



# Outer North West Community Committee


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

**Meeting to be held in Airedale Room Yeadon Town Hall, High Street, Leeds, LS19 7PP  
Monday, 5th March, 2018 at 1.30 pm**

**Councillors:**

B Anderson	Adel and Wharfedale;
C Anderson	Adel and Wharfedale;
B Flynn	Adel and Wharfedale;
G Latty	Guiseley and Rawdon;
P Latty	Guiseley and Rawdon;
P Wadsworth	Guiseley and Rawdon;
B Cleasby	Horsforth;
D Collins	Horsforth;
C Townsley	Horsforth;
C Campbell	Otley and Yeadon;
R Downes	Otley and Yeadon;
S Lay	Otley and Yeadon;





**Agenda compiled by:** Debbie Oldham on 0113 37 88656  
Governance Services Unit, Civic Hall, LEEDS LS1 1UR  
**West North West Area Leader:** Bash Uppal  
**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><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). (*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>	
3			<p><b>LATE ITEMS</b></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><b>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' 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</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 OF PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the Outer North West Community Committee held on 27<sup>th</sup> November 2017.</p>	1 - 10
8			<p><b>MATTERS ARISING</b></p> <p>To note any matters arising from the minutes.</p>	
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>FINANCE UPDATE REPORT</b></p> <p>To receive the report of the West North West Area Leader which provides the Community Committee with an update on the budget position for the Wellbeing fund for 2017/18, and the current position of the Small Grants and Skips pot, and the small grants and skips which have been approved since the last meeting.</p> <p>(Report attached)</p>	11 - 26

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>COMMUNITY COMMITTEE UPDATE REPORT</b></p> <p>To receive the report of the West North West Area Leader which updates the Community Committee on the work of the sub groups of the Committee: Environment &amp; Community Safety; Employment, Learning and the Local Economy; Children’s Services and Family Health; Health,Well-being &amp; Adult Social Care; Highways &amp; Transportation and Policy.</p> <p>The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.</p> <p>(Report attached)</p>	27 - 32
11	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>DATES, TIMES AND VENUE REPORT</b></p> <p>The report of the City Solicitor is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2018/2019 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.</p> <p>(Report attached)</p> <p><b>VENUE DETAILS AND MAP</b></p>	33 - 36  37 - 38

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p><b>THIRD PARTY RECORDING PROTOCOL</b></p> <p>Third Party Recording</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	

## OUTER NORTH WEST COMMUNITY COMMITTEE

**MONDAY, 27TH NOVEMBER, 2017**

**PRESENT:** Councillor P Wadsworth in the Chair

Councillors B Anderson, C Anderson,  
C Campbell, B Cleasby, D Collins,  
R Downes, B Flynn, G Latty, P Latty, S Lay  
and C Townsley

**24 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS**

There were no appeals against refusal of inspection of documents.

**25 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

There was no exempt information.

**26 LATE ITEMS**

There were no late items.

**27 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'**

No declarations of disclosable pecuniary interests were made.

**28 Apologies For Absence**

There were no apologies for absence.

**29 Open Forum**

In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This 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.

Cllr. Hazel Lee of Pool-in-Wharfedale Parish Council welcomed the Outer North West Community Committee to Upper Pool Bank Village Hall. Cllr. Lee provide the Committee with a brief history of the Hall.

Cllr. Lee thanked the Community Committee for their funding contributions towards the Otley Road Safety Quiz which had been used at local schools to raise awareness of road safety. She informed the Members that the Otley Road Safety Quiz was not to continue and that money had been shared between those schools who had participated for Road Safety awareness projects.

Mr Clive Woods a local resident was present for the Open Forum, he wished to speak in relation to Agenda Item 9 Leeds Transport Conversation update- Public transport investment programme (£173.5m), Outer North West update and the Leeds Transport Strategy Development. With this in mind the Chair gave permission for Mr Woods to address the Committee for 5 minutes prior to the presentation of the item. Minute 32 refers.

### **30 Minutes**

**RESOLVED** – That the minutes of the meeting held on Monday 25<sup>th</sup> September 2017 were approved as a correct record.

### **31 Leeds Health and Care Plan: Inspiring Change through Better Conversations with Citizens**

The Community Committee received the report of the Chief Officer Health Partnerships which provided the Outer North West Community Committee with an overview of the progress made in shaping the Leeds Health and Care Plan following a previous conversation in Spring 2017.

Cllr. G Latty as Health Wellbeing and Social Care Champion introduced the item saying that he welcomed the Health and Care Plan and recommended it to Members.

Paul Bollom Head of Leeds Health and Care Plan, Health Partnerships, Becky Barwick Head of Programme Delivery System integration, NHS Leeds CCG's Partnership, and Dr Chris Mills were at the meeting to present the report and answer questions.

The Committee was informed that the Leeds Health and Care Plan joined up all health care services including those from the third sector giving them a voice in the plan for Leeds. The plan provided an opportunity for the city to shape the future direction of health and to transition towards a community focused approach, which understood that good health was a function of wider factors such as housing, employment, environment, family and community.

Leeds want to focus on having great preventative services and were putting more resources into prevention and support services especially in relation to mental health.

The Community Committee were informed that there was a role for communities as the Health and Care Plan evolved there would need to be a continuation of consultation to design services as they are needed.



Dr Chris Mills a GP from Rawdon Surgery explained the concept of the 'Left Shift' which looked at early preventative measures for a fuller life. A copy of the proposals to be addressed by the Health and Care Plan was tabled at the meeting. It focussed on the key areas of the plan as Prevention, Self-Management and Proactive Care, Optimising Secondary Care and Urgent Care and Rapid Response and set out key actions to be undertaken.

Members discussed the following points:-

- One You Leeds;
- Need to market well-being services;
- Use of the Clusters to assist and join up services;
- The need to engage all communities across the city;
- The need for local care partnerships to communicate with each other;
- The use of the same systems for patient notes and appointments;
- The use of E-Referral systems;
- How to join up services across the city not allow services to become silos; and
- Need for good communication across the city, and localised events to carry on the conversations.

Cllr. G Latty reiterated that the Health and Care Plan was a good idea.

**RESOLVED** - To:

- Support the updated Leeds Plan as a basis for conversation with citizens on the future of health and care.
- Actively support widespread conversation and discussion of the Leeds Plan and narrative to encourage feedback and comment.
- Support the emerging model of Local Care Partnerships and actively engage with their development in their communities.

**32 Leeds Transport Conversation update - Public Transport Investment programme (£173.5m), Outer North West update, and Leeds Transport Strategy development**

Mr Clive Woods attended the meeting to speak on the report for Leeds Transport Conversation update on the Public Transport Investment Programme (£173.5m), Outer North West update and Leeds Transport Strategy development. At the Chairs discretion Mr Woods was allowed 5 minutes to address the Community Committee. Minute 29 refers.

Mr Woods said that he had addressed the Community Committee about 10 years ago on the issue of transport and specifically the congestion on the A65 and felt that there was still a need for quality bus routes from Outer North West to Leeds. Mr Woods informed Members that bus journey times had increased with Horsforth roundabout being a major cause of travel problems.

Mr Woods said that although WYCA wished to double the bus usage to do so at this time would be difficult due to the layout and congestion on the roads. He was of the opinion that although recent improvements had been made to the Horsforth roundabout he had not seen improvements which benefitted users of public transport.

Mr Woods asked that a full evaluation be undertaken on Horsforth roundabout and on the impact that it has had on bus services.

The Chair thanked Mr Woods for his contribution.

Gary Bartlett Chief Officer Highways and Transport and Neale Wallace of West Yorkshire Combined Authority presented the Leeds Transport Conversation update on the Public Transport Investment Programme (£173.5m), Outer North West update and Leeds Transport Strategy development.

The Committee heard that 8,000 responses had been received from the Transport Conversation engagement process in the Summer / Autumn 2016 with 3,006 of those responses from the Outer North West area. The responses indicated that people wished to see both short term and long term improvements to the Leeds transport system. It was noted that people preferred to travel by car as it was thought to be more comfortable, cheaper and easier than public transport.

The Committee was informed that the park and ride at both Elland Road and Temple Green were proving to be successful with other park and ride facilities being planned for the future.

The responses of the public conversation had highlighted that people wished to see improvements on the following:-

- Cycle and walking facilities
- Traffic congestion
- Better connectivity through radial routes
- Improved traffic systems and timings to ease the flow of traffic in and out of the city centre
- Airport link road and station
- A660 Lawnswood roundabout
- More improvements to Horsforth roundabout
- Improved train times and parking facilities at train stations

Members were informed that a key issue for the Outer North West was the bus service with the general theme being a reasonable bus service stating that the priority was for the frequency of the services to be improved.

Members heard that more real time bus information with multiple departure displays were to be rolled out across the city.

In response to Members discussions and questions the Committee was advised of the following:-

- Highways were aware that the recent improvements to Horsforth roundabout had not delivered the journey time savings that had been hoped for and work was currently ongoing to find ways of improving the situation. It was recognised that a more significant improvement scheme would be required.
- Members were advised of an improvement scheme which would include Horsforth roundabout to Rodley roundabout. Ward Members asked to be briefed about this scheme.
- To bring to a Transport sub group information in relation to Woodside Quarry, Horsforth in respect of issues raised by Cllr. Collins. The issue related to buses from the housing development to Horsforth Station rather than routed to Kirkstall Station.
- It had been noted that at point 37 of the submitted report information had been omitted on East of Otley bypass. This information was to be sent to the Ward Members.
- Officers to look at better access for disabled travellers at Guiseley/ Menston Train Station and the need for more ticket machines on platforms.
- As part of improvements Otley Bus Station was on the list to look at access and egress issues. It was also to receive real time information screen.

Members also discussed:-

- Payment methods the use of smart tickets and contactless payment.
- More evening services required
- Link road for the airport
- Improved communication required between Highways and Planning Officers

**RESOLVED – To:-**

- Note the feedback from the Transport Conversation and its input into the £173.5m publictransport improvements and informing a wider transport strategy for the City and the Outer North West area over the next 20 years.
- To note the overall progression of Leeds Transport and LPTIP Schemes in Leeds overall.
- To note progression of the major transport schemes within the Outer North West Area.
- To provide feedback to the West Yorkshire Combined Authority on the proposals for the Transport Hubs and network proposals.

### **33 Raising awareness of what it means in practice to be a Corporate Parent and the role of the Corporate Parenting Board.**

Cllr. Townsley left the meeting at the start of the following item.

Draft minutes to be approved at the meeting  
to be held on Monday, 5th March, 2018

The report of the Chief Officer Partnership Development and Business Support briefly outlined the role of the Corporate Parenting Board and increased the understanding of the role of the Children's Champion and what being a Corporate Parent meant.

Cllr. P Latty introduced this item in her role as Children's Champion for the Outer North West area and member of the Corporate Parenting Board.

Cllr. Latty informed the Committee that in their roles as elected members they had a responsibility for all looked after children and care leavers.

Hannah Lamplugh, Voice and Influence Lead attended the meeting along with Jancis Andrews, Head Teacher Virtual School for LA Children.

Members were informed that the session was to provide the following outcomes:

- Greater awareness of the characteristics and outcomes of looked after Children
- Increased understanding of what corporate parenting means in practice
- Informed about the different levels of corporate parenting responsibility

The Community Committee heard that the Social Work Act 2017 provided new guidance on Corporate Parenting. Members were provided with an information pack.

The young people from the Have a Voice Council had prepared a quiz for the Community Committee relating to aspects of being a looked after child or a care leaver.

Members' attention was drawn to the contextual information about the outer north west community committee area provided in the submitted report.

The Community Committee discussed the following points:

- Support for looked after children in hospitals and hospices
- Educational attainment and how this needed to improve, including the work of the Clusters and a need for a named school governor.
- The role of designated teachers in schools
- Continued care for over 18 years up to 21
- Need for foster carers Cllr. Latty informed the Committee that she was organising a Get Together in January 2018 for foster carers in the area to thank them for the good work that they do.
- Low numbers of looked after children and care leavers attending university
- The need for a scheme to link universities nationally

Members were informed of an annual prize giving event called 'STARS' which

celebrated achievements of looked after children and care leavers.

Members were invited to attend events such as:-

- Respect Training – one on 29<sup>th</sup> November 2017 and June 2018
- Yorkshire and Humberside Child in Care Conference

**RESOLVED** – It was resolved that Members of the Outer North West Community

- Committee use their increased knowledge and understanding of looked after children and young people and corporate parenting
- To consider and act on their own corporate parenting responsibilities.
- Community Committee reports to consider and record the impact of decisions on looked after children and care leavers – where this is relevant.

Cllr. Campbell left the meeting during this item.

### **34 Finance Report**

The report of the West North West Area Leader provided the Community Committee with an update on the budget position for the Wellbeing fund 2017/18, and the current position of the Small Grants and Skips pot, and the small grants and skips which had been approved since the last meeting.

Members attention was drawn to point 9 of the submitted report and it was noted that after deducting any existing commitments and taking account of 2016/17 carry forward position, the Community Committee had £85,014 of funding available for allocation.

Members were asked to consider 3 new projects:

- Christmas in Pool-in-Wharfedale - £1,500
- Horsforth Lights Switch on - £2,194
- Bramhope Village Hall (Robert Craven Memorial Trust) - £20,000

The Members of Adel and Wharfedale discussed the project at Bramhope Village Hall and the possibility of match funding. Cllr. Barry Anderson proposed that approval be given in principle subject to confirmation of 3 failed bids of £5,000 from other funding sources and that accounts had been submitted to the Communities Team.

The Community Committee heard that the Policy sub group had met on 4<sup>th</sup> October to discuss the process they wished to use for allocating the Community Committee element of the Neighbourhood Fund in outer North West. The sub group recommended that any funds raised through CIL was to be retained by the ward or parish in which it was generated.

Draft minutes to be approved at the meeting  
to be held on Monday, 5th March, 2018

**RESOLVED** - The Outer North West Community Committee to:

- Note the current budget and monitoring position for the Wellbeing Fund for 2017/18 (Table 1) and attached at appendix 1.
- Consider the new Wellbeing large grant applications detailed at section 11 – 14.
  - Christmas in Pool-in-Wharfedale - £1,500 – Approved
  - Horsforth Lights Switch on - £2,194 – Approved
  - Bramhope Village Hall (Robert Craven Memorial Trust) - that the sum of £15,000 be approved subject to the relevant accounts being provided to the Communities Team, and that subject to the organisation providing evidence of 3 failed bids for matched funding of £5,000 from other funding sources to the Communities Team then a further payment of £5,000 be approved.
- Note the small grants and skips remaining budget (Table 2) and those small grants and skips that have been approved since the last meeting (Table 3).
- Note the current budget position for the Youth Activity Fund for 2017/18.
- Note the current budget position for the Capital Wellbeing Fund for 2017/18 (Table 4).
- Agree that any funds raised through CIL are retained by the ward or parish in which it is generated.

### **35 Community Committee Update Report**

The report of the West North West Area Leader updated the Community Committee on the work of the sub groups of the Committee: Environment and Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health and Well-being; Highways and Transportation and Policy.

The Committee was informed that the next Children's Consultation Event will be held on 12<sup>th</sup> February 2018 at Prince Henry's Grammar School. Members noted that invites would be sent out.

Cllr. G Latty said that the Health and, Well-being and Adult Social Care sub group had discussed the Health Care Plan. The sub group had also had a speaker from Battle Scars a support group for people who self-harm.

**RESOLVED** – To note the work of the sub groups and the areas of partnership working since the last Community Committee meeting.

It was noted that Members had received an email informing them of the current appointments to the Rawdon and Laneshawbridge School Trust as Mr J Peebles, Mr D Long, Mr C Smith and Cllr. B Cleasby. Mr Colin Smith was

appointed as representative governor to fill the vacancy following the death of Mr S Waddington.

**36 Date and time of next meeting**

To note that the next meeting of the Outer North West Community Committee would be Monday 5<sup>th</sup> March at 1:30pm.

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## **Report of West North West Area Leader**

## **Report to Outer North West Community Committee**

**Report author Susan Skinner 0113 336 7857**

**Date: 5<sup>th</sup> March 2018**

**Finance Update Report**

**For Decision**

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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 for 2017/18, and the current position of the Small Grants and Skips pot, and the small grants and skips which have been approved since the last meeting.
2. This report also provides an update on the Youth Activity Fund and the Youth Activity Fund projects which have been approved since the last meeting.
3. Also attached at appendix 1 is the Finance Statement which provides Members with details of the current financial and monitoring position of the Wellbeing Fund and the Youth Activity Fund.

### **Main Issues**

4. The Wellbeing Fund Large Grant programme supports the social, economic and environmental wellbeing of a Community Committee area by funding projects that contribute towards the delivery of local priorities. A group applying to the Wellbeing fund must fulfil various eligibility criteria including evidencing appropriate management arrangements and finance controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equality and diversity; and be unable to cover the costs of the project from other funds. Projects eligible for funding 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 (including Trans), marital status, race, ethnic origin, age, sexual orientation or disability; under the Public Sector Equality Duty the Council must have due regard to the need to eliminate

discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities. Funding for projects specifically targeted at certain groups is allowed under the Equality Act provided there is a clear evidence base for doing so (such as activities to promote women's health through sport projects or a project targeted at people with hearing impairments, or one for new migrants to help integration); further advice on these can be given on a case by case basis if required. 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.

5. Community Committees have a delegated responsibility for the allocation of area Wellbeing funding. 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. The Outer North West Community Committee operates a pre-sift process for Wellbeing fund applications. This involves discussions with appropriate ward members for that particular project in the context of the current area priorities; where projects do not have support from all three ward members they are not progressed. All applicants are offered further discussions and feedback if helpful. In order to provide further assurance and transparency to all applicants where schemes do not garner support these will be reported to a subsequent Community Committee meeting for noting.

7. Budget Statement 2017/18

The Budget Statement for 2017/18 is included at Appendix 1 to this report. The statement details the overall budget position of all Wellbeing and Youth Activity Fund projects funded in the current financial year as well as those funded in previous years which still have funding left to spend.

8. Wellbeing Revenue

The Outer North West Community Committee has a Wellbeing allocation of £97,660 for the financial year 2017/18. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£24,415 per ward)

9. After deducting commitments and taking account of the 2016/17 carry forward position, the Community Committee currently has £61,320 of funding available for allocation. This figure does not include the Youth Activity Fund still available to spend.

10. Table 1 includes details per ward of the total Wellbeing revenue available for allocation in 2017/18 including any carry forward from previous years, and the amount of Wellbeing Fund currently available to spend per ward.

**Table 1 – Wellbeing revenue**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
2017/18 available balance (inc b/f and new allocation)	£43,470	£24,453	£47,217	£24,998
Allocated to projects in 2017/18	£32,521	£14,377	£20,532	£23,388
Money from previous years returned to the pot.	£0	£0	£12,000	£0
Current funds available to spend	£10,949	£10,076	£38,685	£1,610

11. New Wellbeing Large Grant projects for consideration

12. Site Based Gardener (Guiseley & Rawdon, Horsforth)

Delivery Organisation	Parks & Countryside
Revenue funds requested	<b>Total funding - £12,491</b> Guiseley & Rawdon - £7,007 Horsforth - £5,484
Previous Wellbeing funding received	2016/17 - £12,367 for a Site Based Gardener
Details of match funding	None
Project details	The funding will pay for a site-based Gardener to work a five day, 41 hour week for 6 months of the year across various sites in Guiseley & Rawdon and Horsforth.

13. Grit bins (Adel & Wharfedale, Guiseley & Rawdon, Horsforth)

Delivery Organisation	Parks & Countryside
Revenue funds requested	<b>Total funding £1,394</b> Adel & Wharfedale - £650 Guiseley & Rawdon - £480 Horsforth - £264
Previous Wellbeing funding received	Grit bins have not been funded in recent years.
Details of match funding	None
Project details	The funding will cover the refills and lock changes where required for grit bins over the winter.

14. Community Public Access Defibrillator at St Helena's Caravan Park (Adel & Wharfedale)

Delivery Organisation	Global First Aid Services/St Helena's Caravan Park
Revenue funds requested	Adel & Wharfedale - £1,642
Previous Wellbeing funding received	2016/17 - £4,626 towards Defibrillators in Adel & Wharfedale.
Details of match funding	None
Project details	The project will install a Community Public Access Defibrillator at St Helena's Caravan Park.

15. North West Country Park Green Gateway Trail (All wards)

Delivery Organisation	Parks & Countryside
Revenue funds requested	<b>Total funding - £12,376</b> £3,094 per ward
Previous Wellbeing funding received	Parks & Countryside have received funding in the past but this is a new project.
Details of match funding	Various amounts of funding to be received from other Community Committees.
Project details	The project will install information boards at key locations on the North West Country Park Green Gateway Trail, along with the costs of the accompanying website. The project has been recommended for approval by the Environment Sub Group.

16. Aireborough Supported Activity Scheme (All wards)

Delivery Organisation	Aireborough Supported Activity Scheme
Revenue funds requested	<b>Total funding - £7,389</b> Otley & Yeadon - £2,898 Guiseley & Rawdon - £2,318 Adel & Wharfedale - £1,739 Horsforth - £434
Previous Wellbeing funding received	2017/18 - £7,796
Details of match funding	ASAS have applied for funding to Inner North West, Inner West, Inner East and Outer West Community Committees. £38,872 from Targeted Short Breaks Funding.
Project details	The project provides holiday activities for young people with moderate to severe learning and/or physical disabilities.

17. Low Lane – Pedestrian Refuges (Horsforth)

Delivery Organisation	Highways
Capital funds requested	Horsforth - £18,000
Previous Wellbeing funding received	Various SID schemes and Highways improvement works.
Details of match funding	£18,000 from Highways for staffing, footpath works and traffic management.
Project details	The scheme will install pedestrian refuges on Low Lane, Horsforth.

18. Low Lane – Zebra Crossing upgrade (Horsforth)

Delivery Organisation	Highways
Capital funds requested	Horsforth - £17,000
Previous Wellbeing funding received	Various SID schemes and Highways improvement works.
Details of match funding	None
Project details	The scheme will upgrade the zebra crossing on Low Lane, Horsforth.

19. Horsforth Live at Home Mini Bus (Horsforth)

Delivery Organisation	Methodist Homes (MHA) Horsforth Live at Home Scheme
Capital funds requested	Horsforth - £20,000
Previous Wellbeing funding received	£1,225 – 2012/13 towards a gardening project.
Details of match funding	£35,000 (existing mini bus sale, fundraising)
Project details	The funds will go towards the purchase of a new mini bus for use by the Live at Home Mini Bus.

20. Footpath Improvements Hunger Hills

Delivery Organisation	Friends of Hunger Hills Woods
Capital funds requested	Horsforth - £6,200
Previous Wellbeing funding received	None
Details of match funding	£1,000 from Hunger Hills Woods fundraising
Project details	The scheme will upgrade the surface path through Hunger Hills Woods.

21. Horsforth Ballroom Improvements

Delivery Organisation	Customer Service – Leeds City Council
Capital funds requested	Horsforth - £15,000
Previous Wellbeing funding received	None
Details of match funding	None
Project details	The funds will go towards the improvements at Horsforth Ballroom in the Library.

22. Adel War Memorial Association Kitchen Refurbishment (Adel & Wharfedale)

Delivery Organisation	Adel War Memorial Association
Capital funds requested	Adel & Wharfedale - £5,000
Previous Wellbeing funding received	£7,500 - 2016/17 towards the boiler and asbestos management plan. £10,000 - 2012/13 towards the hall floor replacement
Details of match funding	None
Project details	The project will upgrade the kitchen facilities in the hall.

23. Adel Players (Adel & Wharfedale)

Delivery Organisation	Adel Players, a section of the Adel War Memorial Association (AWMA)
Capital funds requested	Adel & Wharfedale - £3,730
Previous Wellbeing funding received	£4,957 – 2012/13 Capital funds towards audio and electrical works on the stage at Adel War Memorial Association.
Details of match funding	£1,000 from fundraising
Project details	The project will upgrade the stage and auditorium at Adel War Memorial Association.

24. Wellbeing Budget – Small Grants & Skips

25. Table 2 below details the small grants and skips approved since the last community committee meeting.

**Table 2 – Small Grant & Skip approvals (31/08/17-13/02/18)**

Project	Organisation	Ward	Amount approved
Target Hardening	Care & Repair	A&W	£1,000
CCTV Cameras	Guisseley Bowling Club	G&R	£500
Otley Lido Skips	Friends of Otley Lido	O&Y	£370

26. Table 3 below details the amounts available for allocation on small grant and skips for 2017/18, the amount allocated this financial year and the remaining balances. There is currently £7,920 available for allocation on small grants and skips.

**Table 3 – Small Grant & Skip remaining balances (at 13/02/18)**

	Adel & Wharfedale	Guisseley & Rawdon	Horsforth	Otley & Yeadon	Total
Available for allocation 2017/18	£7,390	£3,038	£3,291	£3,582	£17,301
Total allocated 2017/18	£2,801	£1,404	£1,226	£2,954	£8,385
Available to spend	£4,589	£1,634	£2,065	£628	£8,916

Youth Activity Fund

27. The budget for the Outer North West Youth Activity Fund for 2017/18 is £45,870. This financial year, projects totalling £44,470 have been allocated from the Youth Activity Fund which leaves £2,211 available for allocation.

28. On 10<sup>th</sup> January 2018, £894 was approved via DDN for Horsforth Cluster to deliver additional activities over the Easter holidays. This amount is reflected in the figure above.

29. New Youth Activity projects for consideration

30. Four new Youth Activity Fund applications have been received and recommended for approval by the Outer North West Community Committee Children and Young People's Sub Group.

31. Easter Music Group

Delivery Organisation	Codswallop CIC
YAF funds requested	£515
Previous YAF funding received	2017/18 - £7,023 for A Day in the Woods, Hullaballo Orchestra, Warblers Singing group and Oddballs Drama group.
Details of match funding	None
Project details	The project will deliver a 3 day music group over Easter.

32. Easter Sports Session

Delivery Organisation	ACES
YAF funds requested	£1,980
Previous YAF funding received	£1,445 for a 2 day Easter Sports Session.
Details of match funding	None
Project details	The project will deliver a 3 days of sports and activity sessions at Nunroyd Park.

33. Battle of the Bands

Delivery Organisation	Codswallop CIC
YAF funds requested	£1,375
Previous YAF funding received	2017/18 - £7,023 for A Day in the Woods, Hullaballo Orchestra, Warblers Singing group and Oddballs Drama group.
Details of match funding	None
Project details	The project will deliver a battle of the bands competition held at Yeadon Town Hall but open to bands and singers from all four wards.

34. Let's Celebrate

Delivery Organisation	Codswallop CIC
Capital funds requested	£1,325
Previous Wellbeing funding received	2017/18 - £7,023 for A Day in the Woods, Hullaballo Orchestra, Warblers Singing group and Oddballs Drama group.
Details of match funding	None
Project details	The project will deliver a celebration of the talented young people from Aireborough Cluster schools.

35. Wellbeing Budget – Capital Receipts Programme

36. At its meeting on 17<sup>th</sup> July 2013, the council's Executive Board approved that future CRIS receipts available for allocation across wards, be allocated to the Community Committees based on the existing area wellbeing needs based formula.

37. As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2017/18 under the current arrangements.

38. Table 5 provides details of the amount of capital available to spend in 2017/18 per ward including the new allocation.

**Table 4 Capital Remaining Balances**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
Allocation currently available	£23,652	£13,298	£28,652	£12,927

39. **Community Infrastructure Levy (CIL)**

On the 21<sup>st</sup> October 2015 the council’s executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6<sup>th</sup> April 2015 do not qualify for a CIL contribution. As part of this payment schedule, Leeds City Council retains up to 70-80% centrally, 5% for administration and 15-25% goes to a Community Committee or the relevant Town or Parish Council. This 15-25% of the CIL receipt (25% if there is an adopted neighbourhood plan, 15% if there isn’t) is known as the ‘Neighbourhood Fund’. In the absence of a Town or Parish Council, the Neighbourhood Fund element of CIL is allocated to the Community Committee.

40. The Community Committee have previously agreed that any funds raised through CIL is retained by the ward or parish in which it is generated.

41. **Corporate Considerations**

**Consultation and Engagement**

42. The Community Committee has previously been consulted on the projects detailed within the report. Local priorities are set through the Community Committee Plan process and the commissioning round began with a communication to all Community Committee contacts.

**Equality and Diversity / Cohesion and Integration**

43. All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration.

**Council policies and City Priorities**

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

- Vision for Leeds 2011 – 30
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People’s Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

**Resources and value for money**



45. Aligning the distribution of Community Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

In order to meet the Community Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Wellbeing budgets.

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

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

### **Risk Management**

47. Risk implications and mitigation are considered on well-being applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

### **Conclusions**

48. The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to service. This report provides members with an update on the Wellbeing programme for 2017/18.

### **Recommendations**

49. The Outer North West Community Committee is asked to:
- Note the current budget and monitoring position for the Wellbeing Fund for 2017/18 (Table 1) and attached at appendix 1.
  - Consider the new Wellbeing large grant applications detailed at section 11 – 23.
  - Note the small grants and skips remaining budget (Table 2) and those small grants and skips that have been approved since the last meeting (Table 3).
  - Note the current budget position for the Youth Activity Fund for 2017/18.
  - Consider the new Youth Activity Fund applications detailed at section 31 – 34.
  - Note the current budget position for the Capital Wellbeing Fund for 2017/18 (Table 4).

50. **Background Information**

None.

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## Appendix 1. ONW Finance and Monitoring Statement

16/02/2018

Wellbeing Funding	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon	Total Approved
Balance brought forward from 2016/17	£34,679.17	£5,621.46	£36,987.44	£4,711.38	£81,999.45
New allocation for 2017/18	£24,415.00	£24,415.00	£24,415.00	£24,415.00	£97,660.00
<b>Total available (incl b/f bal for 2017/18)</b>	<b>£59,094.17</b>	<b>£30,036.46</b>	<b>£61,402.44</b>	<b>£29,126.38</b>	<b>£179,659.45</b>
Projects brought forward for payment in 2017/18	£15,624.00	£5,583.00	£2,185.00	£4,128.00	£27,520.00
Project spend in 2017/18	£11,021.75	£14,377.46	£18,338.00	£23,388.00	£67,125.21
<b>Remaining Budget Unallocated</b>	<b>£10,948.42</b>	<b>£10,076.00</b>	<b>£38,685.44</b>	<b>£1,610.38</b>	<b>£61,320.24</b>

Youth Activity Funding / Spend	Total
2016/17	£13,476.80
New allocation for 2017/18	£45,870.00
<b>2017/18</b>	<b>£59,346.80</b>
Projects brought forward for payment in 2017/18	£13,475.00
Total spend for 2017/18	£11,021.75
<b>Remaining Budget Unallocated</b>	<b>£1,401.80</b>

2016/17 revenue projects brought forward	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon	Total Approved	Paid to date	Monitoring
Broadgate Drive Car Parking (Cancelled 13/14 project)	£0.00	£0.00	-£12,000.00	£0.00	-£12,000.00	-£ 12,000.00	Cancelled 2013/14 project; funding returned to the pot.
Defibrillators (CPADs)	£1,335.00	£0.00	£0.00	£0.00	£1,335.00	£ 1,335.00	Project completed.
Small Grants 2016/17	£5.00	£0.00	£0.00	£1,140.00	£1,145.00	£ 1,110.55	The carried forward small grants from 2016/17.

Boiler Upgrade and Asbestos Management Plan	£7,500.00	£0.00	£0.00	£0.00	£7,500.00	£ 7,500.00	Project completed.
Horsforth Counselling 2016/17	£0.00	£0.00	£2,600.00	£0.00	£2,600.00	£ -	Project ongoing. To date 13 parents have accessed the counselling overall, with 6 of these accessing because they used crèche slots.
Cragg Hill and Woodside Green Space	£0.00	£0.00	£9,200.00	£0.00	£9,200.00	£ 585.00	Project ongoing. The footpath work is complete creating 522 volunteer hours, the bat walk attracted 21 adults and 18 children.
Additional SID in Adel	£3,110.00	£0.00	£0.00	£0.00	£3,110.00	£ 3,110.00	Project completed.
Aireborough Supported Activities Scheme 2017/18	£1,814.00	£2,469.00	£525.00	£2,988.00	£7,796.00	£ 7,796.00	Project completed.
Target Hardening 2017/18	£1,860.00	£860.00	£1,860.00	£0.00	£4,580.00	£ 4,498.25	Project ongoing. Project monitored through the Community Safety Sub Group.
Rawdon Library Shelving	£0.00	£2,254.00	£0.00	£0.00	£2,254.00	£ 2,254.00	Project completed.
<b>Total approved in 2016/17 to spend in 2017/18</b>	<b>£15,624.00</b>	<b>£5,583.00</b>	<b>£2,185.00</b>	<b>£4,128.00</b>	<b>£27,520.00</b>	<b>£ 16,188.80</b>	

<b>2017/18 Revenue Projects Approved</b>	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total Approved</b>	<b>Paid to date</b>	<b>Monitoring</b>
Communications & Publicity Budget 2017/18	£0.00	£0.00	£0.00	£0.00	£0.00	-£ 12.23	No funding allocated, allows payments to be made which will be covered through other sources such as MICE.
Guiseley & Rawdon Christmas Lights	£0.00	£4,320.00	£0.00	£0.00	£4,320.00	£ 4,320.00	Project completed.
Yeadon Festive Lights	£0.00	£0.00	£0.00	£5,000.00	£5,000.00	£ 5,000.00	Project completed
Site Based Gardener 2017	£0.00	£7,019.00	£5,348.00	£0.00	£12,367.00	£ 12,367.00	Project completed
Otley & Yeadon CCTV 2017	£0.00	£0.00	£0.00	£14,305.00	£14,305.00	£ 14,305.00	Project completed
Sporty Tots	£1,631.00	£0.00	£0.00	£0.00	£1,631.00	£ -	Project ongoing. The items are in the process of being purchased for use by the toddler sports group.
Horsforth CCTV 16/17	£0.00	£0.00	£3,699.00	£0.00	£3,699.00	£ 3,699.00	Project completed

Featherbank Lane Zebra Crossing	£0.00	£0.00	£6,000.00	£0.00	£6,000.00	£ -	Project ongoing. Works will be scheduled to take place before the next financial year.
Care & Repair Additional funds	£2,000.00	£0.00	£0.00	£500.00	£2,500.00	£ -	Project ongoing and monitored by the Community Safety sub group
Christmas in Pool in Wharfedale	£1,500.00	£0.00	£0.00	£0.00	£1,500.00	£ -	Project ongoing
Horsforth Lights 2017	£0.00	£0.00	£2,194.00	£0.00	£2,194.00	£ -	Project ongoing
Bramhope Village Hall	£20,000.00	£0.00	£0.00	£0.00	£20,000.00	£ -	Project ongoing
<b>Total approved in 2017/18</b>	<b>£11,021.75</b>	<b>£14,377.46</b>	<b>£18,338.00</b>	<b>£23,388.00</b>	<b>£67,125.21</b>	<b>£45,323.91</b>	

2016/17 Youth Activity Funding Approved & Brought Forward	Total Approved	Paid to date	Monitoring
Inters Youth Club 2016/17	£4,000.00	£4,000.00	Project completed. 32 sessions were completed with 80 different young people attending the sessions overall and between 35 and 50 per session.
Goove Generation Music Project	£900.00	£900.00	Project completed. Sessions took place in the 2016/17 academic year.
Aireborough Performing Arts (Let's Celebrate)	£1,975.00	£1,975.00	Project completed. 11 schools took part in the 3 day event at Yeadon Town Hall showcasing 17 different acts involving 275 young people.
Otley FM	£1,340.00	£1,340.00	Project completed. 5 sessions were held and 15 young people attended overall.
Additional Forest Found sessions	£1,410.00	£600.00	Project completed with an underspend. Sessions took place over Easter.
Mini Breeze Bramhope	£3,850.00	£0.00	Project completed. The Mini Breeze in Bramhope took place on 19th June as part of the Bramhope Festival and was well attended.
<b>Total Youth Activity Funding approved in 2016/17</b>	<b>£13,475.00</b>	<b>£8,815.00</b>	

2017/18 Youth Activity Funding Projects	Total Approved	Paid to date	Monitoring
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Children & Young People's Voice Event	£500.00	£89.94	Funding set aside for the delivery of a young people's engagement event in 2018.
Leeds Sports Camp Days	£4,800.00	£4,800.00	Project completed. 247 young people attended the sessions in Otley and 240 attended the Guiseley sessions overall, each day attracted around 60 young people.
Mini Breeze	£3,850.00	£0.00	Project completed. The Yeadon Tarn Mini Breeze took place on 12th August 2017.
All Sports Camps	£1,445.00	£1,445.00	Project completed. The free sports sessions took place over two days in August at Aireborough RUFC facilities in Nunroyd Park, 39 young people attended on each day making a total of 78 young people over the two days.
Warblers, Oddballs & Hullaballo Orchestra	£6,263.00	£3,508.75	Project ongoing. The sessions are term time, after-school weekly sessions of Oddballs drama (two age groups), Warblers choir and the Hullaballo Orchestra.
Day in the Woods	£760.00	£760.00	Project completed. The Day in the Woods family activity day was held on 8th July 2017 at Parkinson Park, Guiseley. Feedback was very positive and around 50 people attended.
Lit Fest After School Poetry Workshops	£0.00	£0.00	Project cancelled.
Ralph Thoresby Skateboard Coaching	£1,250.00	£1,250.00	Project completed. 7 Holt Park sessions were delivered, as per the agreement and had good attendance with 39 young people over the sessions.
Summer Play Days	£4,000.00	£4,000.00	Project completed. 9 sessions were delivered across the outer north west which were well attended overall with 336 children (168 families) attending overall, just one session in Pool-in-Wharfedale was cancelled due to the weather.
Inters Youth Group	£6,000.00	£0.00	Project ongoing. The sessions are running after school during term time.

Horsforth Activities	£5,000.00	£0.00	Project ongoing. The sessions over the summer have continued to be popular and as in previous years, the pottery sessions filled first with 8 children on each of the three 'wheel' sessions and 16 on the 'foam clay' session. There are further half term sessions and Easter sessions planned.
Forest Found Advenutres	£4,000.00	£0.00	Project ongoing. The bush craft and outside sessions are taking place on alternate Saturdays in the autumn and during the October half term; the first 2 Saturday sessions have attracted 9/10 young people.
Woolpack Rock and Pop Academy	£3,000.00	£0.00	The sessions will be held in January - March 2018.
Pop-Up Activity Camp	£1,938.00	£1,938.00	Project completed. 10 sport activity sessions were held over the summer at the Holt Park Active centre, 130 young people attended overall and feedback was positive.
Rawdon Skateboard Coaching	£770.00	£770.00	Project completed. 6 sessions were planned in Rawdon although only 4 were delivered due to the weather. Sk8 Safe had advertised the event locally and on social media however sessions were poorly attended this year with just 15 young people overall.
<b>Total Youth Activity Funding approved in 2017/18</b>	<b>£43,576.00</b>	<b>£18,561.69</b>	

<b>2017/18 Capital Projects</b>	<b>Total</b>	<b>Paid to date</b>	<b>Monitoring</b>
Rawdon Community Library Lighting	£ 4,854.00	£ 4,854.00	Project completed. The lighting was improved as agreed.
Welcome In Roof Repair (OPAL)	£ 5,000.00	£ 5,000.00	Project completed. The roof was repaired as part of the phased works at the Welcome in.
<b>Total Capital approved 2017/18</b>	<b>£9,854.00</b>	<b>£9,854.00</b>	

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**Report of: West North West Area Leader**

**Report to: Outer North West Community Committee**

**Report author: Susan Skinner 0113 336 7857**

**Date: 5<sup>th</sup> March 2018**

**To note**

**Community Committee Update Report**

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## **Purpose of report**

1. This report updates the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Health, Well-being & Adult Social Care; Highways & Transportation and Policy.
2. The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.

## **Main issues**

3. The Outer North West Community Committee has a range of sub groups which set priorities, agree topics for consideration at Community Committee and develop action plans to address issues of thematic importance. The committee currently operates six sub groups: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
4. Sub group meetings are informal meetings and not open to the public, however local residents or representatives of other organisations may be invited to attend and speak at the discretion of the chair of each sub group.
5. Where possible the Community Committee Champion has been aligned with the relevant sub group chair and in consultation with the theme leads have provided the following updates:

## Environment & Community Safety

### 6. Community Safety

The sub group met on the 22<sup>nd</sup> February 2018 to discuss Community Safety issues. The Environment & Community Safety Champion will provide a verbal update at the Community Committee meeting.

### 7. Environment

The sub group met on 30<sup>th</sup> January 2018. Officers from The Cleaner Neighbourhoods Team gave an update on work undertaken since the last meeting. The zonal areas are still working well and recruitment is underway to fill vacancies within the team.

The new Housing Manager for Horsforth introduced himself to the meeting and gave an overview of his first few weeks in the role.

Parks and Countryside gave an update on the Leeds Parks Fund which is a charitable initiative dedicated to improving our parks and greenspaces, the fund is generated in a range of ways from people leaving money in their wills, to those who donate in cafes based in parks. The fund can support projects to benefit publically accessible green spaces in Leeds.

## Children's Services and Family Health

8. The 4th annual Outer North West Children's And Young People's Voice event was held on the 2<sup>nd</sup> February 2018 at Prince Henry's Grammar School, Otley. Young people from 28 primary and high schools across the Outer North West attended, with 110 students participating in a range of activities. This was a good opportunity to bring young people together from many different schools to talk with their local Councillors about what was important to them and for their voice to be heard.

This year saw Councillors and young people deciding together how best to spend a potential £40,000 of Youth Activity Fund money. There was some really helpful feedback from the young people who attended and this will be fed into discussions at the Children and Young People's sub group when they make recommendations for allocating funding in 2018/19.

The young people were also challenged to come up with a project of their own design working to a budget of £1,500. There were some fantastic designs including the winning idea which was to encourage young people to get active through running with a Colour Run event at the end of a short training programme. There has already been interest from local activity providers in bidding for Youth Activity Fund monies to deliver this activity.

### 9. Outer North West Community Plan

As part of the community committee constitution, there is a requirement that committees have a community plan outlining the committee's work programme and priorities for the year.

10. Please find attached at **appendix 1** a draft proposal of such a plan for 2018. Members are asked to consider the community plan and key priorities for the year.

### **Conclusions**

11. The Outer North West Community Committee sub groups provide the committee with the opportunity to consider information on key areas of work in partnership with officers and community organisations, as well as enabling direct links to be established with the Community Champions and Executive Board Members.

### **Recommendations**

12. Members are asked to:
- Note the work of the sub groups and areas of partnership working since the last Community Committee meeting.
  - Comment on the Outer North West draft Community Plan and to agree the committee's key priorities for 2018.

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# COMMUNITY PLAN 2018

Bringing people together to make a difference for local people and their communities

"This Community Plan sets out the Outer North West Community Committee's priorities for the year ahead. We will invest in projects that support these objectives and ensure that local people have a say on how services are delivered in Adel & Wharfedale, Guiseley & Rawdon, Horsforth and Otley & Yeadon wards "

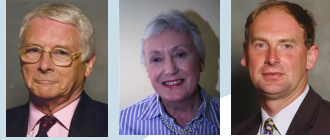
**Cllr Paul Wadsworth : Chair, Outer North West Community Committee**

### Adel & Wharfedale



Cllr Barry Anderson Cllr Caroline Anderson Cllr Billy Flynn

### Guiseley & Rawdon



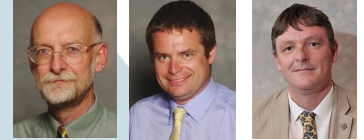
Cllr Graham Latty Cllr Pat Latty Cllr Paul Wadsworth (Chair)

### Horsforth



Cllr Brian Cleasby Cllr Dawn Collins Cllr Chris Townsley

### Otley & Yeadon



Cllr Colin Campbell Cllr Ryk Downes Cllr Sandy Lay

## About the Outer North West Community Committee

The Outer North West Community Committee is part of Leeds City Council and is tasked with ensuring services are delivered in a way that meets local needs rather than a 'one size fits all'. Each year, the Committee focuses on a number of key topics that are important to local people and would benefit from a new approach. They also provide funding to organisations to make a difference within their communities. The Committee's meetings are open to all.

## What we do

The Community Committee aims to:

1. Increase community activity and local residents' involvement in decision making
2. Work with our partners to improve services in our local neighbourhoods
3. Support activities that make people and places feel safer
4. Enhance the quality of our parks and public spaces
5. Develop and make better use of community assets
6. Support children and young people to be engaged, active and inspired
7. Promote healthy lifestyles and tackle health inequalities
8. Provide opportunities for people to get jobs, volunteer or learn new skills
9. Improve access and engagement in sport and cultural activities

## Our Priorities for 2018

- Working together to support vulnerable adults and recognise the challenges they face.
- Delivering actions to support children and young people and giving them the opportunity to have their say with decision makers.
- Helping to make our neighbourhoods safer and improve transport links.
- Agreeing and overseeing actions helping to make our neighbourhoods cleaner and greener.

# Your Community Committee

## How we work

Our Community Committee focuses on topics that matter locally. We hold a number of meetings a year to look in depth at local priorities

Community Committee Champions take a lead on key themes such as the environment, community safety, health, young people and employment

The Community Committee has sub groups that focus on: Environment & Community Safety, Employment, Learning and the Local Economy, Children Services & Family Health, Adult Social Care, Health & Well-being and Highways & Transportation. These groups scrutinise local service delivery and help ensure services are working together effectively

The Community Committee has a budget to invest in projects that strengthen our communities and make a difference locally

## Involving our communities

Our Community Committee meetings are open to the public

We hold community forums where people can talk about local issues

We use newsletters and social media to link with our communities and promote local projects and activities

We work with resident and community groups to find solutions to local problems

The work of the Community Committee is reported annually to a meeting of all of the Leeds City Councillors

## Community Committee Meetings

Community Committee meetings are held four times a year, individuals can raise any issues at the meeting, during the open forum section of the meeting.

The 2018/19 meeting dates are to be confirmed :

Email [west.north.west@leeds.gov.uk](mailto:west.north.west@leeds.gov.uk) or call 0113 3367856 for further information or to be added to our mailing lists.

## Get in touch



[west.north.west@leeds.gov.uk](mailto:west.north.west@leeds.gov.uk)



[Facebook.com/LCCOuterWest](https://www.facebook.com/LCCOuterWest)



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Outer North West

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## Report of the City Solicitor

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

Report author: Gerard Watson, Senior Governance Officer, 0113 395 2194

Date: 5<sup>th</sup> March 2018

For decision

## Dates, Times and Venues of Community Committee Meetings 2018/2019

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### 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 2018/2019 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

### 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. In 2017/18, this Committee is scheduled to hold four meetings.
3. To be consistent with the number of meetings being held in 2017/18, this report seeks to schedule four Community Committee business meetings as a minimum for 2018/19. Individual Community Committees may add further dates as they consider appropriate and as the business needs of the Committee require. The proposed schedule has been

compiled with a view to ensuring an even spread of Committee meetings throughout the forthcoming municipal year.

4. Members are also asked to note that the schedule does not set out any Community Committee themed workshops, as these will need to be determined by the Committee throughout the municipal year, as Members feel appropriate. During 2017/18, for those Committees which held workshops, many took place either immediately before or after the Committee meetings. Therefore, when considering proposed meeting arrangements, Members may want to consider whether they wish to adopt a similar approach to the themed workshops in 2018/19, as this could impact upon final meeting times and venues.
5. The following provisional dates have been agreed in consultation with the Area Leader and their team. As referenced earlier, this report seeks to schedule a minimum of four Community Committee business meetings for 2018/19 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require.
6. The proposed meeting schedule for 2018/19 is as follows:
  - Monday 25th June 2018 – 1:30pm
  - Monday 24th September 2018 – 1:30pm
  - Monday 26th November 2018 – 1:30pm
  - Monday 4th March 2019 – 1:30pm

It is proposed that all meetings will be held at Yeadon Town Hall

### **Meeting Days, Times and Venues**

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

### **Options**

9. Members are asked to consider whether they are agreeable with the proposed meeting schedule (above), or whether any further alternative options are required in terms of the number of meetings, start times or venue arrangements.



## **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 and venue arrangements.

In compiling the proposed schedule of meeting dates and times, the current Community Committee Chair, the Area Leader and colleagues within Area Support 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. In order to enable the Committee's meeting schedule to feature within the Council diary for 2018/19, Members are requested to agree the arrangements for the same period.

## **Recommendations**

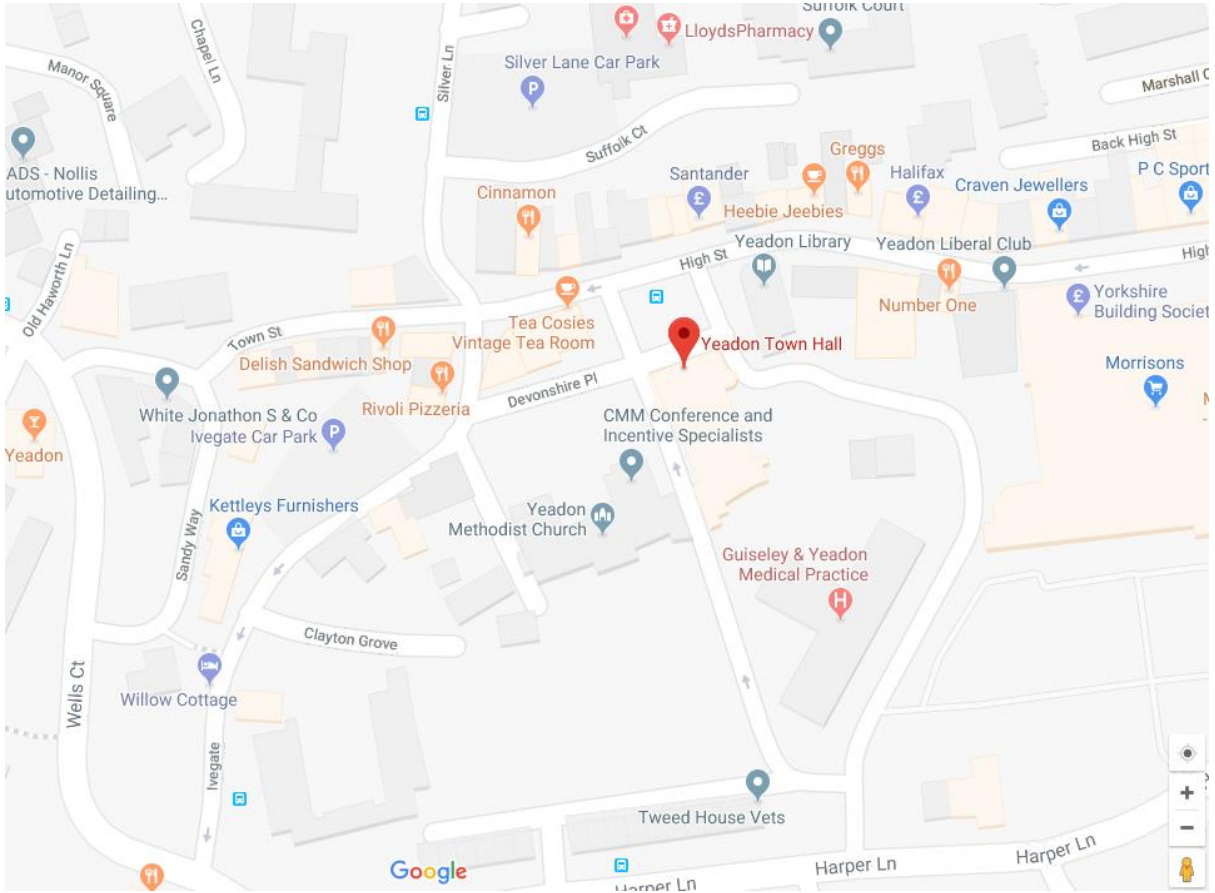
13. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2018/19 municipal year (as detailed at paragraph 6), in order that they may be included within the Council diary for the same period.
14. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

## **Background information**

- Not applicable

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Yeadon Town Hall High Street Yeadon LS19 7PP



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