



# Outer North West Community Committee

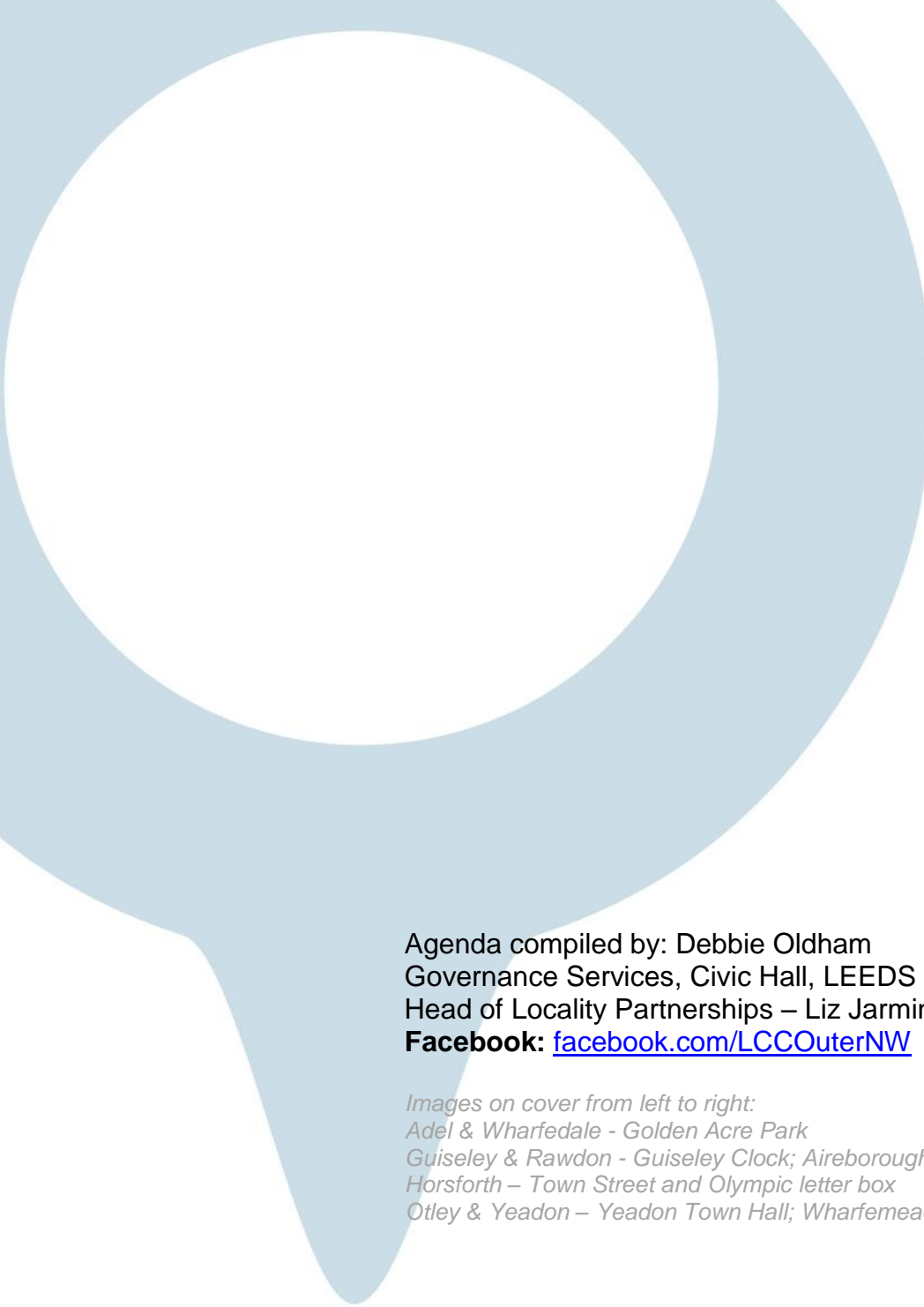
Adel & Wharfedale, Guiseley & Rawdon, Horsforth,  
Otley & Yeadon

**Meeting to be held in Leeds Trinity University,  
Brownberrie Lane, Horsforth, Leeds, LS18 5HD -  
The Andrew Kean Learning Centre  
Monday, 17th June, 2024 at 6.00 pm**

**Councillors:**

- |            |                        |
|------------|------------------------|
| B Anderson | - Adel and Wharfedale; |
| C Anderson | - Adel and Wharfedale; |
| B Flynn    | - Adel and Wharfedale; |
| E Thomson  | - Guiseley and Rawdon; |
| O Edwards  | - Guiseley and Rawdon; |
| S Leighton | - 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;    |





Agenda compiled by: Debbie Oldham  
Governance Services, Civic Hall, LEEDS LS1 1UR  
Head of Locality Partnerships – Liz Jarmin Tel: 0113 37 89035  
**Facebook:** [facebook.com/LCCOuterNW](https://www.facebook.com/LCCOuterNW)

*Images on cover from left to right:*

*Adel & Wharfedale - Golden Acre Park*

*Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre*

*Horsforth – Town Street and Olympic letter box*

*Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park*

# A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p><b>DECLARATION OF INTERESTS'</b></p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 11TH MARCH 2024</b></p> <p>To receive the minutes of the meeting held on 11<sup>th</sup> March 2024, for approval as a correct record.</p>	7 - 16
7			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
8	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>COMMUNITY COMMITTEE APPOINTMENTS 2024/2025</b></p> <p>The report of the City Solicitor is to note the appointment of Councillor Emmie Bromley as Chair of the Community Committee for 2024/25 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.</p>	17 - 30

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>OUTER NORTH WEST COMMUNITY COMMITTEE FINANCE REPORT</b></p> <p>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 2024/25.</p>	31 - 46
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>OUTER NORTH WEST COMMUNITY COMMITTEE UPDATE REPORT</b></p> <p>The report of the Head of Locality Partnerships brings to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.</p>	47 - 60
11	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>COMMUNITY COMMITTEE YOUTH SUMMIT AND YOUTH ACTIVITY FUND CONSULTATION REPORT</b></p> <p>The report of the Head of Locality Partnerships provides the Outer North West Community Committee with an update on the Community Committee Youth Summit and an update on the Youth Activity Fund Consultation.</p>	61 - 72
12			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>To note that the next meeting of Outer North West Community Committee will be on Monday 23<sup>rd</sup> September 2024, at 6pm.</p> <p><b>VENUE DETAILS FOR THE MEETING</b></p> <p>Leeds Trinity University, Brownberrie Lane, Horsforth, Leeds, LS18 5HD The Andrew Kean Learning Centre building – Room LC1-40 A map is attached of the University layout</p>	73 - 74

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

## OUTER NORTH WEST COMMUNITY COMMITTEE

**MONDAY, 11TH MARCH, 2024**

**PRESENT:** Councillor E Thomson in the Chair

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

### **47 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS**

There were no appeals against refusal of inspection of documents.

### **48 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

There were no exempt items.

### **49 LATE ITEMS**

With the permission of the Chair a formal late item was added to the agenda. This was a report on Leeds Streets for All, and minute 55 refers.

### **50 DECLARATION OF INTERESTS'**

No declarations of interests were made at the meeting.

### **51 Apologies For Absence**

There were no apologies.

### **52 Minutes - 4th December 2023**

**RESOLVED** – That the minutes of the previous meeting held on 4<sup>th</sup> December 2023, be approved as a correct record with the following amendment:

Minute 41 - Leeds Homeshare - Service Overview

From 'It was noted that there are 24 homeshare schemes operating nationally. Leeds currently has 4 in operation'.

To read 'It was noted that there are 24 homeshare schemes operating nationally. Leeds currently has 4 people in Homeshare matches'.

## 53 Open Forum

In accordance with paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, a period of 10 minutes was allocated for members of the public to make representations or ask questions to the Community Committee.

Run for All attended and explained the changes to the Rob Burrow Marathon which is to be held on 12<sup>th</sup> May 2024.

Route alterations have been made to an area in Headingley which has been pedestrianised and to the route through Otley. The route through Otley will take in more of the town centre to make it better for spectators and businesses. It was noted that entertainment would be provided in the Market Square. The Eccup Lane section of the route had been removed from the route to allow for the longer route through Otley.

Run for All had engaged with the parish and Town Councils and offered to attend any of the meetings as the marathon gets closer.

In response to feedback from last year the bag drop for competitors has been changed and there would be more marshals to assist and signpost to the designated areas.

It was recognised that sections of the route are difficult, and the team have worked with running clubs to provide motivational support to runners. Along the route there will be more water stations and entertainment.

Transport from the City Centre would pick up from the O2 Academy and drop off at Queenswood Drive. The Park and Ride at Stourton and Elland Road would also be used, these would drop off at Queenswood Crescent.

Run for All are still looking for anyone who would like to offer assistance from the community.

The Committee thanked Run for All for attending and providing an update and taking into consideration the feedback from the Committee in relation to the route through Otley.

The Vicar of St James' Parish Church, Horsforth attended to tell the Committee about two projects, The Horsforth Shed and the Community Pantry.

The Horsforth Shed has been supported by the Community Committee. It has repurposed the scout hut which had fallen into disrepair. During Covid the community had worked to provide a new roof, clad walls, and fit out the space as a workshop.

The Horsforth Shed is run by volunteers, although they have secured funding to employ one person at the project. The project currently supports groups



from Southway, Lighthouse West Yorkshire, St Georges Crypt and for social Prescribing.

The Community Pantry has been supported by the Community Committee. Since Covid food banks have been located at various venues such as Lister Hill Baptist Church, Ireland Wood, St Andrews, Butcher Hill, and St Stephens at Kirkstall. However, families from Horsforth were having to travel to collect provisions. Therefore, it was suggested that St James' should host a Community Pantry at the Parish Centre. With the help of the Horsforth Shed and the community the foundations are now in place, and it is hoped that the Community Pantry will open in June 2024.

This will be run via a membership scheme whereby members pay £6 per week, £5 will be for the shopping providing £30 worth of food and £1 will be saved using Leeds Credit Union. Membership will be through referrals from the Children's Centre, MHA Community and Children's Services. The Community Pantry will be run by volunteers.

It is hoped that as the project progresses there would also be a café. The Committee were invited to visit once the project is operating.

The Committee thanked the Vicar of St James' for the update and for the projects in the area. They were impressed by the speed at which the Community Pantry was progressing.

*Cllrs Campbell and Edwards joined the meeting during this item.*

#### **54 King's Award for Voluntary Service (KAVS) and the King's Award for Enterprise (KAE) schemes**

The report of the Head of Locality Partnerships introduced a report that provided information regarding the King's Award for Voluntary Service (KAVS) and the King's Award for Enterprise (KAE) schemes.

The report asked members to identify groups/organisations who might qualify for the schemes and explore whether there are any ways the Lieutenancy can help the committee in the work they do with the local community.

The Deputy Lieutenant for West Yorkshire attended the meeting and explained that the cost of applying for the award is free, and the lieutenancy are looking at liaising with local community groups and organisations. Members were asked to provide any local group names, and/or contact details to the lieutenancy, so they can get in contact with them and provide them with some information regarding the award, as well as the criteria.

The award is not easily obtained and provides organisations and businesses the use of the logo on all correspondence and use for their own benefit. The award is seen as a 'prestige' and will potentially help organisations and

groups obtain additional funding from other sources, they receive a certificate and glassware, and the award is for the lifetime of the group or organisation.

Organisations such as DAZL Dance and Friends of Roundhay Park have previously won the award.

Members were asked to get in contact with Ms Baker if they had any organisations and groups in mind for the lieutenancy to contact, to recognise the work of organisations and groups across Leeds.

It was noted that the groups or organisations could have paid staff but must be predominately led by volunteers. The group or organisations must have been running for 3 years.

The application is online, and assistance can be given by the lieutenancy to complete the application. They should be nominated by a beneficiary, and they should also have 2 letters of support. If they were not success in this round, they had to wait for 3 years before applying again.

For the Kings Award for Enterprise should be able to show they meet the criteria for international trading, innovation, social mobility and sustainability. They keep the award for 3 years.

Ms Baker can be contacted on the following email:

[susan.baker@ntlworld.com](mailto:susan.baker@ntlworld.com)

and/or at the following address: West Yorkshire Lieutenancy Office, Bowcliffe Hall, Bramham, Wetherby, LS23 6LP.

The scheme is open from 1st June 2024 until 15th September 2024.

**RESOLVED** – To note the verbal update and comments during discussion of this item.

## **55 Leeds Streets for All**

With the permission of the Chair a late item was added to the agenda, this was a briefing for the Community Committee about a consultation called the 'Leeds Streets for All' which enables people to have their say about issues related to travel in the community.

Officers from City Development provided a presentation to the Committee on the Leeds Streets for All consultation, which had been launched for the Outer North West a fortnight before the meeting.

The consultation is being rolled out across Leeds by community committee area and is currently live in the Inner North West and Outer North West areas until 7<sup>th</sup> April.

Residents, businesses, and stakeholders could access the consultation by visiting the website and dropping a pin on a map to highlight where specific issues were in the local area.

The main themes for this consultation are:

- Vehicles and parking
- Walking and wheeling (including accessibility, prams, wheelchairs and scooters)
- Cycling
- Accessing bus stops and rail stations
- Street environment

The information provided would assist the Highways and Transport Service to prioritise improvements, as and when funding becomes available.

Members discussions included:

- It was recognised that when the consultation process had finished it would only be a snapshot of what was required. However, moving forward the team would use the mapping tool to refresh and ensure the information was up to date on a yearly basis. Information would be presented to Executive Board and to Community Committees. It was noted that a similar mapping tool is used in London, Manchester and Bristol.
- The mapping tool would provide information for when funding was available for large and small schemes. It was noted that community areas need to receive the level of upgrades in infrastructure as the city centre.
- It was the view of Members that the basis needed to be right in the local area such as well-maintained pavements, cycle routes, dropped kerbs and potholes in roads addressed.
- There was a need for key routes should be checked regularly for traffic issues, bus stops and maintenance issues.
- Members suggested the use of an App, which would assist so it could be used to pinpoint issues whilst out and about. It was the view that if no App was available the system needed to be live to keep the process ongoing.
- It was the view that planning conditions needed to be reviewed to link into link into all strategies and that money was secured through planning for better infrastructure work.
- When work was implemented, the public should be told. However, they should also be made aware that not everything they requested could be done.
- Members requested that regular feedback was brought to the Committees Transport Sub-Group.
- Members suggested that on the auto -reply for those who use the mapping system could request email address so people could subscribe for updates, and this may encourage use of the system.

**RESOLVED** – To note the report and the information from the presentation.

*Cllr Flynn left the meeting during this item.*

## **56 Outer North West Community Committee Finance Report**

The report of the Head of Locality Partnerships provided the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2023/24.

The Locality Officer presented the report and highlighted the following points:

- Paragraph 10 of the submitted report provided information on the Subsidy Control Act 2022.
- The Committee was advised that there is currently a remaining balance of £32,503.33 in the Wellbeing Budget (including underspends not listed in Table 1). A full breakdown of the projects was listed in Table 1.
- The Youth Activity Fund has a remaining balance of £8,242.54 (including underspends not listed in Table 2). A full breakdown of the projects was listed at Table 2
- The Outer North West will have a proposed £7,000.00 (Otley and Yeadon Ward topped up their ward by a further £1000) in the Small Grants and Skips Budget. The allocation was broken down by ward and summarised in Table 3, it was noted that the table showed projects already approved for 2024/25).
- The Committee has a capital budget of £43,191.80 available to spend. Members were asked to note the capital allocation broken down by ward and summarised in Table 4.
- The Community Infrastructure Levy (CIL) has £356,841.68 currently available to spend. Members were asked to note the CIL allocation broken down by ward and summarised in Table 5.
- Members were asked to consider and determine the applications set out at Paragraphs 31 to 35.
- Since the last Community Committee on 4th December 2023 four projects have been considered and approved by DDN.
- Since the last Community Committee on 4th December 2023 no projects have been declined.
- Monitoring information for projects completed recently are currently being reviewed and will be provided for the next Community Committee meeting or emailed to Members directly on request.

Members discussions included:

- Clarification on who owned the SID's and the maintenance of them. A meeting was requested for further discussions on this and a formal agreement to be drawn up.
- In relation to the Guiseley Clock, it was suggested that at the beginning of the municipal year it should be checked whether car park charges are being implemented. It was the view that the upkeep of the clock by the Community Committee should not be continued if car park charges were in place and that it should instead be funded from the charges.

It was noted that applications for next year would be forwarded to Members for consideration. The Committee were informed that there was to be a 15% cut in Community Committee funding.

Members suggested that any groups or organisation were advised that the Community Committee funding had been cut, and that 100% funding would not be available in the coming year, and that they be encouraged to match fund.

Members requested that clarification was provided in relation to CIL money.

**RESOLVED** – That:

- a. Details of the Wellbeing Budget position (Table 1) be noted.
- b. Funding proposals for consideration and approval (paragraphs 31-35) be noted and that the outcomes of the determination be listed below.

Organisation	Project	Amount	Wards covered	Outcome
LCC Highways	Guiseley SID	£3,500.00 Wellbeing	Guiseley & Rawdon	Approved subject to clarification of who owns the SID and maintenance of them
OPAL (Older People's Action in the Locality)	Reducing Carbon Footprint, increasing long term sustainability	£2,450.00 (Wellbeing)	Adel & Wharfedale	Approved
Leeds Community Tennis Programme (Leeds City Council)	Holt Park Community Tennis Programme (Children's & Adults' Lessons)	£1,800 (£1,100.00 from Wellbeing & £700.00 from YAF)	Adel & Wharfedale and Horsforth	Approved
Leeds Modernians rugby Section	Leeds Modernians Rugby Training Ground	£2,000.00 (CIL)	Adel & Wharfedale	Approved

c. Details of the projects approved via Delegated Decision (paragraph 21-22) be noted.

d. Monitoring information of its funded projects be noted.

e. Details of the Youth Activities Fund (YAF) position (Table 2) be noted.

f. Details of the Small Grants and Skips Budget (Table 3) be noted.

g. Details of the Capital Budget (Table 4) be noted.

h. Details of the Community Infrastructure Levy Budget (Table 5) be noted.

i. Details of the Subsidy Control Act 2022 & the implications of this act for the committees, as funding bodies set out at paragraph 10 to be noted.

## 57 Outer North West Community Committee Update Report

This report provided the Community Committee with an update of the work which the Communities Team had been engaged in, based on the priorities identified by the Committee.

The Outer North West Community Committee Champions provided the following updates:

### Children and Families

- The Youth Summit will take place on Friday 15<sup>th</sup> March at the Civic Hall the start time is 9.30am. 6 schools had confirmed attendance. Members were requested to contact local schools to see if anymore could attend. The Lord Mayor and the Children's Mayor would be attending. The Police had confirmed they would have a stall at the event.

### Environment and Community Safety

- It was noted that the de-leafing in the area had been successful. The service has had to cope with high sickness levels, mechanical failures and 3 bad storms. Street cleansing has started later than anticipated and it was noted that gulley clearing was an issue. The service is struggling with low resources and the forestry section were dealing with damaged or fallen trees after the storms.
- Fly-tipping is an issue for the area, and it was acknowledged that this may become worse.
- Clarification had been requested in relation to the sale of a chapel in Otley and Yeadon Ward.
- Crematoriums were investing in a new programme as they needed to look at ways to make the service more sustainable and energy efficient.
- Dog fouling had increased, and residents were being encouraged to report any incidents of dog fouling. However, it was noted that some residents were afraid to report this issue.

### Transport

- It was noted that a briefing had taken place and that more meetings would take place in the next municipal year.

### Health and Wellbeing

- A meeting had taken place on 6<sup>th</sup> March and had discussed Social Prescribing and Pharmacy First. It was noted that post covid there had been an increase for social prescribing in the Outer North West area.
- Pharmacy First were able to offer a consulting room and could provide such care as blood pressure checks. However, not all pharmacies could give covid vaccines.
- It was recognised that there was a national shortage of medicines. However, pharmacists could offer alternatives, but this was not for all medicines.

Members attention was drawn to the Employment and Skills update in the submitted report.

**RESOLVED** – To note the content of the report and the information provided at the meeting.

*Cllr Bromley left the meeting at the end of this item.*

## **58 Dates, Times and Venues for the Community Committee in 2024/2025**

The report of the City Solicitor requested Members consideration on the proposed dates for the Outer North West Community Committee for municipal year 2024/25.

The proposed dates were set out at Paragraph 5 of the report. Members were also asked to consider holding two evening meetings to allow those who work during the day to attend the meetings of the Community Committee.

Members discussed the proposal to hold two meetings in an evening and agreed that the later meetings should be held in June and September. However, the dates proposed for the June and September meetings were not suitable and the clerk was requested to provide more dates for the Committee to consider.

**RESOLVED** – To consider more dates when provided for the June and September meetings, and to agree the following dates and times for the Outer North West Community Committee for municipal year 2024/25:

- Mon, 2 Dec 24, 1pm
- Mon, 10 Mar 25, 1pm

## **59 Any Other Business**

Members discussions included:

- Winter provision planning
- Assistance with gritting using the quad bike purchased by the Community Committee.
- Discussions to be had in relation to funding for future core funding applications. Chair to clarify what funding can be given to organisations and groups and to seek more funding options available to the Community Committee
- To explore with other Community Committees how they fund a Parking Enforcement Officer with a view to fund an officer for the Outer North West area.

*Cllr Downes left the meeting during this item.*

*Meeting concluded at 16:00*

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

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**Report of: City Solicitor**

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

**Report author: Debbie Oldham – Tel:0113 37 88656**

**Date: 17<sup>th</sup> June 2024**

**For decision**

## **Community Committee Appointments 2024/2025**

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### **Purpose of report**

- 1 The purpose of this report is to note the appointment of Councillor Emmie Bromley as Chair of the Community Committee for 2024/25 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 2024/25**

1. Members are invited to note the appointment of Councillor Emmie Bromley as Chair of the Community Committee for 2024/25, as agreed at the recent Annual Meeting of Council.

#### **Appointments to Outside Bodies including Cluster Partnerships and Local Care Partnerships**

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

### **Appointments to Community Committee ‘Champions’**

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

### **Appointment to Corporate Parenting Board**

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

### **Schedule of Appointments**

6. The Committee is invited to review the details in the table below together with the accompanying information which follows / is appended, and determine appointments for the 2024/25 municipal year:

<b>Organisation / Outside Body</b>	<b>No. of Places</b>	<b>Current Appointee(s)</b>
<b>OUTSIDE BODIES</b>		
Bramhope Youth Development Trust	1	Cllr Billy Flynn
Horsforth Live At Home Scheme	1	Cllr Emmie Bromley
Prince Henry’s Grammar School – Foundation Governors	1	Cllr Ryk Downes
Yeadon Town Hall CIC	1	Cllr Ryk Downes
<b>CLUSTERS</b>		
Horsforth	1	Cllr J Garvani
Extended Services North West (ESNW)	1	Cllr Billy Flynn
Aireborough	2	Cllr Ryk Downes and a Vacancy
Pool/Bramhope/Otley	2	Cllrs Barry Anderson & Sandy Lay

LOCAL CARE PARTNERSHIPS		
Holt Park and Woodsley	1	Cllr Caroline Anderson
Aireborough & Aire Valley	1	Cllr Eleanor Thomson
CHAMPION ROLES		
Children's Services	2	Cllr Emmie Bromley and a vacancy
Employment, Skills & Welfare	0	No appointment in 2023-24
Health & Wellbeing	1	Cllr Caroline Anderson
Transport	2	Cllrs Ryk Downes & Ray Jones
Environment & Community Safety	1	Cllr Barry Anderson
Corporate Parenting Board	1	Cllr Oliver Edwards

## 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 holder<sup>1</sup> either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
9. Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Community Committee as a whole.
10. All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.

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

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 General Purposes 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 Care Partnerships**

14. 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](http://www.leedslcps.org.uk)
15. 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.
16. 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 2 captures this best fit. Frequency of meetings varies from one LCP to another (current arrangements are captured in Appendix 2). 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).
17. 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’**

18. 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.
19. As set out in the Constitution, the Community Committee is invited to appoint to the Community Lead Member roles detailed in section 6.
20. 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.
21. Further to this, the Champions’ Role Profile, as ratified at the Community Committee Chairs’ Forum in 2022 and as previously presented to Community Committees 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**

22. 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).

23. 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.

24. 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 relevant executive member.

25. 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’.

26. 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**

27. 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.
28. 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.
29. A "well-coordinated locality and cluster approach results in early identification and extensive work with families according to need." (Ofsted report, March 2015).
30. 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.
31. 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.
32. 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**

33. 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 appendices.



## **Recommendations**

34. 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;
35. The Committee is also invited to note the appointment of Councillor Emmie Bromley, as Chair of the Community Committee for the duration of 2024/25, as agreed at the recent Annual Meeting of Council.

## **Background information**

- None

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Appendix 1 - APPOINTMENTS TO OUTSIDE BODIES – OUTER NORTH WEST COMMUNITY COMMITTEE

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Clir Y/N	Review Period	Last App'mnt	Group
Bramhope Youth Development Trust	Yes	1	Jun-24	1	Billy Flynn	Y	Annual	Jun-23	Conservative
Horsforth Live At Home Scheme	Yes	1	Jun-24	1	E Bromley	Y	Annual	Jun-23	Labour
Prince Henry's Grammar School - Foundation Governors	Yes	1	Jul-24	1	Ryk Downes	Y	3 Years	Jun-23	Liberal Democrat
Yeadon Town Hall CIC		1	Jun-24	1	Ryk Downes	Y	Annual	Jun-23	Liberal Democrat
Rawdon And Laneshaw Bridge Trust	Yes	1	Jun-26	1	E Thomson	Y	3 years	Jun-23	Labour
Childrens Service Clusters - H/forth		6	Jun-24	1	J Garvani	Y	Annual	Jun-23	Labour
Childrens Service Clusters - ESNW (Extended Services No			Jun-24	1	B Flynn	Y	Annual	Jun-23	Conservative
Childrens Service Clusters - Aireborough			Jun-24	2	Vacant Clir Alderson) and R Downes	Y	Annual	Jun-23	Con/Lib
Childrens Service Clusters - Otley/Pool/Bramhope			Jun-24	2	B Anderson and S Lay	Y	Annual	Jun-23	Con/Lib
Local Care Partnership - Holt Park & Woodsle	no	1	Jun-24	1	C Anderson	Y	Annual	Jun-23	Conservative
Local Care Partnership - Aireborough & Aire V	no	1	Jun-24	1	E Thomson	Y	Annual	Jun-23	Labour
		13		12					
Number of places		13							
Places held pending review		12							
Places currently filled beyond June 24		1							
Number of places to fill		12							
Number of Members in the Committee Area		12							
Labour		6							
Liberal Democrat		3							
Conservative		3							
<i>Other to list</i>									
Total		12							

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APPENDIX 2 - Councillor Alignment to LCP areas

LCP		Suggested Community Committee Member Appointment
Seacroft, Cross Gates and York Road	Seacroft – quarterly, usually Tuesdays	Inner East
	York Road – meet monthly, first Tuesday morning of the month	Inner East and Outer East (Halton Moor and Cross Gates)
	Cross Gates – bimonthly, fourth Tuesday afternoons	Outer East
LS25/26	Garforth/Kippax/Rothwell – quarterly, for 23/24 these were themed marketplace and workshop events – detail for 24/25 to be determined	Outer East
		Outer South
Central	Central – quarterly, first Wednesday afternoon of the month	Inner North East
HATCH (Chapelton, Harehills, Richmond Hill & Burmantofts)	Meet monthly alternating between a business meeting and a themed workshop, Third Tuesday afternoons	Inner North East
		Inner East
Wetherby	Wetherby – quarterly, usually Wednesdays	Outer North East
Holt Park and Woodsley	Quarterly in person, second Wednesday morning	Inner North West
Leeds Student Medical Practice	Bimonthly – Third Tuesday afternoons	Inner North West
Otley and Aireborough	Quarterly – was Wednesday afternoons but we are now trying Friday mornings as this works for many partners and is often a quieter time for meetings	Outer North West
Inner South Communities (was known as Beeston & Middleton LCP)	Quarterly, second Wednesday afternoons	Inner South
Morley	Morley – bimonthly, midday, third Wednesday of the month	Outer South

APPENDIX 2 - Councillor Alignment to LCP areas

Armley	Armley – quarterly on second Tuesday mornings	Inner West
	Bramley, Wortley & Middleton – bimonthly midday fourth Wednesday	Inner West and Outer West
West Leeds	Pudsey and Bramley – quarterly fourth Thursday morning	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:** 17<sup>th</sup> June 2024

**For decision**

## Outer North West Community Committee Finance Report

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### Purpose of report

1. This report provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2024/25.

### Main issues

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

6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.
7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
8. In the Outer North West Community Committee this means that the CIL money for Arthington Parish Council, Bramhope & Carlton Parish Council, Horsforth Town Council, Otley Town Council, Pool in Wharfedale Parish Council and Rawdon Parish Council will be administered by each Parish or Town Council, whereas monies for the parts of Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon wards that do not have a Parish and Town Council will be administered by the Outer North West Community Committee.
9. It was agreed at Outer North West on the 27th November 2017 that CIL monies for Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon would be spent in the ward it was generated in.
10. Until the UK left the European Union, the EU's State Aid rules controlled how UK and discretionary EU funding was provided to enterprises and entities that engage in economic activities. Now the UK has left the EU, it is no longer bound by the State Aid rules and has developed its own domestic subsidy control regime, The Subsidy Control Act 2022. As the Subsidy Control Act 2022 has potential implications for the Community Committees as funding bodies, a 'subsidy control' assessment will be undertaken on all funding requests received by the Community Committees.
11. Projects eligible for funding by the Community Committee could be community events; environmental improvements; crime prevention initiatives, or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010, projects funded at public expense should provide services to citizens irrespective of their age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation: the fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.



12. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.
13. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.
14. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of Wellbeing and Youth Activity budgets, and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Committee. Concurrently with the Committee, designated officers have delegated authority from the Director of Communities, Housing and Environment to take such decisions.

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

- a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;
- b. a delegated decision must have support from 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.

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

**Associated Recommendation:** Members are asked to review the minimum conditions as set out in paragraph 15 of this report, consider whether any amendments are required and approve such conditions for operation in 2024/25. These conditions would need to be satisfied prior to an urgent delegated decision being taken in between formal Community Committee meetings in respect of the administration of Wellbeing and Youth Activity budgets and also the use of the CIL Neighbourhood Fund which has been allocated to the Committee.

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 2024/25

17. The total revenue budget approved by Executive Board for **2024/25** is **£57,630.00**. Table 1 shows a carry forward figure of **£27,883.09** which includes underspends from projects completed in **2023/24**. The total revenue funding available to the Community Committee for **2024/25** is therefore **£85,513.09**. 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 £78,943.09** (including underspends not listed in Table 1). A full breakdown of the projects is listed in Table 1 and is available on request.

**TABLE 1: Wellbeing revenue 2024/25**

	£
<b>INCOME: 2024/25</b>	<b>£57,630.00</b>
<b>Balance brought forward from previous year (2023/24)</b>	<b>£27,883.09</b>
<b>TOTAL AVAILABLE FOR 2024/25 (including underspend):</b>	<b>£78,943.09</b>

Ward Projects	£	Ward Split			
		Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Small Grants & Skips 2024/25	£1,845.00	£500.00	£550.00		£795.00
Kirkstall Festival 2024	£1,500.00			£1,500.00	
Guiseley SID - The Green	£3,500.00		£3,500.00		
<b>Balance brought forward from 2023/24</b>	<b>£27,883.09</b>	<b>£1,842.55</b>	<b>£1,560.83</b>	<b>£470.45</b>	<b>£24,009.26</b>
<b>New allocation for 2024/25</b>	<b>£57,630.00</b>	<b>14,407.50</b>	<b>14,407.50</b>	<b>14,407.50</b>	<b>14,407.50</b>
<b>Total approved in 2024/25</b>	<b>£6,845.00</b>	<b>£500.00</b>	<b>£4,050.00</b>	<b>£1,500.00</b>	<b>£795.00</b>
<b>Balance remaining (Total/Per ward)</b>	<b>£78,668.09</b>	<b>£15,750.05</b>	<b>£11,918.33</b>	<b>£13,377.95</b>	<b>£37,621.76</b>

### **Delegated Decisions (DDN)**

20. Since the last Community Committee on 11<sup>th</sup> March 2024 two projects have been considered and approved by DDN.
21. Since the last Community Committee on 11<sup>th</sup> March 2024 no projects have been declined.

### **Monitoring Information**

22. 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.
23. Monitoring information for projects completed will be provided on request.

## Youth Activities Fund Position 2024/25

24. The total available for spend in the Outer North West Community Committee in **2024/25** including carry forward from previous year, was **£53,584.54**.

25. The Community Committee is asked to note that one project has been approved in 2024/25.

26. The Community Committee is also asked to note that the current remaining balance for the Youth Activity Fund is **£36,484.54** (including underspends not listed in Table 1).

A full breakdown of the projects is available on request.

**TABLE 2: Youth Activities Fund 2024/25**

	Total Allocation £
<b>INCOME: 2024/25</b>	<b>£40,982.00</b>
<b>Balance brought forward from previous year (2023/24)</b>	<b>£12,602.54</b>
<b>TOTAL AVAILABLE FOR 2024/25 (including underspend):</b>	<b>£53,584.54</b>

Projects 2024/25	Area wide £
Breeze in the Park 2024	£15,200.00
Breeze in the Park - Tinshills 50/50 split with INW	£1,900.00
<b>Balance brought forward from 2023/24</b>	<b>£12,602.54</b>
<b>New allocation for 2024/25</b>	<b>£40,982.00</b>
<b>Total approved in 2024/25</b>	<b>£17,100.00</b>
<b>Balance remaining</b>	<b>£36,484.54</b>

## Small Grants and Skips Budget 2024/25

27. The Outer North West Community Committee will have a **proposed balance of £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 2024/25).

**TABLE 3: Small Grants and Skips 2024/25**

Small Grants & SKIPS	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Guiseley Clock	£550.00		£550.00		
Irish Arts & Cultural Activities - Cookridge & Holt Park	£500.00	£500.00			
Otley Carnival Committee SKIP	£795.00				£795.00
<b>Total of projects approved</b>	<b>£1,845.00</b>	<b>£500.00</b>	<b>£550.00</b>	<b>£0.00</b>	<b>£795.00</b>

## Capital Budget 2024/25

28. The Outer North West Community Committee has a remaining capital budget of £33,191.80 available to spend. Members are asked to note the capital allocation broken down by ward and summarised in Table 4.

**TABLE 4: Capital 2024/25**

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
<b>Balance remaining (per ward) April 2024</b>	<b>£33,191.80</b>	<b>£2,775.00</b>	<b>£2,046.60</b>	<b>£3,025.60</b>	<b>£25,344.60</b>
Capital injection May 2024	TBC	TBC	TBC	TBC	TBC
Capital injection November 2024	TBC Nov 2024	TBC Nov 2025	TBC Nov 2026	TBC Nov 2027	TBC Nov 2028
<b>Balance remaining (per ward)</b>	<b>£33,191.80</b>	<b>£2,775.00</b>	<b>£2,046.60</b>	<b>£3,025.60</b>	<b>£25,344.60</b>

## Community Infrastructure Levy (CIL) Budget 2024/25

29. The Outer North West Community Committee is asked to note that there is a remaining balance of **£346,769.09**. Members are asked to note the CIL allocation currently available to spend in Table 5 which is detailed by ward and summarised.

**TABLE 5: Community Infrastructure Levy (CIL) 2024/25**

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Balance as of april 2024	£346,769.09	£295,063.10	£47,394.11	£0.00	£4,311.88
Injection May 2024		TBC	TBC	TBC	TBC
Balance as of May 2024	£346,769.09	£295,063.10	£47,394.11	£0.00	£4,311.88
Projects approved in 2024/25					
<b>Balance remaining for 2023/24</b>	<b>£346,769.09</b>	<b>£295,063.10</b>	<b>£47,394.11</b>	<b>£0.00</b>	<b>£4,311.88</b>

**Applications for consideration from 2024/25 Wellbeing, YAF, Capital or CIL budgets:**

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

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

**Name of group or organisation:** LCC Communities Team

**Total project cost:** £6,000.00

**Amount proposed: £6,000.00 (£1,500.00 per ward) – Wellbeing**

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

**Project description:** Creation of a sub pot for use with small grants up to the value of £1000 per ward and skip requests.

32. **Project title:** Community Engagement

**Name of group or organisation:** LCC Communities Team

**Total project cost:** £500.00

**Amount proposed: £500.00 (£125.00 per ward) – Wellbeing**

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

**Project description:** A sub pot for community engagement costs such as venue hire for Community Committee meetings and workshop venue hire including any other community engagement related costs.

33. **Project title:** Horsforth CCTV Cameras 2024/25

**Name of group or organisation:** LeedsWatch

**Total project cost:** £5,000.00

**Amount proposed: £5,000.00 – Wellbeing**

**Wards covered:** Horsforth

**Project description:** To cover the cost of monitoring and maintenance of 5x CCTV cameras in Horsforth.

34. **Project title:** Otley & Yeadon CCTV Cameras 2024/25

**Name of group or organisation:** LeedsWatch

**Total project cost:** £8,000.00

**Amount proposed: £8,000.00 – Wellbeing**

**Wards covered:** Otley & Yeadon

**Project description:** To cover the cost of monitoring and maintenance of 8x CCTV cameras in Otley & Yeadon.



35. **Project title:** Rawdon Community Library Main Door and Frontage  
**Name of group or organisation:** Rawdon Community Library  
**Total project cost:** £12,902.40  
**Amount proposed: £7,902.40 (£2,634.13 per ward) – CIL (Horsforth Wellbeing)**  
**Wards covered:** Otley and Yeadon, Guiseley and Rawdon and Horsforth

**Project description:** Funding to replace the main bifold door and connected frontage of the library.

36. **Project title:** ONW Youth Summit 2024/25  
**Name of group or organisation:** LCC Communities Team  
**Total project cost:** £2,000.00  
**Amount proposed: £2,000.00 (£500 per ward) - YAF**  
**Wards covered:** Adel & Wharfedale, Guiseley & Rawdon, Horsforth and Otley & Yeadon

**Project description:** To cover the cost of the ONW Youth Summit where young people from ONW aged 8-17yrs will be invited to learn about democracy, take part in workshops and meet local councillors. The cost will also include a secondary session for Secondary schools who expressed an interest in a 121 session with councillors and Police.

37. **Project title:** Codswallop Creative Young People's Groups  
**Name of group or organisation:** Codswallop CIC  
**Total project cost:** £12,650.00  
**Amount proposed: £7,970.00 - YAF**  
**Wards covered:** Guiseley & Rawdon

**Project description:** The grant will be used to facilitate weekly extra-curricular creative groups during term time throughout the year. Operating four different clubs.

38. **Project title:** Art Camp @ Westgate Primary school 2024/25  
**Name of group or organisation:** Art Camp UK  
**Total project cost:** £30,437.00  
**Amount proposed: £4,950.00 – YAF**  
**Wards covered:** All ONW (Otley & Yeadon 3x schools and Adel & Wharfedale 1x school)

**Project description:** Art Camps at Westgate primary school, from Spring bank half term 2024 throughout until Easter 2025. Working with local schools.

39. **Project title:** Horsforth Music Centre Summer School

**Name of group or organisation:** Horsforth Music Centre

**Total project cost:** £4,007.96

**Amount proposed:** £2,753.98 - YAF

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

**Project description:** a three-day summer school to build musical skills and confidence for young people who have begun to learn music at schools in the Horsforth, Guiseley/Rawdon, Adel/Wharfedale and Otley/Yeadon wards. The sessions would run from 10am-1pm across three days in late July 2024 (first three days of the summer holiday).

40. **Project title:** Summer Art Club

**Name of group or organisation:** Horsforth Art Society

**Total project cost:** £1,700.00

**Amount proposed:** £1,700.00 - YAF

**Wards covered:** Horsforth

**Project description:** Providing art and crafts activities for local kids in Horsforth, this grant it to make the activity as accessible to as many children as possible within a space that is central to families, at £2 per child.

Encouraging children, during the holidays, to participate in creative activity.

41. **Project title:** Music Production Workshop

**Name of group or organisation:** SUBTXT

**Total project cost:** £10,920.00

**Amount proposed:** £5,050.00 - YAF

**Wards covered:** Horsforth

**Project description:** A music production workshop mainly focused on urban music and music the young people may want to explore.

42. **Project title:** Jungle Kids funding disadvantaged children

**Name of group or organisation:** Jungle Kids Ltd

**Total project cost:** £2,950.00

**Amount proposed:** £2950.00 - YAF

**Wards covered:** Adel & Wharfedale

**Project description:** The grant will be used to fund free/subsidized places on the camp. Activities will include sports, arts & crafts, visit and talk by the police, taekwondo session, drama music and a Halloween party, with some outdoor visits too.

43. **Project title:** ONW Holiday Projects 2024-25

**Name of group or Leeds Youth Service (WNW)**

**Total project cost:** £1,295.00

**Amount proposed:** £1,295.00 - 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,.

## **Corporate Considerations**

### **Consultation and Engagement**

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

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

45. 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**

46. 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**

47. 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**

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

### **Risk Management**

49. 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**

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

## **Recommendations**

51. Members are asked to note:

- a. Review minimum conditions for municipal year 2024/25 (paragraph 14)
- b. Details of the Wellbeing Budget position (Table 1)
- c. Funding proposals for consideration and approval (paragraphs 30-43)
- d. Details of the projects approved via Delegated Decision (paragraph 20-21)
- e. Monitoring information of its funded projects (paragraph 22-23)
- f. Details of the Youth Activities Fund (YAF) position (Table 2)
- g. Details of the Small Grants and Skips Budget (Table 3)

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**Report of:** Head of Locality Partnerships

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

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

**Report author:** Mohammed Alamin

**Date:** 17<sup>th</sup> June 2024

**For recommendation / to note**

**Outer North West Community Committee - Update Report**

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## **Purpose of report**

1. To bring to members' attention an update of the work which the Communities Team is engaged in, based on priorities identified by the Community Committee. It also provides opportunities for further questioning, or to request a more detailed report on a particular issue.
2. This report provides regular updates on some of the key activities between Community Committee meetings and functions delegated to Community Committees, Community Champions roles, community engagement, partnership and locality working.
3. 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 2024/25. The 2023/24 representatives are shown below:

<b>Sub Group</b>	<b>Number of places</b>	<b>Current appointees</b>	<b>Community Committee Champion</b>
<b>Community Safety &amp; Environment</b>	4	Cllr B Anderson Cllr C Campbell Cllr J Garvani Cllr O Edwards	Cllr B Anderson
<b>Children and Families</b>	4	Cllr P Alderson Cllr E Bromley Cllr Lay Cllr Alderson & Cllr C Anderson	Cllr P Alderson Cllr E Bromley
<b>Transport</b>	4	Cllr R Downes Cllr R Jones Cllr B Anderson Cllr E Thomson	Cllr R Downes Cllr R Jones
<b>Health</b>	4	Cllr E Thomson Cllr C Anderson Cllr Lay Cllr J Garvani	Cllr C Anderson

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

a) **Children and Families:**

b) **Environment and Community Safety:**

c) **Transport:**

d) **Health, Wellbeing and Adult Social Care:**

e) **Employment and Skills update:**

**Updates by theme:**

**A) Children and Families:**

1. The Children and Families sub group update will be provided at the next Community Committee.
2. Please see attached Youth Summit YAF consultation Report & YAF Consultation Infographic.



## **B) Environment and Community Safety:**

1. The Environment and Community Safety sub group update will be provided at the next Community Committee.
2. LASBT update June 2024:

There are currently 25 active ASB cases for the Outer North West area which have been listed below in ward areas & then given a brief break down of what the cases within each area are in relation to.

- Adel & Wharfedale – 4
- Guiseley & Rawdon – 7
- Horsforth – 6
- Otley & Yeadon – 8

### **Adel & Wharfedale (4 active case with LASBT)**

- 1 case in relation to a male with mental health issues causing issues to a neighbour. They are working with support services to resolve this issue.
- 1 case in relation to allegations of assault by one neighbour to another. This is currently being investigated by the Police & they're sharing information with LASBT for their case.
- 1 case in relation to noise issues being caused by a youth with support needs. They are working with support services to resolve this issue.
- 1 case where cuckooing concerns have been raised so they are investigating further.

### **Guiseley & Rawdon (7 active cases with LASBT)**

- 6 cases in relation to noise complaints which include complaints about: barking dogs, shouting & arguing inside a property, banging from inside a property, loud music being played inside a property or shouting in the garden/street late at night.
- 1 case in relation to harassment & verbal abuse – this is a counter allegation to one of the noise cases mentioned above.

### **Horsforth (6 active cases with LASBT)**

- 2 cases in relation to youths congregating at 2 locations in close proximity to one another & causing issues to residents. They are working with the Police to identify those involved & visits are taking place to speak with the youths & their parents.
- 2 cases where cuckooing concerns have been raised so they are investigating further.
- 1 case in relation to allegations of verbal abuse & damage being caused. The alleged is aware of our investigation & is said to be on the verge of terminating their tenancy.
- 1 case in relation to allegations of verbal abuse & threats.

### **Otley & Yeadon (8 active cases with LASBT)**

- 2 cases in relation to allegations of drug issues attracting others to the addresses.
- 1 case in relation to allegations of verbal abuse & aggressive behaviour from one neighbour towards another.
- 1 case of drug related ASB. Recent drugs warrant executed & possession is being sought for this property.
- 2 cases in relation to noise complaints which include complaints about: shouting inside & outside the property or loud music being played inside a property
- 2 cases in relation to regular, rowdy behaviour at separate addresses. 1 property is the subject of a partial closure order. The other was the subject of a full closure order & a possession has now been granted.

### 3. Safer Leeds - CCTV Report 1<sup>st</sup> October 2023 to 29<sup>th</sup> March 2024

This report covers the different types of incidents captured by CCTV operators in real time for the cameras located in the Outer North West area committee, for the six month period, 1st September – 29th February 2024.

Cameras in the Outer North West area:

The following cameras were used to capture incidents in the Outer North West area;

- 14- Yeadon
- 15- Yeadon
- 16- Yeadon
- 17- Otley
- 18- Otley
- 19- Otley
- 20- Otley
- 21- Otley
- 69- Horsforth
- 70- Horsforth
- 71- Horsforth
- 72- Old Ball Roundabout
- 73- New Road Side

The introduction of the GDPR 2018 regulations reviewed the area of information sharing and therefore restricted the detail of what can be provided. As a result, the content of this report may not have the detail of specific incidents previously reported but provides a summary of the types of incidents within the area.

Incidents captured by CCTV operators: see Table 1 below.

CCTV also contributes towards Police enquiries as requests are made for footage which may not have been observed “real time”. These incidents are not included in this report but can contribute towards arrests being made in the Outer North West Area.

#### Requests for new Cameras

The Surveillance Camera Commissioner is appointed by the Home Secretary to ensure that surveillance camera systems in public places keep people safe and protect and support them.

Following changes to Data Protection legislation the council needs to ensure that all its CCTV systems are managed in line with the Commissioner’s recommendations to ensure there are no data breaches (this includes CCTV systems in all Leeds City Council assets including libraries, sports centres, council vehicles fitted with CCTV, etc.).

A dedicated CCTV compliance team has been established within Leeds City Council.

The compliance team also work closely with Information Governance to assist in ensuring all system owners are compliant with their codes of practice, policies, and procedures.

**Table 1 – CCTV incidents captured 1st October to 29th March 2024**

Camera Number	14	15	16	17	18	19	20	21	69	70	71	72	73	Total incidents per category
Alarm Activation	2						1				1			4
ASB	2					1				1			2	6
Cash In Transit						1								1
Drugs														0
Enforcement														0
Fire							1	1						2
Health & Safety												1		1
Metro														0
Police Operation														0
Public Order	2	2	1	2		1	1	2	1			1		13
Road Traffic				2		1	1	1		1			1	7
Sexual Offences														0
Suspicious Events														0
Travellers														0
Theft		1		2	1	1		1						6
<b>Total Per Camera</b>	<b>6</b>	<b>3</b>	<b>1</b>	<b>6</b>	<b>1</b>	<b>5</b>	<b>4</b>	<b>5</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>40</b>

**C) Transport:**

The Transport sub group update will be provided at the next Community Committee.

**D) Health & Wellbeing:**

1. The Health & Wellbeing sub group update will be provided at the next Community Committee.
2. Outer North West Community Committee - Health and Wellbeing update report, June 2024:

**UK smoking ban**

MPs have voted to back the Government's plans to create a smokefree generation. Leeds City Council along with other public health leaders across West Yorkshire, were fully supportive of the plans calling it a "game-changer" in work to reduce smoking rates by prohibiting the sale of tobacco products to anyone born on or after 1 January 2009. It is not about stopping people who currently smoke from buying tobacco and will not impact their rights or entitlements.

The Tobacco and Vapes Bill aims to create the first ever smokefree generation. This will ensure that future generations are protected from the harmful impacts of smoking. And in response to a huge rise in the number of children using vapes, the Bill will also introduce new powers that restrict vape flavours and packaging that is intentionally marketed at children. The powers will also allow government to change how vapes are displayed in shops, moving them out of sight of children and away from products that appeal to them, like sweets.

An interesting fact is that it is estimated that smoking costs Leeds £216.3m in terms of health and social care needs, productivity loss and fires, which is more than double the amount that is brought into Leeds through taxation of tobacco.

It is hoped that creating a smokefree generation will help to level-up the UK because smoking is one of the most significant and preventable drivers of disparities in health outcomes.

You can read the announcement [here](#).

A reminder that the [Leeds Stop Smoking Service](#) aims to support anyone living in Leeds to successfully stop smoking through the offer of behavioural support medication, nicotine replacement therapy and vapes.

## **Youth vaping campaign**

Colleagues from public health and communications have been running a campaign to tackle the rise in youth vaping and sale of illicit vapes. Working with West Yorkshire Trading Standards, the campaign targeted retailers who were selling illicit vapes or selling vapes illegally to under 18s. An operation with West Yorkshire Police resulted in over 16,000 illicit vapes being seized from a number of Leeds retailers. The work was supported by an information and awareness campaign targeting parents, alongside work with schools, which saw high levels of social media engagement and visits to the [Talk to Frank](#) website for advice about the risks of underage vaping.

You can report any concerns regarding sales of vapes to Trading Standards via the Citizens Advice phone number (0800 223 1133) or the online form [here](#).

## **Leeds NHS Health Checks Procurement - new contract awarded**

Following a re-procurement process, it has been announced that the Leeds GP Confederation will continue to deliver the NHS Health Check programme to the eligible population of Leeds.

The new contract will maintain the NHS Health Check programme being delivered predominantly within General Practice (GP) alongside some potential testing of community outreach approaches. The service will also work with the third and voluntary sector to raise the profile of the NHS Health Check and maximise uptake in key communities.

The main component of the Leeds NHS Health Check contract is its focus on reducing health inequalities and it will continue to target the groups 'most likely to benefit' from an NHS Health Check whilst maintaining a universal offer to the Leeds eligible population.

The contract took effect from 1 April 2024 and will expire on 31 March 2029.

If you have any questions email [carl.mackie@leeds.gov.uk](mailto:carl.mackie@leeds.gov.uk) or [hanna.kaye@leeds.gov.uk](mailto:hanna.kaye@leeds.gov.uk).

## **Being You Leeds**

Launched in 2023, Being You Leeds is an enhanced wellbeing programme, commissioned by public health to work with communities most at risk of poor mental health. It recently won the national FPH Public Mental Health Award in recognition of its innovative approach to keeping people mentally well and addressing mental health inequalities.

Positive wellbeing is promoted in three ways:

- delivering co-produced community-based groups and activities focusing on wellbeing, aiming to build networks, boost mood and improve resilience
- providing training to staff and volunteers in community organisations working in areas of high deprivation
- tackling mental health stigma and discrimination

It is delivered by a partnership of third sector organisations: Touchstone, Barca, Hamara, Health for All, Holbeck Together, LS14 Trust, Women's Health Matters, Community Links and Humans Being.

For information or guidance on referrals contact:  
[BeingYouLeedsTeam@touchstonesupport.org.uk](mailto:BeingYouLeedsTeam@touchstonesupport.org.uk)

### **Covid: spring vaccine programme**

The national booking system for the spring Covid vaccine opened on 15 April with vaccinations due to start on 22 April and run to the end of June. Residents in care homes for older adults and eligible housebound individuals started to receive their vaccinations on 15 April.

Eligible people can book their vaccination online via the national booking system, or via the NHS App.

The national booking system is available [here](#).

The vaccine is being offered to those at high risk of serious disease and therefore most likely to benefit. This includes the following groups:

- adults aged 75 years and over
- residents in a care home for older adults
- individuals aged 6 months and over who are immunosuppressed

You can read more [here](#).

### **Flu immunisation plan 2024/25**

No changes have been made to the groups of people eligible for the flu vaccination this year. However, there is a change to the timing. Based on evidence that the vaccine's effectiveness can wane over time the start of the programme for most adults will be the beginning of October and should be completed by the end of November, closer to the time the flu season commonly starts. This should provide optimal protection during the highest risk period.

There is further information [here](#).

## **Avian flu guidance**

Although the risk from avian flu remains very low, UKHSA have published new guidance for the public on how to keep themselves safe from catching it from wild birds by minimising contact.

You can read more [here](#).

## **Campaigns**

### **Tick awareness**

UKHSA have launched their annual tick awareness campaign which runs throughout the spring and summer months when ticks are most active. Ticks can carry infections, including Lyme disease and tick-borne encephalitis.

You can read more [here](#).

### **Mental health provider forums**

Within working age adults commissioning, our mental health sector team works with providers of mental health services in the city with 53 supported living services and 26 residential services. Following feedback from providers we now facilitate mental health provider forums every three months and have covered topics such as anti-social behaviour, community policing, and housing and move-on.

Our team's vision was to bring a transformational approach to the ways we work with our mental health providers by bringing them together and making the most of our partnership working through the forums. There is evidence that people with mental health issues experience considerable discrimination and stigma in society, work, accommodation, and health outcomes. By working proactively with our mental health providers, we can make a real difference to improve outcomes in the community for the most vulnerable people in our city. The forums encourage providers to be aspirational for all their residents and to support them in their recovery by building on their strengths and meeting diverse needs.

### **World Immunisation Week**

This annual week is a global campaign to raise awareness of the importance of vaccinations. Vaccinations across the life course save lives and protect health. Second only to clean water it is the most effective public health intervention to prevent disease.

Through the successful delivery of vaccination programmes some diseases that were common such as smallpox and polio are now very rare, and millions of people worldwide have been protected from severe illness and death.

However, in recent years there has been a decline in the uptake of vaccinations, as population coverage targets for some diseases have not been maintained. In England, measles, which was eliminated in 2016 has re-emerged and cases of whooping cough in young children are currently increasing due to low vaccination coverage.

The NHS vaccination programmes sets out a schedule of when vaccinations should be given to provide the best protection against illness. You can find out more [here](#).

To understand each vaccination in more detail you can visit the NHS website [here](#).

Downloadable resources for vaccinations are available [here](#).

## **Training and Development**

### **Want to know more about... Reducing loneliness and social isolation 13 June, 10.00 to 11.30am**

This session will explore two ways in which we can reduce loneliness and social isolation, using the CAREVIEW app and using a social prescribing model. The CAREVIEW app helps to locate the unmet needs of individuals experiencing social isolation or loneliness by using the correlation with neglect in the built environment. It has been designed for residents in our poorest and most challenging neighbourhoods who do not, or cannot, come forward to seek help from local services.

The social prescribing model is an approach that connects people to services and activities in their community in order to benefit their overall health and mental wellbeing.

The session is suitable for anyone who interacts with or supports members of the public with a focus on health and wellbeing, particularly frontline staff.

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

### **Want to know more about... Diabetes prevention 18 June, 11.00am to 12.00pm**

In Leeds there are over 43,000 people who are known to be at high risk of developing type 2 diabetes. Groups at risk include those with a family history of type 2 diabetes, people over 25 of South Asian, African-Caribbean or Black African descent, people over 40, and people with lifestyle risk factors such as being overweight and having high blood pressure.



This session will give you information about diabetes prevention in Leeds and will be delivered in partnership by Leeds Public Health and Reed Wellbeing, the local provider of the NHS Diabetes Prevention Programme. It is suitable for anyone working in community, health or social care settings with adults who could be at risk.

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

**Want to know more about... Alcohol and illicit drug use in pregnancy  
2 July, 10.00 to 11.00am**

Alcohol and/or illicit drug use in pregnancy is an increasing problem and can cause harm to the pregnant person and the unborn baby. Early intervention and treatment are essential to promote a healthy outcome for both.

This webinar is suitable for anyone with a professional interest in these areas and will enhance your knowledge when working with pregnant people and their families.

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

**Want to know more about... Antimicrobial resistance (AMR)  
10 July, 1pm to 2pm**

Antimicrobial resistance (AMR) occurs when medicines used to fight infections lose their effectiveness because the organisms they target have evolved or acquired adaptations to survive.

AMR is a growing problem; in 2019, it was directly responsible for about 1.27 million deaths globally and by 2050, the UN estimates that this number could rise to 10 million deaths per annum. Sustained action is required to curb inappropriate use of antibiotics, the main driver of AMR.

This webinar is suitable for anyone who has contact with the general public; whether you work in health and social care, education, early years or someone who works or volunteers in the community.

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

**Want to know more about... Walk it ride it project  
17 July, 10am to 11am**

The Department for Transport has funded Leeds City Council to deliver an Active Travel Social Prescribing project focusing on the Burmantofts, Harehills and Richmond Hill (BHR) parts of Leeds. The aim is to provide more opportunities for people to access walking, cycling and wheeling provision within BHR.

This session is suitable for healthcare professionals, third sector workers and those involved with wider public health work across the city.

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

E) **Employment and Skills Services**

1. The Employment and Skills Services update will be provided at the next Community Committee.
2. The Universal Credit update report 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 documents<sup>1</sup>**

- I. None.

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



**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:** 17<sup>th</sup> June 2024

**For decision**

## **Community Committee Youth Summit/Youth Activity Fund Consultation Report**

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### **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 2024/25 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. 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. Following meetings with officers from the Communities Team, the Voice & Influence Lead for Children & Families and the Youth Service, a standardised baseline approach was agreed in 2022, that set out clear aims and objectives, as well as demonstrating measurable and specific outcomes.
11. 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. These same aims and objectives were applied to Youth Summits in 2023.

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

12. Standardised baseline for all Youth Summits/Youth Activity Fund consultation:
  - 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

13. Standardised baseline for all Youth Summits/ Youth Activity Fund consultation:

- 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

14. 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.
15. 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 officers in the Communities Team, the Voice & Influence Team and the Children’s Champion, with the Outer North West Community Committee Youth Summit taking place on 15<sup>th</sup> March 2024.
16. 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.
17. 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 on the 14<sup>th</sup> November 2023, the Community Committees engaged with 36 young people that have special educational needs & disabilities, from Green Meadows Academy, Brigshaw Partnership, John Jamieson, Oulton Academy and West SILC: [SENate Evaluation 2023 \(cloudinary.com\)](#)
18. Another key objective for the Outer North West Community Committee Youth Summit is that we promote the Youth Council and the various Youth Matters Groups throughout the city. This was done at the event on the 15<sup>th</sup> March 2024.

19. 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 representation from Secondary Schools. All wards have been represented by schools and organisations that make up the committee area.
20. At the Outer North West Community Committee Youth Summit, we engaged with over 65 young people.

### Testimonials/Feedback from the Youth Summit

21. Below are comments/feedback and photos from the Outer North West Community Committee Youth Summit.

Thank you for inviting us to the Outer North West Youth Summit. The children had a fantastic day. There was a great variety of activities on offer and the children at Tranmere loved having Jacob from Codswallop as a host - he really kept things fun and interesting / at the right level for the children. He was especially great at presenting the democracy presentation as this was a heavy topic. The food vouchers for lunch were great - the children loved getting to sit in the Uni canteen and choose their own lunches. The children loved meeting the Mayor in the special chambers and especially loved seeing the Children's Mayor - this made it very relatable.

I enjoyed the workshops and Meeting the councillors

Being able to speak to the councillors and police in the second session about our concerns really made us feel appreciated and our views being heard

It was a really informative day and I feel the students came away with a much more increased understanding of how the council works and feeling like they had a voice

It was a fun and informative day.  
Jacob was brilliant.  
Can we have more workshops next year and get to sit with kids from other schools.

Best Youth Summit I've been to

Thank you so much for organising the Youth Summit the children really enjoyed this event and took ideas back to school. They all said it was an amazing day the only thing they would change is doing more hands on activities and meeting other children from the local schools.





22. This year we held an additional session with secondary school young people, councillors, and the police. Where young people got to raise their concerns, and what affects them as young people directly with the local ward councillors and police. This turned out to be a very informative interactive session which all parties benefited from. The session was held at the request of young people from secondary schools and resulted in positive feedback after the session.

We aim to continue and offer a similar session at the next Outer North West Community Committee Youth Summit.

### **Youth Activity Fund Consultation**

23. 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/H5X5TG/>

24. 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.



25. The Outer North West Community Committee received 444 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 2023 and Youth Service’s Activity Day’s and at the Outer North West Community Committee Youth Summit.

26. The consultation survey ran from September 2023 until the 31<sup>st</sup> March 2024, with the feedback from young people collated. This will, in principle, inform the Youth Activity Fund Budget spend for 2024/25.

### **Measurement of Success**

27. 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.

- Over 65 young people have been involved in the physical summits.
- 379 young people have been involved in other forms of Youth Activity Fund consultation.
- 8 schools/organisations have been involved in bringing young people along to the Youth Summits and/or involved in any other consultation.
- 13 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.
- The “You Said, We Did” conversation took place at the Youth Summit & the Youth Summit Report will be discussed with appropriate audiences.

28. The report, referenced as the Youth Summit/Youth Activity Fund Consultation Report, is the Community Committee “You Said, We Did” Youth Summit Report outlined 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.

### **Lessons Learned**

29. The proposal is that 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.
30. A report will also be taken to the Community Committee Chairs Forum.
31. 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**

32. 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 2024/25:
- a. Youth activities on offer in a mix of local venues such as community centres, youth clubs and sport centres as well as activities offered away from the local area and a mix of indoor and outdoor activities
  - b. Majority of provision taking place regularly after school, in the school holidays and on the weekends
  - c. Ensure the activities are fun, active and create new friendships. Good quality staff should be delivering the events.
  - d. Popular activities included;

1. Sports Activities
2. Dance
3. Outdoor Adventures

33. 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 2024/25.

34. 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 1 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 2024/25.

## **Recommendations**

10. Members are asked to note:

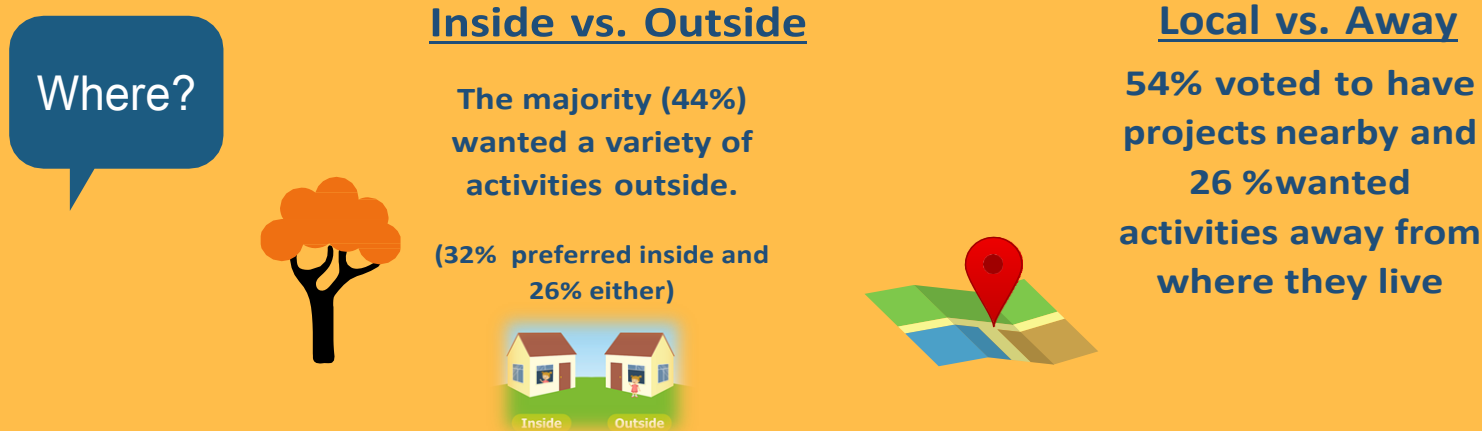
- a. Reflections from the last 12 months (paragraphs 14 – 31).
- b. Details of the Youth Activity Fund consultation survey (paragraphs 23 - 34).
- c. That the Youth Activity Fund survey informs the Community Committee’s Youth Activity Fund for 2024/25.
- d. That any projects funded by the Community Committee from the Youth Activity Fund focus on the themes and activity priorities identified in the Youth Activity Fund Consultation Survey in 2024/25.

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# Outer North West Youth Activity Fund Consultation 2023/24



The Communities Team and Leeds Youth Service have consulted with 444 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.



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## Education & Learning

1. Main Reception
2. South Entrance
3. The Enterprise Centre
4. Andrew Kean Learning Centre
5. Trinity Building
6. St. Bede Centre & Photography Studio
7. Media Centre
8. Centre for Journalism
9. Mary Hallaway Lecture Theatre
10. Student Support Services
11. Auditorium
12. Modular A
13. Modular B
14. Modular Health Building

## Social & Other

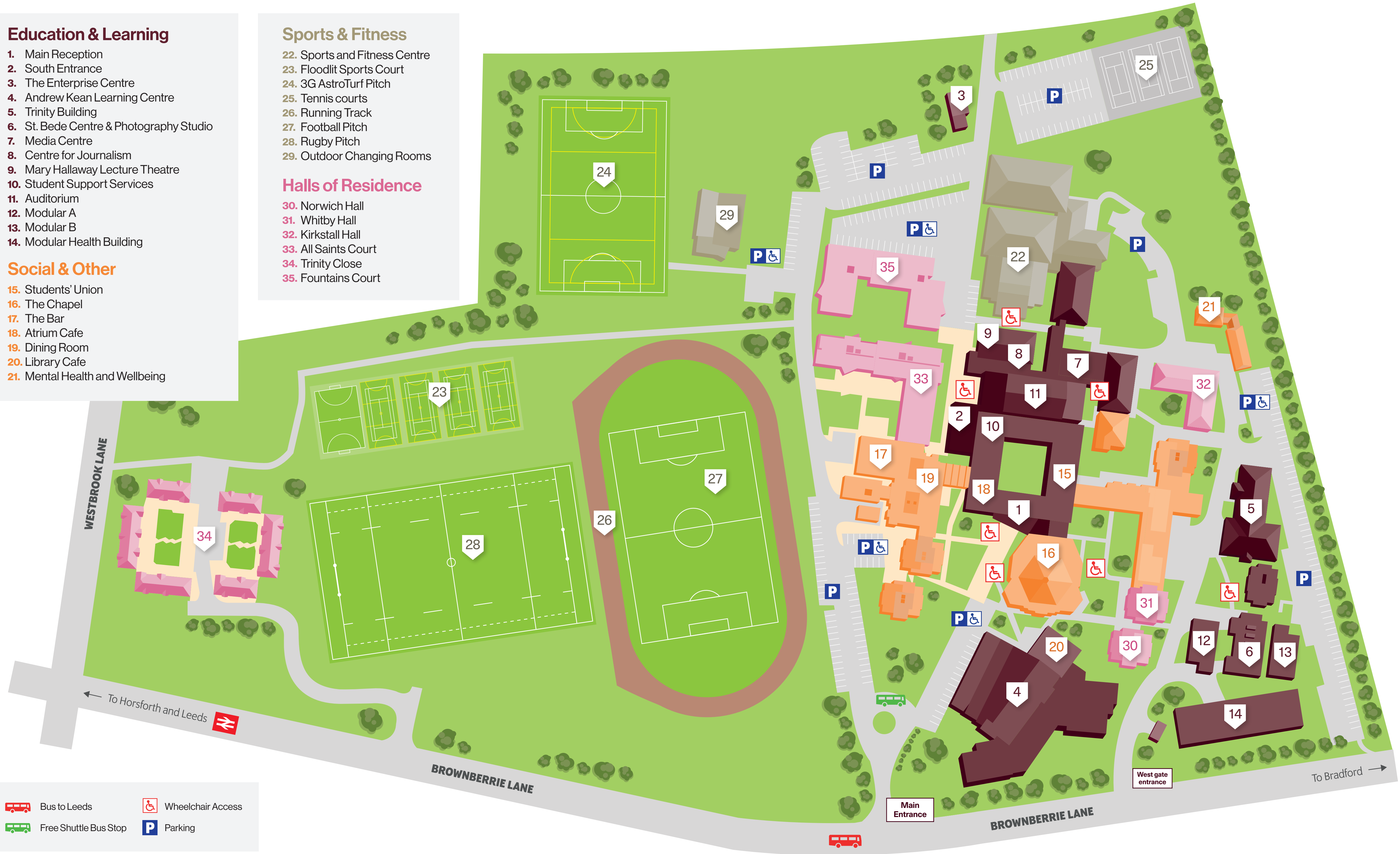
15. Students' Union
16. The Chapel
17. The Bar
18. Atrium Cafe
19. Dining Room
20. Library Cafe
21. Mental Health and Wellbeing

## Sports & Fitness

22. Sports and Fitness Centre
23. Floodlit Sports Court
24. 3G AstroTurf Pitch
25. Tennis courts
26. Running Track
27. Football Pitch
28. Rugby Pitch
29. Outdoor Changing Rooms

## Halls of Residence

30. Norwich Hall
31. Whitby Hall
32. Kirkstall Hall
33. All Saints Court
34. Trinity Close
35. Fountains Court



- Bus to Leeds
- Free Shuttle Bus Stop
- Wheelchair Access
- Parking

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