



Outer North West Community Committee

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

Meeting to be held in St James Parish Centre, Low Lane, Horsforth, LS18 5QW

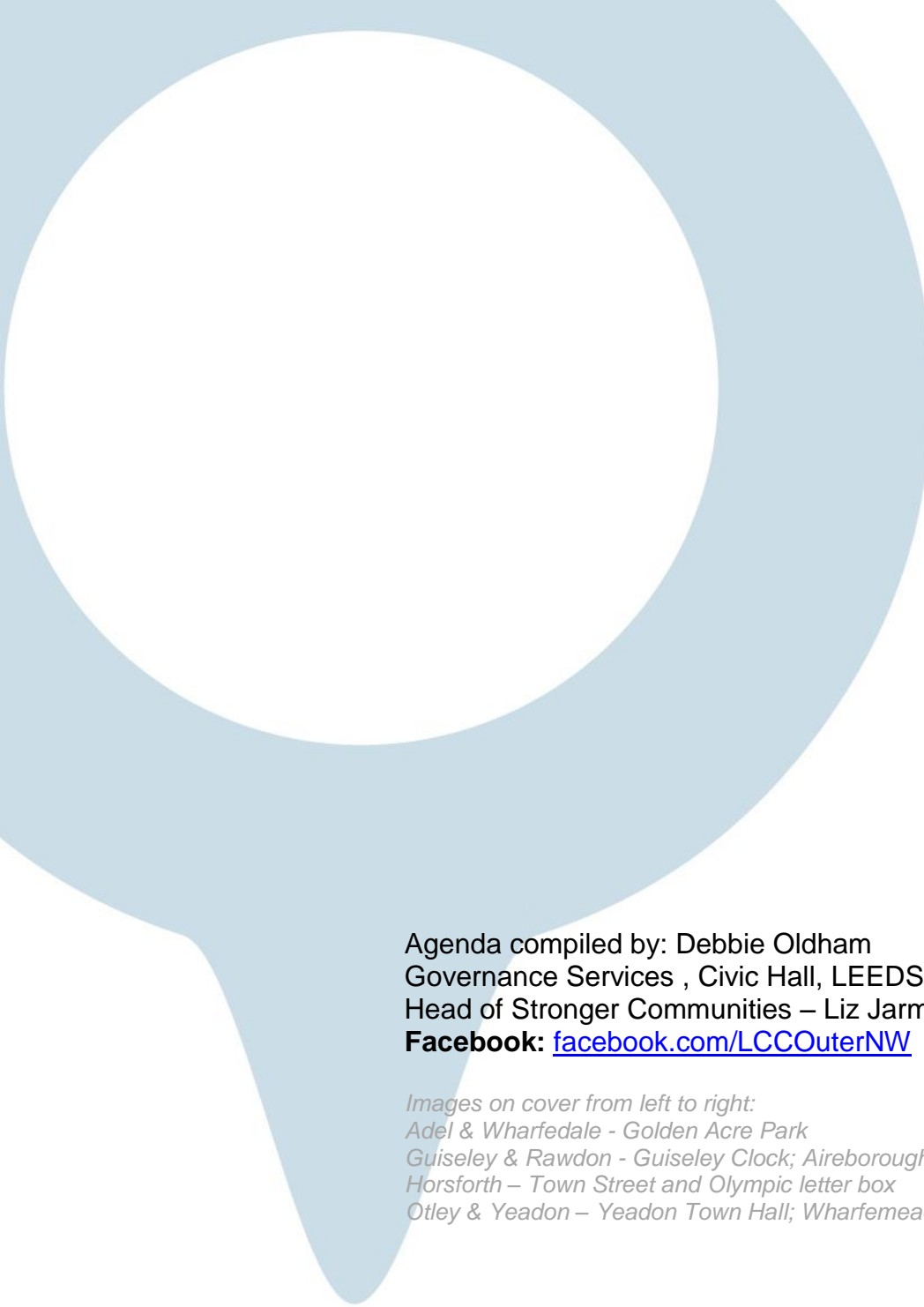
Monday, 11th March, 2024 at 1.00 pm

Councillors:

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

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





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

Images on cover from left to right:

Adel & Wharfedale - Golden Acre Park

Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre

Horsforth – Town Street and Olympic letter box

Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded). (*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration (The special circumstances shall be specified in the minutes)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p>DECLARATION OF INTERESTS'</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 4TH DECEMBER 2023</p> <p>To receive the minutes of the meeting held on 4th December 2023, for approval as a correct record.</p>	7 - 14
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
8			<p>KING'S AWARD FOR VOLUNTARY SERVICE (KAVS) AND THE KING'S AWARD FOR ENTERPRISE (KAE) SCHEMES</p> <p>The report of the Head of Locality Partnerships provides the Outer North West Community Committee with an update on the King's Award for Voluntary Service (KAVS) and the King's Award for Enterprise (KAE) schemes.</p>	15 - 16
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>OUTER NORTH WEST COMMUNITY COMMITTEE FINANCE REPORT</p> <p>The report of the Head of Locality Partnerships provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2023/24.</p>	17 - 28

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>OUTER NORTH WEST COMMUNITY COMMITTEE UPDATE REPORT</p> <p>The report of the Head of Locality Partnerships brings to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.</p>	29 - 42
11	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>DATES, TIMES AND VENUES FOR THE COMMUNITY COMMITTEE IN 2024/2025</p> <p>To receive the report of report of the City Solicitor which requests Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2023/2024 municipal year.</p> <p>VENUE DETAILS AND MAP</p> <p>St James Parish Centre, Low Lane, Horsforth, LS18 5QW</p> <p>THIRD PARTY RECORDING PROTOCOL</p> <p>Third Party Recording Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</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>	43 - 46 47 - 48

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OUTER NORTH WEST COMMUNITY COMMITTEE

MONDAY, 4TH DECEMBER, 2023

PRESENT: Councillor E Thomson in the Chair

Councillors B Anderson, P Alderson,
C Anderson, E Bromley, C Campbell,
R Downes, B Flynn, J Garvani, S Lay,
O Edwards and R Jones

34 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents.

35 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

There were no exempt items.

36 LATE ITEMS

There were no late items.

37 DECLARATION OF INTERESTS'

No declarations of interests were made at the meeting.

38 Apologies For Absence

There were no apologies.

39 Minutes - 13th November 2023

RESOLVED – That the minutes of the meeting held on 13th November 2023, be approved as a correct record.

40 Open Forum

On this occasion there were no members of the public in attendance who wished to speak.

41 Leeds Homeshare - Service Overview

The report of the Head of Service, Care Delivery provided the Community Committee with an overview of Leeds City Council's Homeshare scheme and potential benefits to some people living in the Outer North West area.

The Community Committee were informed of the following points:

- The service assist people looking for help at home who have a spare room by matching them with someone seeking affordable living.
- The person applying to home share lives in the homeowner's property and the householder receives around 10 hours of practical support such as cooking, cleaning, shopping, dog walking and they also provide companionship.
- Members were advised that there are many mutual benefits to homesharing such as:
 - Practical help with tasks
 - Tackling loneliness
 - Welfare and wellbeing
 - Housing solution
 - Intergenerational bonds
 - Reduces pressure on local services.
 - Assists with monthly costs.
 - Provides safety.
- The Homeshare service undertake background checks such as DBS checks, reference checks.
- It was noted that there are no negative financial effects to the homeowner (and support/information around, for example, the loss of a single person Council Tax discount, is available).
- Care packages can run alongside homeshares.
- It was noted that there are 24 homeshare schemes operating nationally. Leeds currently has 4 in operation.

Responding to question from Members the following information was provided:

- The minimum stay for a sharer is six months, so as not to cause too much upheaval for the householder.
- Currently there are more people on the waiting list wanting to share but not enough householders.
- It was acknowledged that some people find it hard to say they are lonely and having someone living in the house with them is the best way of tackling loneliness.
- The Homeshare Team make regular checks and can offer training or signpost to relevant training. They can also assist if the householder requires more personal care.
- Homeowners can have more than one sharer if the sharer moves on.
- The homeshare agreement is similar to that of a lodger's agreement. Should the householder die the sharer is able to remain in the home for month until they find another place to live and Homeshare can assist with this process.
- The homeowner can specify the type of person they want to share with including gender and beliefs. Cultural checks are made by Homeshare. Sharers can specify which areas they want to live in, and this could be for work or friends in the area.

The Committee Members were requested to promote the Homeshare Service through local networks and social media.

RESOLVED – To note the content of the presentation and the State of the Sector referenced in the presentation from 2021.

42 Refuse collection and route review update

The report of the Chief Officer Environmental Services provided the Community Committee with an update on refuse collection and progress of the route review.

The Committee were informed of the following points:

- The service had met with Councillors in September to share the design for the new routes and get feedback on these designs. It was noted that currently the service is speaking with the crews, however there was limited ability to change the designs at this stage, it was more to fine tune the route designs.
- The new routes will go live in late February 2024. Communication will be sent to residents prior to the go live date. Councillors would receive advance notice of any communications being sent out. It was noted that in the communication about new routes this would include new days for collection and information on what can be put in the bins.
- It was noted that there are no issues for the Outer North West area.

Responding to questions and comments from the Members the Committee were provided with the following information:

- The main reason for the route review was to take account of newbuild estates across the city; there was to be no cutting of routes.
- It was recognised that there may be some issues at the beginning. However, the same crews would be covering the same main areas, so will know the routes and any difficulties there may be.
- As the new routes start, there would be extra assistance from the crews of the brown bins as this service would not start until later. It noted that there would be little impact on the residents.
- Work was ongoing to improve the end of day sheets, and the use of the in-cab technology should help with this as an additional tool for the updates. Members were advised that in-cab technology must be used as part of the job description and chargehands are now accountable for cab units. Staff would be trained to use the technology.
- Smaller wagons were available for use on the smaller narrower streets. Currently the service has 3 hard to access vehicles and this will be up to 4 soon. It was noted that for difficult to access streets the day of collection may change so that the smaller wagons can be used.
- When the new routes start it was recognised that there may be an increase in calls or complaints to the service. Therefore, as the customer service team is small the change project team will be helping with the calls for 4-6 weeks.

- Refuse collection routes will be linked to Community Committee boundaries. Ward Members will be dealing with the same team leader in future.
- Garden waste routes are reviewed every five years.
- Members suggested that liaison with other departments was crucial to assist with issues such as overgrown vegetation if this was a solution to missed bins. It was noted that any difficulties on collection routes can be logged on the in-cab technology.

The Chair suggested that the Refuse Service be invited to attend the Community Committee at its meeting on 11th March, to provide an update on how the new routes were progressing.

Councillors requested an invite to join crews on collections.

RESOLVED – To note the content of the verbal presentation from Environmental Services.

43 Best City Ambition Cover Report

The report of the Head of Policy, Strategy and Resources presented the report on the Best City Ambition – Refresh which provided an update and was to gather input from Elected Members and residents.

The Committee was shown a presentation and informed of the following points:

- The Best City Ambition is the overall vision for Leeds and how the Council plans to tackle poverty and inequality.
- The Best City Ambition brings together the different strategies and priorities for the city, to assist the Council to achieve its ambition and provide clarity about what it is doing and how it is proposing to do it.
- The Best City Ambition is set around 3 pillars:
 - Health and Wellbeing
 - Inclusivity and growth
 - Zero Carbon
- The Best City Ambition was introduced in 2022. It was decided to refresh the Best City Ambition in line with new strategies for Inclusive Growth and Health and Wellbeing. It also takes account of comments provided by the LGA Peer Review, which said that the approach of the Council was good. It was their view that the Team Leeds approach which sees everyone coming together to play their part, alongside other partners and agencies was working well.
- The refresh of the Best City Ambition is due to be put before Executive Board in December and to full Council in February 2024.

Members were provided with information on the Social Progress Index for the Outer North West area, the committee were advised that the data was taken from the 2021 census. Highlights from SPI were noted as:

- Population had grown.

- Density had risen slightly.
- Low levels of bus travel – the bus reform was currently moving forward.
- There were better outcomes for education and health.
- In terms of religion Christianity was the most prominent group and it was noted that 'no religion' was now 2nd highest.

The information given to the Committee prompted discussion in relation to methodology used and the need to use the data in the right context. The Members were advised that the information on SPI was available publicly on the LCC webpage.

RESOLVED – To note the content of the presentation.

44 Outer North West Community Committee Finance 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, and the Community Infrastructure Levy Budget for 2023/24.

The Locality Officer updated the Committee on the following points:

- There is currently a remaining balance of £47,627.27 in the Wellbeing Fund. Table 1 showed a breakdown of projects approved or ring-fenced and the remaining balances per ward.
- Since the Community Committee meeting held on 11th September 2023 seven projects had been considered and approved by DDN. It was noted that two projects were currently being discussed and would be processed via DDN. Only one project had been declined.
- Monitoring information to be provided for the next meeting or emailed to Members directly.
- Table 2 showed a breakdown of projects provided through the Youth Activity Fund and showed a remaining balance of £12,492.54. It was noted that one project had been partially approved pending a further meeting of the Children and Families sub-group and a further project was currently awaiting responses from Ward Councillors.
- Table 3 showed the remaining balances for Small Grants and Skips set out by ward and the projects already approved for 2023/24.
- The Community Committee has a Capital Budget of £51,509.00 available to spend and details of the amount was broken down by ward and summarised in Table 4.
- Table 5 showed the Community Infrastructure Levy (CIL) with the allocation of £358,841.68 broken down by ward and projects funded.
- Members were asked to consider Wellbeing and CIL projects set out at paragraphs 30-34 of the submitted report.

The Locality Officer offered to check with officers from Parks and Countryside on the projects for Springfield Park Boardwalk and Pump Track, which previously had incurred an additional 20% of funding due to cost of materials

increasing. It was noted that any overspend would be return to the relevant fund. Members were also of the view that these projects were taking too long.

RESOLVED – To:

- a. Note details of the Wellbeing Budget position (Table 1)
- b. Consider for decision the following funding proposals (Paragraphs 30-34)

Project Title	Organisation	Amount Proposed	Ward	Outcome
Small Grants Top Up	LCC Communities Team	£1,000 (Wellbeing)	Otley & Yeadon	Approved
Micklefield Park Bowling Green Pavilion Toilets Upgrade	Rawdon Park Bowling Club	£8,000 (CIL)	Guiseley & Rawdon	Deferred for further information
Annex New Roof	New Life Community Church	£13,153.00 (CIL)	Otley & Yeadon	Deferred for further information
New Equipment Parish Council Playground	Pool-in-Wharfedale Parish Council	£4,611.59 (CIL)	Adel & Wharfedale	Declined

- c. Note details of the projects approved via Delegated Decision Notice (Paragraph 20-21)
- d. Note monitoring information of its funded projects.
- e. Note details of the Youth Activity Fund (YAF) position (Table 2)
- f. Note details of the Small Grants and Skips Budget (Tables 3)
- g. Note details of the Capital Budget (Table 4)
- h. Note details of the Community Infrastructure Levy Budget (Table 5)

45 Outer North West Community Committee Update Report

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

The Committees Champions provided updates from the sub-groups.

Children and Families

- A date for the next sub-group was to be confirmed.

Environment and Community Safety

- West Yorkshire Police are looking at how it will be funding the PSPO for the area. Chief Officer for Safer, Stronger Communities to be asked to confirm if there is any funding for PSPO's.
- Electric scooters, quads and motorbikes are still an issue. It was noted that a scheme using stingers was being piloted in Middleton. It was noted that a stinger had been purchased previously and it should be checked where this is.

Transport

- It was noted that there is to be a meeting a meeting at Trinity University in Horsforth to discuss local plans for transport.
- There was a need to check on what spend West Yorkshire Combined Authority (WYCA) were planning.
- A date for the next sub-group was to be confirmed.

Health, Wellbeing and Adult Social Care

- It was noted that Cllr Arif had held a meeting on Social Prescribing which had been informative, and the Champion was going to organise one for the sub-group.
- Jabs and vaccinations are ongoing, but the flu jab was not being taken up as it had in previous years. Vaccination programmes for children were not going as well as expected. MMR vaccinations need to be improved and families should be encouraged to vaccinate their children. It was noted that there was an outbreak of measles in London with 1 recorded case in Leeds.

Employment and Skills

- The next six-month update on Universal Credit was due for the March 2024 meeting.

RESOLVED – To note the content of the report.

46 Date and time of next meeting

RESOLVED – To note the next meeting of Outer North West Community Committee will be on Monday 11th March 2024, at 1pm. Venue to be confirmed.

Meeting concluded at 15:40

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Report of: Liz Jarmin, Head of Locality Partnerships

Report to: Outer North West Community Committee

Report author: Carl Hinchliffe, Community Committee Manager

Date: 11 March 2024

For discussion

Title: King's Award for Voluntary Service (KAVS) and the King's Award for Enterprise (KAE) schemes

Purpose of report

1. To provide the Outer North West Community Committee with an update on the King's Award for Voluntary Service (KAVS) and the King's Award for Enterprise (KAE) schemes.

Main issues

2. The verbal update to the Community Committee is to promote both the King's Award for Voluntary Service (KAVS) and the King's Award for Enterprise (KAE) schemes.
3. The committee is asked for assistance in identifying groups/organisations who might qualify for the schemes and also exploring whether there are any ways the Lieutenancy can help the committee in the work they do with the local community.
4. There will be an opportunity for Elected Members to provide suggestions for their locality and to ask questions.

Recommendations

5. The Outer North West Community Committee is asked to note the verbal update and offer any questions, as well as recommendations regarding the King's Award for Voluntary Service (KAVS) and the King's Award for Enterprise (KAE) schemes.

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Report of: Head of Locality Partnerships

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

Report author: Mohammed Alamin

Date: 11th March 2024

For decision

Outer North West Community Committee Finance Report

Purpose of report

1. This report provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2023/24.

Main issues

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

6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.
7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
8. In the Outer North West Community Committee this means that the CIL money for Arthington Parish Council, Bramhope & Carlton Parish Council, Horsforth Town Council, Otley Town Council, Pool in Wharfedale Parish Council and Rawdon Parish Council will be administered by each Parish or Town Council, whereas monies for the parts of Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon wards that do not have a Parish and Town Council will be administered by the Outer North West Community Committee.
9. It was agreed at Outer North West on the 27th November 2017 that CIL monies for Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon would be spent in the ward it was generated in
10. Until the UK left the European Union, the EU's State Aid rules controlled how UK and discretionary EU funding was provided to enterprises and entities that engage in economic activities. Now the UK has left the EU, it is no longer bound by the State Aid rules and has developed its own domestic subsidy control regime, The Subsidy Control Act 2022. As the Subsidy Control Act 2022 has potential implications for the Community Committees as funding bodies, a 'subsidy control' assessment will be undertaken on all funding requests received by the Community Committees.
11. 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 age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation: 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.

12. 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.
13. 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.
14. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of wellbeing and youth activity budgets and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Community Committee. Alongside the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.
15. The establishment of the following minimum conditions was to provide reassurance to Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when such conditions have been satisfied:
 - a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;
 - b. a delegated decision must have support from the Elected Members represented on the Community Committee (or in the case of funds delegated by a Community Committee to individual Wards, the relevant Ward Councillors), however should an Elected Member not agree with a matter for delegated decision then this should be deferred to the next meeting of the Community Committee; and
 - c. details of any decisions taken under such delegated authority will be reported to the next available Community Committee meeting for Members' information.
16. For the committee's awareness, urgent delegated decisions on wellbeing funding also covers small grant decisions. In agreement with the Executive Board Member for Communities, Community Committee Chairs & also in accordance with the communication that was sent out to all committees/Elected Members in March 2023, the approval threshold for small grants has now increased from the 1st April 2023; up to £1000 per ward. This approach will ensure consistency in terms of administering small grants, in accordance with the committees' minimum conditions.
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.

Wellbeing Budget Position 2023/24

18. The total revenue budget approved by Executive Board for **2023/24** was **£67,800**. Table 1 shows a carry forward figure of **£10,496.72** which includes underspends from projects completed in **2022/23**. The total revenue funding available to the Community Committee for **2023/24** is therefore **£78,296.72**. A full breakdown of the projects approved or ring-fenced is available on request.

19. 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.

20. The Community Committee is asked to note that there is currently a remaining balance of **£32,503.33** (including underspends not listed in Table 1). A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2023/24

	£
INCOME: 2023/24	£67,800
Balance brought forward from previous year	£10,496.72
TOTAL AVAILABLE: 2023/24	£78,296.72

Ward Projects	£	Ward Split			
		Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Small Grants & Skips	£7,000.00	£1,500.00	£1,500.00	£1,500.00	£2,500.00
Community Engagement	£500.00	£125.00	£125.00	£125.00	£125.00
Horsforth CCTV 2023/24	£2,000.00			£2,000.00	
Otley & Yeadon CCTV	£8,000.00				£8,000.00
Summer Bands in Leeds Parks 2023	£660.00				£660.00
Playground Markings	£2,858.00	£2,858.00			
Greenacre Hare Safe and Secure	£6,255.00		£6,255.00		
10 th Anniversary Project	£1,850.00		£1,850.00		
Horsforth CCTV Cameras 69-71	£3,000.00			£3,000.00	
Horsforth Community Pantry	£5,000.00			£5,000.00	
Restoration of 3 & 5 The Green: Part of Phase 1	£5,000.00			£5,000.00	
Summer Bands in the Park 2024	£1,650.00		£990.00		£660.00
Guiseley & Rawdon Grit Bins 2023	£2,494.44		£2,494.44		

Balance brought forward from 2022/23	£10,496.72	- £7137.51	- £1,390.51	£83.38	£18,941.36
New allocation for 2023/24	67,800.00	16,950.00	16,950.00	16,950.00	16,950.00
Total approved in 2023/24	£46,267.44	£4,483.00	£13,214.44	£16,625.00	£11,945.00
Balance remaining (Total/Per ward)	£32,029.28	£5,329.49	£2,345.05	£408.38	£23,946.36

Delegated Decisions (DDN)

21. Since the last Community Committee on 4th December 2023 four projects have been considered and approved by DDN.
22. Since the last Community Committee on 4th December 2023 no projects have been declined.

Monitoring Information

23. 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.
24. Monitoring information for projects completed recently are currently being reviewed and will be provided for the next Community Committee meeting or emailed to Members directly on request.

Youth Activities Fund Position 2023/24

25. The total available for spend in Outer North West Community Committee in **2023/24** including carry forward from previous year, was **£75,351.17**.

26. The Community Committee is asked to note that so far, one project has been partially approved pending a further meeting the Children's & Families sub group and a further project currently awaiting responses from ward councillors.

27. The Community Committee is also asked to note that there is a remaining balance of **£8,242.54** (including underspends not listed in Table 1). in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2023/24

	Total allocation
Income 2023/24	£48,215
Carried forward from previous year 2022/23	£27,136.17
Total available budget for this year 2023/24	£75,351.17

Projects 2023/24	Amount approved YAF
Breeze in the Park 2023	£15,200.00
Art Camp @ Westgate Primary school 2023/2	£7,623.00
ONW Holiday Projects 2023-2	£3,930.00
Otley Skateboarding Project	£748.00
Summer Holiday Camps	£1,843.15
Neighbourhood Watch Fun Day	£1,930.00
SEND Activity Day	£4,000.00
Codswallop Creative Young Peoples Groups 2023	£13,110.00
Horsforth Music Summer School	£1,326.46
Codswallop Creative Young Peoples Groups from 2022* (<i>Project from 2022</i>)	£13,110.00
Halloween Spooktacular and Easter Egg Hunt	£3,000.00
Half Term Holiday Activity Camps 2023/24	£4,500.00
ONW Youth Summit 2024	£2,000.00
Total spend against projects	£72,320.61
Remaining balance (including underspends)	£3,030.56

Small Grants and Skips Budget 2023/24

28. The Outer North West will have a proposed **£7,000.00** (Otley and Yeadon Ward topped up their ward by a further £1000) in the Small Grants and Skips Budget. Members are asked to note the allocation broken down by ward and summarised in **Table 3** (table shows projects already approved for 2023/34).

TABLE 3: Small Grants and Skips 2023/24

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Guiseley Clock	£500.00		£500.00		
PHAB Weekly Social Club	£688.65	£516.49		£86.08	£86.08
Leeds DalesBus	£500.00	£250.00			£250.00
Jungle Kids – October Half Term Camp	£400.00	£400.00			
Dementia Experience Bus	£1,000.00			£1,000.00	
Arthington Parish Council Fayre - SKIP	£148.44	£148.44			
Otley Carnival - SKIP	£795.00				£795.00
Yeadon Carnival - SKIP	£265.00				£265.00
Kirklane Allotments- SKIP	£265.00		£265.00		
Overspend on Victoria Garden Allotments (June 2022)	£183.86		£183.86		
Otley Victoria Fayre	£375.00				£375.00
Overspend on Moor Lane Allotments	£168.55		£168.55		
Total approved	£5,289.50	£1,314.93	£1,117.41	£1,086.08	£1,771.08
Remaining balance	£1,710.50	£185.07	£382.59	£413.92	£728.92

Capital Budget 2023/24

29. The Outer North West has a capital budget of **£43,191.80** available to spend. Members are asked to note the capital allocation broken down by ward and summarised in **Table 4**.

TABLE 4: Capital 2022/23

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Balance remaining (per ward) March 2023	£46,109	£1,425	£17,765	£2,300	£24,619
Capital injection April 2023	£5,400.00	£1,350.00	£1,350.00	£1,350.00	£1,350.00
Capital injection November 2023	TBC	TBC	TBC	TBC	TBC
Yeadon and Rawdon Neighborhood Watch Newsletter, Photocopier	£2,497.20		£1,248.40	£624.40	£624.40
Green Lane Cricket Club nets & improvements to the practise surface	£5,820.00		£5,820.00		
Balance remaining (per ward)	£43,191.80	£2,775.00	£12,046.60	£3,025.60	£25,344.60

Community Infrastructure Levy (CIL) Budget 2023/24

30. The Outer North West Community Committee is asked to note that there is **£356,841.68** currently available to spend. Members are asked to note the CIL allocation broken down by ward and summarised in which is detailed in **Table 5**.

TABLE 5: Community Infrastructure Levy (CIL) 2023/24

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Balance as of March 2023	£111,473.55	£69,322.76	£35,544.16	£0.00	£2,232.35
Injection April 2023	£280,876.96	249,161.34	£31,900.77	£109.60	£4,079.53
Balance as of May 2023/2024	£392,350.51	£318,484.10	£67,444.93	£109.60	£6,311.88
Projects approved in 2023/24					
Springfield Park Boardwalk	£5,137.40		5,137.40		
Refurbishment of Cookridge Village Hall	£7,384.00	£7,384.00			
External decking restoration and refurbishment 2023	£5,000.00	£5,000.00			
Holy Trinity Church PCC community hub including kitchen facilities	£7,037.00	£7,037.00			
Temporary facilities at High Royds Cricket Ground to enable the playing of cricket	£2,859.43		£2,859.43		
Rugby Training Pitch	£2,000.00	£2,000.00			
Guiseley Christmas Lights + Christmas tree	£4,091.00		£4,091.00		
Yeadon Christmas Lights	£2,000.00				£2,000.00
Total Spend 2023/24	£35,508.83	£21,421.00	£12,087.83	£0.00	£2,000.00
Balance remaining for 2023/24	£356,841.68	£297,063.10	£55,357.10	£109.60	£4,311.88

Wellbeing and CIL projects for consideration and approval from 2023/24 budgets

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

32. **Project title:** Guiseley SID

Name of group or organisation: LCC Highways

Total project cost: £3,500.00

Amount proposed: **£3,500.00 (Wellbeing)**

Wards covered: Guiseley & Rawdon

Project description: The purchase and installation of SID within Guiseley & Rawdon on The Green (LC7T506)

33. **Project title:** Reducing Carbon Footprint, increasing long term sustainability
Name of group or organisation: OPAL (Older People's Action in the Locality)
Total project cost: £20,400
Amount proposed: £2,450.00 (Wellbeing)
Wards covered: Adel & Wharfedale

Project description: Funding towards the purchase of solar panels that will enable them to reduce their carbon footprint and also reduce their running costs, making them more sustainable for the future and be able to continue to deliver services and support to residents in the LS16 community.

34. **Project title:** Holt Park Community Tennis Programme (Children's & Adults' Lessons)
Name of group or organisation: Leeds Community Tennis Programme (Leeds City Council)
Total project cost: £3,042.00
Amount proposed: £1,800 (£1,100.00 from Wellbeing & £700.00 from YAF)
Wards covered: Adel & Wharfedale and Horsforth

Project description: Tennis session at Holt Park. The grant to be used to cover the entire costs of tennis equipment and coaches' pay.

35. **Project title:** Leeds Modernians Rugby Training Ground
Name of group or organisation: Leeds Modernians rugby Section
Total project cost: £4,600.00
Amount proposed: £2,000.00 (CIL)
Wards covered: Area Wide

Project description: The grant will be used to renovate newly leased land, landscaping to provide a suitable training space.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

37. 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

38. 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

39. 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

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

Risk Management

41. 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

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

Recommendations

43. Members are asked to note:

- a. Details of the Wellbeing Budget position (Table 1)
- b. Funding proposals for consideration and approval (paragraphs 31-35)
- c. Details of the projects approved via Delegated Decision (paragraph 21-22)
- d. Monitoring information of its funded projects
- e. Details of the Youth Activities Fund (YAF) position (Table 2)
- f. Details of the Small Grants and Skips Budget (Table 3)
- g. Details of the Capital Budget (Table 4)
- h. Details of the Community Infrastructure Levy Budget (Table 5)
- i. Details of the Subsidy Control Act 2022 & the implications of this act for the committees, as funding bodies. (paragraph 10)

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Report of: Head of Locality Partnerships

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

Report author: Mohammed Alamin

Date: 11th March 2024 **For recommendation / to note**

Outer North West Community Committee - Update Report

Purpose of report

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

Updates by theme:

3. **Children and Families:** Cllr Paul Alderson & Cllr Emmie Bromley
4. **Environment and Community Safety:** Cllr Barry Anderson
5. **Transport:** Cllr Ryk Downes & Cllr Raymond Jones
6. **Health, Wellbeing and Adult Social Care:** Cllr Caroline Anderson
7. **Employment and Skills update:** Cllr E Thomson

Children and Families:

1. Children & Families Sub Group met on the 7th February 2024 to finalise the details of the upcoming ONW Youth Summit 2024, to be held on Friday 15th March 2024. An update on the Youth Summit will be provided at the next Community committee meeting.

Environment and Community Safety:

1. The Environment Sub Group met on 8th January 2024 to discuss leaf clearance and Environmental Enforcement.

2. Update from LASBT

Date 09.02.2024

There are currently 33 active ASB cases for the Outer North West area which have been listed below in ward areas with a brief break down of what the cases within each area are in relation to.

- **Adel & Wharfedale – 8**
- **Guisley & Rawdon – 13**
- **Horsforth – 3**
- **Otley & Yeadon – 9**

Adel & Wharfedale (8 active case with LASBT)

- 2 cases in relation to noise complaints which include complaints about: shouting & arguing inside a property, banging from inside a property & loud music being played inside a property
- 1 case in relation to a youth who was involved in serious ASB in the area. An interim injunction is in place & a trial is to take place in April.
- 1 case in relation to allegations of assault by one neighbour to another. This is currently being investigated by the Police & they're sharing information with LASBT for the case.
- 1 case in relation to drug related ASB. This case has now reached the stage where LASBT will be looking to close as LASBT have taken action where evidence has allowed them to do so & there has not been any further incidents occur.
- 2 cases in relation to verbal abuse & aggressive behaviour from one neighbour towards another.
- 1 case in relation to allegations of assault by one neighbour to another which has been denied & a counter allegation has been made.

Guisley & Rawdon (13 active cases with LASBT)

- 9 cases in relation to noise complaints which include complaints about: barking dogs, shouting & arguing inside a property, banging from inside a property, loud music being played inside a property or shouting in the garden/street late at night. In 1 of these noise cases, a breach of a Community Protection Notice has been witnessed so a prosecution file is being put together & will be submitted to the Magistrates Court.

- 1 case in relation to allegations of hate related ASB. This case has now reached the stage where LASBT will be looking to close as they have taken action where evidence has allowed them to do so & there has not been any further incidents occur.
- 3 cases in relation to verbal abuse & aggressive behaviour from one neighbour towards another.

Horsforth (3 active cases with LASBT)

- 1 case in relation to verbal abuse & aggressive behaviour from one neighbour towards another
- 1 case in relation to allegations of assault by one neighbour to another. This is currently being investigated by the Police & they're sharing information with LASBT for the case.
- 1 case in relation to unknown youths causing ASB outside a low rise block of flats. Work is being done in conjunction with residents & the Police to identify those involved.

Otley & Yeadon (9 active cases with LASBT)

- 2 cases in relation to neighbours fighting with one another. This is currently being investigated by the Police & they're sharing information with LASBT for thier cases.
- 1 case in relation to allegations of verbal abuse & aggressive behaviour from one neighbour towards another.
- 1 case of drug related ASB. Recent drugs warrant executed & LASBT are pursuing legal action on the back of this.
- 3 cases in relation to noise complaints which include complaints about: barking dogs, shouting & arguing inside a property, banging from inside a property & loud music being played inside a property
 - 2 cases in relation to regular, rowdy behaviour at separate addresses. Both properties are now the subject of closure orders.

Transport:

This update will be provided at the next Community Committee.

Health & Wellbeing:

1. The Adults and Health Sub Group is due to meet on 6th March to discuss Social Prescribing and the recently introduced Pharmacy First programme.

2. Health and Wellbeing Update

Winter Messaging

Whilst exposure to cold weather can affect anyone, some people are particularly at risk.

A reminder of the key messages:

- check on family, friends and neighbours who are at higher risk of becoming unwell
- Check the weather forecast and the news

- Make sure you have sufficient food and medicine
- Take simple measures to reduce draughts at home
- Heat the rooms you spend most time in, to 18°C if you can
- Keep bedroom windows closed
- Wear multiple layers of thinner clothing
- If you're eligible, get vaccinated against flu and Covid
- Get help if needed. Call NHS 111 or in an emergency 999

A winter comms toolkit is available which includes public and workforce facing copy and assets for social media, bulletins etc. The toolkit is available [here](#).

Cost of living support

The Leeds City Council Cost of Living page signposts to support and advice on everything from welcome spaces to seasonal health advice.

You can find out more [here](#).

Flu and Covid update

Recent data from UKHSA shows that flu rates have continued to increase and Covid rates have stabilised, following recent decreases.

The Covid vaccination programme has now ended. The flu vaccination programme closes on 31 March.

There is further information about seasonal vaccinations and winter health [here](#).

There is further information about the flu vaccine [here](#).

Measles

There is an increase in cases of measles, with outbreaks in the West Midlands and London. Further outbreaks will spread to other towns and cities unless urgent action is taken to increase measles, mumps and rubella (MMR) vaccination uptake.

You can read more [here](#).

HIV: launch of community grants programme

National HIV testing week started on 5 February and encourages people to take advantage of free, quick, confidential tests, which are available across Leeds as well as ordering online tests, available [here](#).

A community grants programme has been launched to support communities and residents living with HIV, tuberculosis (TB), and viral hepatitis as the city marks one year on from becoming a global fast-track city.

Information about the grants programme is available [here](#).

Training and Development

Want to know more about... Just one more

14 March, 2.00 to 3.00pm

This campaign aims to encourage people to increase their vegetable intake by “just one more” portion per day.

The webinar is suitable for anyone who promotes healthier eating as part of their role including early years, schools, healthy holiday providers, youth clubs, workplaces, and community groups working with all ages.

You can find out more and book online [here](#).

Want to know more about... Suicide prevention and unpaid carers

21 March, 11.30am to 1.00pm

Suicide is a complex and devastating event and leaves lasting impacts on families, friends and entire communities. Many factors can contribute to suicide including poor mental health, social isolation, economic pressures, relationship breakdowns and more. In this webinar you will hear the latest evidence on suicide risk in unpaid carers and explore the factors that put carers at risk. Drawing on the lived experience of carers, and recent deaths by homicide-suicide, the webinar will also consider steps that local authorities, third sector organisations and health and social care professionals can take to identify and support at-risk carers.

The session is suitable for anyone who works with carers in Leeds or anyone who is interested in suicide prevention.

You can find out more and book online [here](#).

Move Mates Leeds

Move Mates Leeds ([Leeds - Move Mates](#)) pair people up carefully and volunteers go the extra mile to enhance their beneficiary's life, through walking, running and generally getting out and about. There are some heartwarming stories of the impact this has had on residents on their website. Beneficiaries commensurate with their ability enjoy enhanced physical, mental and emotional health through the project. Please contact Elaine for more information: Elaine Barrow elaine@movethemasses.org.uk

CURRENTLY LOOKING FOR REFERRALS IN THE FOLLOWING POST CODE AREAS

- LS2 = Leeds City Centre, Woodhouse

- LS6 = Beckett Park, Burley, Headingley, Hyde Park, Meanwood, Woodhouse
- LS7 = Beck Hill, Buslingthorpe, Chapel Allerton, Chapeltown, Little London, Lovell Park, Meanwood, Miles Hill, Potternewton, Scott Hall, Sheepscar
- LS8 = Fearnville, Gipton, Gledhow, Harehills, Oakwood, Roundhay, Moortown
- LS9 = Burmantofts, cross Green, East End Park, Gipton, Harehills, Mabgate, Osmondthorpe, Richmond Hill, Halton Moor
- LS16 = Adel, Bramhope, Cookridge, Eccup, Far Headingley, Holt Park, Ireland Wood, Lawnswood, Moor Grange, Tinshill, Weetwood, West Park
- LS17 = Alwoodley, Bardsey, East Keswick, Eccup, Harewood, Moortown, Shadwell, Slaid, Hill, Weardley, Wike

Universal Credit

The update will be provided at the next Community Committee meeting.

Employment and Skills Services

Employment and Skills Outer North West Community Committee

Date: 31st January 2024

Universal Credit

The number of people who are claiming Universal Credit (UC) due to unemployment, as of November 2023, in the Outer North West Community Committee area is 2,458. This is an increase of 128% since March 2020, pre-pandemic levels, and a decrease of 4 claimants on the previous month.

The table below shows the number of people claiming Universal Credit (Not in Employment) in the Outer North West Community Committee area and by ward.

	Universal Credit Claimants (Not in Employment) 16-64yrs					
	March 2020		October 2023		November 2023	
	Number	Rate*	Number	Rate*	Number	Rate*
Leeds	23,631	4.5%	48,825	9.4%	49,108	9.4%
Outer North West	1,080	2.1%	2,462	4.8%	2,458	4.8%
Adel & Wharfedale	257	2.3%	631	5.7%	626	5.7%
Guiselley & Rawdon	207	1.5%	536	3.9%	536	3.9%
Horsforth	268	2.0%	542	4.0%	535	4.0%
Otley & Yeadon	348	2.7%	753	5.9%	761	6.0%

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

Employment and Skills (E&S) Activities and Provision

The table below shows the number of people supported by the E&S Service from the Outer North West Community Committee area and by ward.

	Accessing Services		Into Work		Improved Skills	
	2023/2024 (Apr – Dec)	2022/2023 (Apr – Dec)	2023/2024 (Apr – Dec)	2022/2023 (Apr – Dec)	2023/2024 (Apr – Dec)	2022/2023 (Apr – Dec)
Outer North West	290	443	90	85	112	160
Adel & Wharfedale	112	186	15	32	50	64
Guiseley & Rawdon	26	61	18	20	9	25
Horsforth	107	114	30	18	39	49
Otley & Yeadon	45	82	27	15	14	22

During April – December 2023

- 9,799 people accessed the Service, 290 of whom were residents from the Outer North West.
- Supported 2,457 people into work, 90 of whom were residents from the Outer North West. Customers were supported into work across all sectors with the largest numbers in construction, health and care including childcare, manufacturing, ICT, digital and comms.
- Supported 2,975 people to improve their skills, 112 of whom were from the Outer North West.

Leeds Employment Hub

A single point of contact for all funded programmes and Jobshops which provides tailored and comprehensive support into employment or education to all Leeds residents. Employment Hub Advisors deliver the programme by providing one to one support, tailored preventative and remedial support to Leeds residents who are disadvantaged in the labour market. The Employment Hub Advisors are co-located within the Jobcentre Plus centres across the city. Further funding has been secured which will see the role of the Advisors continue until at least March 2025.

All Jobshops are open, 5 days a week for face-to-face appointments which includes City Centre and Hawksworth Community Hubs. There is a pop up Jobshops at Holt Park Community Hub, Holtdale Approach, LS16 7RX, Friday 9:00 – 17:00.

Community Learning

Community Learning provision continues to deliver an effective, broad, and inclusive curriculum to support the continuation of learning in collaboration with subcontracted partners. Courses were delivered through a range of models which includes face to face within a community setting, online and through distance learning, opening new opportunities for adults to learn and develop their confidence.

Between April - December 2023, 3,554 people started a Community Learning course. There were 559 courses delivered at 118 venues, in addition, there were 17 courses delivered on-

line. In the Outer North West area, there were 4 courses delivered at 3 venues, and 128 people started a course.

For further information on courses available both online and face to face at community venues, please visit: <https://leedsadultlearning.co.uk>

Employment & Skills had a full Ofsted Inspection from 11th – 14th December 2023. The Community Learning provision was graded Outstanding across all areas, the first Local Authority to achieve the Outstanding judgement since the new Education Inspection Framework (EIF) commenced in September 2019. The inspectors found:

- Adult learners gain valuable skills, which often transform their lives.
- They benefit from a highly ambitious curriculum that meets a diverse range of needs across the city, widens participation in learning, improves life chances and develops stronger communities.
- Subcontractors are carefully selected with expertise in community learning to enable them to meet the needs of specific local communities and groups, and to meet skills priorities.
- Subcontractors deliver highly effective, bespoke programmes to support the most vulnerable learners to access education.

The first event Community Learning Celebration Awards took place on the 18th July 2023 at Leeds Civic Hall. This event celebrated the accomplishments of all learners and tutors and embraced their future progression into further/high education, volunteering and/or employment.

Multiply

Multiply is the free, government funded, adult maths support programme, part of Levelling Up, Skills for Life. The programme is aimed at helping adults to improve their maths skills and boost their number confidence. E&S are developing and delivering courses and activities through partnerships with community organisations and other partners; to help people use numeracy to manage their money; for parents wanting to increase their numeracy skills in order to help their children.

Delivered Events and Activities

- **CC Highways and Transportation** Information and recruitment sessions delivered at Yeadon, Hunslet and Seacroft Community Hubs to help improve recruitment within the locality of their depots. The session provided an overview of vacancies and an opportunity for attendees to talk to Highways employees. Support provided by Employment Advisors with applications for the roles or seeking alternative employment. Engaged with 22 customers.
- **School and College Engagement and Delivery** during July – December 2023, delivered 55 activities to a total of 5,660 young people, 596 parents and carers and 129 teachers. This included 48 Apprenticeship Awareness sessions delivered at 27 schools to a total of 3,730 young people, 518 parents and 119 teachers. The sessions were delivered at the following schools in the West of the City:

- Cardinal Heenan Catholic High School, Coop Academy Priesthorpe, Dixon Unity Academy, Farnley Academy, Horsforth School, Lawnswood School, The Pennington Centre, Springwell Academy, Ruth Gorse Academy and Leeds College of Building.
- **Connecting Communities to Health and Care Careers** 19 Information and Assessment Sessions were delivered from July to December 2023. 197 people engaged in the sessions of whom 82 were referred to pre-employment courses, 23 referred into We Care Academy and 68 were referred for Numeracy and Literacy support via Community Learning.
- **Security Recruitment Event** at the City Centre Community Hub held on the 27th July 2023. Advisors engaged with 53 customers and DWP for a Sector-Based Work Academy Programme (SWAP) Fair on 27th September 2023
- **A tech careers information session** was delivered at Leeds Maximus office on 6th September 2023. This session provided information to 15 employment advisors and team members to let them know about tech career options and entry routes to help support their customer groups into sustainable employment options in the tech sector.
- **Black Young Professionals** event held at the Infinity Works office in Leeds on 6th September 2023, 25 people attended. The team promoted upcoming events and support for finding employment in Leeds, the aim was to encourage a diverse audience to consider digital and creative careers.
- **Leeds Tech Careers Launchpad 3.0 - Getting Hired in Tech** took place at BJSS office in Leeds City Centre on 20th September 2023. Guest speakers from BJSS, Glean and NHS LTHT joined the session to provide guests with knowledge and tips on getting hired in tech roles. 40 people attended.
- **The Leeds Digital Careers Fair (LDCF) 2023** took place on 26th September 2023, at the Leeds First Direct Arena. The event was aimed at those new to a career in tech and digital. 4,000 attendees were given an opportunity to engage with a range of tech training providers and employers to find out about the diverse career opportunities available, plus attend interesting talks and demonstration sessions.
- **Virtual Careers Expo (LDCF)** as part of Leeds Digital Careers fair, a virtual careers expo was launched on 26th September until 31st December 2023. This was an immersive platform for young people to access careers and skills information and opportunities in Leeds, with a focus on our emerging sectors. A mini roadshow also took place at 3 higher education venues to showcase the virtual careers expo to students and encourage sign ups, allowing more students access to the emerging sector careers information.
- **Reducing Re-Offending:** Jobs Fair was delivered at HMP Wealstun 28th September 2023. 7 organisations attended with Advisors engaging with 60 prisoners to offer support on their release.
- **UK University Search Jobs Fair** held at Elland Road on 17th October 2023. 480 young people aged 15-19 attended. Delivered a presentation on benefits of doing an Apprenticeship to approximately 180 of the attendees.
- **SEND Employment** Forum was launched by E&S on 17th October 2023 at the City Museum. 100 people attended and covered:
 - How to help young people with additional support needs take their first step on the career ladder
 - Pathways to employment, including supported internships
 - How you can help to build an inclusive workforce across the city
 - How to sign up for a supported internship
- **Jobs Fairs** Community Hubs working in partnership with DWP delivered the following:
 - Youth Jobs Fair at City Centre Hub 27th October 2023.
 - Jobs Fair at Kirkgate Market 20th October 2023.

- Over 50's Jobs Fair at City Centre Hub 22nd November 2023.
- **Have a Go Fortnight** as part of the national Lifelong Learning campaign, local partners delivered taster and have a go skills sessions from 6th November 2023 to 17th November 2023. The focus was on digital and other priority sector skills as part of the fortnight of activities, aiming to encourage adults to undertake further learning to help progress their career. 4 skills taster sessions took place with 26 people attending the in-person and on-line sessions.
- **Refugee Jobs Fair** held at the Civic Hall on 7th November 2023, 71 refugees and migrants attended, with lots of previous experiences and transferable skills.
- **The BIG Social Care Jobs Fair** was delivered on 15th November 2023 at the Bridge Community Church, Burmantofts. The event was co-ordinated in partnership with We Care Academy and provided information and opportunities for people interested in accessing roles within the care sector. 304 visitors attended. 27 employers provided opportunities offering interviews, collected CVs and distributed applications form. Employers included Children's Residential, private care homes and Adult Social Care. E&S Advisors also provided support, 10 job offers were made on the day.
- **Leeds Creative Skills Festival** returned to the Leeds first direct arena on 20th November 2023 with exhibitors showcasing opportunities in the creative and cultural sector. The event offered the 3,081 visitors a chance to speak to 63 exhibitors including training providers, colleges and universities who offer creative courses; talk to employers; attend interesting speaker sessions to learn about creative careers, skills and pathways; and also offered interactive activities. 9 Leeds schools block booked students and were sent the targeted LCSF23 presentation prior to the event.
- **EME (Elected Home Educated) Community Forum** held on 23rd November 2023 at Civic Hall, attended by parents/carers and young people to gain a better understanding of various opportunities available to them in Leeds. Offered support and guidance for post 16 options through E&S.
- **Migrant Access Project** 8 week facilitated training programme for 14 migrants new to Leeds. The event took place at Dewsbury Road Community Hub with guest speakers sharing information about their services which included DWP, West Yorkshire Police (WYP), Prevent and Employment and Skills (E&S).

Planned Events and Activities

- **Careers in Catering** recruitment information and interview sessions planned for 24th January 2024 at City Centre Community Hub to support promotion of kitchen assistant posts in schools across the city.
- **Leeds Apprenticeship Recruitment Fair** will take place on 5th February 2024. Visitors can find out more about Apprenticeships and meet with providers and employers. Over 100 organisations have booked stands to exhibit at the event and approximately 6,000 visitors are expected on the day.
- **Smart Works Jobs Fair** at Leeds Beckett University Students' Union planned for 8th February 2024. This event will provide information on vacancies, Apprenticeships and supported internships to all attendees.
- **Leeds Local Offer** event planned for 21st March 2024 at the Pudsey Civic Hall. The event will provide a marketplace where families of children with special educational needs and disabilities in the city can find out about services available to them.
- **Connecting Communities to Health and Care Careers** fortnightly Information and/Assessment Sessions will be delivered at sites across the Priority Wards and City Centre Hub. The sessions will continue to support recruitment to roles within the Health and

Care sector, including Adult Social Care, Children's Residential Practitioner and Administrative roles. Additional Community Learning provision will also be in place.

- **Reducing Re-Offending** a planned pilot to offer support to prisoners due to be released into Leeds from HMP Wealstun will be offered early in the new year. Advisors will establish contact with the identified group prior to release to enable support in accessing employment and training opportunities when resettled.
- **Digital skills bootcamps with UA92 and Microsoft** on-line and Tech North training centre. Working with UA92 and Microsoft to support 2 digital skills bootcamps to be delivered to Leeds residents, to upskill them in areas of Cloud and Data. On completion of the 10-week bootcamp, graduates will be supported to gain employment in the tech sector.

Employer Engagement

Within the last year the Service has supported 385 new businesses including recruiting new staff, providing support for staff facing redundancy, developing initiatives to address staff shortages and filling a high number of vacancies within key sectors.

E&S provides a school brokerage service 32 businesses provided activities to approximately 1,680 young people at 6 events. The events included a careers fair, 4 mock interview sessions and an employability session.

A Business Sustainability Event was delivered on How to Build a Greener Future, in partnership with Leeds Beckett University and West Yorkshire Combined Authority E&S delivered the first Business Sustainability Breakfast Event in Leeds with over 20 businesses signing up to attend. Guest business speakers included Dawn O'Keefe, Co-founder and Director at Shine and Jannice Dye, HR Manager at C-Capture shared their green journey experiences to date and plans for the future. Businesses attending the event found out about a range of support options available:

- Measuring their environmental impact, understanding how climate change might affect their operations and taking steps to improve energy efficiency or flood resilience measures.
- Ensuring they attract, develop and retain a greener, healthier and inclusive workforce.
- Accessing research and academic expertise to enhance their business.

The Employment and Skills Business Newsletter that provides information and resources to support businesses' workforce needs across the city, also including the upcoming sustainability breakfast events, Leeds Inclusive Employers Network and T-Level support. The newsletter will be published every 2 months to approximately 5,000 subscribers. To find out more please visit: www.inclusivegrowthleeds.com

Further Information

The Service has several communication channels and social media accounts that promotes events, jobs fairs, job vacancies, Apprenticeships, and courses. Please link to our accounts: linktr.ee/eandsleeds

Facebook: facebook.com/eandsleeds

X (Twitter): twitter.com/eandsleeds

Instagram: instagram.com/eandsleeds

LinkedIn: linkedin.com/company/employment-and-skills-leeds-city-council/

YouTube: youtube.com/@employmentandskills

Opportunities in Leeds is a weekly email service and features live jobs, Apprenticeships, and courses. To subscribe please visit: bit.ly/opportunitiesinleeds

For further information on Employment and Skills services and the support available please visit: employmentskillsleeds.co.uk

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

- B. 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

- C. 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

- D. 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

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

Risk Management

- F. 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

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

Recommendations

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

Background documents¹

- I. None.

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

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Report of the City Solicitor

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

Report author: Debbie Oldham, Governance Officer, 0113 3788656

Date: 11th March 2024

For decision

Dates, Times and Venues of Community Committee Meetings 2024/2025

Purpose of report

1. The purpose of this report is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2024/2025 municipal year.

Main issues

Meeting Schedule

2. The Procedure Rules state that there shall be at least four ordinary or 'business' meetings of each Community Committee in each municipal year and that a schedule of meetings will be approved by each Community Committee.
3. This report seeks to schedule 4 Community Committee business meetings for 2024/25, in line with previous practice. The proposed schedule has been compiled with a view to ensuring an even spread of Committee meetings throughout the forthcoming municipal year.
4. The following provisional dates have been agreed in consultation with the Localities team. As referenced earlier, this report seeks to schedule 4 Community Committee business meetings for 2024/25, in line with previous practice.

5. The proposed meeting schedule for 2024/25 is as follows:

- **Mon, 10 Jun 24, 1pm**
- **Mon, 9 Sept 24, 1pm**
- **Mon, 2 Dec 24, 1pm**
- **Mon, 10 Mar 25, 1pm**

Meeting Days, Times and Venues

6. Currently, the Committee meets on a Monday at 1.00pm and the proposed dates (above) reflect this pattern. The Chair has suggested that Members may wish to consider having two meetings on an evening, so that those who work might be able to attend the Community Committee.
7. Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal working hours. Therefore, the Committee may wish to give consideration to meeting start times which would maximise the accessibility of the meetings for the community.

Options

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

Corporate considerations

10a. Consultation and engagement

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

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

10b. Equality and diversity / cohesion and integration

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

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

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

Conclusion

11. The Procedure Rules require that each Community Committee will agree its schedule of meetings and that there shall be at least 4 business meetings per municipal year. With this, Members are asked to agree the arrangements for 2024/25.

Recommendations

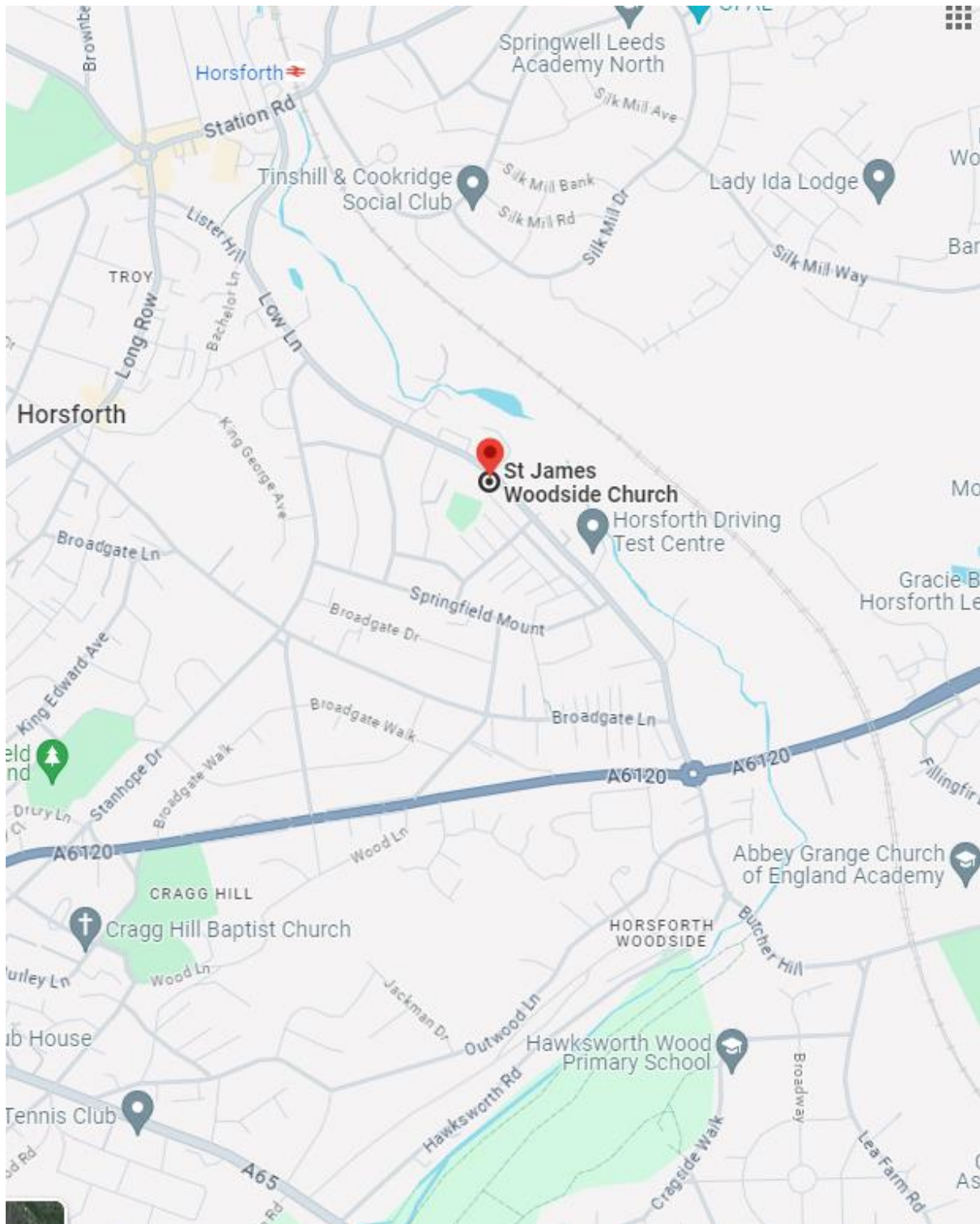
12. Members are requested to consider the options detailed within the report and to consider and agree the Committee's meeting schedule for the 2024/25 municipal year (as detailed above).

Background information

- Not applicable

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St James Parish Centre, Low Lane, Horsforth, LS18 5QW



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