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Outer North West Community Committee

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

Meeting to be held in Greenacre Hall - 55 New Rd Side, Rawdon, Leeds LS19 6DD

Monday, 2nd December, 2019 at 1.30 pm

Councillors:

B Anderson

C Anderson

B Flynn

G Latty

P Latty

P Wadsworth

D Collins

J Shemilt

J Taylor

C Campbell

R Downes

- Adel and Wharfedale:

- Adel and Wharfedale;

Adel and Wharfedale:

Guiseley and Rawdon;

Guiseley and Rawdon;

Guiseley and Rawdon;

Horsforth;

Horsforth:

Horsforth:

Otley and Yeadon;

Otley and Yeadon;

Otley and Yeadon;



Agenda compiled by: Debbie Oldham
Governance Services, Civic Hall, LEEDS LS1 1UR
Head of Stronger Communities – Liz Jarmin Tel: 0113 37 89035
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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

AGENDA

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS	
			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)	
2			EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC	
			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.	
			2 To consider whether or not to accept the officers recommendation in respect of the above information.	
			3 If so, to formally pass the following resolution:-	
			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:-	
3			LATE ITEMS	
			To identify items which have been admitted to the agenda by the Chair for consideration (The special circumstances shall be specified in the minutes)	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'	
			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.	
5			APOLOGIES FOR ABSENCE	
			To receive any apologies for absence.	
6			MINUTES	1 - 10
			To approve the minutes of the meeting held on 23 rd September 2019.	
7			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.	
8	Adel and Wharfedale; Guiseley and		OUTER NORTH WEST FINANCE REPORT- DECEMBER 2019	11 - 22
	Rawdon; Horsforth; Otley and Yeadon		The report of the Head of Stronger Communities 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 2019/2020.	
			(Report attached)	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		OUTER NORTH WEST - UPDATE REPORT The report of the Head of Stronger Communities 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. 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. (Report attached)	23 - 30
10			DATE AND TIME OF NEXT MEETING The meeting of the Outer North West Community Committee will be held on 2 nd March 2020, at 1:30pm.	
			THIRD PARTY RECORDING PROTOCOL Third Party Recording Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda. Use of Recordings by Third Parties – code of practice a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.	
			VENUE FOR THE MEETING Greenacre Hall - 55 New Rd Side, Rawdon, Leeds LS19 6DD	31 - 32



OUTER NORTH WEST COMMUNITY COMMITTEE MONDAY, 23RD SEPTEMBER, 2019

PRESENT: Councillor P Wadsworth in the Chair

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

J Taylor

14 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents.

15 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

There were no exempt items.

16 LATE ITEMS

There were no late items.

17 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'

There were no declarations of disclosable pecuniary interests.

However Cllrs. B and C Anderson declared an interest in Agenda Item 10 – Finance report point 22 of the submitted report as they are both members of the Adel War Memorial Association.

18 Apologies For Absence

There were no absences.

19 Minutes - 24th June 2019

RESOLVED – That the minutes of the meeting held on 24th June be approved as a correct record with the following amendment:

Minute 12 – Outer North West Finance Report to include in the resolution approval of the following project:

h) Noted that Members had agreed a Delegated Decision for £5,000 on 26th April 2019 for Horsforth Sheds, St Johns Church, Horsforth.

20 Matters arising

In relation to Minute 9 Community Committee Appointments 2019/2020, Cllr. Lay requested an update on the position of the Pool/Otley /Bramhope Cluster. The Committee were informed that the concerns of the Councillors appointed to this cluster had been raised with Children and Families Services, who had arranged a meeting with all Members appointed to the Clusters scheduled for 30th September 2019.

Cllr. Lay expressed his disappointment with the meeting as he had hoped to have a one to one on this specific matter. Governance Services offered to take this back to Children and Families Services with the Councillors request.

The confirmation of the appointment of Cllrs Lay and B Anderson to the Pool/Otley /Bramhope Cluster was affirmed.

21 Climate Emergency and Air Quality

The Community Committee received a presentation which provided background on the Climate Emergency and on-going work on air quality.

Members were informed of the following points:

- In March 2019 the Council declared a Climate Emergency with the target to work towards net zero by 2030 for the whole city;
- As part of the climate emergency the Council has committed to undertake a city conversation to include residents, public sector, businesses;
- The team have attended community events;
- There had been a 15% response rate to the questionnaire from this area which is the highest in Leeds;
- Alongside climate change the Council is also focusing on increasing biodiversity across the city with planting schemes, and a more relaxed approach to moving to encourage nature;
- Introduction of the Clean Air Zone to improve the air quality through a number of measures including anti-idling campaign, roll out of charge points, changes in the council fleet vehicles to a more green fleet. It was noted that the Council currently have a large fleet of electric vehicles with more due for 2020;
- Promotion of traffic free days;
- To avoid dangerous climate change we need to ensure that we stop global warming and keep temperatures below 1.5°C if we

- carry on at our current rate we would use our total budget for a period up to 2050 within 9 years;
- There has been a 70% decline in insects;
- There is a toolkit to explain how individuals can help and make a difference;
- 5 Main themes were listed as:
 - Homes including energy efficiency, LED lightbulbs, efficient appliances, insulation;
 - Food including how food is produced, processed, moved, bought and wasted;
 - Stuff including how we buy and select clothes and how we could repair and reuse clothes;
 - Biodiversity including tree cover, flowering plants, less mowing, encourage insects
 - Travel including use more public transport, charging points, change to electric cars.

The Committee Community discussed the following points:

- Electric cars including the benefits and the costs;
- Air quality at the junction at the top of Pool Bank;
- Anti-idling in areas of the outer north west particularly outside schools, Councillors welcomed the suggestion of banners to be placed near all schools in the area and suggested that they are also placed at busy junctions;
- Welcomed the suggestion of more tree planting on the area;
- The success of the car free day in Otley and that there should be more in the city;
- Need for all departments to work together especially Parks and Countryside and Planning;
- Benefits of walking for health and climate change:
- Need to engage with older people by visiting sheltered housing;
- Use of social media to communicate with the communities:
- The need to engage with schools in the area by speaking to head teachers to encourage work within schools and engage children;
- More transport hubs to increase choice and use of public transport;
- Airport expansion in relation to air quality.

The Climate Emergency Team were invited to attend a workshop of the Environment and Community Safety Sub Group date to be confirmed by the Environment and Community Safety Champion.

RESOLVED – To:

- Receive the presentation and to offer any feedback;
- Provide feedback on the best way to engage with the local community, including potential to link to the youth summit;
- Highlight any locations in the area where there is scope to increase biodiversity;

- Highlight any areas where idling is an issue and where the promotional banners could be used to best effect;
- Identify any schools that may be interested in hosting car free days;
- Identify any areas that may be interested in participating in a rolling programme of car free days in 2020.

22 Get Set Leeds – Making Leeds a More Active City

The report of the Director of Public Health updated the Community Committee on the progress made in relation to 'Making Leeds a more active city'.

The report also provided an overview of 'Get Set Leeds' and the promotion of the city wide conversation. Members received a presentation and were informed of the following points:

- The aim of the Council is to make Leeds the most active city in the UK;
- The 'Get Set Leeds' agenda links into the Climate Emergency agenda and the Health and Wellbeing agenda for the city promoting healthy eating and exercise;
- To change behaviours to activity and eating to reduce diabetes, cancers, cardio vascular disease, and promote physical and mental benefits and improve life during old age;
- Cancers within the Outer North West are high although it was suggested by the Members that this is probably due to the fact that more people in this area attend their GP when recognising symptoms and the population of the area are older;
- GP's can now write prescription for physical activity;
- The need to engage all parts of the community and embed physical activity into daily lives;
- The team are using online survey, community events, focus groups to engage.

Members' discussions included the following points:

- Use of Housing Advisory Panels to get the message out to those in more deprived areas:
- To visit sheltered housing to engage with older people;
- Need to better educate all communities to the benefits of being more active especially those hard to reach groups;
- Make use of the HUBs to cut across a number of services;
- There are a number of groups across the Outer North West who do
 physical activities and it was suggested that the Team contact these
 groups to find out what they are offering and how they get people
 involved so that this can be replicated in other areas of the city;
- Suggested ways to engage were: TV and radio adverts to explain the benefits of exercise; social media; straplines on emails; ask schools to send letters home to parents to encourage the family to take part in daily exercise.

The Health and Wellbeing and Adult Social Care Champion invited the Get Set Leeds Team along to a workshop of the Health and Wellbeing sub group.

RESOLVED – To:

- Note the content of the report;
- Champion the 'Get Set Leeds' conversation and the completion of the online survey: getsetleeds.co.uk;
- Spread the word across networks and communities encouraging people to join the conversation;
- Share social media posts and links to promotional video and online survey.

23 Finance Report

The report of the Head of Stronger Communities provided the Community Committee with an update on the Budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy (CIL) budget for 2019/20.

Members were informed of the following points:

- Point 16 that the Northwest Leeds Country Park & Green Gateway
 Trial project had been cancelled and the £11,516 had been returned
 to revenue and £2, 440 returned to capital budget;
- The remaining balance of the Wellbeing budget is £84, 971. Table 1 of the submitted report presented a full breakdown of the projects;
- Members were asked to consider projects listed at points 21 31 of the report;
- Youth Activity Fund projects were presented at Table 2 with a total spend of £56,280 and a remaining balance of £2,885;
- Table 3 presented the small grants and skips that had been approved with a remaining balance of £1,974;
- Table 4 of the report set out the remaining balance of capital for each ward. It was noted that the balance for Horsforth required amending;
- Table 5 showed the amount of Community Infrastructure Levy available to spend in each ward.

Clirs B Anderson and C Anderson briefly vacated the room whilst Members considered the application from the Adel War Memorial Association. Minute 17 refers.

Cllr. Campbell declared a non-pecuniary interest in point 25 of the submitted report as he is on the New Yeadon Christmas Lights Committee. He took no part in the consideration of this project.

The Community Committee requested that a letter be sent to Safer Leeds to highlight the Community Committees' view that CCTV should be a central function and not paid for by the Community Committee.

Members requested that spend and balance for small grants and skips be broken down into wards in future finance reports.

Horsforth Ward Members raised concerns that work to improve the acoustics in the Horsforth Ballroom had not been undertaken, although, money had been approved some time ago. Members were of the view that a time limit of 4 months should be conditioned in which to make the improvements. Members requested that an update be brought back to the next meeting.

RESOLVED – To:

- a) Note the wellbeing budget position;
- b) Approve the following:

Project Title	Organisation	Ward covered	Amount Approved
Pool-in-Wharfedale Community Website	Pool E-News	Adel & Wharfedale	£2,500
AWMA Refurbishment and Electricals Upgrade Project 2019	Adel War Memorial Association	Adel & Wharfedale	£4,200
Yeadon Christmas Lights	The new Yeadon Christmas Lights Committee	Otley & Yeadon	£2,000
Otley & Yeadon CCTV 2019/20	Safer Leeds	Otley & Yeadon	£8,000
Small Grants and skips 2019/20	Communities Team	Otley & Yeadon	£3,000
Bramhope Village Hall Project Phoenix Phase 2	Bramhope Village Hall	Adel & Wharfedale	£9,200 for heating costs
Clubhouse alterations and improvements	Rawdon Cricket Club	Guiseley & Rawdon	£7,000
Horsforth Hall Park – New Play Equipment	Parks & Countryside	Horsforth	£21,215 Condition imposed for money to be spent within 6 months
Extension of play space (Multi-use games area)	Guiseley Primary School	Guiseley & Rawdon	£13,000

Defer the following:

<u> </u>		
Project Title	Organisation	Ward
Guiseley Festive	Leeds Lights	Guiseley &
Lights 2019/20	_	Rawdon
Horsforth CCTV	Safer Leeds	Horsforth
2019/20		

- c) Note any projects approved by delegated decision;
- d) Note Youth Activities Fund (YAF) position

- e) Note the Small Grants Budget
- f) Note the Community Skips Budget
- g) Note the Capital Budget
- h) Note the Community Infrastructure Levy budget (CIL)

24 Update Report

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

The Community Committee Champions updated the Committee and included updates from the Environment and Community Safety champion, Health, Wellbeing and Adult Social Care Champion and the Children's Services Champion:

- A 'belly bin' has now been provided in Yeadon;
- The clean-up of leaf fall is to be delayed by 2 weeks to maximise how many leaves are collected in one go;
- Working on ideas and suggestions to stop fly-tipping;
- Refuse route review to be undertaken but no date has been specified;
- Servicing of grit bins;
- To arrange a workshop of the Environment Sub Group to discuss Climate Emergency;
- Local Health Care Partnership (LCP) for this area are concentrating on the issue of dementia, each LCP is looking at a different issue;
- To arrange a workshop of the Health and Wellbeing Sub Group to discuss Get Fit Leeds;
- Arrangements are being put in place for the Childrens Summit which is due to take place on 11th February 2019, at Leeds Civic Hall.

The Committee requested information in relation to Employment Skills and Welfare on University Technology College.

Members' attention was drawn to Appendix 1 which provided Members with information and updates on social media of the Outer North West Community Committee.

RESOLVED – To note the content of the report.

25 Forward Plan 2019/2020

The report of the Head of Stronger Communities provided an update on the Outer North West Community Committee Forward Plan 2019/20.

Members' attention was drawn to table 1 in relation to workshops. It was noted that the Environment and Community sub group workshop on Climate Emergency and Health and Wellbeing and Adult Social Care sub group workshop on Get Fit Leeds would be added.

Table 2 set out the membership of the Community Committee sub groups. Members discussed the membership and the following membership was agreed:

Environment and Community Safety Sub Group

- Cllr. B Anderson
- Cllr. C Campbell
- Cllr. D Collins
- Cllr. P Wadsworth

Children and Families Sub Group

- Cllr. P Latty
- Cllr. J Shemilt
- Cllr. B Flynn
- Cllr. S Lay

Transport Sub Group

- Cllr. P Wadsworth
- Cllr. B Anderson
- Cllr. R Downes
- Cllr. J Taylor

Health, Wellbeing and Adult Social Care Sub Group

- Cllr. G Latty
- Cllr. C Anderson
- Cllr. S Lay
- Cllr. J Shemilt

Members requested that dates need to be added to electronic diaries.

It was noted that the Communities Team would be able to services 2 meetings per sub group per year.

RESOLVED – To note the content of the report.

26 Date and time of next meeting

The next meeting of the Outer North West Community Committee will be on Monday 2nd December 2019, at 1.30pm, at Greenacre Hall.

Members were in agreement that the next 3 meetings of the Community Committee would be held at Greenacre Hall.

27 Any other business

Cllr. Campbell brought to the attention of the Committee that Outer North West Community Committee do not have an appointed representative on the Leeds Bradford Airport Consultative Committee (LBACC). It was noted that Cllr. Wadsworth is a strategic representative for Leeds City Council on the LBACC.

Members were informed that Inner North West Community Committee would be appointing a representative to the LBACC. Members discussed this issue and were of the view that Outer North West Community Committee should have a Community Committee representative. It was noted that Cllr. Campbell had been corresponding with Governance Services on this matter.



Agenda Item 8





Report of: Head of Stronger Communities

Report to: Outer North West Community Committee

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

Report author: Jonny Russell 0113 37 85798

Date: 2nd December 2019 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 2019/2020.

Main issues

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

- 6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.
- 7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
- 8. In the Outer North West Community Committee this means that the CIL money for Arthington Parish Council, Bramhope & Carlton Parish Council, Horsforth Town Council, Otley Town Council, Pool in Wharfedale Parish Council and Rawdon Parish Council will be administered by each Parish or Town Council, whereas monies for the parts of Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon wards that do not have a Parish and Town Council will be administered by the Outer North West Community Committee.
- 9. It was agreed at Outer North West on the 27th November 2017 that CIL monies for Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon would be spent in the ward it was generated in.
- 10. Projects eligible for funding by the Community Committee could be community events; environmental improvements; crime prevention initiatives, or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010, projects funded at public expense should provide services to citizens irrespective of their religion, gender, marital status, race, ethnic origin, age, sexual orientation or disability; the fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.
- 11. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.
- 12. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.
- 13. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of wellbeing and youth activity budgets and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Community Committee. Alongside the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions.

- 14. The Community Committee has previously approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when the following 'minimum conditions' have been satisfied:
 - a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;
 - b. a delegated decision must have support from a majority of the Community Committee elected members represented on the committee (or in the case of funds delegated by a Community Committee to individual wards, a majority of the ward councillors), and;
 - c. details of any decisions taken under such delegated authority will be reported to the next available Community Committee meeting for members' information.
- 15. 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 2019/20

- 16. The total revenue budget approved by Executive Board for 2019/20 was £93,930 for the Outer North West Community Committee. **Table 1** shows a carry forward figure of £101,802 which includes underspends from projects completed in 2018/19. £60,402 represents wellbeing allocated to projects in 2018/19 and not yet completed. The total revenue funding available to the Community Committee for 2019/20 is therefore £135,329. A full breakdown of the projects approved or ring-fenced is available on request.
- 17. It is possible that some of the projects may not use their allocated spend. This could be for several reasons, including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement, or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified in Table 1.
- 18. The Community Committee is asked to note that there is currently a remaining balance of £49,891.28. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2019/20

	£
INCOME: 2019/20	£93,930
Balance brought forward from previous year	£101,802
Less projects brought forward from previous year	£60,402
TOTAL AVAILABLE: 2019/20	£135,329

		Ward Split				
Ward Projects	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon	
Small Grants and Skips	£10,534	£3,000	£3,000	£1,534	£3,000	
Community Engagement	£500	£125	£125	£125	£125	
SID – Guiseley and Rawdon	£3,210		£3,210			
Melrose Ginnel Clearance	£2,380			£2,380		
Site Based Gardener	£13,194		£7,401	£5,792		
Summer Bands in Leeds Parks 2019	£1,600		£960		£640	
'Horsforth Shed' (Horsforth Community Workshop)	£5,000			£5,000		
Guiseley Festive Lights 2018/19	£2,149		£2,149			
Horsforth Christmas Lights	£1,500			£1,500		
Guiseley Community Summer Activities	£3,680		£3,680			
Holiday Play Schemes for children with disabilities.	£8,518	£2,433	£2,163	£1,622	£2,298	
Horsforth CCTV 2018/19	£2,000			£2,000		
AWMA Refurbishment and Electricals Upgrade Project 2019	£4,200	£4,200				
Pool-in-Wharfedale Community Website	£2,500	£2,500				
Yeadon Christmas Lights	£2,000				£2,000	
Otley and Yeadon CCTV	£8,000				£8,000	
Horsforth Hall Park – New Play Equipment	£14,472			£14,472		
Totals	£85,438.06	£12,255.87	£22,689.24	£34,425	£16,063.66	
Balance remaining (total/per ward)	£49,891.28	£17,061.65	£15,758.28	£1,853.20	£15,218.14	

Wellbeing and Capital projects for consideration and approval

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

20. **Project Title**: Horsforth CCTV cameras 2019/20 **Name of Group or Organisation**: Leedswatch

Total Project Cost: £2,000

Amount proposed: £2,000 (Revenue)

Wards covered: Horsforth

Project Description: CCTV monitoring and maintenance for two cameras.

Community Committee Priorities: Best city for communities

21. Project Title: Guiseley and Rawdon Christmas lights

Name of Group or Organisation: Leeds lights

Total Project Cost: £4,045

Amount proposed: £4,045 (Revenue) Wards covered: Guiseley and Rawdon

Project Description: installation of Christmas lights in Guiseley and Rawdon

Community Committee Priorities: Best city for communities

22. Project Title: Bands in the park 2020

Name of Group or Organisation:

Total Project Cost: £1,625

Amount proposed: £1,625 (Revenue)

Wards covered: Otley & Yeadon, Guiseley and Rawdon

Project Description: to sponsor concerts as part of Summer Bands in Leeds Parks

2020 at the below locations.

- 1 Tarnfield Park, Yeadon
- 1 Wharfemeadows Park, Otley
- 1 Nunroyd Park, Guiseley
- 1 Micklefield Park, Rawdon
- 1 Springfield Park, Guiseley

Community Committee Priorities: Best city for children and young people

23. **Project Title:** Christmas Lights in Pool in Wharfedale

Name of Group or Organisation: Pool in Wharfedale Parish Council

Total Project Cost: £2,335.60

Amount proposed: £1,500 (Revenue) Wards covered: Adel & Wharfedale

Project Description: to provide a significant contribution to the overall cost of the installation, removal and maintenance of the motifs and lights. This year the parish council

has limited what it can offer across a number of budgets including Christmas lights.

The parish council are asking for £1,500 from the Outer North West Community Committee. The grant will be used to hire 6 motifs in the community, and will be used for the installation, maintenance and the removal.

The total cost of this project is £2,335.60 with the Parish Council contributing £735.60 towards the LED Lights on trees.

Community Committee Priorities: Best City for Communities, Best City for Children and Young People

24. Project Title: Puritan Chapel - re-pointing

Name of Group or Organisation: Bramhope & Carlton Parish Council

Total Project Cost: £7,500

Amount proposed: £3,750 (Capital) (Parish council have agreed to matchfund £3,750)

Wards covered: Adel & Wharfedale

Project Description: To remove the incorrect pointing across the entire chapel and re-point fully with lime/cement mortar to help preserve the Chapel for future generations and to retain a uniform appearance on each elevation, as patching would be unsightly.

25. Project Title: Period Poverty

Name of Group or Organisation: Communities Team Central

Total Project Cost: £16,500

Amount proposed: £2,000 (£500 per ward)

Wards covered: Adel and Wharfedale, Guiseley and Rawdon, Horsforth, Otley and

Yeadon

Project Description: to see free period products available in all community hubs, libraries & One Stops at 38 locations in total in the city. These will have 'Leeds' own branding and the packaging will include support available to tackle other areas that could affect those living in poverty.

Community Committee Priorities: Best City for Communities

Delegated Decisions (DDN)

26. Since the last Community Committee on 23rd September 2019 no projects have been considered and approved by DDN:

27. Declined Projects

28. Since the last Community Committee on 23rd September 2019, no projects have been declined.

Monitoring Information

- 29. 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.
- 30. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee in 23rd September 2019:

Summer Bands 2019

- 31. Ten free concerts took place as part of Summer Bands in Leeds Parks 2019: 1 in Tarnfield Park, Yeadon, 1 Wharfemeadows Park, Otley, 1 Nunroyd Park, Guiseley, 1 Springfield Park, Guiseley, 1 Micklefield Park, Rawdon
- 32. The audience who attended the concerts ranged from very young children to elderly members of the community. People from a wide range of ethnic origins and individuals with

- disabilities had the opportunity to attend the concerts as the designated performances spaces in each park are easily accessible for those with access needs.
- 33. The concerts benefited the community as people were able to experience free music in their local parks, which not only gets them out and about with children, elderly friends or relatives, dogs etc, it offers them music and the opportunity to meet and engage with other people from their local area and all the while experiencing these positives in their own local park.



34. Leeds Central Band had a great afternoon playing to the audience at Wharfemeadows Park, Otley on Sunday 30 June



35. Spa Sax had a great afternoon playing to the audience at Nunroyd Park, Guiseley on Sunday 23 June

Rawdon Cricket Club improvements

36. The clubhouse is a more open facility, with an acoustic partition in place to allow them to subdivide the room for additionalfunctions and meetings. Rawdon Cricket Club are now able to offer a modernised, flexible community space that can be more readily used by members and local groups alike, allowing them to grow their role as a community hub.



Horsforth hall park- New play equipment

- 37. The new roundabout meets the criteria for inclusive play for children with physical disabilities as it allows wheelchair users to use the roundabout.
 - The new equipment has replaced missed or equipment in disrepair, therefore providing additional play facilities for the children who use the park



Youth Activities Fund Position 2019/20

- 38. The total available for spend in Outer North West Community Committee in 2019/20, including carry forward from previous year, was £79,606
- 39. The Community Committee is asked to note that so far, a total of £56,280 has been allocated to projects, as listed in **Table 2**.
- 40. The Community Committee is also asked to note that there is a remaining balance of £2,885 in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2019/20

	Total allocation
Income 2019/20	
Carried forward from previous year	£28,466
Total available (including brought forward balance) for schemes in 2018	£79,606
Schemes approved in previous year to be delivered this year 2019/20	£20,440
Total available budget for this year 2019/20	£59,166

Projects 2019/20	Amount requested from YAF (£)
Total available budget for 2019/20	£59,166
Children's Voice Event 2019	£1,287
Project ACamps – All Sports and Cooking	£1,880
Mini Breeze at Bramhope and Yeadon	£7,200
Day In The Woods	£2,610
Oddballs Theatre & Hullabaloo Children's Orchestra	£4,917
ONW Holiday Projects	£6,545
Yeadon Youth Project	£1,900
Yoga – Body and Mind	£5,640
Area Activity programme	£5,800
Multi-Activity & Swim Camp	£5,016
Digital Stories using Spheros	£4,901
Holiday Activity Dance Camp - Summer 2019	£2,250
Mental Fitness – Summer Dance and Drama	£1,150

ONW 12+ Outdoor Activities Project	£1,120
Project ACamps – All Sports and Cooking.	£2,270
School Summer Holiday Sports Camps	£1,793
Total spend against projects	£56,280
Remaining balance	£2,886

Small Grants and Skips Budget 2019/20

- 41. Community Committee ward members approved a small grants and skips budget of £10,534.
 - Adel & Wharfedale £3,000
 - Guiseley and Rawdon £3,000
 - Horsforth £1,534
 - Otley & Yeadon £3,000
- 42. There is currently a remaining balance of £4,275 detailed in Table 3.

TABLE 3: Small Grants and Skips 2019/20

			Ward	Split	
Ward Projects	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Targeted Holiday Diversionary Activities	£2,200	£550	£550	£550	£550
Breeze Holiday Camps Music Centre Summer School	£907.50		£907.50		
Improvements to the St Helena's Community Social Club Hub	£353.75	£88.44	£88.44	£88.44	£88.44
PHAB Club Grant for qualified staffing to support PHAB volunteers	£596.71	£331.51	£66.30	£132.60	£ 66.30
Adel Neighbourhood Street Party	£500.00	£500.00			
Guiseley Clock	£540.00		£540.00		
Skip for Arthington Parish Council	£153.91	£153.91			
Skips x3 for Otley Carnival Committee	£386.73				£386.73
Skip for Kirklane Allotment Association	£149.16		£149.16		
Skip for Crowtrees Gardens Association	£149.16		£149.16		
Skip for Otley Victorian Fayre	£175.16				£175.16
Skip for Moor Lane Allotments	£149.16		£149.16		
Totals	£6,261.24	£1,623	£2,599	£771	£1,266
Balance remaining (total/per ward)	£4,275	£1,377	£401	£763	£1,734

Capital Budget 2019/20

43. The Outer North West Community Committee has a capital budget of £68,117 available to spend, as a result of new capital injections. Members are asked to note the capital allocation broken down by ward and summarised in **Table 4**.

TABLE 4: Capital 2019/20

	Total	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Capital Injection March 2019	£6,800	£1,700	£1,700	£1,700	£1,700
Starting totals	£	£	£	£	£
Bramhope Village Hall Project Phoenix Phase 2	£9,200	£9,200			
Rawdon Cricket club- Clubhouse alterations and improvements	£7,000		£7,000		
Horsforth Hall Park – New Play Equipment (£14,472 to come from wellbeing)	£21,215			£6,742.50	
Capital injection November 2019	£2,700	£675	£675	£675	£675
Balance remaining (per ward)	£68,117	£13,139	£13,715	£675	£20,344

Community Infrastructure Levy (CIL) Budget 2019/20

44. The Community Committee is asked to note that there is £121,738.98 total payable to the Outer North West Community Committee with £121,738.98 currently available to spend. The breakdown is as follows Adel & Wharfedale £7,237.20, Guiseley & Rawdon, £114,161.75, Otley and Yeadon £340.03 which is detailed in Table 5.

TABLE 5: Community Infrastructure Levy (CIL) 2019/20

Name of project	Date	Total amount	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Extension of play space at Guiseley Primary school (MUGA)	September 2019	£13,000		£13,000		
Total:						
Remaining Balance:		£121,738.98	£7,237.20	£114,161.75	£0	£340.03

45. On the 21st October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6th 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.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

47. 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

- 48. 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

49. 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

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

Risk Management

51. 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

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

Recommendations

- 53. Members are asked to note:
 - a. Details of the Wellbeing Budget position (Table 1)
 - b. Wellbeing proposals for consideration and approval (paragraphs 20-31)
 - c. Details of the projects approved via Delegated Decision (paragraph 25)
 - d. Monitoring information of its funded projects (paragraph 30-34)
 - e. Details of the Youth Activities Fund (YAF) position (Table 2)
 - f. Details of the Small Grants Budget (Table 3)
 - g. Details of the Community Skips Budget (Table 4)
 - h. Details of the Capital Budget (Table 5)
 - i. Details of the Community Infrastructure Levy Budget (Table 6)

Agenda Item 9





Report of: Head of Stronger Communities

Report to: Outer North West Community Committee

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

Report author: Jonny Russell - 0113 37 85798

Date: 2nd December 2019 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.

Main issues

Updates by theme:

Children and Families: Councillor Pat Latty

3. The children and families sub group met on Tuesday 22nd October 2019.

The youth summit is taking place on 11th February 2020.

Environment: Councillor: Barry Anderson

4. Councillor Anderson to provide a verbal update.

Community Safety: Councillor Barry Anderson

5. Councillor Anderson to provide a verbal update.

Transport-

6. Sub group meeting is arranged for Friday 6th December 2019.

Employment, Skills & Welfare: Councillor Ryk Downes

Health, Wellbeing and Adult Social Care: Councillor Graham Latty

7. The Health, Wellbeing and Adult Social Care sub group met on the 19th March with the theme of oral health and hygiene.

Health and Wellbeing-

8. Winter Friends-Stay Well This Winter

This campaign has just commenced to help the frail and vulnerable stay well and protected this winter within our wards. Below are six short films giving professional advice on topics such staying well, social isolation and how to access Primary Care services.

- 9. There is up to date training available for local organisations who look after older citizens, frail, vulnerable or those with learning disabilities this winter.
- 10. For more information please contact; Rachel Brighton Rachel.Brighton2@leeds.gov.uk

11. Physical Activity for our Children and British Cycling

12. Go Ride for School is a fantastic free provision for Schools and also local organisations. Sessions available at an introductory level and a more advanced outside of school four hour periods. With the current high level of interest with cycling in Yorkshire this is an opportunity to get local children more interested in cycling and thus increase their levels of physical activity. The scheme has up to twenty bikes to loan children for the sessions if they don't have their own. Cycle maintenance, up keep and general safety sessions are also available.

13. Physical Activity for our Children and the Daily Mile

14. This is an effective, evidence based initiative helping to get our Primary school children moving more, maintaining a healthy weight and developing healthy habits for life. It involves teachers walking with children in every class every day to set up strong

habitual healthy practices. The scheme is set up by the Yorkshire Sports Foundation and has its own dedicated officer to help schools start.

- 15. Public health are delighted to announce that the Leeds City Council health app has secured European Space Agency funding to carry on its research work and add new reporting features for the city's community development workers. This is a partnership project with Leeds, Wakefield Age UK, Bury Council and two European cites as yet undecided.
- 16. For details of the space agency project please contact Abhay Adhikari contact@digitalidentities.info
- 17. The signposting tool which is also loaded onto the app for non-health professionals developed by Sue Mulligan has been met with universal approval.
- 18. For details of the support tool contact. Sue Sue.Mulligan@leeds.gov.uk

19. Outer North West Hubs update from Customer Services

Otley Community Hub and Library and the new Guiseley Library were host to a visiting assessor from the Customer Services Accreditation Team. They were fully compliant for the Award(with 3 compliance plus's) Both sites are recently refurbished

Otley has been refurbished incorporating the revolutionary way of marketing the library provision. Comments from customers have included. 'It is more like walking into Waterstone's bookshop'. The customer PCs have had an upgrade and we have 2 rooms available for booking. The new Children's area is particularly popular with the Library Rhyme Time increasing weekly. 30 children and adults on most days.

Otley now has visiting agencies – Money Buddies and CAB delivering surgeries from here.

The team continue to support charities – they held their own coffee morning for St Gemma's Hospice, raising £175.00 and the local Macmillan group used the venue for their annual fundraising event- they find there is a substantial footfall.

20. Guiseley Library

Having reopened at the Aireborough Leisure Centre on 28th September– the footfall in the library has increased beyond expectation- stats not available yet but the first week saw 120 new joiners to the library. Customers can already see the benefits of all the services - Leisure, libraries and a café under one roof. Feedback from customers has been very positive.

A very lively Craft and Chat group meet weekly. The ladies give money each week for charity and have been discreetly collecting funds to give one of the members of the group £250. Her husband had a bad cycling accident a year ago and now needs 24

hour care at home after head and neck injuries. The ladies felt charity begins at home.

21. Yeadon Community Hub and Library

The Go digital/get online sessions in the library and very well attended, all retired members keen to develop their computer skills.

A coffee morning for Macmillan raised approx. £50

22. Holt Park Library

7th Oct - Treasures of Local and Family History 11 - 12

Join us for an illustrated talk about the most unusual and interesting items from the Local and Family History Library's collections. We'll hear all about the strange-buttrue stories from Leeds' past, including a giant archway made of bread and a mysterious scrapbook of creepy news cuttings

23. Horsforth Community Hub & Library

21st & 22nd September Miss Lily's Victorian Circus - Part of Heritage Weekend External event using the Ballroom as their location.

It included childrens crafts, dressing up and a circus themed play.

Sunday 15th September 2-4pm

"Tea with Wendy" This is how Wendy puts it:

I was diagnosed with Young Onset Dementia on 31st July 2014 at the age of 58 years young.

Post diagnosis, I was so shocked by the lack of awareness, both in the community and the clinical world, that I now spend all my time travelling around the country raising awareness and encouraging others to speak out in order to reduce the stigma associated with dementia.

I am now proud to be the author of the Sunday Times best seller, "Somebody I Used to Know". Who would have thought this was possible 5 years ago when I was diagnosed?

While the original plan had been to hold the event in the Ballroom, it was decided that the tea and welfare facilities at Horsforth Live at Home were more suitable. The Hub & Library however did provide volunteers to support at the event, advertised the event and provided a selection of library material with information about Dementia.

Thursday 24 October Leeds Safeguarding Adults Board Pop-up Organised to raise awareness about how adults can experience abuse and neglect and how they can get help and support.

24. Installation of acoustic panels to Horsforth Community Hub – after some delays, the installation of acoustic panels in Horsforth Ballroom. These are now in place and look fantastic. We'd like to give our thanks to the Horsforth Members for their patience with this install and with the delays that were experienced.

- 25. Installation of bike racks outside Horsforth Community Hub, allowing local residents to secure their bicycles when using the Hub.
- 26. Installation of blind in Ballroom above fire escape, also funded by Horsforth Members.

Community Engagement: Social Media

27. Information on posts and details recent social media activity for the Outer North West Community Committee Facebook page is provided at **Appendix 1.**

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

29. 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

- 30. 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

31. 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

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

Risk Management

33. 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

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

Recommendations

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

Background documents¹

36. None.

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



Outer North West Community Committee

FACEBOOK highlights

23rd September 2019 – 20th November 2019

Since 23rd September 2019 the Outer North West Community Committee Facebook page has gained: **15 new page 'likes'** (and currently has) **661 followers.**

There are two things to note in general:

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

Engagement tends to be a better way of gauging if people are interested and have read the posts because they wouldn't have interacted with it otherwise. For example, a post might reach 1,000 people but if they all scroll past and don't read it, the engagement is 0 and it hasn't been an effective way for the Community Committee to communicate. Posts can however be read without any further interaction.

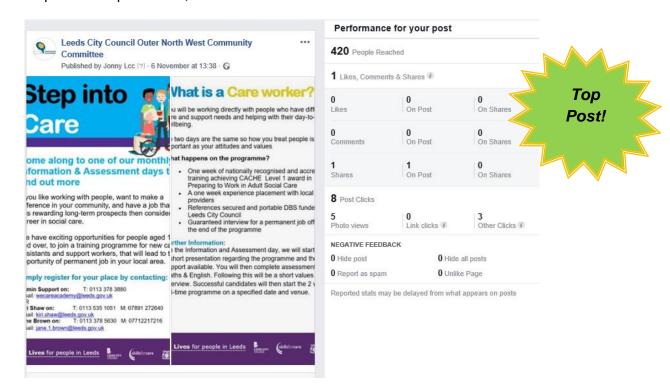
By far the most popular post since the 23rd September was the posting regarding Leeds City Council Outer North West Community Committee. The post:

- has 1 like
- has reached a total of 420 people

The following are screenshots of the most popular two posts since the 23rd September. Alongside it are the figures for how many people were 'reached' and how many people 'engaged' with the post.

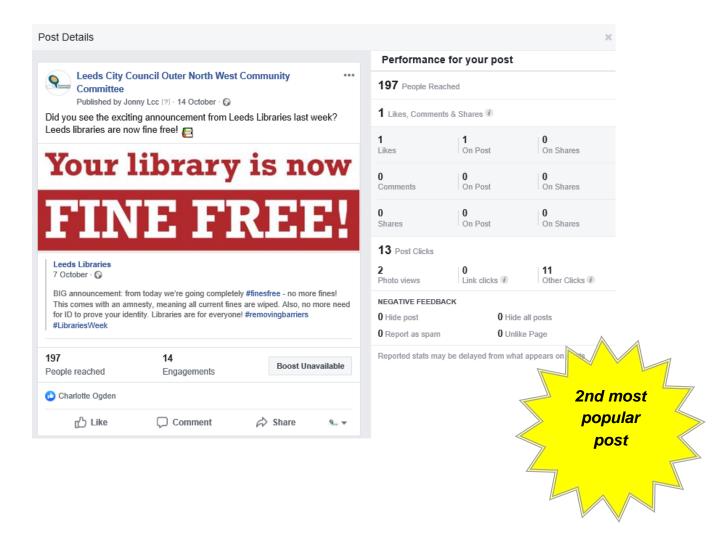
1st Place - Step into Care

The post had 8 post clicks, with 1 like.



2nd Place – announcment from Leeds Libraries

People reached were 197, with 13 post clicks. There were also 1 post like.



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

