without any further interaction!

The most popular post since the 1<sup>st</sup> February 2022 was a post promoting a Leeds United Foundation young people's programme, which:

- **Reached a total of 1,951 people**
- **Was shared, liked, commented on 33 times**
- **Was clicked on 9 times**

## 1<sup>st</sup> Place – Leeds United Foundation –

### NCS Programme for Young People



1,951 people had this post delivered to them and it had 9 post clicks. A further 33 people liked, commented, and shared the post.

Leeds City Council Outer West Community Committee  
Published by Mike Lcc · 28 February ·

This summer the Leeds United Foundation are supporting an NCS Programme for young people aged 15-17 to get involved with. See details below or visit [www.wearencs.com](http://www.wearencs.com)

**ARE YOU AGED 15-17**  
**NO PLANS FOR THE SUMMER?**  
**WANT TO MAKE A DIFFERENCE?**  
**MEET NEW PEOPLE?**  
**STEP OUT YOUR BOX?**

Answered yes to any of the above then

**NCS**

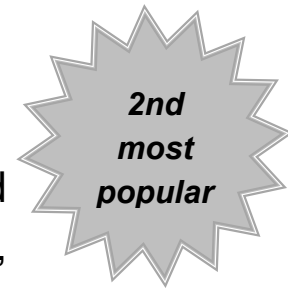
Is the answer!

**HEAD ONLINE FOR MORE INFO @ WEARENC.S.COM**



## 2<sup>nd</sup> Place – Princes Trust Programme

**392** people had this post delivered to them and it had **3** post clicks. A further **3** people liked, commented, and shared the post.



 Leeds City Council Outer West Community Committee  
Published by Mike Lcc · 9 May at 14:29 · 

Details below about how you can get involved in a Prince's Trust programme for those aged 16-25:



**AGED 16-25**

WANT TO MEET NEW PEOPLE AND TRY SOMETHING DIFFERENT?

- 12-week personal development programme
- Boost your confidence and motivation
- Achieve an accredited qualification
- Complete a work-based placement to gain experience
- Attend a residential and take part in adventurous activities
- Employability sessions with guest speakers

The Team programme is delivered in many locations across Yorkshire & Humber

FIND OUT MORE  
Call 0800 842 842 for more information. Or visit our website and join our Live Chat: [www.princes-trust.org.uk/contact-us](http://www.princes-trust.org.uk/contact-us)

**START SOMETHING**

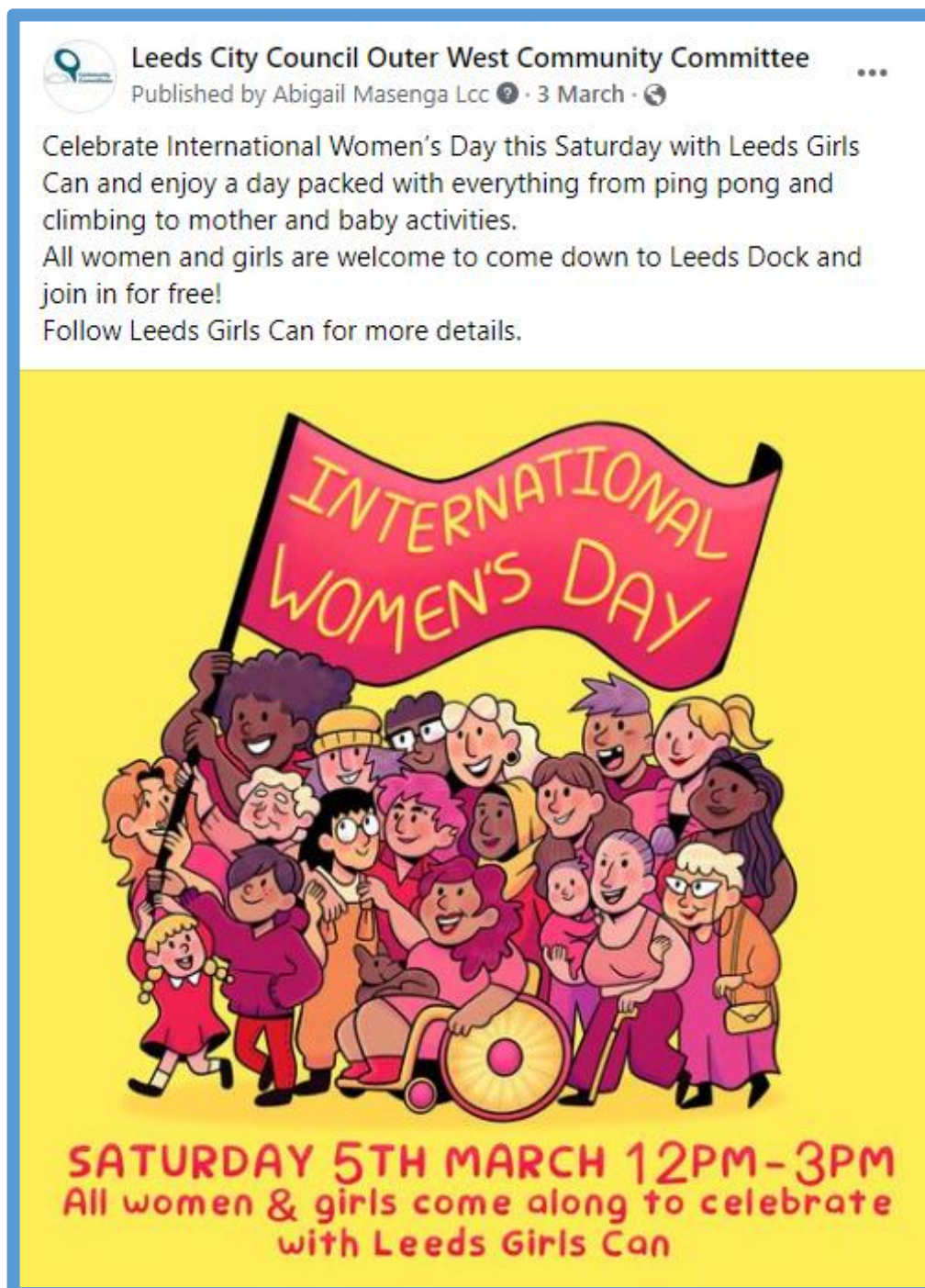


Princes Trust

**3rd Place – International Women’s Day – Leeds  
Girls Can campaign**



**388** people had this post delivered to them and it had **4** post clicks. A further **11** people liked, commented, and shared the post.



**Contact Details:**

The Outer West Community Committee Facebook page continue to be maintained by the Localities Officer and Engagement Officer for Outer West. The Outer West Community Committee wants to work with organisations and individuals in the area to promote local initiatives, advice, and good news stories that can benefit the local community.

If you wish to get in touch, please contact:

**Mike Stevenson – [Michael.stevenson@leeds.gov.uk](mailto:Michael.stevenson@leeds.gov.uk)**  
**Localities Officer – Outer West Community Committee**

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**Report of:** Head of Locality Partnerships

**Report to:** Outer West Community Committee  
[Calverley & Farsley, Pudsey, Farnley & Wortley]

**Report author:** Mike Stevenson – Localities Officer – 07891 277427

**Date:** 8<sup>th</sup> June 2022

**To note**

## **Outer West Community Committee Youth Activity Fund Consultation Report**

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### **Purpose of report**

1. The report provides the Outer West Community Committee with background and context on the decision to not have a Youth Summit in 2021/22.
2. The report provides the Outer West Community Committee with an update on the Youth Activity Fund Consultation with children and young people. The consultation aims to inform the Community Committee's Youth Activity Fund spend for the 2022/23 financial year.
3. The report provides the Outer West Community Committee with reflections from the last year as a result of the COVID-19 pandemic and the challenges that this has presented Community Committees, the Communities Team and youth activity providers.

### **Main issues**

4. Each Community Committee has been allocated a Youth Activity Fund which it is responsible for administering. The Youth Activity Fund has been made available to provide local activities for children and young people aged 8-17 years across the city.
5. The Youth Activity Fund requires the engagement and participation of children and young people in the decision making and evaluation of the fund. Children and young people are involved at each stage of the funding process and advise Community Committees on the activities they would like to take part in, in their respective areas.
6. The Youth Activity Fund can provide money for activities that offer opportunities for play, arts, sport and culture, which enable young people to have fun, get creative and have new experiences both after school and during the school holidays.

7. In preparation for the planning for this municipal year's Youth Summits, the Communities Team met with the Voice & Influence Team. At this meeting, both parties offered their support to reflect on previous year's events and learning to inform future ways of working, however expressed concerns around bringing young people together from different schools/groups for a physical event, as there continued to be concerns over COVID-19 infection rates, particularly in schools and the proposal was made to push back the Youth Summits so that they were delivered in the new municipal year.
8. This approach was discussed and agreed with Community Committee Chairs in the Community Committee Chairs Forum meetings, as it would allow the Communities Team to hold further discussions with members of the Children & Families Sub Groups and Children's' Champions and explore options to inform future Youth Summit arrangements, alongside the latest guidance regarding the safety measures that schools may be putting in place over the following months.
9. So that the Community Committees were still be able to consult with young people on priorities for the Youth Activity Fund Budget spend, a Youth Activity Fund Consultation Survey was created. Capturing this feedback would ensure that young people were still able to inform the budget spend for each committee in 2022/23 and in this respect the survey would still produce the same desired outcome as a physical Youth Summit: <https://surveys.leeds.gov.uk/s/OSCECI/>.

## **Reflections from the last 12 months**

### **Youth Activity Fund Projects: Responding to the Pandemic**

10. The COVID-19 pandemic has caused a number of complications for activity providers that work with young people over the last 12 months. It has been a particular challenge for organisations to keep up to date with the changing Government advice and guidance regarding COVID-19.
11. Staff in the Community Committee Team have spent a proportion of their time, once again, liaising with projects and organisations that wanted to work with young people over the last year, making sure that projects were still able to demonstrate that they were ready to deliver their activities in accordance with Government guidance and legislation regarding COVID-19, making sure that organisations had the correct policies, procedures and risk assessments in place.
12. Over the course of the last 12 months organisations and youth providers have continued to adapt to the challenges that the COVID-19 pandemic has presented them and the young people they work with once again, often working differently, for example by moving their activity provision to an online virtual platform.
13. Adapting responses and approaches for projects to meet the needs of individual communities demonstrates the committee's and the organisations flexibility and

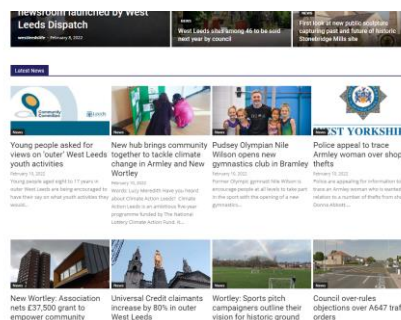
willingness to be agile in an ever-changing environment, as well as the desire to reach out and connect with young people during the COVID-19 pandemic.

## Youth Activity Fund Consultation Survey

14. The online consultation survey ran from November 2021 and stayed open until the 31st March 2022, where all feedback from young people was collated and fed into the Youth Activity Fund Consultation Report for the Outer West Community Committee, which will, in principle, inform the Youth Activity Fund Budget spend.
15. Promotion of the online consultation survey was ongoing by the Communities Team, with publicity posters and video graphics being posted regularly on the committee Facebook pages, publicity being sent out to all our school & cluster contacts, youth groups, Scouts, Guides and other organisations that are funded, or work with young people in the Outer West area. As well as being circulated to mailing lists, physical posters were also sent to our Community Hubs and Libraries, as well as Housing Leeds contacts.
16. Facebook posts relating to the Youth Consultation Survey have been some of the most engaged with posts on the Outer West Community Committee Facebook page in the last 3 months, with one of the posts achieving a reach of 1,079, with 34 engagements and shares.
17. The design and format of these posts were bright and engaging and placed the Outer West Community Committee name at the heart of the publicity. They encouraged young people to connect through mediums that are familiar to them, and easy to access.



18. In addition to this, information on the Youth Consultation Survey was shared with local online media company West Leeds Dispatch, who promoted a story on the survey to their readership in February 2022.



19. The Communities Team also created and introduced a bespoke QR code that linked to the YAF Consultation Survey (image attached). This was embedded into posters so that it could be scanned with smartphones/QR reader apps which most phones have, taking the user straight to the survey and giving us another valuable avenue for capturing feedback and engaging with young people.



20. The approach to promoting the online survey in Outer West has built on last year's efforts and introduced new and dynamic mechanisms as outlined above. Through engagement with a wider range of participants and youth groups in the area, a blueprint has been set for managing this approach in future years.

21. The Outer West Community Committee received **115** survey responses to the Youth Activity Fund Consultation Survey. This result sees an increase of 85% on the number of responses from last year 2020-21. With a share of 13% of the total responses across all 10 Committee areas in Leeds, the area has performed at an above average level.

22. The vast majority of these were completed online, however a number of the survey responses were completed in paper format at the Breeze summer events, with consultation led by the area Localities Officer and Engagement Support Officer.



## Youth Activity Fund Consultation – Breakdown of responses

23. The below tables provide a demographic oversight of the responses received in Outer West, including number of responses received, breakdown by gender, age and by ward:

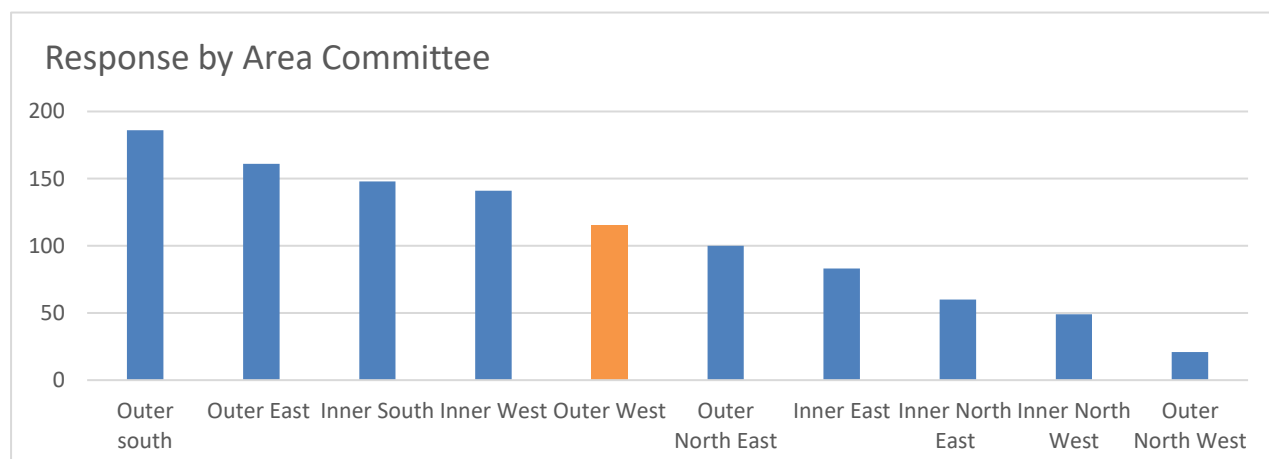
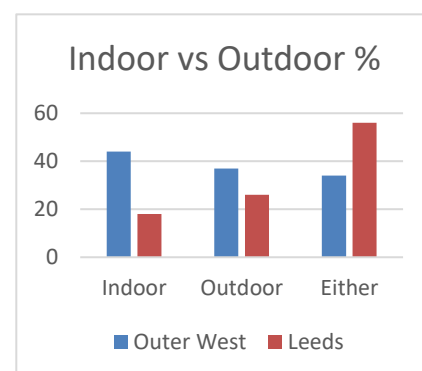
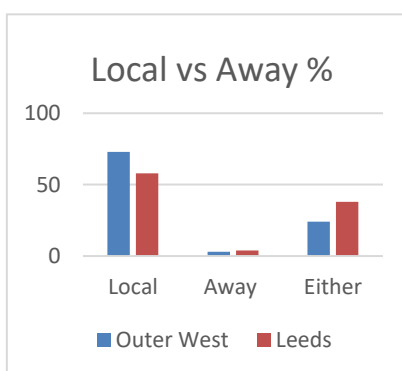
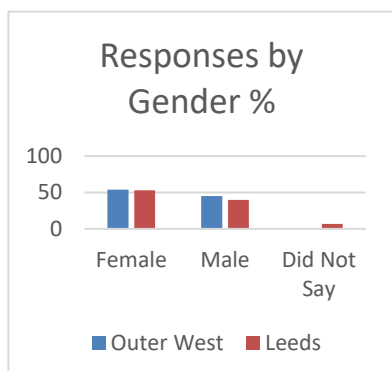
Number of participants who completed the Survey	
<b>Total</b>	<b>115</b>
Male	52 (45%)
Female	62 (54%)
No mention of Gender	1 (1%)

Participants Age Groups	
8	13
9	17
10	14
11	16
12	16
13	10
14	16
15	12
16	1
17	0

Ward	Responses
Calverley & Farsley	29 (25%)
Farnley & Wortley	35 (31%)
Pudsey	51 (44%)

### Outer West vs Citywide response

24. As the below graphs show, Outer West responses demonstrated a similar trend to the overall responses for Leeds. Outer West recorded a higher response level for local activities compared to the city average, and a higher level of responses for indoor or outdoor activities, rather than a response of 'either'.



## Youth Activity Fund Consultation Survey Recommendations

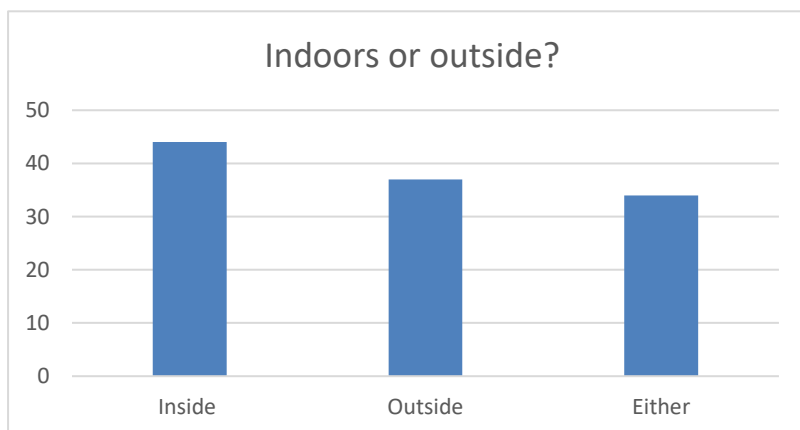
25. The consultation surveys submitted by young people in the Outer West Community Committee area suggest the following Youth Activity Fund priorities for 2022/23:

- a. Youth activities on offer in indoor venues such as community centres, youth clubs and sport centres, as well as activities delivered outdoors.
- b. Majority of provision taking place locally, rather than away from the area.
- c. Youth activities made available in the summer holidays, weekends, and after school.
- d. Ensure opportunities to make new friends, learn something new, and be active.
- e. Popular activities included:

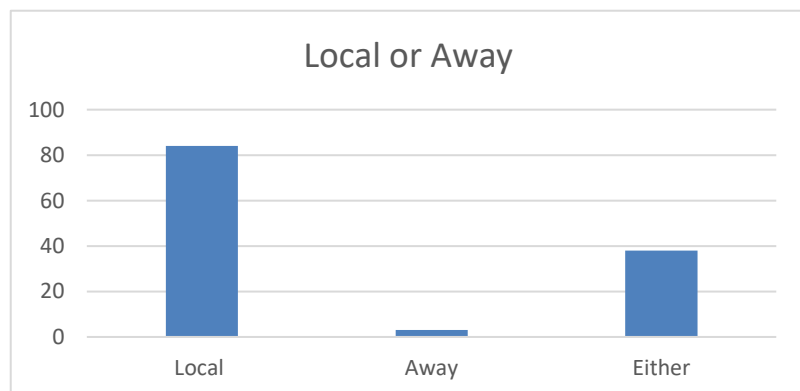
1. Sports
2. Youth Clubs
3. Outdoor Adventures
4. Dance

(Other activities mentioned: Music, Cooking, Coding, Mixed Activity Fun Days)

26. In terms of Indoors vs Outdoors activities, Outer West returned an even split. 44 selected Indoors (38%), 37 selected Outdoors (32%), and 34 selected Either (30%).



27. On the question of 'Local' or 'Away from the area', Outer West results showed a much more definite preference. 84 young people selected activities local to them (73%), 28 selected either (24%), and 3 selected activities away (3%).



28. In terms of activity times, Outer West again showed a varied response to the given options. As the table below shows, the highest ranking first preference was School Holiday with 34 votes (31%), then Weekends with 31 votes (28%), then After School with 24 votes (22%), then Evenings with 21 votes (19%). These results indicate a demand for activities covering a range of times and dates throughout the year.

Activity time	1	2	3	4
School Holidays	34	21	15	42
Weekends	31	17	24	40
After school (before 6pm)	24	48	25	15
Evenings (after 6pm)	23	26	48	15

29. It is recommended that any projects funded by the Outer West Community Committee from the Youth Activity Fund focus on these key themes and activities in 2022/23.

30. It is also recommended that options are explored for a physical Youth Summit event in the next municipal year, 2022/23. This will inform the Youth Activity Fund spend for 2023/24.

### **Appendix: Infographic outlining the Youth Activity Fund Consultation Survey**

An Appendix Infographic is attached with this report.

### **Corporate Considerations**

#### **Consultation and Engagement**

31. Community Committee Chairs, Children’s Champions and Community Committees have previously been consulted on the proposals for the Youth Activity Fund survey.

32. The survey has been promoted far and wide across the Community Committee area, with publicity being posted on the Community Committee Facebook page, publicity being sent out to all school & cluster contacts, youth groups and any other organisations that are funded, or work with young people in the Community Committee area, as well as being circulated to local Councillors and the committee mailing list.

#### **Equality and Diversity/Cohesion and Integration**

33. All Youth Activity Fund 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**

34. Projects submitted to the Community Committee for Youth Activity Fund 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**

35. Aligning the distribution of Community Committee Youth Activity Fund funding to local priorities will help to ensure that the maximum benefit can be provided.

### **Legal Implications, Access to Information and Call In**

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

### **Risk Management**

37. Risk implications and mitigation are considered on all Youth Activity Fund applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

### **Conclusion**

38. The Youth Activity Fund Consultation Report provides up to date information on the Community Committee’s Youth Activity Fund consultation survey position and invites committee members to use the consultation to inform its Youth Activity Fund spend for 2022/23.

### **Recommendations**

39. Members are asked to note:

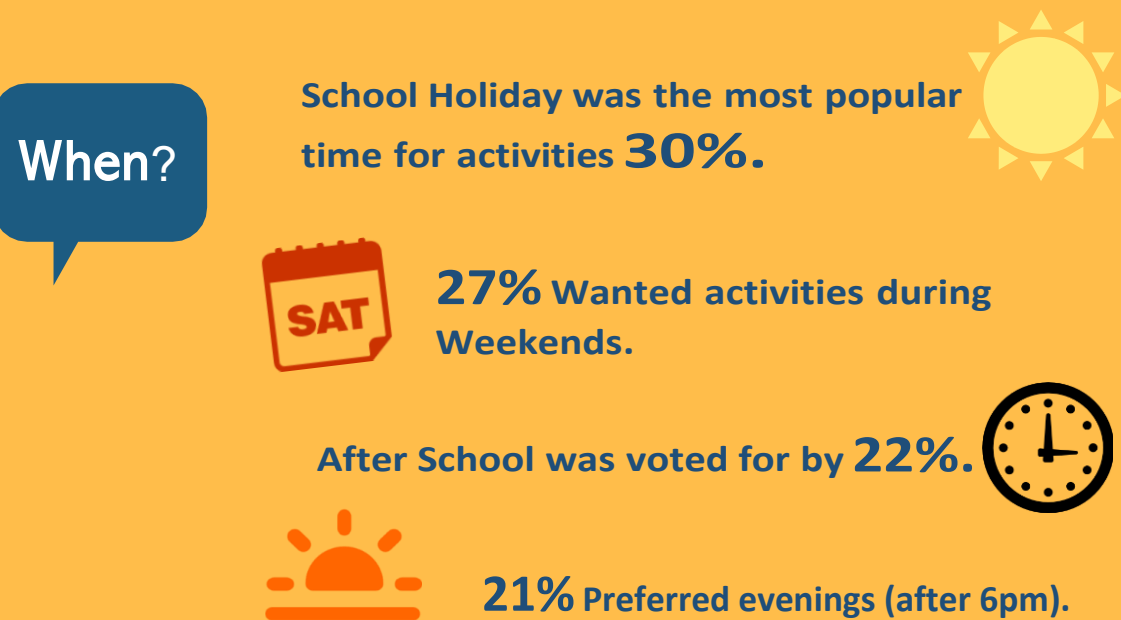
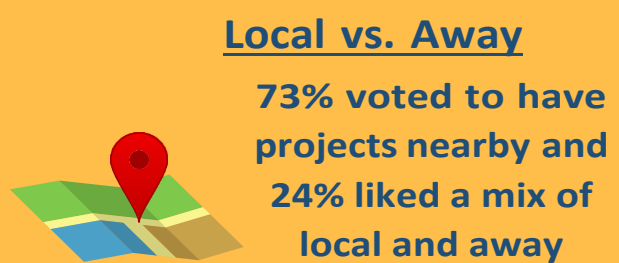
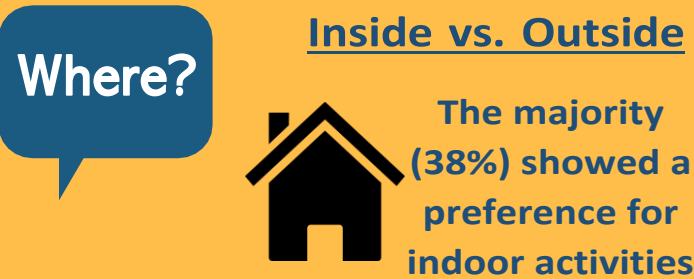
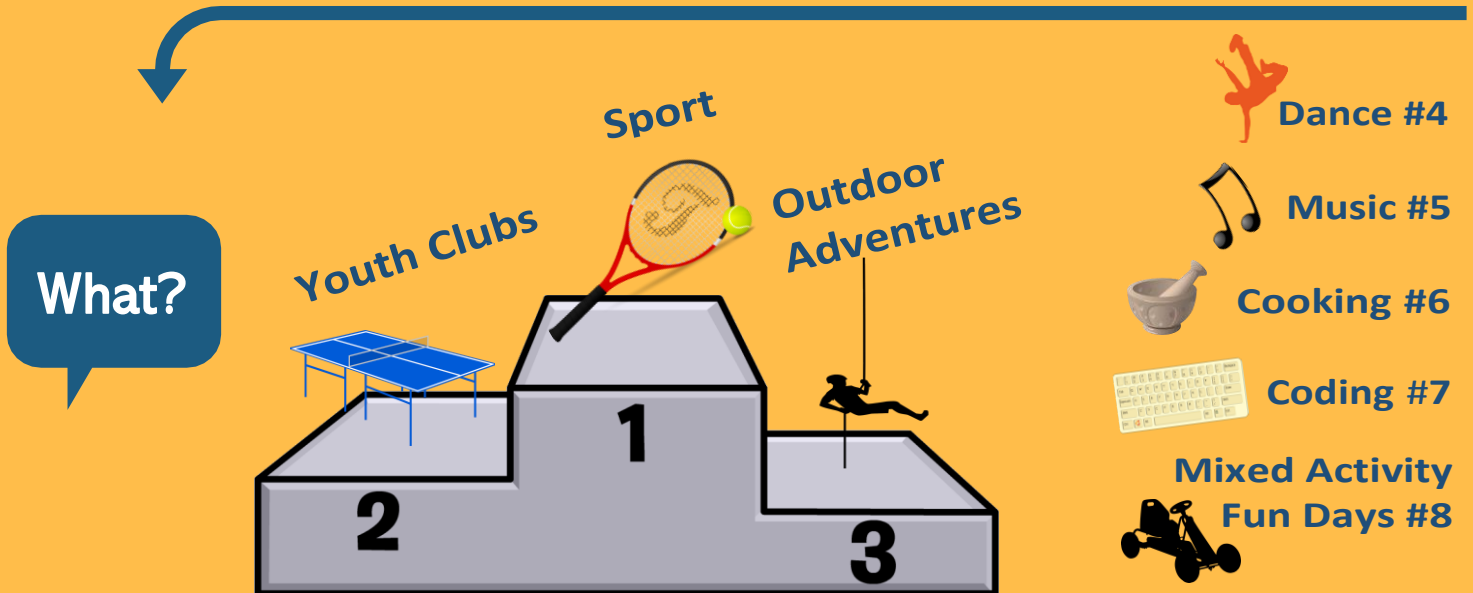
- a. Reflections from the last 12 months during the pandemic (paragraphs 10 – 13).
- b. Details of the Youth Activity Fund consultation survey (paragraphs 14 - 28).
- c. That the Youth Activity Fund survey informs the Community Committee’s Youth Activity Fund for 2022/23.
- d. That any projects funded by the Community Committee from the Youth Activity Fund focus on the themes and activity priorities identified in the Youth Activity Fund Consultation Survey.
- e. That options are explored for a physical Youth Summit in the next municipal year, 2022/23. This will inform the Youth Activity Fund spend for 2023/24.

# Outer West Youth Activity Fund Consultation 22/23



The Communities Team have consulted with 115 young people in the Outer West area of Leeds.

Young people were asked what activities they would like local councillors to fund in their own communities.



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**Report of: City Solicitor**

**Report to: Outer West Community Committee - Calverley and Farsley, Farnley and Wortley & Pudsey**

**Report author: Natasha Prosser, 0113 3788021**

**Date: Wednesday, 8<sup>th</sup> June 2022**

**For decision**

## **Community Committee Appointments 2022/2023**

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### **Purpose of report**

- 1 The purpose of this report is to note the appointment of Councillor Amanda Carter as Chair of the Community Committee for 2022/23 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to those positions detailed in section 6 / the appendices.

### **Main issues**

#### **Noting Appointment of Community Committee Chair for 2022/23**

1. Members are invited to note the appointment of Councillor Amanda Carter as Chair of the Community Committee for 2022/23, as agreed at the recent Annual Meeting of Council. The Committee is also invited to note the appointment of Cllr David Blackburn as Deputy Chair.

#### **Appointments to Outside Bodies including Cluster Partnerships, Housing Advisory Panels and Local Care Partnerships**

2. Member Management Committee annually determines which Outside Bodies will be delegated to Community Committees for appointment. Attached at Appendix 1 is the current schedule of organisations as delegated to the Community Committee.
3. Most recently, Member Management Committee agreed in 2019 that appointments to Local Care Partnerships be delegated to Community Committees for determination.

### Appointments to Community Committee ‘Champions’

4. The Constitution requires that Community Committees appoint Member ‘Champions’ in several designated areas. Currently, these areas are: ‘Environment & Community Safety’; ‘Children’s Services’; ‘Employment, Skills & Welfare’; and ‘Health, Wellbeing & Adult Social Care’.

### Appointment to Corporate Parenting Board

5. In recent years Community Committees have been used as the appropriate body by which local Elected Member representatives are appointed to the Corporate Parenting Board.

### Schedule of Appointments

6. The Committee is invited to review the details in the table below together with the accompanying information which follows / is appended, and determine appoints for the 2022/23 municipal year:

<b>Organisation / Outside Body</b>	<b>No. of Places</b>	<b>Current Appointee(s)</b>
Borough of Pudsey Charity	2	Dawn Seary Andrew Carter
Farsley Charity	3	Andrew Carter Amanda Carter Peter Carlill
Calverley Charity	3	Andrew Carter Amanda Carter Peter Carlill
Clusters: Children and Families Cluster – Pudsey	2	Peter Carlill Simon Seary
Children and Families Cluster – Farnley	1	<b>Vacancy</b> (formerly A Blackburn)
Local Housing Advisory Panels	1 Ward Member per Ward	<b>Vacancy</b> (formerly A Blackburn Trish Smith Andrew Carter
Local Care Partnerships: West Leeds LCP	1	Peter Carlill
Armley LCP (Bramley, Wortley & Middleton)	1	David Blackburn
Champions: Children’s Services	2	Peter Carlill & Ann Forsaith
Environment & Community Safety	1	Amanda Carter
Employment, Skills & Welfare	1	David Blackburn
Health, Wellbeing & ASC	1	<b>Vacancy</b> (formerly A Blackburn)
Corporate Parenting Board	2	Peter Carlill & Ann Forsaith



## Options

### Outside Bodies

7. The Community Committee is invited to determine the appointments to those Outside Bodies as detailed within the table at section 6 / the appendices. The Council's Appointments to Outside Bodies Procedure Rules can be made available to Members upon request, however, a summary of the rules can be found at sections 8-14:
8. The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder<sup>1</sup> either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
9. Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Community Committee as a whole.
10. All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
11. Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Community Committee and agreement sought as to whether the vacancy will be filled.
12. A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles described above.
13. Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to Member Management Committee.
14. Please note, any appointments to those Outside Bodies detailed in the appendices / section 6 which are made by the Committee at today's meeting are subject to Member Management Committee approving at its first meeting of the municipal year, that arrangements for such appointments remain unchanged and that they continue to be made by this Community Committee.

### Local Housing Advisory Panels

15. Ward Members play an important role in helping HAPs undertake their activity; sharing wider Community Committee priorities, giving updates about key pieces of work or projects, helping HAPs establish their priorities and by sharing local knowledge about community or environmental issues. Council nominations also help HAPs consider every opportunity to

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<sup>1</sup> For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

join HAP funding resources with local Community Committee or other funding sources for the benefit of communities.

The Outer West Community Committee in their 2022/23 round of nominations, is therefore requested to:

- a) Nominate up to 1 Ward Member per Ward within the x HAP area
- b) To undertake the above on the basis that all nominations are for full members, with HAP voting rights.
- c) Take into account the number of Council homes in each Ward. For Wards with relatively few Council homes, nominations are sought on an optional basis (see Appendix 2)

### **Local Care Partnerships**

16. Local Care Partnerships (LCPs) bring health and care providers together with other partners and local communities to improve people's experience of care to be more personalised and joined up. The second purpose is to tackle the health inequalities that exist both within local communities and across Leeds. LCPs are aligned to Primary Care Network boundaries; NHS funded collaborations of GP practices working together locally to share resources and extend their offer. Further information on Local Care Partnerships and their current priorities can be found on their website <http://inspiringchangeleeds.org/local-care-partnerships/>
17. From July 2019 forwards Community Committee meetings agreed individual arrangements for representation from Members at LCP meetings. Members raised that representation on LCPs could helpfully be aligned with the existing Community Committee Health Champion role for some committees, as well as consider how wider elected members were included. Community Committees recognised there were already good relationships in place between some Members and individual GPs but that the picture varied significantly from GP practice to GP practice.
18. In 2019 a number of LCPs were newly formed and others yet to come together. Proposals were put forward on a 'best fit' approach to membership, mapping the geography of LCPs to Community Committee boundaries. Appendix 3 captures this best fit.
19. All LCPs are now in place and meet on a regular basis. Frequency of meetings varies from one LCP to another. Whilst some meet monthly others come together on a bimonthly or quarterly basis. All LCPs also have working groups or task and finish groups to take forward their key priority strands of work. During COVID these meetings have been virtual which has resulted in a greater breadth of partners being able to attend and contribute regularly. This includes participation by Members. To strike a balance between attendance and ability to network and strengthen local relationships the LCPs have moved to a model of a mix of in person meetings (at least three per year per LCP) and online meetings (mainly by Teams, some by Zoom).
20. Members are an integral part of LCPs and it is requested that the links between LCPs and Community Committees are retained and strengthened. Community Committees are therefore requested to nominate members to those LCPs aligned to their Committee.

### **Community Committee 'Champions'**

21. The Community Committee Champions role aims to provide a local “lead” perspective and further facilitate local democratic accountability; particularly in conjunction with the relevant Executive Member. It is formally defined as covering the following areas:
- To provide local leadership and champion the agenda at the Community Committee.
  - To represent the Community Committee at relevant meetings, forums and local partnerships.
  - To build links with key services and partners.
  - To provide a link between the Community Committee and the Executive Member to ensure local needs are represented, issues are highlighted, best practice is shared and to facilitate local solutions to any issues.
  - To maintain an overview of local performance.
  - To consult with the Community Committee and represent local views as part of the development and review of policy.
22. As set out in the Constitution, the Community Committee is invited to appoint to the Community Lead Member roles detailed in section 6.
23. Given that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting 2 of the roles namely:
- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.
  - Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

### **Corporate Parenting Board**

24. Under the Children’s Act 1989, all local Councillors are corporate parents, this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after).
25. Executive Board has previously agreed a clear framework for the corporate parenting role in Leeds which is set out in the Leeds Corporate Parenting Strategy 2021 - 2024. This includes ensuring a core group of councillors with a special interest in leading the work on Corporate Parenting – who are nominated to the ‘Corporate Parenting Board’. This Corporate Parenting Board includes representation from each of the 10 Community Committees alongside partners from relevant statutory and third sector organisation, and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children.
26. In 2021 Leeds published the City’s Corporate Parenting strategy which sets out the priorities for ensuring that our children in care and care leavers receive the highest quality services and support. This strategy is overseen by our Corporate Parenting Board, which also ensures that our ‘Promises’ to children in care and care leavers are delivered. The Board considers information including fostering services, residential care, looked after children's educational attainment and their voice and

influence across the city. Representatives on the board are expected to link back to their Community Committee and champion the importance of effectively supporting the work of the board. The Corporate Parenting Board is an important partnership within the overall framework of support and accountability for looked after children's services and is chaired by the executive member for children's and adult services.

27. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the 2022/23 municipal year and to promote attendance and engagement with the Corporate Parenting Board. The Committee may consider it appropriate to combine the role with that of the Committee's Children's Services 'Champion'.
28. It should be noted that membership of the Corporate Parenting Board is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to approach the Chair of the Corporate Parenting Board, or make the relevant officers aware.

### **Children's Services Cluster Partnerships**

29. Clusters are local partnerships that include, amongst others: the Children's Social Work Service, schools, governors, Police, Leeds City Council youth service, Youth Offending Service, Children's Centres, Housing services, third sector, health, local elected members and a senior representative from children's services. Local clusters are key to the Leeds Children and Young People's Partnership arrangements.
30. They aim to:
  - enable local settings and services to work together effectively to improve outcomes for children, young people and their families;
  - build capacity to improve the delivery of preventative and targeted services to meet local needs;
  - create the conditions for integrated partnership working at locality level;
  - promote the Children & Young People's Plan and the ambition of a child friendly city across the locality.
31. A "well-coordinated locality and cluster approach results in early identification and extensive work with families according to need." (Ofsted report, March 2015).
32. Clusters began life as extended services for schools and have grown to engage a wide range of partners who provide early help and early intervention and prevention. In April 2011, the Children & Families Trust Board and Schools Forum agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships, which included elected members as standing members of the governance group for each partnership.
33. Elected Members also sit alongside a senior leader (Local Authority Partner) from the Children's Services directorate to be part of the Council's representation on each cluster partnership.

34. In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children's Services Cluster partnerships to Community Committees. This was with the aim of establishing a clear formal link between those Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.

## **Corporate considerations**

### **a. Consultation and engagement**

This report facilitates the necessary consultation and engagement with Community Committee Members in respect of appointments to the designated positions and Outside Bodies. Given that the Community Committee is the relevant appointing body, there is no requirement to undertake a public consultation exercise on such matters.

### **b. Equality and diversity / cohesion and integration**

Both the Community Committee Champion roles and the Corporate Parenting role aim to champion, address and monitor issues arising in their respective fields, whilst also providing clear links with the relevant Executive Member, Council officers and partner agencies. As such, these roles would also look to address any equality, diversity, cohesion or integration issues arising in their specific areas.

Also, Council representation on Outside Bodies and Children's Services Cluster Partnerships will enable those appointed Members to act as a conduit in terms of promoting the Council's policies and priorities. As such, this would potentially include matters relating to equality, diversity, cohesion or integration.

### **c. Council policies and city priorities**

Council representation on, and engagement with those Outside Bodies, partnerships and organisations to which the Community Committee has authority to appoint, is in line with the Council's policies and priorities.

### **d. Legal implications, access to information and call in**

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

If a Councillor is nominated to an Outside Body by the Council, then that Councillor receives full indemnity from the Council. For example, should someone attempt to take action against a Councillor personally in their role as a Council appointed trustee/director of an Outside Body; then the Council would cover the cost of defending the action against that Councillor, and if the action were successful the Council would cover any compensation which the Councillor had to pay. The only exception to this is for "fraud, or other deliberate wrongdoing or recklessness". The indemnity applies to a company, trust, or charity and whether a Councillor is nominated as a director or trustee. If a Member has not been nominated by the

Council, then the indemnity will not apply, and the Member should check that the trust, company etc. has got appropriate insurance cover for its trustees/directors.

#### **e. Risk management**

In not appointing to those Outside Bodies listed within the report, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

### **Conclusion**

35. The Community Committee is asked to consider and determine the appointments to those designated Outside Bodies, partnerships and organisations as detailed within the report and appendix.

### **Recommendations**

36. The Community Committee is asked to consider and confirm appointments to those positions detailed in section 6 / the appendices, having regard to the Appointments to Outside Bodies Procedure Rules, as summarised in this report.
37. The Committee is also invited to note the appointment of Councillor Amanda Carter as Chair of the Community Committee for the duration of 2022/23, as agreed at the recent Annual Meeting of Council.
38. The Committee is also invited to note the appointment of Councillor David Blackburn as Deputy Chair for the duration of 2022/23.

### **Background information**

- None

Community Committee Appointments to Outside Bodies (Outer West)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Last App'mnt	Group	Lead Dept	Lead Officer
Local Housing Advisory Panel(s)		3	Jul-22	3	Ann Blackburn	Y	Annually	Jul-21	Green	Resources and Housing	
					T Smith	Y	Annually	Jul-21	Con		
					Andrew Carter	Y	Annually	Jul-21	Con	Resources and Housing	
Borough Of Pudsey Charity	Yes	2	Jul-24	1	Dawn Seary	Y	3 Years	Jul-21	Con	Legal and Democratic Services	Mark Turnbull
					Andrew Carter			Jul-21	Con		
Farsley Charity	Yes	3		3	Andrew Carter	Y	Indefinite		Con		
					Amanda Carter	Y	Indefinite	Jul-15	Con		
					Peter Carlill	Y	Indefinite		Lab		
Calverley Charity	Yes	3		3	Amanda Carter	Y	Indefinite	Jul-15	Con		
					Peter Carlill	Y	Indefinite	Jun-18	Lab		
					Andrew Carter	Y	Indefinite		Con		
Joseph Lepton's Charity	Yes	1	Jul-26	1	Dawn Seary	Y	5 Years	Jul-21	Con		
Thomas And Sarah Lund's Almshouse Trust	Yes	2	Jul-25	1	T Smith	Y	4 Years	Jul-21	Con	Legal and Democratic Services	Mark Turnbull
					S Seary	Y	4 Years	Jul-21	Con		
Children & Families Clusters-Pudsey	No	2	Jul-22	2	Peter Carlill/ Simaon Seary	Y	Annual	Jul-21	Lab / Con		
Children & Families Clusters-Farnley	No	1	Jul-22	1	Ann Blackburn	Y	Annual	Jul-21	Green		
West Leeds Local Care Partnership	No	1	Jul-22		P Carlill	Y	Annual	Jul-21	Lab		
Armley Local Care Partnership (Bramley, Wortley Middleton seat)	No	1	Jul-22		D Blackburn	Y	Annual	Jul-21	Green		

Number of places 17  
 Places held pending review  
 Places currently filled beyond June 2021 17  
 Number of places to fill 0

Number of Members in the Committee Area 9

Labour 1  
 Liberal Democrat 0  
 Conservative 5  
 Green 3  
*Other to list*  
 Total 9

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Housing Advisory Panel	LCC Homes	Ward	LCC Homes
Inner East	6899	Burmantofts & Richmond Hill	4299
		Gipton & Harehills	2600
Inner North East	2959	Chapel Allerton	1885
		Moortown	482
		Roundhay	592
Inner North West	3617	Headingley & Hyde Park	482
		Little London & Woodhouse	1855
		Weetwood	1280
Inner South	6289	Beeston & Holbeck	2433
		Hunslet & Riverside	1767
		Middleton Park	2089
Inner West	7965	Armley	2660
		Bramley & Stanningley	2903
		Kirkstall	2402
Outer East	4376	Killingbeck & Seacroft	4376
Outer North East	2295	Alwoodley	1082
		Harewood	371
		Wetherby	842
Outer North West	3550	Adel & Wharfedale	624
		Guiseley & Rawdon	691
		Horsforth	874
		Otley & Yeadon	1361
Outer South	4117	Ardley & Robin Hood	876
		Morley North	916
		Morley South	1079
		Rothwell	1246
Outer South East	5323	Crossgates & Whinmoor	1828
		Garforth & Swillington	859
		Kippax & Methley	1115
		Temple Newsam	1521
Outer West	4884	Calverley & Farsley	711
		Farnley & Wortley	2455
		Pudsey	1718

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Councillor Alignment to LCP areas

LCP		Suggested Community Committee Member Appointment
Seacroft, Cross Gates and York Road	Seacroft	Inner East
	York Road	Inner East and Outer East (Halton Moor and Cross Gates)
	Cross Gates	Outer East
LS25/26	Garforth/Kippax/Rothwell	Outer East
		Outer South
Central	Central	Inner North East
HATCH (Chapelton, Harehills, Richmond Hill & Burmantofts)	Chapelton	Inner North East
	Harehills, Richmond Hill and Burmantofts	Inner East
Wetherby	Wetherby	Outer North East
Holt Park and Woodsley		Inner North West
Leeds Student Medical Practice		Inner North West
Aireborough & Aire Valley	Otley and Yeadon	Outer North West
Middleton & Beeston		Inner South
Morley	Morley	Outer South
Armley	Armley	Inner West
	Bramley, Wortley & Middleton	Inner West and Outer West
West Leeds	Pudsey and Bramley	Outer West

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