



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**

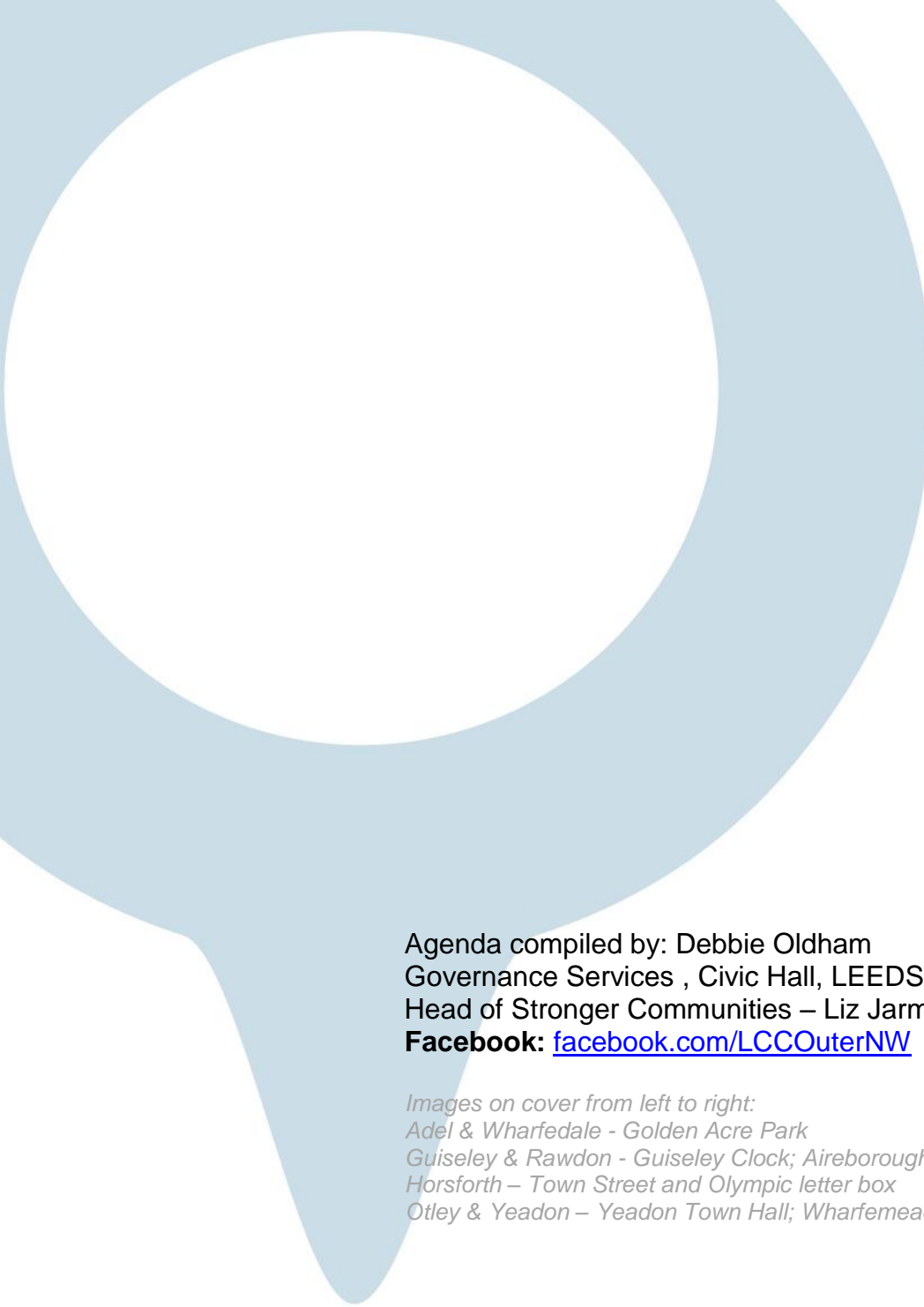
Monday, 5th June, 2023 at 1.00 pm

Councillors:

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

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





Agenda compiled by: Debbie Oldham
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Images on cover from left to right:

Adel & Wharfedale - Golden Acre Park

Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre

Horsforth – Town Street and Olympic letter box

Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park

A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p>DECLARATION OF INTERESTS'</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 6TH MARCH 2023</p> <p>To receive the minutes of the previous meeting held on 6th March 2023, for approval as a correct record.</p>	7 - 18
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
8	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>APPOINTMENTS TO OUTSIDE BODIES</p> <p>The report of the City Solicitor is to note the appointment of Councillor Thomson as Chair of the Community Committee for 2023/24 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to those positions detailed in section 6 and the appendices.</p>	19 - 34

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>OUTER NORTH WEST COMMUNITY COMMITTEE FINANCE UPDATE REPORT</p> <p>To consider the report of the Head of Locality Partnerships which provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fun, Capital Budget, as well as the Community Infrastructure Levy Budget for 2023/24.</p>	35 - 46
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p>OUTER NORTH WEST COMMUNITY COMMITTEE UPDATE REPORT</p> <p>To receive the report of the Head of Locality Partnerships an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee.</p> <p>VENUE DETAILS AND MAP</p> <p>Greenacre Hall - 55 New Rd Side, Rawdon, Leeds LS19 6DD</p> <p>THIRD PARTY RECORDING PROTOCOL Third Party Recording Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda. Use of Recordings by Third Parties – code of practice a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	47 - 70 71 - 72

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OUTER NORTH WEST COMMUNITY COMMITTEE

MONDAY, 6TH MARCH, 2023

PRESENT: Councillor E Thomson in the Chair

Councillors P Alderson, B Anderson,
C Anderson, C Campbell, R Downes,
B Flynn, J Garvani, S Lay and
P Wadsworth

42 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents.

43 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

There were no exempt items.

44 LATE ITEMS

There were no late items.

45 DECLARATION OF INTERESTS'

In relation to agenda Item 10 (Finance Report) Councillor Lay drew the Committee's attention to his role as a volunteer at the Otley After School Club, this being because the organisation had submitted a grant application.

46 Apologies For Absence

Apologies for absence were received from Cllrs Bromley and Shemilt.

47 Minutes - 30th January 2023

RESOLVED – That the minutes of the previous meeting held on 30th January 2023 be approved as a correct record.

48 Matters arising

Minute 36 – LEEDS 2023

It had been noted that Ward Members had not had any contact with their Neighbourhood Hosts. The Chair had tried to get the Hosts and Karen Murgatroyd to attend the meeting. However, due to time limits in the Hosts working week they had been unable to attend. Members again raised concerns that they had not been consulted on the events scheduled for their wards.

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

The Chair said that she would try again to get the Neighbourhood Hosts to contact Ward Members.

It was noted that the Ward Members were unhappy with the lack of interaction from the Neighbourhood Hosts, they only wished to assist in supporting the events and linking up with local organisations.

49 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 time may be extended at the discretion of the Chair.

The Commitment

The Commitment are a small organisation established in 2019 whose aim is to accelerate action for environmental change. Two members of the Commitment attended the Open Forum and provided a presentation for Ward Members to see.

Members of the organisation are asked to pledge to only vote for politicians who commit to environmental change. It was noted that they have no agenda, no policies to push but do provide the views of voters in Leeds. Some of the views were read out to the Community Committee.

The Community Committee were informed that 11,000 commitments had been made nationally with 338 people making the commitment from Leeds. It was noted that 95% of people who had made the commitment honoured the commitment. The main reasons for people making the commitment were:

- For future generations
- Protection and restoration of nature
- Air quality and public health

The Commitment value democracy and have a realisation of how Councils work and the limited resources available to them. The organisation wanted to work with Councils to bridge the gap between the public and the politicians.

Responding to questions from the Community Committee Members the following information was provided:

- No studies had been carried out by the Commitment on poorer sections of the community. However, the Joseph Rowntree Foundation has carried out studies and worked with vulnerable communities. The Commitment work across all demographics and assist with issues such as heating and transport.
- The Commitment is a small team of six people, but they work with other groups and partners. Information about them can be found on social media.

The Community Committee were grateful for the Commitment's attendance at the meeting and were happy for discussions about how to move forward with the climate emergency agenda in local communities.

Wildlife Friendly Otley – Nature Recovery Plan for Otley

Two Members of Wildlife Friendly Otley attended and provided a presentation outlining the Nature Recovery Plan for Otley.

A brief background to biodiversity and its importance was provided to the Community Committee. Members were informed that the United Kingdom was one of the worst countries at protecting biodiversity. Otley Town Council declared a Biodiversity Emergency and as a result of this declaration a Nature Recovery Plan was written for Otley. The Plan has eight action points listed as:

1. No use of pesticides/ herbicides/ fungicides
2. Baseline survey work with Town Council to improve nature reserves.
3. Habitat restoration
4. Create community orchards
5. Provide hands on support for privately owned spaces and gardens
6. Look at new types of lighting – It was noted that LED lighting reduced reproduction of insects and bats.
7. Cleaning of the River Wharfe – which had received a poor rating due to raw sewage being dumped which had affected fish, birds etc.
8. Communication and working together

Responding to questions from the Community Committee the following information was provided:

- Encourage gardeners to create a small area for a mini meadow and to offer signs saying that the area had been left for wildlife to alleviate fears that people were leaving their gardens in an untidy state. It was noted that work was needed in relation to relaxed mowing by Parks and Countryside.
- Members suggested that the group should speak with their local Ward Members who would be able to advise them of appropriate land which could be turned to rewilding areas. It was noted that some mapping had been undertaken of sites for rewilding, and the group were happy to consult with Councillors and residents.
- The group would prefer not to use pesticides, herbicides and neonicotinoids but did recognise that Japanese Knotweed was difficult to remove. However, there were other methods available which were more environmentally friendly to remove such invasive species as the Japanese Knotweed. Members were advised that volunteers are available to assist with clearing weeds from footpaths and pedestrianised areas.
- It was recognised that LED lighting had been installed to street lighting in relation to assist with the Climate Emergency and to save money. However, this was now found to be worse for certain species and more research was required for a more appropriate lighting solution.

- In relation to the planting of whips the group were upset that the Council had not advised them of the planting, as they would have been able to assist with where was appropriate to plant them and would have been able to provide care for them. It was noted that concerns had been raised at Plans Panels about the issues in relation to the planting of whips and the number of whips which perished.
- It was noted that Councillors would be happy to support the funding of 'bee bomb' seeds to assist with rewilding of appropriate areas.

The Community Committee thanked the two members of the group for attending the meeting.

A resident of Cherry Lea Court attended and explained to the Community Committee the issues that her and other residents of Cherry Lea Court face in relation to parking.

It was noted that Cherry Lea Court is a private road. However, parents dropping off children at Benton Park School, park on the road blocking in residents. Members heard that on occasion the parents are abusive even more so than the children. The residents were requesting that the yellow lines be renewed as they had faded.

The residents had also noticed that school buses when dropping off and picking up were causing pollution with diesel fumes and noise as they were sat idling the engines. During summer months the trees whilst in full leaf alleviate some of the issue, but during the winter months the noise and fumes have been an issue.

The residents were also concerned for safety on the main road due to the speed of road users and this also caused an issue for access to and from Cherry Lea Court, especially with cars and vans parking close to the entrance and blocking visibility. It was the view of the residents that yellow lines were required on this stretch of road. The Committee were informed that the residents had tried to contact the Council but were constantly told to use the electronic system. It was noted that most of the residents of Cherry Lea Court are in their eighties, and most are reluctant silver surfers.

Cllr Wadsworth said that as Chair of the Transport Sub-Group he would take this issue forward.

A resident of Guiseley attended the meeting on another road related issue this was the junction of Hollins Hill and Hawksworth Road. He wanted to raise concern about the number of accidents in this particular area and was concerned that someone would die if the issue was not resolved.

It was noted that former Cllr Graham Latty had raised this issue on previous occasions. However, nothing seems to have been done to address the issue. The resident said that for a number of years he had sent emails to the Highways Department setting out the issues and providing solutions, but nothing had happened.

It was noted that the Police had only recorded 2 accidents in this area. The resident was of the view that speed on this section of road was an issue and reducing it to 30mph would alleviate some of the incidents.

Cllr Wadsworth said that the issue had been discussed on numerous occasions at the Transport Sub-Group and the Highways Section were currently looking into this issue and running a model for the signals at this junction. He said that he would follow up on this work with the Chief Officer, Highways.

Another Resident of Guiseley attended the Open Forum and raised the following issues:

1. Barclays Bank closing on 12th April and the fact that this was the last remaining bank in the area. Residents would now have to travel to Leeds or Bradford to use a bank. It was his view that the area needed a banking hub. He said that he had contacted the MP Stuart Andrew who was looking into this but had been told that premises for the hub were an issue.
2. Potholes on the A65 were an issue especially in the location of Westside and Nunroyd Park.
3. The resident also wished to know what was happening in relation to Micklefield House and Orchard Way Car Park

Members explained that the process of setting up a banking hub was not a short process. Cllr Alderson said that he would contact Stuart Andrew MP about banking services in the area. It was suggested that a mobile banking hub may be suitable alternative for Guiseley.

Cllr Wadsworth, as Chair of the Transport Sub-Group explained that potholes are currently taking 21 days to be filled. He said he would contact Highways Section in relation to the potholes which had been highlighted.

Cllr Wadsworth explained that the Orchard Way Car Park was currently with City Development, and he would look into what is happening and feedback.

The Chair thanked all the speakers for their attendance at the meeting.

50 Rob Burrows 2023 Leeds Marathon

The report of Chief Officer for Operations & Active Leeds provided the Outer North West Community Committee with a presentation on the planned Rob Burrows 2023 Leeds Marathon. The presentation provided an update on the planned arrangements for the Marathon which is due to take place on Sunday 14th May 2023. The presentation set out how Run For All are proposing to operate and deliver the marathon and detailed in outline a series of logistical considerations connected with the event.

The Community Committee were informed of the following points:

- The Marathon and Half Marathon will be run on the same day, with both Starting and finishing at Headingley Stadium. It was noted that the Marathon would start at 9:00am.
- The route would take in the City Centre past the universities, going along Otley Road, out to Otley, Arthington and Pool. The event will cause impact to the road network with road closures. This would be co-ordinated by a professional traffic management group in liaison with LCC Highways. Further details of all road closures would be available on the website. It was noted that Parish and Town Councils had been advised of the route and the road closures.
- The event is being hosted by the city in recognition for the work of Kevin Sinfield and Rob Burrow for their support to the MND community. This is to be a fundraising event with £300,000 raised so far for all charities.
- It was noted that there was to be significant communication with residents, Councillors, Police, Adult Social Care in terms of Care Teams and Care Homes, and key stakeholders such as Ambulance Service, Fire Service, public transport and Leeds Bradford Airport.
- Communication had been sent to local scout groups and organisations highlighting opportunities for them to get involved with the event.

Members discussions included:

- Good opportunity for local businesses.
- Suitable diversions for traffic movement around the city.
- Street cleansing before and after the event.
- Road closures and how managed throughout the event.
- Route through Otley Town Centre.

RESOLVED – To note the content of the report and presentation.

51 Highways - Leeds Safe Roads Vision Zero

The report from Safe and Sustainable Travel provided the Outer North West Community Committee with an understanding of the recently adopted Vision Zero Strategy and its action plan and to gather input from Elected Members

and residents. The presentation provided the Committee Members with an understanding of the current road safety situation in their area.

The Community Committee were informed of the following points:

- Until 2013 deaths and serious injuries from road crashes had been steadily falling. However, that decline has now plateaued and the steady rise in numbers since had led to a rethink and refresh to the Local Authority's approach to road safety. The presentation highlighted the need for a new approach to road safety and an opportunity to enter into a dialogue as to what the Road Safety Team can do for each area, building on what had been offered in the past.
- The Vision Zero Strategy and Action Plan was adopted by the Executive Board in September 2022. It is the ambition that no one will be killed or suffer serious injuries on roads in Leeds.
- Traditionally road safety had talked about accidents, how to prevent fatalities and set out the reasons for accidents. However, the safe system approach now looks at system designers, road user hierarchy and a systematic approach to build a safer road system.
- Although, there is an encouragement for people to use healthy options of travel such as walking and cycling, these are classed as vulnerable road users.
- Everyone can assist in delivering a Vision Zero approach by taking responsibility to follow the Highway Code. The Council needs to lead by example and is looking at changes to road systems, traffic management, Transport Strategy, public health and education. Safe roads partnership includes West Yorkshire Police, West Yorkshire Fire and Rescue Service, National Highways, National Health Service, Ambulance Service, Road Safety Charities. The safe roads partnership activities include Police Operations and enforcement – SPARC, SNAP, Amberland etc, National Highways, safety cameras. The proposal is for behaviour change campaigns and targeted communications.
- The Vision Zero Safe System Pillars of Action are safe speeds, safe roads, safe vehicles, safe behaviours and people and post-collision learning and care.
- It was noted that the Highway Code had been updated in 2022 and there were to be new criteria in relation to speed cameras which was being done nationally but Leeds was already in the process of making the changes.

Members discussions included:

- Adding this item to the Youth Summit on 24th March.
- Reduction of speed on roads in the Outer North West area specifically the stretch of Ring Road between Rodley Roundabout and Horsforth Roundabout.
- Speed limits in residential areas specifically close to playgrounds and schools.
- Use of Speed Indication Devices (SID's)
- The need for ongoing conversations between Ward Councillors and Highways Section.

- More information in relation to the new nearside pedestrian crossing structures.
- Targeted education in relation to new infrastructure including cycling.
- The need for Police and Highways to make comments on planning applications.

Members were advised:

- That training and educational talks had been provided to schools in the area.
- The Police were on board with the Vision Zero Strategy
- Work in relation to cyclists was on the agenda
- Work was progressing for a more joined up approach between the Police and Highways Section.

Members suggested that Vision Zero should be a standard agenda item for the Transport Sub-Group.

RESOLVED - To note the contents of the report, presentation and Vision Zero Strategy and Action plan.

Cllr Downes left the meeting at 16:00 during this item.

Cllr Flynn left the meeting at 16:55 at the end of this item.

52 Outer North West Community Committee Finance Update Report

The report of the Head of Locality Partnerships provided the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2022/23.

Members were provided with the following information:

- The remaining balance of the Wellbeing Budget is £17,290.31 with a breakdown of projects listed at Table 1 of the report
- Members were requested to consider the following applications:

Project	Organisation	Wards	Amount
New windows for Rawdon Community Library	Rawdon Community Library Ltd	Guiseley & Rawdon	£5,124.13 (CIL)
Otley After School Club	Otley Youth & Community Centre	Otley & Yeadon	£4,906.00 (YAF)
Yeadon & Rawdon Neighbourhood Watch Newsletter, Photocopier	Yeadon & Rawdon Neighbourhood Watch	Guiseley & Rawdon	£2,497.20 (Wellbeing)

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

Springfield Park, Boardwalk	Leeds City Council, Parks & Countryside	Guiseley & Rawdon	£5,137.40 (Wellbeing)
Summer Bands in Leeds Parks 2023	Leeds International Concert Season	Otley & Yeadon	£660.00 (Wellbeing)

- Members noted that since the last meeting on 30th January 2023 no projects had been considered or approved by DDN and no projects had been declined.
- It was noted that monitoring information would be provided at the next meeting.
- Members were advised that the remaining balance of the Youth Activity Fund was currently £31,041.84. A total of £23,410.40 has been allocated to projects and these were listed in Table 2 of the report.
- The Small Grants and Skips Budget has a remaining balance of £1,391.73. Table 3 provided the breakdown of allocations from the Small Grants and Skips Budget.
- The Outer North West currently has a Capital Budget of £46,109 available to spend. Table 4 provided Members with a breakdown of projects and allocations per ward.
- Members noted that the Community Infrastructure Levy Budget had a remaining balance of £115,082.83 with Table 5 providing a detailed summary of allocations per ward.

Members discussions included:

- *Table 1* - Ward Members queried the amount for the Guiseley Christmas Lights as not everything had been provided in the original application.
- *Wellbeing and Capital Projects:*
 - Members requested Locality Officers to check if project outlined at Paragraph 22 Yeadon and Rawdon Neighbourhood Watch Newsletter, Photocopier could be funded through Capital budget rather than Wellbeing Fund.
 - Ward Members requested Project listed at Paragraph 23 Springfield Park, Boardwalk be funded by CIL instead of Wellbeing Fund.
 - Horsforth and Guiseley and Rawdon Ward Members asked Locality Officers to look into applications for Summer Bands in Leeds Parks 2023 for parks in their wards.
- It was noted that the application considered and approved by delegated decision for the Menston Cricket Club did fall within the Leeds Boundary.
- *Wharfemeadows Bowling Club* – Members were advised that this application was currently with Legal Services. Locality Officers said that they would follow up on this issue to have it resolved as soon as possible so it could be granted. Members noted that the Localities

Team had been in contact with Mr Harper with regards to this application.

- *Table 5* – It was acknowledged that Yeadon Bowling Club, Disabled Toilet £4,374.28 had been withdrawn and should not have been included on Table 5.
- *Community Infrastructure Levy (CIL)* – Members were informed that the CIL budget was due an injection into the fund. It was noted that under current national government guidance on spending CIL was 5 years. Members requested a check on spending within the CIL budget and requested information on how much CIL money is provided to the Parish and Town Councils within the Outer North West area.
- *Monitoring Information* – Members requested an update on monitoring information of projects funded through the Community Committee.

RESOLVED – To

- Note details of the Wellbeing Budget position (Table 1)
- Consider funding proposals for approval (paragraphs 20-24) with outcomes provided below:

Project	Organisation	Wards	Amount	Outcome
New windows for Rawdon Community Library	Rawdon Community Library Ltd	Guiseley & Rawdon	£5,124.13 (CIL)	APPROVED
Otley After School Club	Otley Youth & Community Centre	Otley & Yeadon	£4,906.00 (YAF)	APPROVED
Yeadon & Rawdon Neighbourhood Watch Newsletter, Photocopier	Yeadon & Rawdon Neighbourhood Watch	Guiseley & Rawdon	£2,497.20 (Wellbeing)	Deferred for further information into using Capital budget
Springfield Park, Boardwalk	Leeds City Council, Parks & Countryside	Guiseley & Rawdon	£5,137.40 (CIL)	APPROVED
Summer Bands in Leeds Parks 2023	Leeds International Concert Season	Otley & Yeadon	£660.00 (Wellbeing)	APPROVED

- Note details of the projects approved via Delegated Decision (paragraph 25)
- Note monitoring information of its funded projects
- Note details of the Youth Activities Fund (YAF) position (Table 2)
- Note details of the Small Grants and Skips Budget (Table 3)
- Note details of the Capital Budget (Table 4)
- Note details of the Community Infrastructure Levy Budget (Table 5)

53 Outer North West Community Committee Update Report

The report of the Head of Locality Partnerships provided the Community Committee with an update on the work of the Localities Team based on the priorities identified by the Community Committee and the key activities which had taken place since the last meeting.

RESOLVED – To note the content of the submitted report and its appendices.

54 Dates, Times and Venue Report

The report of the City Solicitor requested Members consideration to agreeing the proposed Community Committee meeting schedule for 2023/2023 municipal year.

Members were requested to consider the dates set out at Paragraph 5 of the submitted report.

Members were also requested to consider a proposal put by Cllr Bromley for the meeting start time to be changed to 12.30 instead of 13.30.

During discussions Members raised concerns that an earlier start time of 12.30 could cause an issue, due to overlap of meetings scheduled on Monday morning. It was the view that meetings could start earlier with a proposal put forward for 1:00pm. Members requested the clerk to look at the draft Council Calendar for potential clashes of formal Council meetings and to provide information in relation to this and proposals for change of dates if necessary.

Cllr Lay also proposed that future meetings take place at different locations to allow Members of public to attend from the different wards. During this discussion it was noted that a few of the Community Committees were meeting in the Civic Hall so that their meetings could be webcast. Members were of the view that the first meeting should take place in Greenacre Hall and discussions could be had as to venues for future meetings.

RESOLVED – To note the change of start time to 1:00pm and for the clerk to provided information in relation to proposals for change of dates.

Meeting concluded at 17:35

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Report of: City Solicitor

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

Report author: Debbie Oldham Tel: 0113 3788656

Date: 5th June 2023 For decision

Community Committee Appointments 2023/2024

Purpose of report

- 1 The purpose of this report is to note the appointment of Councillor Thomson as Chair of the Community Committee for 2023/24 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to those positions detailed in section 6 / the appendices.

Main issues

Noting Appointment of Community Committee Chair for 2023/24

1. Members are invited to note the appointment of Councillor Thomson as Chair of the Community Committee for 2023/24, as agreed at the recent Annual Meeting of Council.

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

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

Appointments to Community Committee ‘Champions’

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

Appointment to Corporate Parenting Board

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

Schedule of Appointments

6. The Committee is invited to review the details in the table below together with the accompanying information which follows / is appended, and determine appointments for the 2023/24 municipal year:

Organisation / Outside Body	No. of Places	Current Appointee(s)
Bramhope Youth Development Trust	1	Cllr B Flynn
Horsforth Live At Home Scheme	1	Cllr E Bromley
Yeadon Town Hall CIC	1	Cllr R Downes
Rawdon And Laneshaw Bridge School Trust	1	Cllr E Thomson who was invited by the Trust to become a Trustee as the Leeds City Councillor representative after former Cllr Shemilt resigned part way through the year.
Children’s Service Clusters - H/forth	1	Cllr J Garvani
Children’s Service Clusters - ESNW (Extended Services North West Leeds)	1	Cllr B Flynn
Children’s Service Clusters - Aireborough	2	Cllr P Alderson / Cllr R Downes
Children’s Service Clusters - Otley/Pool/Bramhope	2	Cllr B Anderson / Cllr S Lay
Local Housing Advisory Panel	4	Cllr R Downes

		Cllr B Anderson Cllr J Garvani Vacant (Former Cllr Wadsworth)
Local Care Partnership - Holt Park & Woodsley	1	Cllr C Anderson
Local Care Partnership - Aireborough & Aire Valley	1	Cllr E Thomson
Champions		
Children's Services	1	Cllr B Flynn
Employment, Skills and Welfare	1	Cllr R Downes
Health and Wellbeing	1	Cllr C Anderson
Transport	1	Vacant (Former Cllr Wadsworth)
Environment and Community Safety	1	Cllr B Anderson
Corporate Parenting Board	1	Cllr B Flynn

Options

Outside Bodies

7. The Community Committee is invited to determine the appointments to those Outside Bodies as detailed within the table at section 6 / the appendices. The Council's Appointments to Outside Bodies Procedure Rules can be made available to Members upon request, however, a summary of the rules can be found at sections 8-13:
8. The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
9. Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Community Committee as a whole.
10. All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at

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

Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.

11. A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles described above.
12. Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations, as the Committee feels appropriate.
13. Any appointments to those Outside Bodies detailed in the appendices / section 6 which are made by the Committee at today's meeting are subject to the authorised Committee approving at its first meeting of the municipal year that arrangements for such appointments remain unchanged and that they continue to be made by this Community Committee.

Local Housing Advisory Panels

14. Ward Members play an important role in helping HAPs undertake their activity; sharing wider Community Committee priorities, giving updates about key pieces of work or projects, helping HAPs establish their priorities and by sharing local knowledge about community or environmental issues. Council nominations also help HAPs consider every opportunity to join HAP funding resources with local Community Committee or other funding sources for the benefit of communities.

The Outer North West Community Committee in their 2023/24 round of nominations, is therefore requested to:

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

Local Care Partnerships

15. Local Care Partnerships (LCPs) bring health and care providers together with other partners and local communities to improve people's experience of care to be more personalised and joined up. The second purpose is to tackle the health inequalities that exist both within local communities and across Leeds. LCPs are aligned to Primary Care Network boundaries; NHS funded collaborations of GP practices working together locally to share resources and extend their offer. Further information on Local Care Partnerships and their current priorities can be found on their website: www.leedslcps.org.uk
16. From July 2019 forwards Community Committee meetings agreed individual arrangements for representation from Members at LCP meetings. Members raised that representation on LCPs could helpfully be aligned with the existing Community

Committee Health Champion role for some committees, as well as consider how wider elected members were included. Community Committees recognised there were already good relationships in place between some Members and individual GPs but that the picture varied significantly from GP practice to GP practice.

18. In previous years, appointments to LCPs have been made using a 'best fit' approach to membership, mapping the geography of LCPs to Community Committee boundaries. Appendix 3 captures this best fit. Frequency of meetings varies from one LCP to another (current arrangements are captured in Appendix 3). Whilst some meet monthly, increasingly partners come together on a bimonthly or quarterly basis with working groups in between. All LCPs also have working groups or task and finish groups to take forward their key priority strands of work. During COVID, meetings were virtual which has resulted in a greater breadth of partners being able to attend and contribute regularly. This includes participation by Members. Moving forward, to strike a balance between attendance and ability to network and strengthen local relationships, the LCPs have moved to a model of a mix of in person meetings (at least three per year per LCP) and online meetings (mainly by Teams, some by Zoom).
19. Members are an integral part of LCPs and it is requested that the links between LCPs and Community Committees are retained and strengthened. Community Committees are therefore requested to nominate members to those LCPs aligned to their Committee.

Community Committee 'Champions'

20. The Community Committee Champions role aims to provide a local "lead" perspective and further facilitate local democratic accountability; particularly in conjunction with the relevant Executive Member. It is formally defined as covering the following areas:
 - To provide local leadership and champion the agenda at the Community Committee;
 - To represent the Community Committee at relevant meetings, forums and local partnerships;
 - To build links with key services and partners;
 - To provide a link between the Community Committee and the Executive Member to ensure local needs are represented, issues are highlighted, best practice is shared and to facilitate local solutions to any issues;
 - To maintain an overview of local performance; and
 - To consult with the Community Committee and represent local views as part of the development and review of policy.
21. As set out in the Constitution, the Community Committee is invited to appoint to the Community Lead Member roles detailed in section 6.
22. Given that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting 2 of the roles namely:

- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.
- Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

23. Further to this, the Champions' Role Profile, as ratified at the Community Committee Chairs' Forum in 2022 and as presented to Community Committees last municipal year is detailed below for information:

- Lead on the oversight and delivery of a themed programme work across the Community Committee Area
- Work with elected colleagues, partners and local people to drive improvements across the committee area within the remit of the Champion theme
- To provide regular updates to the Community Committee and bring any emerging or priority issues relating to the theme to the attention of the committee
- To chair themed sub-groups, and where appropriate provide oversight on requests for grant funding relevant to the theme
- To lead on the dissemination of information and raise awareness of agreed issues relating to the theme
- Provide political influence in the delivery of the theme in the committee area
- To work with the relevant Executive Member and other themed champions across the city to address city wide priorities associated with the theme
- Support the development of local and cross committee themed projects where appropriate
- Attend and represent the Community Committee at themed events and other activities as appropriate

Corporate Parenting Board

24. Under the Children's Act 1989, all local Councillors are corporate parents, this means they have responsibilities relating to the quality of services for those children who have been taken into care by the local authority (children looked after).

25. Executive Board has previously agreed a clear framework for the corporate parenting role in Leeds which is set out in the Leeds Corporate Parenting Strategy 2021 - 2024. This includes ensuring a core group of councillors with a special interest in leading the work on Corporate Parenting – who are nominated to the 'Corporate Parenting Board'. This Corporate Parenting Board includes representation from each of the 10 Community Committees alongside partners from relevant statutory and third sector organisation, and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children.

26. In 2021 Leeds published the City's Corporate Parenting strategy which sets out the priorities for ensuring that our children in care and care leavers receive the highest quality services and support. This strategy is overseen by our Corporate Parenting Board, which also ensures that our 'Promises' to children in care and care leavers are delivered. The Board considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives on the board are expected to link back to their Community Committee and champion the importance of effectively supporting the work of the board. The Corporate Parenting Board is an important partnership

within the overall framework of support and accountability for looked after children's services and is chaired by the executive member for children's and adult services.

27. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the forthcoming municipal year and to promote attendance and engagement with the Corporate Parenting Board. The Committee may consider it appropriate to combine the role with that of the Committee's Children's Services 'Champion'.

28. It should be noted that membership of the Corporate Parenting Board is encouraged for any Elected Members with a particular interest in the outcomes of looked after children, therefore whilst each Community Committee is asked to appoint one Member (to ensure an even geographic spread), it is possible for additional Members to participate. Therefore, additional Members with a particular interest are advised to make the relevant officers aware.

Children's Services Cluster Partnerships

29. Clusters are local partnerships that include, amongst others: the Children's Social Work Service, schools, governors, Police, Leeds City Council youth service, Youth Offending Service, Children's Centres, Housing services, third sector, health, local elected members and a senior representative from children's services. Local clusters are key to the Leeds Children and Young People's Partnership arrangements.

30. They aim to:

- enable local settings and services to work together effectively to improve outcomes for children, young people and their families;
- build capacity to improve the delivery of preventative and targeted services to meet local needs;
- create the conditions for integrated partnership working at locality level;
- promote the Children & Young People's Plan and the ambition of a child friendly city across the locality.

31. A "well-coordinated locality and cluster approach results in early identification and extensive work with families according to need." (Ofsted report, March 2015).

32. Clusters began life as extended services for schools and have grown to engage a wide range of partners who provide early help and early intervention and prevention. In April 2011, the Children & Families Trust Board and Schools Forum agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships, which included elected members as standing members of the governance group for each partnership.

33. Elected Members also sit alongside a senior leader (Local Authority Partner) from the Children's Services directorate to be part of the Council's representation on each cluster partnership.

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

Corporate considerations

a. Consultation and engagement

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

b. Equality and diversity / cohesion and integration

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

Also, Council representation on Outside Bodies and Children's Services Cluster Partnerships will enable those appointed Members to act as a conduit in terms of promoting the Council's policies and priorities.

c. Council policies and city priorities

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

d. Legal implications, access to information and call in

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

If a Councillor is nominated to an Outside Body by the Council then that Councillor receives full indemnity from the Council. For example should someone attempt to take civil action against a Councillor personally in their role as a Council appointed trustee/director of an Outside Body; then the Council would cover the cost of defending the action against that Councillor, and if the action were successful the Council would cover any compensation which the Councillor had to pay. The only exceptions to this are for "fraud, or other deliberate wrongdoing or recklessness", or for a criminal offence (although the indemnity would cover defending criminal proceedings, if no conviction resulted). The indemnity applies to a company, trust, or charity and whether a Councillor is nominated as a director or trustee. If a Member becomes a trustee or director but has not been nominated by the Council, then the indemnity will not apply, and the Member should check that the trust, company etc. has got appropriate insurance cover for its trustees/directors.

e. Risk management

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

Conclusion

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

Recommendations

36. The Community Committee is asked to consider and confirm appointments to those positions detailed in section 6 / the appendices, having regard to the Appointments to Outside Bodies Procedure Rules, as summarised in this report;
37. The Committee is also invited to note the appointment of Councillor Thomson, as Chair of the Community Committee for the duration of 2023/24, as agreed at the recent Annual Meeting of Council.

Background information

- None

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Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Clr Y/N	Review Period	Last App'mnt	Group
Bramhope Youth Development Trust	Yes	1	Jun-23	1	Billy Flynn	Y	Annual	Jul-22	Conservative
Horsforth Live At Home Scheme	Yes	1	Jun-23	1	E Bromley	Y	Annual	Jul-22	Labour
Prince Henry's Grammar School - Foundation Governors	Yes	1	Jul-24	1	Ryk Downes	Y	3 Years	Jul-21	Liberal Democrat
Yeadon Town Hall CIC		1	Jun-23	1	Ryk Downes	Y	Annual	Jul-22	Liberal Democrat
Rawdon And Laneshaw Bridge Trust	Yes	1	Jun-25	1	Eleanor Thomson (J Shemilt resigned Feb 2023) Non-Councillor member Reps - David Longley, John Peebles, Colin Smith	Y	3 years	Jul-22	Labour
Local Housing Advisory Panel(s) - Dedicated report on the Member appointment to these bodies can be found elsewhere on the agenda	No	4	Jun-23	4	B Anderson	Y	Annual	Jul-22	Conservative
					R Downes	Y	Annual	Jul-22	Lib Dem
					P Wadsworth	Y	Annual	Jul-22	Conservative
					J Garvani	Y	Annual	Jul-22	Labour
Childrens Service Clusters - H/forth	No	6	Jun-23	1	J Garvani	Y	Annual	Jul-22	Labour
Childrens Service Clusters - ESNW (Extended Services North West Leeds)	No		Jun-23	1	B Flynn	Y	Annual	Jul-22	Conservative
Childrens Service Clusters - Aireborough	No		Jun-23	2	P Alderson and R Downes	Y	Annual	Jul-22	Con/Lib
Childrens Service Clusters - Otley/Pool/Bramhope	No		Jun-23	2	B Anderson and S Lay	Y	Annual	Jul-22	Con/Lib
Local Care Partnership - Holt Park & Woodsley	No	1	Jun-23	1	C Anderson	Y	Annual	Jul-22	Conservative
Local Care Partnership - Aireborough & Aire Valley	No	1	Jun-23	1	E Thomson	Y	Annual	Jul-22	Labour
		17		17					
Number of places	17								
Places held pending review	15								
Places currently filled beyond June 23	2								
Number of places to fill	15								
Number of Members in the Committee Area	12								
Labour	5								
Liberal Democrat	3								
Conservative	4								
<i>Other to list</i>									
Total	12								

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Housing Advisory Panel	LCC Homes	Ward	LCC Homes
Inner East	6771	Burmantofts & Richmond Hill	4220
		Gipton & Harehills	2551
Inner North East	2895	Chapel Allerton	1832
		Moortown	477
		Roundhay	586
Inner North West	3543	Headingley & Hyde Park	475
		Little London & Woodhouse	1804
		Weetwood	1264
Inner South	6159	Beeston & Holbeck	2366
		Hunslet & Riverside	1735
		Middleton Park	2058
Inner West	7864	Armley	2637
		Bramley & Stanningley	2871
		Kirkstall	2356
Outer East	4338	Killingbeck & Seacroft	4338
Outer North East	2252	Alwoodley	1057
		Harewood	366
		Wetherby	829
Outer North West	3510	Adel & Wharfedale	613
		Guiseley & Rawdon	687
		Horsforth	858
		Otley & Yeadon	1352
Outer South	4076	Ardsley & Robin Hood	869
		Morley North	909
		Morley South	1064
		Rothwell	1234
Outer South East	5253	Crossgates & Whinmoor	1808
		Garforth & Swillington	852
		Kippax & Methley	1099
		Temple Newsam	1494
Outer West	4847	Calverley & Farsley	703
		Farnley & Wortley	2436
		Pudsey	1708

(11 May 2023)

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Councillor Alignment to LCP areas

LCP		Suggested Community Committee Member Appointment
Seacroft, Cross Gates and York Road	Seacroft – bimonthly, usually Tuesdays	Inner East
	York Road – meet monthly, second Tuesday morning of the month	Inner East and Outer East (Halton Moor and Cross Gates)
	Cross Gates – bimonthly, Tuesday afternoons	Outer East
LS25/26	Garforth/Kippax/Rothwell – quarterly, for 23/24 these are themed marketplace and workshop events focused on obesity, health and wellbeing at different life stages	Outer East
		Outer South
Central	Central – quarterly, usually Wednesday afternoons	Inner North East
HATCH (Chapelton, Harehills, Richmond Hill & Burmantofts)	Meet monthly alternating between a business meeting and a themed workshop, Tuesday afternoons	Inner North East
		Inner East
Wetherby	Wetherby – quarterly, usually Wednesdays	Outer North East
Holt Park and Woodsley	Quarterly in person, usually Wednesday mornings	Inner North West
Leeds Student Medical Practice	Bimonthly – Tuesday afternoons	Inner North West
Otley and Aireborough	Quarterly – usually Wednesday afternoons	Outer North West
Inner South Communities (was known as Beeston & Middleton LCP)	Quarterly, usually Wednesday afternoons, we have planned the remaining meetings of 23/24 on afternoons that do not clash with inner south community committee dates	Inner South
Morley	Morley – bimonthly, usually Wednesdays	Outer South
Armley	Armley – quarterly on Tuesday mornings	Inner West
	Bramley, Wortley & Middleton - bimonthly	Inner West and Outer West
West Leeds	Pudsey and Bramley – quarterly	Outer West



Report of: Head of Locality Partnerships

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

Report author: Mohammed Alamin

Date: 5th June 2023

For decision

Outer North West Community Committee Finance Report

Purpose of report

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

Main issues

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

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

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

Wellbeing Budget Position 2023/24

17. The total revenue budget approved by Executive Board for **2023/24** was **£67,800**. Table 1 shows a carry forward figure of **£12,985.18** which includes underspends from projects completed in **2023/24**. The total revenue funding available to the Community Committee for **2023/24** is therefore **£80,125.18**. A full breakdown of the projects approved or ring-fenced is available on request.
18. 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.

19. The Community Committee is asked to note that there is currently a remaining balance of **£80,125.18**. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2023/24

	£
INCOME: 2023/24	£67,800
Balance brought forward from previous year	£12,985.18
TOTAL AVAILABLE: 2023/24	£80,785.18

Ward Projects	£	Ward Split			
		Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Summer Bands in Leeds Parks 2023	£660				£660
Balance brought forward from 2022/23	12,985.18	-7137.51	1,097.95	83.38	18,941.36
New allocation for 2023/24	67,800.00	16,950.00	16,950.00	16,950.00	16,950.00
Total approved in 2023/24					660
Balance remaining (Total/Per ward)	80,125.18	9,812.49	18,047.95	17,033.38	35,231.36

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

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

21. **Project title:** Small Grants & Skips

Name of group or organisation: Communities Team

Total project cost: £6,000.00

Amount proposed: £6,000.00 (wellbeing)

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

Project description: Funding to be used to provide small grants and skips when requested throughout the year. £1,500.00 from each ward.

22. **Project title:** Community Engagement

Name of group or organisation: Communities Team

Total project cost: £500.00

Amount proposed: £500.00 (wellbeing)

Wards covered: Adel & Wharfedale, Guiseley & Rawdon, Horsforth and Otley & Yeadon.

Project description: Budget to be used for room hire for Community Committee meetings and workshops. £125 from each ward.

23. **Project title:** Otley & Yeadon CCTV 2023/24

Name of group or organisation: Leedswatch

Total project cost: £8,000.00

Amount proposed: £8,000.00 (wellbeing)

Wards covered: Otley & Yeadon

Project description: CCTV monitoring and maintenance of 8 cameras in the Otley & Yeadon ward (CCTV camera's 14,15,16, 17, 18, 19, 20 & 21).

24. **Project title:** Horsforth CCTV 2023/24

Name of group or organisation: Leedswatch

Total project cost: £2,000.00

Amount proposed: £2,000.00 (wellbeing)

Wards covered: Horsforth

Project description: CCTV monitoring and maintenance of 2 cameras in the Horsforth ward (CCTV camera's 72 & 73).

25. **Project title:** Adult Music Sessions

Name of group or organisation: Codswallop CIC

Total project cost: £7240.00

Amount proposed: £2,072.00 (Wellbeing)

Wards covered: Otley & Yeadon, Guiseley & Rawdon and Horsforth

Project description: To provide two music groups for adults of all ages on a weekly basis, delivered during term time.

26. **Project title:** Refurbishment of Cookridge Village Hall

Name of group or organisation: Cookridge Village Association

Total project cost: £14,768.00

Amount proposed: £7,384.00 (Wellbeing & CAP)

Wards covered: Adel & Wharfedale

Project Description: To help support the refurbishment of the village hall. Plastering and decorating £6,274 and blinds for 8 windows £1110

27. **Project title:** Meanwood Valley Trail Heritage, Wellbeing and Inclusivity Plan

Name of group or organisation: Lemon Balm CIC

Total project cost: £107,532.00
Amount proposed: £1,250.00 (wellbeing)
Wards covered: Adel & Wharfedale,

Project Description: asking for Community Committees along the trail to support our bid to the heritage lottery for a medium grant with match funding to create the **Heritage, Wellbeing and Inclusivity Plan** which is about enabling all communities to benefit from all that the trail has to offer - physical activity, recreation, nature, industrial heritage and working-class histories, links with artists (e.g. sculptor Henry Moore), and more.

28. **Project title:** School Markings

Name of group or organisation: Pool C of E Primary School PTA (Friends of Pool Primary School unofficially)

Total project cost: £5,716.86

Amount proposed: £4,716.86

Wards covered: Adel & Wharfedale

Project Description: A grant to help fund the renovation of existing playground markings and the addition of some new ones so that they are vibrant, exciting, entertaining and keep children engaged in outdoor learnings, sports and play.

29. **Project title:** External decking restoration and refurbishment 2023

Name of group or organisation: Adel War Memorial Association

Total project cost: £ 16,500.00

Amount proposed: £ 5,000.00 (CIL)

Wards covered: Adel & Wharfedale

Project Description: To replace and improve the external decking to the large outdoor seating area which is a key amenity for social activities at the Association.

30. **Project title:** Art Camp at Westgate Primary School 2023/24

Name of group or organisation: Art Camp UK

Total project cost: £ 38,060.00

Amount proposed: £ 7,623.00 (YAF)

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

Project Description: To run Art Camps at Westgate primary school, from Spring bank half term 2023 throughout until Easter 2024.

31. **Project title:** ONW Holiday Projects 2023-24

Name of group or organisation: Leeds Youth Service (WNW)

Total project cost: £ 5,930.00

Amount proposed: £ 3,930.00 (YAF)

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

Project Description: To provide diversionary, challenging and reward activities primarily during school holidays to young people engaging with the Youth Service and those identified as vulnerable through cluster partnerships.

32. **Project title:** Otley Skateboarding Project

Name of group or organisation: Leeds Youth Service WNW

Total project cost: £ 1,200.00

Amount proposed: £ 748.00 (YAF)

Wards covered: Otley & Yeadon

Project Description: To deliver a four session Skateboarding Project at Wharfe meadows Skate Park, Otley, in partnership with LS-TEN. The grant is for instruction and equipment (max. 15 young people per session, 11 – 17 yrs).

33. **Project title:** Summer Holiday Camps

Name of group or organisation: Aireborough Leisure Centre - LCC

Total project cost: £ 1,843.15

Amount proposed: £ 1,843.15 (YAF)

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

Project Description: Delivery of 3X3 day long Multi Sports Camp during the school summer holidays at Aireborough Leisure Centre in Guiseley. The camp would run for young people between the ages of 8-13 years.

34. **Project title:** Neighbourhood Watch Fun Day

Name of group or organisation: Yeadon and Rawdon Neighbourhood Watch

Total project cost: £ 2,430.00

Amount proposed: £ 1,930.00 (YAF)

Wards covered: Rawdon & Yeadon

Project Description: The project is a neighbourhood watch fun day, the overall aim is to provide on topic crime prevention advice and safety advice. The event will be held on Sunday 25th June 2023 at Greenacre hall in Rawdon, 1-4pm. We are hoping for over 400 attendees, using volunteers to help with stalls and public transport/walking/cycling will be promoted to be used to get to the venue where possible. Our target age group is children, and young people (6-17).

Delegated Decisions (DDN)

35. Since the last Community Committee on 6th March 2023 no projects have been considered and approved by DDN.

One project is currently being processed via DDN – SEND Activity Day (Youth Activity Fund)

36. Since the last Community Committee on 6th March 2023 no projects have been declined.

Monitoring Information

37. 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.

38. Monitoring information will be provided for the next Community Committee meeting.

39. The total available for spend in Outer North West Community Committee in **2023/24** including carry forward from previous year, was **£83,646.74**.

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

41. The Community Committee is also asked to note that there is a remaining balance of **£54,336.74** in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2023/24

	Total allocation
Income 2023/24	£48,215
Carried forward from previous year	£35,431.74
Total available budget for this year 2023/24	£83,646.74
Projects 2023/24	Amount approved YAF
SEND Activity Day <i>*currently being processed via DDN</i>	£1,000.00
Breeze in the Park 2023	£15,200.00
Codswallop Creative Young Peoples Group (<i>*This project was partially approved by the Children's & Families Sub Group with the Applicant due to attend a follow up sub group to make a full presentation</i>).	*£13,110.00
Total spend against projects	£29,310.00
Remaining balance	£54,336.74

Small Grants and Skips Budget 2023/24

42. The Outer North West will have a proposed **£6,000.00** in the Small Grants and Skips Budget. Members are asked to note the allocation broken down by ward and summarised in **Table 3** (table shows projects already approved for 2023/34).

TABLE 3: Small Grants and Skips 2023/24

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Guiseley Clock	£500.00		£500.00		
PHAB Weekly Social Club	£688.65	£516.49		£86.08	£86.08
Leeds DalesBus	£500.00	£250.00			£250.00
Arthington Parish Council fayre SKIP	£195.23	£195.23			
Total approved	£1,883.88	£961.72	£500.00	£86.08	£336.08
Remaining balance	£4,116.12	£538.28	£1,000.00	£1,413.92	£1,163.92

Capital Budget 2023/24

43. The Outer North West has a capital budget of **£43,611.80 available** to spend. Members are asked to note the capital allocation broken down by ward and summarised in **Table 4**.

TABLE 4: Capital 2022/23

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Balance remaining (per ward) March 2023	£46,109	£1,425	£17,765	£2,300	£24,619
Capital injection April 2023	TBC	TBC	TBC	TBC	TBC
Capital injection November 2023					
Yeadon and Rawdon Neighborhood Watch Newsletter, Photocopier	£2,497.20		£1,248	£624	£624
Balance remaining (per ward)	£43,611.80	£1,425	£16,517	£1,676	£23,995

Community Infrastructure Levy (CIL) Budget 2023/24

44. The Outer North West Community Committee is asked to note that there is **£109,945.43** currently available to spend. Members are asked to note the CIL allocation broken down by ward and summarised in which is detailed in **Table 5**.

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

	£	Adel & Wharfedale	Guisley & Rawdon	Otley & Yeadon
Injection 2022	TBC	TBC	TBC	TBC
Balance 2022/2023	£119,457.11	£69,322.76	£47,902.00	£2,232.35
Projects approved in 2023/24				
Springfield Park Boardwalk	£5,137.40		5,137.40	
Total Spend 2021/2022	£5,137.40	£0	£5,137.40	£0
Balance remaining for 2022/23	£114,319.71	£69,322.76	£42,764.60	£2,232.35

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

46. 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

47. 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

48. 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

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

Risk Management

50. 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

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

Recommendations

52. Members are asked to note:

- a. The Minimum Conditions, to review and agree (paragraph 14-16)
- b. Note details of the change regarding the administration of small grants (paragraph 15)
- c. Details of the Wellbeing Budget position (Table 1)
- d. Funding proposals for consideration and approval (paragraphs 20-26)
- e. Details of the projects approved via Delegated Decision (paragraph 27)
- f. Monitoring information of its funded projects
- g. Details of the Youth Activities Fund (YAF) position (Table 2)
- h. Details of the Small Grants and Skips Budget (Table 3)
- i. Details of the Capital Budget (Table 4)
- j. Details of the Community Infrastructure Levy Budget (Table 5)



Report of: Head of Locality Partnerships

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

Report author: Mohammed Alamin

Date: 5th June 2023 **For recommendation / to note**

Outer North West Community Committee - Update Report

Purpose of report

1. To bring to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.
2. This report provides regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champions roles, community engagement, partnership and locality working.
3. Members will have considered Appointments to Outside Bodies and Community Champions elsewhere on the Community Committee agenda. Members are now asked to make nominations to each of the Outer North West Community Committee Sub Groups for 2023/24. The 2022/23 representatives are shown below:

Sub Group	Number of places	Current appointees	Community Committee Champion
Community Safety & Environment	4	Cllr B Anderson Cllr C Campbell Cllr J Garvani Cllr P Alderson	Cllr B Anderson
Children and Families	4	Vacant Vacant Cllr Lay Cllr Alderson	Vacant
Transport	4	Vacant Cllr B Anderson Cllr Downes Cllr e Bromley	Vacant
Health	4	Cllr E Thomson Cllr C Anderson Cllr Lay Vacant	Cllr C Anderson

4. Members are invited to nominate representatives for each of the Outer North West Community Committee Sub Groups.

Updates by theme:

5. **Children and Families: Cllr Billy Flynn**
6. **Environment and Community Safety: Councillor: Barry Anderson**
7. **Transport- Vacant**
8. **Health, Wellbeing and Adult Social Care: Councillor Caroline Anderson**
9. **Employment and Skills update: Councillor Ryk Downes**

Children and Families:

Please attached Youth Summit YAF consultation Report & YAF Consultation Infographic. **(Appendix 1 & 2)**

Environment and Community Safety:

This update will be provided at the next Community Committee.

Transport:

This update will be provided at the next Community Committee.

Health & Wellbeing:

Outer North West Community Committee - Health and Wellbeing Update report May 2023

Leeds Stop Smoking services update

From 1 April, the Leeds Stop Smoking Service is available to support smokers to reduce their nicotine dependency and quit for good.

Smokers wishing to access the service will be given a choice of treatment based on need and preference, including nicotine replacement therapy and e-cigarettes. They will work with a trained smoking cessation coach to develop a personalised plan with a pre-agreed quit date. Support extends to a year after each person's quit date to make sure people are given the best possible chance to stop smoking permanently.

New posters and promotional materials will be available shortly to replace any previous One You Leeds Assets.

Referrals are now being accepted onto the new service.

You can directly refer by emailing leeds.stopsmoking@nhs.net or online [here](#).

Individuals can self-refer and access support materials [here](#) or by calling 0800 169 4219.

Maternal whooping cough vaccine

Data for 2022 shows the average vaccine uptake of the whooping cough vaccine by pregnant women across England has dropped to 61.5%, its lowest level since 2016.

The vaccine is given to pregnant women to help protect their babies against whooping cough from birth during their first weeks of life.

The advice for pregnant women is to speak to their GP or midwife if they aren't sure whether they have had the vaccine.

You can read more [here](#).

Leeds Dying Matters Awareness Week: 8 to 14 May

Event: Kirkgate Market, 10 May, 10.00am to 2.30pm

Dying Matters is a citywide campaign to encourage people to talk about death and dying and plan for end of life. This annual campaign took place between 8th and 14th May and focused this year on Dying Matters at Work and on encouraging compassionate conversations.

Stigma around grieving, and a lack of understanding about what it means to be ill and what happens when you're dying, means that many of us struggle to cope when faced with life's inevitable challenges. And the workplace is no exception. We spend much of our lives at work and shouldn't have to hide our experiences of death and dying from colleagues.

The aim is to create an open and compassionate society where we are comfortable facing the realities of dying, death and grief. By talking to those around you, you can help ensure that workplaces are properly set up to support people who are ill, who are caring for those around them, or who have lost someone close to them.

On 10 May an event took place at Kirkgate Market where the Leeds Dying Matters Partnership were on hand to offer guidance on wills, estate planning, lasting powers of attorney and end of life planning.

Covid spring booster campaign

Spring Covid boosters started at the beginning of April and are being offered to:

- adults aged 75 years and over
- residents in a care home for older adults
- individuals aged 5 years and over who are immunosuppressed

This spring booster programme runs until 30 June.

Eligible people will receive a national invite, but in some areas of Leeds the GP practices will not be offering spring booster clinics. Instead, pharmacies and other healthcare providers will be running clinics, but will not have the ability to send invitations directly to eligible people. The areas are:

- Burmantofts, Richmond Hill and Harehills
- York Road
- Beeston
- Middleton and Hunslet (note: a few practices in this area are sending out invites)
- Woodsley
- Holt Park

Support for the uptake of the spring booster is requested by: talking to people about the eligibility criteria, supporting people to book the vaccine, and promoting awareness amongst staff.

Key messages are as follows:

- Whilst we are learning to live with Covid, the virus still presents a serious threat for many people and is continuing to cause severe illness and hospitalisation for thousands of people every week.
- The Covid vaccines have saved countless lives and help prevent people becoming seriously ill or needing hospital care. Protection from the vaccines - or having had Covid - decreases over time, particularly in older people or those with weakened immune systems.
- Vaccinations are available for everyone aged 75 and over, people who live in care homes for older adults and people aged 5 and over who have a weakened immune system due to a particular health condition or treatment.

- Eligible people will be invited to book an appointment or can use the National Booking Service.
- Anyone aged 5 and over who has not yet had their first or second Covid vaccination will also be able to get one during this time. After 30 June first and second vaccinations will only be offered to those at higher risk of severe Covid and only available during the seasonal campaigns.

You can read more about spring vaccinations and the vaccination programme [here](#).

Vaccinations can be booked [here](#).

Changes to Covid testing

Changes to Covid testing came into effect on 1 April. These aim to ensure testing focuses on those at highest risk and supports the management of outbreaks in high-risk settings including health and social care.

You can read more [here](#).

Information and advice for health and care professionals is available [here](#).

Guidance for adult social care professionals is available [here](#).

Closure of Covid app

The NHS Covid app, which alerts close contacts of a positive case and provides the latest health advice about the virus, closed on 27 April. Current users were notified of this through the app.

Over the past year, the success of the vaccination programme, increased access to treatments and high immunity in the population have enabled the government to target its Covid services, meaning the app is no longer needed.

Universal Credit

This update will be provided at the next Community Committee.

Employment and Skills Services

This update will be provided at the next Community Committee.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

- B. All work that the Communities Team are involved in is assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process for funding of projects complies with all relevant policies and legislation.

Council Polices and City Priorities

- C. Projects that the Communities Team are involved in are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:
 - 1. Vision for Leeds 2011 – 30
 - 2. Best City Plan
 - 3. Health and Wellbeing City Priorities Plan
 - 4. Children and Young People’s Plan
 - 5. Safer and Stronger Communities Plan
 - 6. Leeds Inclusive Growth Strategy

Resources and Value for Money

- D. Aligning the distribution of community wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

Legal Implications, Access to Information and Call In

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

Risk Management

- F. Risk implications and mitigation are considered on all projects and wellbeing applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

Conclusions

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

Recommendations

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

Background documents¹

I. None.

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

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Report of: Head of Locality Partnerships

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

Report author: Mohammed Alamin

Date: 12 April 2023

For decision

Community Committee Youth Summit/Youth Activity Fund Consultation Report

Purpose of report

1. The report provides the Outer North West Community Committee with an update on the Community Committee Youth Summit.
2. The report provides the Outer North West Community Committee with an update on the Youth Activity Fund Consultation.
3. The report asks the Outer North West Community Committee, that consultation with young people, conducted via the Youth Summit and Youth Activity Fund survey, informs the Youth Activity Fund spend for the 2023/24 financial year.

Main issues

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

7. Youth Summits are an opportunity for young people aged 8-17 years living in Leeds to learn about local democracy, as well as influence the decision making of the Youth Activity Fund, by taking part in a consultation exercise that informs the Community Committee's budget spend.
8. Building on a commitment to engage and involve children and young people in decision making in their own communities, young people get involved in choosing which activities should be supported by the committees.

The Future of Youth Summits

9. Amongst other things, the pandemic provided us with an opportunity to reflect upon the Youth Summit model and consider how we adapt responses and approaches to meet the needs of young people in our respective communities, as well as reviewing the aims and objectives for the Community Committee Youth Summits.
10. As the Government removed all remaining domestic restrictions in law from Thursday, 24th February 2022, there was an appetite from schools/youth groups and Elected Members to reflect upon the Youth Summits and develop an approach for this municipal year.
11. Following meetings with various officers from the Communities Team, the Voice & Influence Lead for Children & Families and the Youth Service, a standardised baseline approach was agreed, that set out clear aims and objectives, as well as demonstrating measurable and specific outcomes.
12. These aims and objectives were subsequently agreed with our Executive Board Member, Community Committee Champions and Community Committee Chairs and discussed with Children & Families Sub Groups.

Aims/Objectives from the Youth Summits and Youth Activity Fund Consultation

13. Standardised baseline for all Youth Summits/Youth Activity Fund consultation are the following:
 - Age range of young people 8 – 17 years (links to the Youth Activity Fund Budget delegation to the Community Committees).
 - Opportunity to learn about local democracy & take part in the decision-making process/influence Youth Activity Fund Budget spend for the Community Committees.
 - Promote the Youth Council and the various Youth Matters Groups throughout the city.
 - Build relationships with schools/partners and provide an opportunity for networking.
 - Consult with as many young people as possible (hybrid approach) by ensuring that alongside the Youth Summits, other YAF consultation is coordinated (i.e., via online consultation/Breeze Summer Events).

- Ensure we are engaging with a diverse range of young people from different backgrounds and not just young people who are academically inclined, or naturally engaged with these types of events.
- Provide feedback on Youth Summits/other consultation methods via a “You Said, We Did” Youth Summit Report, that clearly outlines in each respective committee area, exactly what projects have been funded, or proactively commissioned from the Youth Activity Fund Budget.

How we Measure Success

14. Standardised baseline for all Youth Summits/ Youth Activity Fund consultation are the following:

- How many young people have been involved in the physical summits?
- How many young people have been involved in other forms of Youth Activity Fund consultation?
- How many schools/organisations have been involved in bringing young people along to the Youth Summits and/or involved in any other consultation?
- How many projects have been funded, or proactively commissioned from the Youth Activity Fund Budget as a result of the Youth Summits/and or Youth Activity Fund consultation?
- Has the “You Said, We Did” Youth Summit Report been prepared and delivered?

Reflections from the Youth Summits/Youth Activity Fund Consultation

Youth Summit

15. Localised conversations have been taking place regarding the Outer North West Community Committee Youth Summit, in accordance with the Children’s Champion and Children & Families Sub Group.

16. As we appreciate and understand that each community is different, the specific arrangements for the summit have been worked through, using a collaborative approach and progressed by relevant officers in the Communities Team, the Voice & Influence Team and the Children’s Champion, with the Outer North West Community Committee Youth Summit took place on the Friday 24th March 2023.

17. A key objective for the Outer North West Community Committee is that we engage with a wide variety of young people and that this engagement reflects the true diversity of the area, not just young people who are academically inclined, or naturally engaged with these types of events.

18. With this in mind the Communities Team attended the SEND Youth Summit, alongside the Voice & Influence Team, to consult with young people that have special education needs & disabilities. At the SEND Youth Summit which took place in November 2022, the Community Committees engaged with 56 young people that have special educational needs & disabilities.

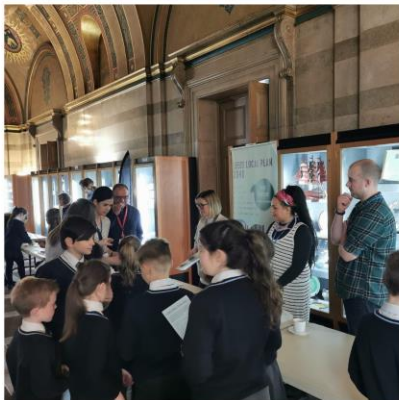
19. The Communities Team also delivered a Youth Summit to young people from the LGBTQ+ community. At this event in March 2023 there was 15 young people in attendance.
20. At another event we also had a request to deliver a Youth Summit to young people from the LGBTQ+ community.
21. Primary schools continue to find it easier to make the commitment to attend the Youth Summits, which is understandable, although at the Outer North West Community Committee Youth Summit we had good representation from Secondary Schools. All wards have been represented by schools and organisations that make up the committee area.
22. At the Outer North West Community Committee Youth Summit, we engaged with 71 young people.

Testimonials/Feedback from the Youth Summit

23. Below are comments/feedback from the Outer North West Community Committee Youth Summit.

Young Person from St Oswald's C of E Primary school:

"I enjoyed the event it's a good way to get activities we enjoy into our area."



Youth Activity Fund Consultation

24. Alongside the physical Youth Summit, the Communities Team also created a consultation survey for young people, as another objective is that we, “consult with as many young people as possible (hybrid approach), by ensuring that alongside the summits, other consultation is coordinated; for example, online consultation, Breeze Summer Events”: <https://surveys.leeds.gov.uk/s/YouthActivities2022/>

25. This online survey has been circulated far and wide throughout the committee area and has been created using some new & innovative ways of engaging with young people,

such as creating a QR code that directs young people straight to the survey, after being scanned with a Smartphone.



26. The Outer North West Community Committee received 53 survey responses to the Youth Activity Fund Consultation Survey. The vast majority of these were completed online, however some of the survey responses were completed in paper format at the Breeze Summer Events in 2022.
27. An additional online survey was also created to engage with young people that have special educational needs and disabilities. In relation to this survey, we had 15 responses.
28. The consultation survey ran from September 2022 and stayed open until the 31st March 2023, with the feedback from young people collated. This will, in principle, inform the Youth Activity Fund Budget spend for 2023/24.

Measurement of Success

29. Below are some key facts and figures from the Outer North West Community Committee Youth Summit and Youth Activity Fund Consultation. These are provided in response to the standardised baseline measurement of success, agreed with Children's Champions and Community Committee Chairs.
 - How many young people have been involved in the physical summits? 71
 - How many young people have been involved in other forms of Youth Activity Fund consultation?
 - How many schools/organisations have been involved in bringing young people along to the Youth Summits and/or involved in any other consultation? 15
 - How many projects have been funded, or proactively commissioned from the Youth Activity Fund Budget as a result of the Youth Summits/and or Youth Activity Fund consultation? As immediately below in para 32
 - Has the "You Said, We Did" Youth Summit Report been prepared and delivered? As immediately below in para 31 – A Children's & Families sub group will be heard once the new sub group has been appointed at the upcoming Community Committee.
30. The report, referenced as the Youth Summit/Youth Activity Fund Consultation Report, is the Community Committee "You Said, We Did" Youth Summit Report outlined in the list above. Further conversations will take place with young people at appropriate opportunities over the coming months, regarding the Youth Summits and Youth Activity

Fund Consultation, after the report has been discussed with the Outer North West Community Committee.

31. As time progresses, the Communities Team will be able to assess “How many projects have been funded, or proactively commissioned from the Youth Activity Fund Budget as a result of the Youth Summits/and or Youth Activity Fund consultation?” so updates will be provided to Children and Families Sub Groups throughout the course of the financial year.

Lessons Learned

32. All feedback from the Community Committee Youth Summits will be analysed, with a review taking place once all the events have finished, in a Community Committee Youth Summits: Lessons Learned meeting, with the Executive Board Member and Children’s Champions.
33. A report will also be taken to the Community Committee Chairs Forum in April 2023.
34. As we are keen that we continue to work closely with the Children’s Champions to develop the Youth Summits across the Community Committee areas, these conversations and feedback will help inform the Youth Summits in the next municipal year.

Youth Activity Fund Consultation Survey Recommendations

35. The consultation surveys submitted by young people from the Youth Summit and online survey in the Outer North West Community Committee area, suggest the following Youth Activity Fund priorities for 2023/24:
- a. Youth activities on offer in local venues such as community centres, youth clubs and sport centres as well as activities delivered outdoors.
 - b. Majority of provision taking place regularly after school on the weekend and in the school holidays.
 - c. Ensure the activities are fun, active and create new friendships. Good quality staff should be delivering the events.
 - d. Popular activities included;
 - 1. Football
 - 2. Rugby
 - 3. Dance/
Sports Club/
Other activities mentioned: Climbing, Brownies, Golf, Horse Riding, Boxing, Gymnastics, Piano, Gaming, Swimming, Running, Netball, Basketball, Youth clubs, Tennis, and Cricket
36. It is recommended that any projects funded by the Outer North West Community Committee from the Youth Activity Fund, focus on these key themes and activities in 2023/24.

37. To ensure that the Outer North West Community Committee can make an informed decision when being asked whether they support funding for projects from its Youth Activity Fund, the Communities Team will advise the committee if the project meets the priorities identified by young people as a result of consultation that has taken place.

Appendix 1: Infographic outlining the Youth Activity Fund Consultation Survey

Appendix 2 is attached with this report.

Corporate Considerations

Consultation and Engagement

2. Community Committee Chairs, Children's Champions and Community Committees have previously been consulted on the Youth Summit proposals and Youth Activity Fund survey.
3. The survey has been promoted far and wide across the Community Committee area, with publicity being posted on the Community Committee Facebook page, publicity being sent out to all school & cluster contacts, youth groups and any other organisations that are funded, or work with young people in the Community Committee area, as well as being circulated to local Councillors and the committee mailing list.

Equality and Diversity/Cohesion and Integration

4. All Youth Activity Fund funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process complies with all relevant policies and legislation.

Council Polices and City Priorities

5. Projects submitted to the Community Committee for Youth Activity Fund funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:
 1. Vision for Leeds 2011 – 30
 2. Best City Plan
 3. Health and Wellbeing City Priorities Plan
 4. Children and Young People's Plan
 5. Safer and Stronger Communities Plan
 6. Leeds Inclusive Growth Strategy

Resources and Value for Money

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

Legal Implications, Access to Information and Call In

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

Risk Management

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

Conclusion

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

Recommendations

10. Members are asked to note:
 - a. Reflections from the last 12 months (paragraphs 16 – 32).
 - b. Details of the Youth Activity Fund consultation survey (paragraphs 36 - 38).
 - c. That the Youth Activity Fund survey informs the Community Committee's Youth Activity Fund for 2023/24.
 - d. That any projects funded by the Community Committee from the Youth Activity Fund focus on the themes and activity priorities identified in the Youth Activity Fund Consultation Survey in 2023/24.

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Outer North West Youth Activity Fund Consultation 2022/23



The Communities Team and Leeds Youth Service have consulted with 53 young people in the Outer North West area of Leeds. Young people were asked what activities they would like local councillors to fund in their own communities.



Where?



Inside vs. Outside

The majority (79%) wanted a variety of activities outside



Local vs. Away

60.4% voted to have projects nearby and 39.6% wanted activities away from where they live

When?



School Holidays was the most popular time for activities



Weekends were second choice



After School (before 6pm) came in third



Evening (after 6pm) was the least popular option

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**Outer North West Community Committee
& COVID-19 Groups
FACEBOOK Highlights
6th March 2023 – 30 April 2023**

Outer North West Community Committee

Since 6th March 2023 the Outer North West Community Committee Facebook page has gained: **3 new page 'likes'** (and currently has) **919 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.

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

The most popular post since 6th March 2023 is: Everyone is arriving at the Outer North West Community Youth Summit 2023
This post has reached 313 users and 5 people have engaged with the post.

The following below are screenshots of the most popular three posts since 6th March 2023. Alongside it is the figures for how many people were 'reached' and how many people 'engaged' with the post.

1st Place – Everyone is arriving at the Outer North West Community Youth Summit

2023

This post has reached 313 users and 5 people have engaged with the post.



Leeds City Council Outer North West Community Committee



24 March · 🌐

Everyone is arriving at the Outer North West Community Youth Summit 2023 [#onwyouthsummit2023](#)



2nd Place – Question and Answer session with your Local Ward Councillors

This post reached 287 users and 3 users engaged with the post.



Leeds City Council Outer North West Community Committee



24 March · 🌐

Question and Answer Session with your Local Ward Councillors the young people asked lots of interesting questions at the Outer North West Community Youth Summit 2023

#onwyouthsummit2023



3rd Place – Young people having fun at the Outer North West Community Youth Summit 2023

This post reached 231 users and 2 users engaged with the post.



Leeds City Council Outer North West Community Committee



24 March · 🌐

The young people are having fun already at the Outer North West Community Youth Summit 2023 [#onwyouthsummit2023](#)



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



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