



OUTER NORTH WEST COMMUNITY COMMITTEE

**Meeting to be held in Yeadon Town Hall, LS19 7PP on
Monday, 14th July, 2014 at 1.30 pm**

MEMBERSHIP

Councillors

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

**Agenda compiled by:
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Phil Garnett

**W N W Area Leader: Shaid Mahmood
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A G E N D A

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

Item No	Ward	Item Not Open		Page No
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 6TH JUNE 2014.</p> <p>To confirm as a correct record, the minutes of the meeting held on 6th June 2014.</p>	1 - 10
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area 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 Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
8			<p>SCENE SETTING FOR OUTER NORTH WEST COMMUNITY COMMITTEE</p> <p>To receive a report of the West North West Area Leader which sets the scene for the new community committee and asks approval of a set of minimum conditions for any decisions that may need to be delegated, or taken, between formal community committee meetings.</p>	11 - 14

Item No	Ward	Item Not Open		Page No
9			<p>COMMUNITY COMMITTEE SUB GROUPS</p> <p>To receive a report of the West North West Area Leader which sets out the proposed changes to the Outer North West Community Committee Sub Groups and the rationale behind the proposed changes and asks members to consider and comment on the proposals.</p> <p>The report also seeks to appoint Chairs for each sub group who will represent the Community Committee and appoint Elected Member representatives for each Ward to each sub group.</p> <p>Finally, the report asks Members to agree to a programme of meeting dates for sub groups being set up and for each group to suggest a topic for consideration by the Community Committee.</p>	15 - 22
10			<p>COMMUNITY COMMITTEE APPOINTMENTS</p> <p>To receive a report of the City Solicitor which outlines the Community Committee's role regarding appointments to: Outside Bodies; Area Lead Members; Children's Services Cluster Partnerships and the Corporate Carers' Group. In addition, the report invites the Committee to determine the appointments to these groups and organisations.</p>	23 - 36
11			<p>WELLBEING FUND UPDATE REPORT</p> <p>To receive a report of the West North West Area Leader which provides the Committee with an update on the budget position for the Wellbeing fund for 2014/15. The report highlights the current position of the Small Grants and skips pots and those small grants and skips that have been approved since the last meeting. The report also provides an update on the Youth Activity Fund.</p>	37 - 48
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>1:30pm Monday October 13th 2014, The Old Stable, Back Church Lane, Adel, Leeds.</p>	

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13			<p>MAP OF THE DAY</p> <p>Yeadon Town Hall</p>	49 - 50
			<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. 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>	

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NORTH WEST (OUTER) AREA COMMITTEE

FRIDAY, 6TH JUNE, 2014

PRESENT: Councillor P Wadsworth in the Chair

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

104 Councillor Fox

The Chair paid tribute to Councillor Fox, who recently passed away, highlighting his contribution to the work of the Committee. Other Members highlighted Councillor Fox's other achievements.

A minutes silence was held prior to the commencement of business.

105 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

106 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

107 Late Items

There were no formal late items submitted to the agenda. However supplementary information in relation to Agenda Item 10 – Wellbeing fund Update Report had been circulated and published prior to the meeting “Appendix Outer North West Area Committee – Wellbeing Monitoring”

108 Declaration of Disclosable Pecuniary and Other Interests

No declarations were made.

109 Apologies for Absence

There were no apologies.

110 Minutes - 24th March 2014

RESOLVED – The minutes of the meeting held 24th March 2014 were approved as a correct record.

Draft minutes to be approved at the meeting
to be held on 14th July 2014

111 Open Forum

In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for Members of the public to make representations or ask questions on matters within the terms of reference of the Area Committee.

On this occasion no members of the public were present.

112 Election of Community Committee Chair for the 2014/2015 Municipal Year

The City Solicitor submitted a report which explained the arrangements for the election of Chairs for Community Committees and that in line with this process recommended that this Area Committee elect a Member to the position of Community Committee Chair for the 2014/15 municipal year.

Appended to the report was a copy of Paragraph 5 of the Area Committee Procedure Rules which dealt with the process by which Chairs for Area Committees were elected (Appendix 1 referred).

It was reported that one nomination had been received for Community Committee Chair on behalf of Councillor P Wadsworth.

RESOLVED- The Committee resolved:

- (a) That the contents of the report and appendix be noted; and
- (b) That Councillor P Wadsworth be elected as Outer North West Committee Chair for the 2014/2015 Municipal Year.

113 Community Committee Topics 2014-15

The Assistant Chief Executive (Citizens and Communities) submitted a report which put forward a number of themed topics for Members to consider. These topics would form the basis of the Outer North West Community Committee engagement activity in 2014/15.

Members discussed the report in detail and considered that they would like to come up with ideas for themes through the sub groups and in line with the terms of reference of the Committee.

Members discussed the role of the Committee in the future and how it could best involve the local community bearing in mind the limited resources available to it.

RESOLVED – The Committee resolved to request that the Sub Groups consider topics for the committee to focus on during the 2014/15 municipal year.

Draft minutes to be approved at the meeting
to be held on 14th July 2014

114 Wellbeing Fund Update Report

The Assistant Chief Executive (Citizens and Communities) submitted a report which provided the Committee with an update on the budget position for the Wellbeing fund for 2014/15. The report highlighted the current position of the Small Grants and skips pots and those small grants and skips that have been approved since the last meeting.

It also provided an update on the Youth Activity Fund and asked the Committee to consider applications for funding from this budget.

The report also provided details of well-being projects the Area Committee has funded annually over the last 3 years and current monitoring information was also provided.

With regards to Appendix 2 of the submitted report which highlighted revenue projects funded annually for the last 3 years, members discussed whether or not these projects should receive further funding. Members were concerned that in light of the reduction in the wellbeing budget, annual projects take up a significant amount of the money that can be allocated.

Members felt that regularly funded projects should be reviewed on an annual basis.

Members agreed that they were happy that the money allocated for the North West Outer Area Committee was divided into 4 pots representing the 4 wards and that Members of the individual wards allocated the money appropriately.

Members gave consideration to preparing guidelines for funding and also the possibility of money being loaned and then repaid by organisations.

The Youth Activity Funding was discussed. Members raised concerns that some projects cannot be funded wholly from Youth Activity Funding due to age restrictions on the funding.

RESOLVED – the Committee resolved to:

- (a) Note the current budget position for the Wellbeing Fund for 2014 as detailed at Table 1 and Appendix 1 of the submitted report.
- (b) Agree that Wellbeing Funding be determined by members in line with current practice and that regularly funded projects be reviewed on an annual basis;
- (c) That the following be agreed in respect of those expressions of interest received for Wellbeing funding detailed at section 3.4 within the submitted report which have been received since the last Area Committee;

(d) The Chair of the Children & Young People's Sub Committee write to the Children's Services Executive Member requesting that the age range for Youth Activity Funding be lowered.

Project	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon	Decision
Nether Yeadon Conservation Area Appraisal		Upto£5,000			APPROVED
Small Grants	£5,000	£5,000	£5,000	£5,000	APPROVED
Community Skips Budget	£1,000	£1,000	£1,000	£1,000	APPROVED
Rebranding of area to Pool Riverside Park	£6,000				APPROVED
Additional Litter Bins In Adel & Wharfedale	£3,690				APPROVED

(d)

(d) That the following be agreed with a 1/3 of the cost of the project funded by Youth Activity Fund and the remainder coming from the Well-being budget:

Project	Well-being Contribution	Youth Activity Fund	Total	Decision	Comment
Aireborough Summer of Play (Guiseley & Rawdon)	£6,508	£3,256	£9,764	APPROVED	
Otley Summer of Play (Otley & Yeadon)	£2,398	£2,000	£4,398	APPROVED	

(e) That the following be agreed in respect of Youth Activity Funding detailed at Appendix 3 of the submitted report which have been received since the last Area Committee and recommended for approval by the Children & Young People's Sub Group.

A Summary of Projects detailed at Appendix 3 of the submitted report

Project	Youth Activity Fund	Decision	Comment

Draft minutes to be approved at the meeting to be held on 14th July 2014

Friday Night Project	£3,849	APPROVED	
Boiler Room	£2,950	APPROVED	
The Big Hoo Ha Drama Project	£3,789	APPROVED	
Lets Get Creative	£865	APPROVED	
Inters Youth Club	£6,218	APPROVED	Need to engage volunteers help to reduce costs.
Let's Get Baking	£865	APPROVED	
The Oddballs School of Theatrical Extravaganzas	£4,095	APPROVED	
Lanterns Project	£1,746	APPROVED	Agreed to 1 years funding but suggested that the project become self - financing.
Aireborough Multi-Sports Project	£1,446	APPROVED	
Sk8 Safe Ambassadors	£1,472	APPROVED	
Groove Project	£1,800	APPROVED	
Learn to skateboard	£1,390	APPROVED	
Poetry Workshop	£900	APPROVED	Subject to agreeing performance measures
4 x Mini Breezes	£14,000 (£3500 per	APPROVED	

	event)		
REVISIT	£1,037	APPROVED	
Herd Farm Activity Centre	£13,434	NOT RECOMMENDED FOR APPROVAL	
Sk8 safe Holt Park	£1,595	NOT RECOMMENDED FOR APPROVAL	
Outdoor Activity Project	£969	NOT RECOMMENDED FOR APPROVAL	

(e) note the current position of the Small Grants that have been approved since the last meeting as detailed within Table 3 of the submitted report; and

(f) note the current budget position for the Capital Wellbeing Fund for 2014/15 as detailed within Table 4 of the submitted report; and

(g) note the monitoring information provided as detailed at Appendix 4 of the submitted report.

115 Area Chairs Forum Cover Report

The Assistant Chief Executive (Citizens and Communities) submitted a report which formally notified Members that the minutes of the Area Chairs Forum meetings will be brought to the Area Committee meetings as a regular agenda item, and to give a brief overview of the Area Chairs Forum meetings.

Members sought assurance from the Chair that the process for accessing Council provided facilities was fair to all and not monopolised by certain groups.

RESOLVED –

- (a) That the contents of the report be noted.

- (b) The West North West Area Lead provide an update on the Community Centre Review.

116 Date and Time of Next Meeting

Members gave consideration to the next meeting of the committee and felt that more Members would be able to attend if the meeting was moved to 1:30pm Monday 14th July 2014.

RESOLVED – The Committee resolved to move the July meeting of the Committee to 1:30pm Monday 14th July 2014.

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Matters Arising from 6th June 2014

Minute No.	Action to be taken	By whom	Outcome
114	Establish what other funding sources CASAC have.	G Burnham	CASAC do not receive any other sources of funding other than well-being. They are a not for profit organisation, any profit is paid into the charity element of the organisation.
114 (d)	Children & Young People Chair to write to Children's Services Exec Member requesting that the policy on age for funding YAF is reviewed to include under 8 years.	Cllr P Latty	Action completed.
114	Youth Activity Fund Projects – minutes to include any conditions on funding.	G Burnham	Action completed.
115	Update on the Community Centre Review to be circulated to Members	S Mahmood	It is proposed to take a Community Centre Review Report to Exec Board on the 16 th July. Papers will be available from the 9 th July.

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Report of: Shaid Mahmood, West North West Area Leader

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

Date: 14th July 2014

Subject: Scene Setting for Outer North West Community Committee

Purpose of report

1. This report sets the scene for your new community committee and asks approval of a set of minimum conditions for any decisions that may need to be delegated, or taken, between formal community committee meetings.

Giving voice to the community

2. Our city and its communities are facing massive and increasing social and financial challenges, including health inequalities, an ageing and more diverse population, and poverty and financial exclusion. In a time of dwindling budgets but increasing challenges, the council must work more intelligently and more flexibly than ever before. Learning from our experience of the former Area Committees the new arrangements for community committees and community engagement represent a new step towards a more inclusive, more responsive and smarter approach to decision-making in local areas. Community committees offer the opportunity to look afresh at our understanding of local needs, aspirations and potential. The challenge and focus for the new community committees will be to genuinely involve the communities they represent in the decisions that affect them.
3. The new community committees will all develop under a common framework of principles that allow enough flexibility to ensure they operate in the best way suited to them and their local communities. Community Committees will:
 - a. have a clear focus on engaging local communities over local topics of interest;
 - b. only take written reports that have a local significance;
 - c. make recommendations to the council's executive board and challenge our partners and others as necessary to secure local improvements;

- d. consider recruiting non-voting co-optees from the locality to help with the committees' work;
 - e. forge strong links with any local Town and Parish Councils; and
 - f. develop a new approach to localised budget setting over the course of this year.
4. The strengthened focus on engagement encourages elected councillors and officers to think creatively about the best ways to involve local residents and to hear their voices. This represents an opportunity to keep the more formal decision-making to a minimum and devote more time and energy to engagement activities that will be branded as 'Citizens@...'. More engagement activities also present further opportunities to raise awareness of the work of the community committees in local areas. An engagement plan will be developed by each community committee which will enable it to focus on a small number of areas of specific concern to the locality.
 5. Improving communications will be important to successfully engage with local residents and will include the development of:
 - a. a new brand for community committees as illustrated by the header to this report;
 - b. new uses of social media including Facebook and Twitter; and
 - c. accessible ways of organising meetings and other engagement activities that promote debate and discussion from all parts of our local communities.
 6. To help these developments a marketing and communications officer is being recruited for a 12-month period. Communications plans will be part of all future community engagement plans.
 7. This is a major opportunity to promote and support civic engagement and enterprise with a local focus, to create opportunities to hear the voices of local people and to set the improvement agenda for the area.

Priorities for Outer North West Community Committee 2014 to 2015

8. At the 6th June meeting of the Outer North West Area Committee, a report was presented outlining possible themes that could help to form the basis of the Outer North West Community Committee engagement activity in 2014/15. Members suggested that the sub groups would be best placed to consider ideas and suggestions for topics, based on local knowledge, needs and priorities. To help with this process, and at the request of the Chair, the Area Leader has discussed with members, the options and opportunities for the Community Committee sub groups for the coming year. A report detailing the proposals appears elsewhere on the agenda.

Delegated decisions

9. Sometimes decisions will need to be made between formal meetings of the community committee and therefore the Area Leaders will have delegated authority from the Assistant Chief Executive (Citizens and Communities). In order to reassure members that all delegated decisions will be taken within an appropriate governance framework it is proposed that they will only be taken after satisfying the following conditions:

- a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;
- b. a delegated decision must have support from a majority of the community committee elected members represented on the committee (or in the case of funds delegated by a community committee to individual wards, a majority of the ward councillors); and
- c. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.

Conclusion

10. This is the start of a new commitment to listen to local people, to seek their involvement and engagement with the local civic life of the community. It will provide leadership and promote collaboration to make improvements the community wants. Considerable work has been taking place in each locality to prepare them for the anticipated changes ahead. Much of this is building on the current strengths and recognising the good practice and local structures already in place. The Outer North West Community Committee now has the opportunity to shape the way forward for the communities of Adel & Wharfedale, Guiseley & Rawdon, Horsforth, and Otley & Yeadon

Recommendations

11. Members are asked to welcome the introduction of Community Committees.
12. Members are asked to approve the minimum conditions set out in paragraph 9 of this report with regard to the need for delegated decisions to be taken between formal community committee meetings.

Background information

- The move to develop community committees followed the Area Review report approved by the council's Executive Board in December 2012 'Review of Area Working Findings and Recommendations'. To view this report [click here](#).
- The Executive Board endorsed the proposed development of community committees at a subsequent meeting in December 2013, 'Citizens@Leeds: Responsive to the Needs of Local Communities'. To view this report [click here](#).
- On 9 June members gave formal approval for community committees at the Council's AGM 'Recommendations of General Purposes Committee' – page 15. To view this [click here](#).
- If you require hard copies, please contact the WNW Area support Team

Report author: Rory Barke, Tel.224 3103

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Report of Shaid Mahmood, West North West Area Leader

Report to Outer North West Community Committee

Date: 14th July 2014

Subject: Community Committee Sub Groups

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Adel & Wharfedale, Guiseley & Rawdon, Horsforth, Otley & Yeadon	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

This report outlines proposed changes to the Outer North West Community Committee Sub Groups and sets out the rationale behind these proposals. Members are asked to give consideration to the suggestions and agree to the proposed sub groups.

The report also seeks nominations for the position of Chair and member representation on each group.

Recommendations

Members are asked to:

1. Consider and comment on the proposed changes to the Outer North West Community Committee Sub Groups as set out in Appendix 1, select a Chair for each group and nominate an Elected Member representative from each ward for each sub group.
2. Agree to a programme of sub groups being developed for the 2014/15 municipal year with the first meetings taking place as soon as possible.
3. Agree to each sub group setting priorities and an action plan and for each group to choose a topic for consideration by the Community Committee as a theme to focus on during the year.

1 Purpose of this report

- 1.1 This report sets out the proposed changes to the Outer North West Community Committee Sub Groups and the rationale behind the proposed changes and asks members to consider and comment on the proposals.
- 1.2 The report also seeks to appoint Chairs for each sub group who will represent the Community Committee and appoint Elected Member representatives for each Ward to each sub group.
- 1.3 Finally, the report asks Members to agree to a programme of meeting dates for sub groups being set up and for each group to suggest a topic for consideration by the Community Committee.

2 Background information

- 2.1 The Outer North West Area Committee developed a range of sub groups to address issues of thematic importance to the area. The committee currently operates six sub groups: Community Safety, Environment, Children and Young People, Transport, Health & Well-being and Policy.
- 2.2 The sub groups have been operating since 2006 with the purpose to: influence key priorities in relation to services; monitor performance and delivery of services; provide a forum for consultation and review and monitor the Area Committee Business Plan.
- 2.3 The sub groups are provided with officer support from the Area Support Team and operate in an advisory capacity. Key messages are passed to the Area Committee for information and action.

3 Main issues

- 3.1 Community Committees offer the opportunity to look afresh at local needs and to develop a smarter approach to decision making in local areas. The Community Committee sub groups can further strengthen this approach by providing support to the area lead member and ensure that local needs are represented and issues raised

with the relevant Executive Board member. The suggested new sub groups for the Community Committee for consideration, are as detailed below:

3.2 Environment & Community Safety

Members are asked to give consideration to merging the Environment and Community Safety Sub Groups and that the Area Lead for Environment also take responsibility for Community Safety. Combining the sub groups provides a direct link from the Executive Member for Cleaner, Stronger and Safer Communities to the Area Lead Member and the sub group.

3.3 Employment, Learning and the Local Economy

This is a new sub group which aims to combine the Area Lead role of Employment, Skills and Welfare with the need for Economy and Learning to be given due consideration in the outer north west area. This sub group would enable direct links with the Area Lead Member for Employment, Skills and Welfare to the Executive Members for Development and the Economy and Leisure and Skills.

3.4 Children's Services and Family Health

It is proposed to bring family health matters alongside Children's Services within the current Children's Sub Group, enabling consideration to be given to a wider range of issues and conditions as experienced by children and their families. The sub group would have a direct link from the Area Lead Member for Children's Services to the Executive Board Members for Children and Health and Well-being.

3.5 Adult Social Care and Well-being

There is a high percentage of older people and vulnerable adults living in the outer north west area. Adult Social Care is a major issue and a considerable amount of change is currently taking place including the integration of Neighbourhood Health and Social Care Teams. This proposal would enable the sub group through the Area Lead Member, to have a direct link to the Executive Member for Adult Social Care and Health and well-being.

3.6 Highways and Transportation

The Transport sub group has been operating as a combined inner and outer north west group with members from the inner and outer north west attending. However as Kirkstall Ward has now moved to the Inner West Community Committee area, this sub group may wish to revert to sole outer north west membership once again. Highways and transport matters can be explored in partnership with officers from Transportation and Highways enabling the sub group to have a direct link to the Chief Officer for Highways and Transportation and the Executive Board Member for Development and the Economy.

3.7 Policy

The Policy Sub Group is chaired by the Community Committee Chair and provides the opportunity for the Chairs of the sub groups to come together to discuss issues and

propose actions on matters raised in the respective sub groups as well as providing a forum for discussion of items not covered within the sub groups.

4.0 Corporate Considerations

4.1 Consultation and Engagement

Elected Members have been consulted on the content of this report.

4.2 Equality and Diversity / Cohesion and Integration

There are no equality and diversity issues in relation to this report.

4.3 Council policies and City Priorities

The Community Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2014. The Area Functions are included in the Council's Constitution (Part 3, section 3c).

4.4 Resources and value for money

There are no resource implications as a result of this report.

4.5 Legal Implications, Access to Information and Call In

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

5 Risk Management

There are no risk management implications to this report.

6 Conclusions

The proposed Outer North West Community Committee Sub Groups will provide the Community Committee with the opportunity to consider information on five key areas of work and work in partnership with officers and community organisations as well as enabling direct links to be established with the Area Lead Members and the relevant Executive Board Members.

7 Recommendations

Members are asked to:

- Consider and comment on the proposed changes to the Outer North West Community Committee Sub Groups as set out in Appendix 1, select a Chair for each group and nominate an Elected Member representative from each ward for each sub group.
- Agree to a programme of sub groups being developed for the 2014/15 municipal year with the first meetings taking place as soon as possible.

- Agree to each sub group setting priorities and an action plan and for each group to choose a topic for consideration by the Community Committee as a theme to focus on during the year.

8 Background documents¹

The Council's Constitution (Part 3, section 3c).

Report author: Gerry Burnham/Jane Pattison

[Tel:3367870/3367867](tel:33678703367867)

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works

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Suggestions for Sub Groups in the Outer North West Community Committee

Sub Group	Environment & Community Safety	Employment, Learning and the Local Economy	Children's Services and Family Health	Adult Social Care and Well-being	Highways and Transportation	Policy
Suggested Chair of sub group and Community Committee theme lead	Cllr Anderson	Cllr Downes	Cllr P Latty	Cllr G Latty	Cllr Cleasby	Cllr Wadsworth
Suggested Membership	Cllr G Latty Cllr Cleasby Cllr Campbell	Cllr Anderson Cllr P Latty Cllr Collins	Cllr Flynn Cllr Collins Cllr Downes	Cllr Flynn Cllr Collins Cllr Lay	Cllr Anderson Cllr Wadsworth Cllr Downes	Cllr Anderson Cllr Downes Cllr P Latty Cllr G Latty Cllr Cleasby
Suggested Drivers	<ul style="list-style-type: none"> • Oversight of the Cleaner, Stronger and Safer communities work in line with local needs and priorities. • Influence the work priorities of council services in line with local needs. • Drive collaborative working across services in partnership. 	<ul style="list-style-type: none"> • Oversight of employment and skills services (Council and Partners/Providers) in line with local needs and priorities. • Learning provision – including skills to meet the needs of the local communities. • Working with local businesses to develop a 	<ul style="list-style-type: none"> • Oversight of Children's Services and Family Health Services within the area in line with local needs • Provide for fair access to services by Children, young people, and families. • Specific support for vulnerable children and young people and their safeguarding 	<ul style="list-style-type: none"> • Oversight of Adult Social Services in line with local priorities and needs. • The integration of Neighbourhood Health and Social Care Teams. • Health and Well Being of socially isolated or vulnerable adults. • Strengthen the role of 	<ul style="list-style-type: none"> • Oversight of Highways and Transportation matters in line with local priorities and needs. • Links through the theme lead role to the Chief Officer for Highways and Transportation and the Executive Member for Transport and Economy. 	<ul style="list-style-type: none"> • Oversight of policy matters in relation to the work of the community committee. • Developmental role in relation to matters outside of the scope of sub groups. • Led by the Community Committee Chair. • Links through the Community

	<ul style="list-style-type: none"> • Monitor the delivery of these services including client-side oversight of the SLA with Environmental Services on behalf of the community committee. • Links through the theme lead role to the Executive Member for Cleaner, Stronger and Safer Communities. 	<p>sustainable local economy</p> <ul style="list-style-type: none"> • Work readiness for local school, college and university leavers • NEETs and maximising the support to SME's for apprenticeship opportunities • Links through the theme lead role to the Executive Member for Digital and Creative Technologies, Culture and Skills. 	<p>including corporate parenting.</p> <ul style="list-style-type: none"> • Monitoring progress towards improved outcomes including educational excellence. • Links through the theme lead role to the Executive Member for Children's Services. 	<p>Neighbourhood Networks and local Community Groups in the provision of services.</p> <ul style="list-style-type: none"> • Links through the Area Lead for Health, Well-being and Adult Social Care to the Executive Members for Adult Social Care and Public Health 	<ul style="list-style-type: none"> • Further discussions required with the Chief Officer for Highways and Transportation to scope out. 	<p>Committee Chair to the Area Chairs Forum and the Executive Member for Neighbourhoods, Planning, and Resources.</p>
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Report of the City Solicitor

Report to Outer North West (Community Committee)

Date: 14th July 2014

Subject: Community Committee Appointments

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Adel & Wharfedale, Guiseley & Rawdon, Horsforth and Otley & Yeadon	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

- 1 This report invites the Committee to make appointments to the following as appropriate:-
 - Those Outside Bodies as detailed at Appendix 1;
 - One representative to the Corporate Carers' Group;
 - Community Committee Area Lead Members, as listed at Section 3; and
 - Those Children's Services Cluster Partnerships, also listed within Section 3.

Recommendations

- 2 The Community Committee is asked to confirm appointments to the following:
 - (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
 - (ii) Committee Members to the Area Lead Member roles listed in section 3;

- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee as listed in section 3;
- (iv) One representative to the Corporate Carers' Group.

1 Purpose of this report

- 1.1 This report outlines the Community Committee's role regarding appointments to: Outside Bodies; Area Lead Members; Children's Services Cluster Partnerships and the Corporate Carers' Group. In addition, the report invites the Committee to determine the appointments to these groups and organisations.

2 Background information

2.1 Outside Bodies

- 2.2 In July 2004 Member Management Committee met to consider the allocation of appointments to each Area Committee. Attached at Appendix 1 are those organisations that Member Management Committee has determined should be made by this Community Committee.

2.3 Area Lead Members

- 2.4 In May 2013, Executive Board recommended that Area Committees appoint Area Lead Members, in accordance with the defined roles as subsequently presented to the Annual Council Meeting as part of the Council's Executive Arrangements.

2.5 Children's Services Cluster Partnerships

- 2.6 In June 2013, Member Management Committee resolved that the nomination of Elected Member representatives to the local Children's Services Cluster Partnerships be delegated to Area Committees for determination.

2.7 Corporate Carers' Group

- 2.8 In recent years Area Committees have been seen as the appropriate principle body by which local Elected Member representatives are appointed to the Corporate Carers' Group. Further information regarding the Group can be found at section 3 of the report.

3 Main issues

3.1 Outside Bodies

- 3.2 The Community Committee is requested to determine the appointments to those Outside Bodies as detailed within Appendix 1. The Council's Appointments to Outside Bodies Procedure Rules are available to Members upon request.

- 3.3 The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Community Committee. Such appointments will then be offered on this basis.
- 3.4 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.
- 3.5 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.
- 3.6 Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Community Committee and agreement sought as to whether the vacancy will be filled.
- 3.7 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 as described above.
- 3.8 Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 3.9 Appointments 2014/2015**
- 3.10 This year there are **9** appointments to be made in relation to the following organisations:-

Aireborough Educational Charity

The Aireborough Educational Charity is a registered charity formed in 1938.

The aims of the charity is to promote the education of persons under the age of 25 years who are resident or who have a parent or parent resident in the area of benefit and who are need of financial assistance.

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

This is a four yearly appointment and the Council's current appointees are **M Dunn, S Waddington and N Gledhill.**

Aireborough Voluntary Services to the Elderly with Disabilities

Aireborough Voluntary Services to the Elderly with Disabilities provides a range of services to promote independent living for older people. One of about 40 Neighbourhood Network Schemes. They are only able to help with social activities for people with physical disabilities or recovering from depression. Volunteers do not have the necessary skills to deal with dementia or alzheimers or other serious mental health issues.

This is an annual appointment, and the current representative is **Councillor Downes.**

Bramhope Youth Development Trust

The objective of Bramhope Youth Development Trust is set out by the Charity Commission as follows:-

'To advance the education of young people in the area of benefit through their leisure time activities in order to develop their physical and mental capabilities and improve their conditions of life'

Under the Trust scheme the 'area of benefit' means the village of Bramhope and the surrounding neighbourhood.

The Trustees will try at all times to respond positively to request for funding, however it must be noted the Trustees have a legal responsibility to work within the definitions as stated in the Trust Deed.

This is an annual appointment, and the Council's current representative is **Vacancy**

Horsforth Live at Home Scheme

The aims of the Horsforth Live at Home Scheme are as follows:-

‘To provide companionship, outings and help with shopping, nourishing hot meals and social activities – all designed to help older people stay independent and supported in their own communities’.

This is an annual appointment, and the Council’s current representative is **Councillor Cleasby**.

Prince Henry’s Grammar School – Foundation Governors

The Prince Henry’s Grammar School Foundation Governors exist to support the school in different ways to those of the main Governing Body. In particular, they have a responsibility with regard to the use of the land on which the school exists. They administer funds which enable them to be associated with the recording of achievement through the award of Scholarships, Leaving Exhibitions and other prizes. They also award annual prizes for sporting achievements and an annual travel bursary.

This is a three yearly appointment and the Council’s current representative is **Councillor Downes** and is not due for appointment until June 2014.

Rawdon and Laneshaw Bridge Trust

The Rawdon and Laneshaw Bridge School Trust is a Registered Charity No 529297 which was founded by deed dated 22 May 1746. The original endowment came from the Green-Emmott family of Emmott Hall, Colne and Rawdon. The Trust exists to provide grants to deserving young persons under the age of 21 and resident in Rawdon who are engaged in full-time education at university, college, grammar or secondary school. Such grants are to be applied for their education, maintenance or advancement.

This is a three yearly appointment and the Council’s current representatives are **Councillor Cleasby, D Longley, S Waddington and J Peebles** and is not due for appointment until June 2016

Outer North West Local Housing Advisory Panel

There are four Area Panels in the West North West area which cover the following areas:-

- Outer West – Calverley and Farsley, Pudsey and Farnley and Wortley
- Inner West – Bramley and Stanningley and Armley
- Outer North West – Guiseley and Rawdon, Otley and Yeadon, Adel and Wharfedale and Horsforth
- Inner North West – Weetwood, Headingley, Kirkstall and Hyde Park and Woodhouse

Each Area Panel will work to Terms of Reference and a Code of Conduct.

Each Area Panel will consist of:

- One Board Director
- Two local Ward members
- Six Tenants

The remit of the Area Panels is wide and encompasses several service areas. Area Panels will have a number of functions, ranging from monitoring services, influencing their design and being consulted on policy changes and making recommendations on change to these to the main Board.

Each Area Panel will be responsible for a budget which will cover:

- Support for tenants groups
- Support for community groups
- Local environmental budgets
- Local Community safety budgets

These are annual appointments, and the Council’s current representatives are **Councillor Latty** and **Vacancy**.

3.11 Area Lead Member Roles

3.12 The Area Lead Member 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.
- To consult with the Community Committee and represent local views as part of the development and review of policy

3.13 As set out in the Constitution, the Community Committee is invited to appoint to the following Area Lead Member roles, in respect of:

- **Environment & Community Safety**
- **Children’s Services**
- **Employment, Skills and Welfare**
- **Health, Wellbeing and Adult Social Care**

3.14 In recognition of the differing size of individual Community Committees and that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting two 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.

Corporate Carers’ Group

3.15 Under the Children’s Act 1989, all local Councillors are corporate parents (usually referred to in Leeds as corporate carers), 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). Executive Board has previously agreed a clearer framework for the corporate carer role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Carer' group. This core group includes representation from each of the 10 Community Committees in the city and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children. The group considers information including fostering services, residential care, looked

after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Community Committee and champion the importance of effectively supporting those children.

- 3.16 Community Committee is asked to appoint one representative to the Corporate Carers' Group for the duration of the 2014/15 municipal year. Given the development of the Area Lead Member for Children's Services, the Committee may deem it appropriate for these roles to be combined.
- 3.17 It should be noted that membership of the Corporate Carers' Group 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 approach the Chair of the Corporate Carers' Group.

Children's Services Cluster Partnership Representatives

- 3.18 The Children's Services Cluster Partnerships evolved originally in response to the extended schools initiative, then as extended services partnerships but have evolved to be an integral part of the locality model which sit under the Children's Trust Board. They provide an inclusive partnership offer to our universal services in schools and children's centres. Increasingly, council services are being re-shaped to strengthen and develop relationships through the cluster model. The purpose of cluster partnerships is to:
- Enable local settings and services to work together effectively to improve outcomes for children, young people and their families, focusing on what will make the biggest difference in that area;
 - Build capacity to improve preventative / early help services to meet local needs;
 - Promote the ambition of a child friendly city across the locality.
- 3.19 In April 2011 the Children's Trust Board 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. 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.

- 3.20 In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children’s Services Cluster partnerships to Areas Committees. This was with the aim of establishing a clear formal link between Area 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.
- 3.21 The Community Committee is invited to nominate Members to each cluster partnership within their area. The table below sets out the suggested numbers, ward links and current representation as a basis for discussion:

CLUSTER	NOS of ELECTED MEMBERS SUGGESTED	SUGGESTED AREA COMMITTEE LINK	SUGGESTED WARD LINK	APPOINTS MADE ON 17/6/13
Horsforth	1	North West (Outer)	Horsforth	D COLLINS
ESNW (Extended services north west: Weetwood, Adel and Wharfedale)	2	North West (Outer)	1 Adel and Wharfedale	B ANDERSON
		North West (Inner)	1 Weetwood	N/a
Aireborough	2	North West (Outer)	1 Guiseley and Rawdon 1 Otley and Yeadon	P LATTY S LAY
Otley/Pool/Bramhope	1	North West (Outer)	1 Otley and Yeadon	S LAY

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This report facilitates the necessary consultation and engagement with Community Committee Members in respect of appointments to the designated positions, groups 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.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Both the Area Lead Member roles and the Corporate Carers' role aim to champion, address and monitor issues arising in their respective fields, whilst also providing clear links to the relevant Executive Member, Council service staff and partner agencies. As such, these roles would also look to address any equality, diversity, cohesion or integration issues arising in their specific areas.
- 4.2.2 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. As such, this would potentially include matters relating to equality, diversity, cohesion or integration.

4.3 Council policies and City Priorities

- 4.3.1 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 City Priorities.

4.4 Resources and value for money

- 4.4.1 There are neither resource or value for money implications arising from this report.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 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.

4.6 Risk Management

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

5 Conclusions

- 5.1 The Community Committee is asked to determine the appointments to those designated Outside Bodies detailed within Appendix 1.

5.2 In addition, the report invites the Community Committee to make appointments to Area Lead Member roles, Cluster Partnerships and Corporate Carers Group for the 2014/15 municipal year.

6 Recommendations

6.1 The Community Committee is asked to confirm appointments to the following:-

- (i) The Elected Member representatives to work with the Outside Bodies identified at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report;
- (ii) Committee Members the Area Lead Member roles listed in section 3;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee as listed in section 3;
- (iv) One representative to the Corporate Carers' Group.

7 Background documents²

7.1 There are no Background Documents associated with this report.

Report author: Gerard Watson

Tel: 0113 39 52194

² The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Area Committee Appointments to Outside Bodies (North West Outer)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Group
Aireborough Educational Charity	Yes	3	Jun-14 Jun-14 Jun-14	1 1 1	Michael Dunn S Waddington N Gledhill	N N N	4 Years 4 Years 4 Years	
Aireborough Voluntary Services To The Elderly With Disabilities	Yes	1	Jun-14	1	Ryk Downes	Y	Annual	Liberal Democrat
Bramhope Youth Development Trust	Yes	1	Jun-14	1	Vacancy	Y	Annual	Conservative
Horsforth Live At Home Scheme	Yes	1	Jun-14	1	Brian Cleasby	Y	Annual	Liberal Democrat
Prince Henry's Grammar School - Foundation Governors	Yes	1	Jun-14	1	Ryk Downes	Y	3 Years	Liberal Democrat
Rawdon And Laneshaw Bridge Trust	Yes	4	Jun-16 Jun-16 Jun-16 Jun-16		Brian Cleasby Mr S Waddington Mr J Peebles Mr D Longley	Y N N N	3 years 3 Years 3 Years 3 Years	Liberal Democrat
Outer North West Local Housing Advisory Panel		2	Jun-13 Jun-13	1 1	Graham Latty Vacancy	Y Y	Annual Annual	Conservative Conservative

13 9

Number of places 13
 Places held pending review 9
 Places currently filled beyond June 12 4
 Number of places to fill 9

Number of Members in the Committee Area 12

Percentage of Members on the Committee Notional Places Allocated

Labour 0 0 0.00
 Liberal Democrat 5 42 0.00
 Conservative 7 58 0.00
Other to list
 Total 12 0

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Report of Shaid Mahmood, West North West Area Leader

Report to Outer North West Community Committee

Date: 14th July 2014

Subject: Wellbeing Fund Update Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Adel & Wharfedale, Guiseley & Rawdon, Horsforth, Otley & Yeadon	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

This report provides the Outer North West Community Committee with an update on the budget position for the Wellbeing fund for 2014/15. It also highlights the current position of the Small Grants and Skips pots and those small grants and skips that have been approved since the last meeting.

Recommendations

The Outer North West Community Committee is asked to:

- Note the current budget position for the revenue Wellbeing fund for 2014/15 (Table 1 and appendix 1).
- Consider the Large Grant applications detailed at section 3.4 which have been received since the last Area Committee
- Note the Wellbeing small grants that have been approved since the last meeting (Table 3).
- Note the current budget position for the Capital Wellbeing Fund for 2014/15 (Table 4).

1 Purpose of this report

- 1.1 This report provides members with an update on the budget position for the Wellbeing fund for 2014/15. The report highlights the current position of the Small Grants and skips pots and those small grants and skips that have been approved since the last meeting.
- 1.2 It also provides an update on the Youth Activity Fund.

2 Background information

- 2.1 Community Committees have a delegated responsibility for the allocation of area Wellbeing funding. The amount of Wellbeing funding provided to each committee is calculated using a formula agreed by Council taking into consideration both population and deprivation of an area.
- 2.2 The Outer North West Community Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way. Once the annual Wellbeing Budgets are set by Executive Board and ratified by Full Council, the Community Committee meets to agree which projects will be supported in the year ahead. These projects are then monitored and assessed by the Community Committee throughout the year to ensure they are fully meeting their objectives.
- 2.3 Currently the Outer North West Community Committee operate a pre-sift process for Wellbeing fund applications. This involves discussions with appropriate ward members for that particular project, in the context of the current areas priorities. Where projects do not have support from all three ward members, they are not progressed. All applicants are offered further discussions and feedback if helpful. In order to provide further assurance and transparency to all applicants, where schemes do not garner support these will be reported to a subsequent area committee meeting for noting.
- 2.4 In 2014/15, the Outer North West Community Committee received a sum of **£140,672** of well-being revenue. The Area Committee have previously agreed that this allocation is split equally by the 4 wards (£35,168 per ward).
- 2.5 After deducting any existing commitments and taking account of the 2013/14 carry forward position, the Area Committee has **£119,703** of funding available for allocation. This figure does not include the Youth Activity Fund still available to spend.
- 2.6 At the June Area Committee meeting Members were advised that the 2014/15 allocation of Youth Activity funding for the Outer North West Area is **£56,470**.

3 Main issues

- 3.1 Wellbeing Budget Statement 2014/15 and Quarterly Monitoring
- 3.2 The latest Wellbeing Budget statement for 2014/15 is included as Appendix 1 to this report. This sets out the current budget position for Wellbeing projects showing the amount approved by the Area Committee and the value of funds

spent to date. The Wellbeing Budget statement also outlines the current budget position of those projects funded in previous years which still have funding left to spend.

- 3.3 Table 1 below includes details per ward of the total revenue available for allocation in 2014/15 including any carry-forward from previous years; the total amount committed this financial year and the allocation currently available.

Table 1 – Revenue

Ward	Total available for allocation in 2014/15	Total amounts committed in 2014/15 financial year	Allocation currently available
Adel & Wharfedale	£61,289	£15,690	£45,599
Guiseley & Rawdon	£33,045	£17,508	£15,537
Horsforth	£38,803	£6,000	£32,803
Otley & Yeadon	£34,162	£8,398	£25,764

3.4 Wellbeing Budget 2014/15 – Large Projects

The following projects have been received since the last Area Committee

3.4.1 Horsforth Police Community Support Officers (PCSO's) 2014/15

Delivery Organisation: Horsforth Town Council
Amount requested: £8,100 (Horsforth)

Funding is requested to part fund the payment of two Police Community Support Officers for Horsforth

3.4.2 Kelcliffe Lane Guiseley Aireborough Public Bridleway No 122

Delivery Organisation: Friends of Parkinsons Park
Amount requested: £1,920 (Guiseley & Rawdon)

Funding will be used to improve the surface and drainage to public bridleway No. 122 to enable all sections of the community to access this popular route on foot and enable local residents to safely have vehicular access to their properties.

3.4.3 Guiseley & Rawdon Festive Lights

Delivery Organisation: Leeds Lights
Amount requested: £4,110 (Guiseley & Rawdon)

Funding is for the installation, removal and maintenance of festive lights and Christmas trees in Guiseley & Rawdon.

3.4.4 Yeadon Festive Lights

Delivery Organisation: Leeds Lights
Amount requested: £4,045

Funding is for the installation, removal and maintenance of festive lights from November 2014 until January 2015.

3.4.5 Yarnbury Pitch Improvement

Delivery Organisation: Yarnbury (Horsforth) Rugby Football Club
Amount requested: £4,200 (Horsforth)

Funding will be used to deliver a pitch improvement programme which will address the extensive overuse of one side of the pitch due to poor drainage and the existing location of the pitch floodlights.

3.4.6 AWMA All-weather sports pitch refurbishment

Delivery Organisation: Adel War Memorial Association
Amount requested: £10,000

Funding is requested to contribute towards replacement of the existing floodlit artificial sports pitch due to the existing pitch becoming unsafe through age and deterioration.

3.5 Youth Activity Funding

3.5.1 The budget for the Outer North West Youth Activity Fund for 2014/15 is £57,350 which includes the new allocation of £56,470 and an underspend from 2013/14.

3.5.2 At the June Area Committee meeting Members agreed **£51,678** of Youth Activity Funding which had been recommended for approval by the Children & Young People's Sub Group. After deducting any existing commitments the Community Committee has **£5,672** of Youth Activity Funding still available for allocation.

3.6 Wellbeing Budget – Small Grants & Skips

3.6.1 At the June Area Committee meeting Members approved £20,000 of well-being (£5,000 per ward) for small grants. Table 2 below provides details of the small grants which have been approved this financial year. There is **£12,697** still available for allocation for small grants.

Table 2: Small Grant Approvals (13/03/2014 - 30/06/2014)

Project Name	Ward	Amount Requested	Amount Approved
Otley Carnival 2014	Otley & Yeadon	£500	£500
Bands in the Park	Otley & Yeadon	£600	£600
Shelters at Tarnfield	Otley & Yeadon	£571	£571
PA System Yeadon Town Hall	Otley & Yeadon	£500	£500

Children's Gala and Lantern Parade	Guiseley & Rawdon	£1000	£1000
Refurbishment of Pool Heritage sign	Adel & Wharfedale	£500	£500
Guiseley Clock Tower	Guiseley & Rawdon	£500	£500
PA System for Yeadon Town Hall	Otley & Yeadon	£500	£500
Wildflower Area - Wayland Drive	Adel & Wharfedale	£572	£572
Adel tree Replanting	Adel & Wharfedale	£560	£560
Guiseley War Memorial	Guiseley & Rawdon	£1000	£1000
Learning Through Play	Guiseley & Rawdon	£500	£500

- 3.6.2 Members approved £4,000 (£1,000 per ward) for a community skips budget at the June Area Committee meeting. Table 3 below details the skips approved since the last meeting. There is **£2,839** still available for skip hire in 2014/15 budget.

Table 3: Skip Approvals (13/03/2014 – 30/06/2014)

Location	Ward	Number of skips	Amount approved
Otley Carnival Site	Otley & Yeadon	3	£450
Ings Lane Allotments	Otley & Yeadon	1	£150
Kirk Lane Allotments	Guiseley & Rawdon	1	£151
Arthington Village Clean Up	Adel & Wharfedale	1	£150
Keep Britain Tidy Campaign	Adel & Wharfedale	2	£260

3.7 Wellbeing Budget – Capital Receipts Programme

- 3.7.1 As the Capital Programme is a 4 year rolling programme, existing funding will be rolled forward to 2014/15 under the current arrangements. Table 4 below provides details of the amount of capital available to spend in 2014/15 per ward.

Table 4 Capital

Ward	Allocation currently available
Adel & Wharfedale	£2,521
Guiseley & Rawdon	£2,521
Horsforth	£2,521
Otley & Yeadon	£5,021

3.7.2 In 2012, the Area Committee approved an interest free capital loan of £5,000 to Yeadon Cricket Club, repayable over 4 years. To date £2,500 has been repaid and this amount is reflected in the table 4. The third instalment is due in February 2015.

4 Corporate Considerations

4.1 Consultation and Engagement

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

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Community Committee Wellbeing process is currently being reviewed citywide, which will include undertaking a new Equality Impact Assessment to ensure the Wellbeing process continues to comply with all relevant policies and legislation.

4.3 Council policies and City Priorities

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

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

4.4 Resources and value for money

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

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

- 6 The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to services. This report provides members with an update on the Wellbeing programme for 2014-15.

7 Recommendations

- 7.1 The Outer North West Community Committee is asked to:

- Note the current budget position for the Wellbeing Fund for 2014/15 (Table 1 and Appendix 1).
- Consider the large grant applications detailed at section 3.4 which have been received since the last Area Committee.
- Note the small grants and skips that have been approved since the last meeting (Table 2 and 3).
- Note the current budget position for the Capital Wellbeing Fund for 2014/15 (Table 4).

8 Background documents¹

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¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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OUTER NORTH WEST AREA COMMITTEE

2014-15 Wellbeing Statement

Appendix 1
02 July 2014

1.0 Revenue

1.1 Revenue Budget Calculation

The table below describes the revenue budget calculation for the 2014-15 financial year. It shows the amount allocated to each ward of the Outer North West Area Committee, details of the carry forward from 2013-14 and any existing commitments.

2014/15 ONW Revenue Budget	ONW Area Committee	A&W	G&R	H	O&Y
Balance Brought Forward from 13/14	£219,639	£22,258	-£2,656	£3,102	-£2,369
ONW Revenue Allocation for 2014/15	£140,672	£35,168	£35,168	£35,168	£35,168
Refund from project underspend		£3,863	£533	£533	£1,363
Total	£360,311	£61,289	£33,045	£38,803	£34,162
Schemes Approved from 2013-14 budget to be paid in 2014-15	£193,401	£31,223	£36,404	£62,903	£43,863
Projects approved in 14/1/5	£47,596	£15,690	£17,508	£6,000	£8,398
Total Commitments	£240,997	£46,913	£53,912	£68,903	£52,261
Remaining to Allocate (Wellbeing)	£119,313	£45,599	£15,537	£32,803	£25,764
Remaining to Allocate (Youth Activities)	£5,672	-	-	-	-

1.2 Revenue Project Statement

The table below provides a current revenue project statement; most grants are paid retrospectively, so grants shown as unpaid at this point in the year do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Total Project	Adel & Wharfedale			Guiseley & Rawdon			Horsforth			Otley & Yeadon		
			Earmarked	Paid	Remaining	Earmarked	Paid	Remaining	Earmarked	Paid	Remaining	Earmarked	Paid	Remaining
Small Grants	WNW Area Support	£20,000	£5,000		£5,000	£5,000		£5,000	£5,000		£5,000	£5,000		£5,000
Skips	WNW Area Support	£4,000	£1,000		£1,000	£1,000		£1,000	£1,000		£1,000	£1,000		£1,000
Nether Yeadon Conservation Area Appraisal	Sustainable Development Unit LCC	£5,000				£5,000	£0	£5,000				£0	£0	£0
Rebranding of area to Pool Riverside	Pool in Wharfedale Recreation Ground	£6,000	£6,000	£0	£6,000						£0	£0	£0	
Additional Litter Bins in Adel & Wharfedale	WNW Locality Team	£3,690	£3,690						£0	£0	£0			
Otley Summer of Play	Otley Clusters	£2,398	£0	£0	£0	£0	£0	£0	£0	£0	£0	£2,398	£0	£2,398
Summer of Play	Aireborough Extended Services	£6,508				£6,508	£0	£6,508						
Total		£47,596	£15,690	£0	£12,000	£17,508	£0	£17,508	£6,000	£0	£6,000	£8,398	£0	£8,398

1.3 Revenue Projects Live from Previous Years

The table below provides a revenue project statement of grants funded in previous years that are still live.

Project Name	Lead Organisation	Total Project	Adel & Wharfedale			Guiseley & Rawdon			Horsforth			Otley & Yeadon		
			Earmarked	Paid	Remaining	Earmarked	Paid	Remaining	Earmarked	Paid	Remaining	Earmarked	Paid	Remaining
Aireborough Summer Activities (2012/14)	Aireborough Summer Activities Association	£5,265	£1,316	£1,316	£0	£1,316	£1,316	£0	£1,316	£1,316	£0	£1,316	£1,316	£0
Off-Road Bikes (2013/14)	West Yorkshire Police	£2,683	£671	£671	£0	£671	£671	£0	£671	£671	£0	£670	£670	£0
Guiseley Cold Calling Zone	Guiseley Neighbourhood Watch Association	£3,000	£0	£0	£0	£3,000	£604	£2,396						
Youth Activity Fund (2013/14)	Youth Activity Fund	£19,010												
CASAC 2013	CASAC	£16,325	£4,081	£788	£3,294	£4,081	£788	£3,294	£4,081	£788	£3,294	£4,081	£788	£3,294
Site-based gardeners	Parks & Countryside	£24,007	£0	£0	£0	£13,626		£13,626				£10,381		£10,381
Quad Bikes	Parks & Countryside	£9,000	£2,250	£2,250	£0	£2,250	£2,250	£0	£2,250	£2,250	£0	£2,250	£2,250	£0
Acoustic Treatment St Margarets	St Margarets Parish	£3,000	£0	£0	£0	£0	£0	£0	£3,000	£3,000	£0	£0	£0	£0
Bramhope Tree Planting	Bramhope & Canton Parish Council	£4,500	£4,500	£0	£4,500	£0	£0	£0	£0	£0	£0	£0	£0	£0
Broadgate Parking Bays	Housing Leeds, Horsforth	£12,000	£0	£0	£0	£0	£0	£0	£12,000	£12,000	£0	£0	£0	£0
Arthington Church Clock	0	£2,000	£2,000	£0	£2,000	£0	£0	£0	£0	£0	£0	£0	£0	£0
Off Road Bikes (2014/15)	West Yorkshire Police	£1,136	£284	£0	£284	£284	£0	£284	£284	£0	£284	£284	£0	£284
No Cold Calling Zones (A&W)	Adel Association	£2,000	£2,000	£1,377	£623	£0	£0	£0	£0	£0	£0	£0	£0	£0
Cookridge Village Hall Roof Resurface	Cookridge Village Association	£9,000	£9,000		£9,000	£0	£0	£0	£0	£0	£0	£0	£0	£0

ONW/13/22/R	Scotland Lane Road Safety Scheme	Highways & Transportation	£30,000	£0	£0	£0	£0	£0	£0	£30,000	£0	£30,000	£0	£0	£0
ONW/13/23/R	Coppice Woods 20 mph Zone	Hihways & Transport	£2,100	£0	£0	£0	£2,100	£0	£2,100	£0	£0	£0	£0	£0	£0
ONW/13/24/R	Broadgate Nursery	Broadgate Primary School	£2,050				£0	£0	£0						
ONW/13/25/R	Healthy Lifestyles for Older People	OPAL	£1,920	£1,920	£0	£1,920	£0	£0	£0	£0	£0	£0	£0	£0	£0
ONW/13/26/R	Aireborough Activities Scheme (2014/15)	ASAS	£19,900	£2,700	£0	£2,700	£6,575	£0	£6,575	£4,050	£0	£4,050	£6,575	£0	£6,575
ONW/13/27/R	Otley CCTV	Leeds Watch LCC	£11,863	£0	£0	£0	£0	£0	£0	£0	£0	£0	£11,863	£0	£11,863
ONW/13/28/R	Yeadon CCTV	Leeds Watch LCC	£6,442	£0	£0	£0	£0	£0	£0	£0	£0	£0	£6,442	£0	£6,442
ONW/13/29/R	Rawdon Cricket Club	0	£1,000	£0	£0	£0	£1,000	£0	£1,000	£0	£0	£0	£0	£0	£0
ONW/13/30/R	Horsforth Farmers Market	0	£3,200	£0	£0	£0	£0	£0	£0	£3,000	£2,700	£500	£0	£0	£0
ONW/13/23/S	A&W Grit Refills	AST	£500	£500	£0	£500	£0	£0	£0	£0	£0	£0	£0	£0	£0
ONW/13/19/S	Guiseley & Rawdon grit bins	AST on behalf of AC	£1,000	£0	£0	£0	£1,000	£0	£1,000	£0	£0	£0	£0	£0	£0
ONW/13/29/S	Learning through play	Yeadon Westfield Infant School	£500	£0	£0	£0	£500	£0	£0	£0	£0	£0	£500	£500	£0
Total			£193,401	£31,223	£6,402	£24,821	£36,403	£5,629	£30,275	£60,652	£22,725	£38,128	£44,362	£5,524	£38,839

1.4 Youth Activity Fund

The table below lists those Youth Activity projects supported in 2014-15 and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

Project Name	Lead Organisation	Wards Benefiting	Amount Earmarked	Amount Paid
ONWYAF/14/01	Aireborough Ext Services	G&R	£ 3,256.00	£ -
ONWYAF/14/02	Aireborough Ext Services	G&R	£ 4,095.00	£ -
ONWYAF/14/03	Leisure Services	G&R	£ 1,446.00	£ -
ONWYAF/14/04	Sk8 Safe UK	G&R	£ 1,390.00	£ -
ONWYAF/14/05	Tranmere PS	G&R	£ 1,800.00	£ -
ONWYAF/14/06	Horsforth Cluster	H	£ 2,950.00	£ -
ONWYAF/14/07	Horsforth Cluster	H	£ 6,218.00	£ -
ONWYAF/14/08	Horsforth Cluster	H	£ 865.00	£ -
ONWYAF/14/09	Horsforth Cluster	H	£ 865.00	£ -
ONWYAF/14/10	Horsforth Cluster	H	£ 1,037.00	£ -
ONWYAF/14/11	The Big Hoo Ha	O & Y	£ 3,789.00	£ -
ONWYAF/14/12	Otley Courthouse	O & Y	£ 1,746.00	£ -
ONWYAF/14/13	Aireborough Ext Services	O & Y	£ 2,000.00	£ -
ONWYAF/14/14	Sk8 Safe UK	O & Y	£ 1,472.00	£ -
ONWYAF/14/15	Headingley Litfest	A & W	£ 900.00	£ -
ONWYAF/14/16	Leeds YMCA	A & W	£ 3,849.00	£ -
ONWYAF/14/17	Breeze	A & W	£ 14,000.00	£ -

Total £ 51,678.00 £ -
Budget for Year £ 57,350.00
Available to Allocate £ 5,672.00

2 Capital

The establishment of a Capital Receipts Incentive Scheme (CRIS) was approved by Executive Board in October 2011. At its meeting on 17th July 2013, Executive Board approved that the existing 5% allocation from 2012/13 (£112.6k) and future CRIS receipts available for allocation across wards, be allocated to the Area Committees based on the existing Area Wellbeing needs based formula. This has resulted in 8.96% allocation to the Outer North West, meaning that £10,086 is available for allocation by the Committee to capital projects.

Project Name	Organisation	Ward	Earmarked	Amount Paid
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Total £ - £ -
 Budget for Year £ 10,086.00
 Available to Allocate £ 10,086.00

2.1 Yeadon Cricket Club

In September 2011, the Area Committee approved a £5,000 revenue payment and a £5,000 loan to Yeadon Cricket Club from the Otley & Yeadon ward. Yeadon Cricket Club are repaying the grant in equal parts for 4 years with 0% interest. The first installment was paid in 12/13 and the next instalment is due in February 2014.

		O&Y	Remaining
Yeadon Cricket Club	Amount loaned	£5,000	
February 2013	1st Repayment paid	£1,250	£3,750
February 2014	2nd Installment due	£1,250	£2,500
February 2015	3rd Installment due		
February 2016	4th Installment due		

3 Small Grants

At its May 2013 meeting, the Area Committee agreed to carry forward the remaining budget from the 12/13 small grants pot to the 13/14 small grants pot and these figures are reflected below. At the June 2013 meeting, a further £20,000 was approved for allocation. Following the February Area Committee approval was given to add £1,000 from the large grants budget to the Guiseley & Rawdon small grant budget.

Project Name	Lead Organisation	A&W	G&R	H	O&Y	Paid
ONW/14/01/S Otley Carnival 2014	Otley Carnival Committee	£0	£0	£0	£500	£500
ONW/14/02/S Bands in the Park	Leeds International Season	£0	£0	£0	£600	£600
ONW14/03/S Shelters at Tarnfield Bowling Club	Tarnfield Bowling Club	£0	£0	£0	£571	£571
ONW14/04/S Refurbishment of Heritage signpost	Pool in Wharfedale Parish Council	£1,000	£0	£0	£0	£0
ONW14/05/S Guiseley Clock	AST	£0	£186	£0	£0	£15
ONW14/06/S Childrens Gala & Christmas Lantern Parade	Friends of Parkinson's Park	£0	£1,000	£0	£0	£0
ONW14/07/S PA System	Yeadon Town Hall Users Group	£0	£0	£0	£500	£0
ONW14/08/S Wild Flower Area	Parks & Countryside	£572	£0	£0	£0	£0
ONW14/09/S Adel Tree Replanting	Parks & Countryside	£560	£0	£0	£0	£0
ONW14/10/S Guiseley War Memorial - Rose Planting	Parks & Countryside	£0	£1,000	£0	£0	£0
	Total	£2,132	£2,186	£0	£2,171	
	Carry forward from 13/14	£0	£1,836	£0	£0	
	14/15 budget	£5,000	£5,000	£5,000	£5,000	
	Available to Allocate	£2,868	£4,651	£5,000	£2,829	

4 Skips

At its May 2013 meeting, the Area Committee agreed to carry forward the remaining budget from the 12/13 skips pot to the 13/14 skips pot and these figures are reflected below. At the June 2013 meeting, a further £4,000 was approved for allocation.

Skips	Delivery Date	A&W	G&R	H	O&Y	Paid
Skip/1 Otley Carnival site	20 June 2014	£0	£0	£0	£450	£0
Skip/2 Otley Older People/Ings Lane allotment	10-17 April 2014	£0	£0	£0	£150	£150
Skip/3 Kirk Lane Allotments LS19 7HD (G&R)	25-28 April 2014	£0	£151	£0	£0	£0
Skip/4 Arthington Village Cleanup Apr 14	04-04 April 2014	£150	£0	£0	£0	£150
Skip/5 Holtdale Place LS16 7RH	04-06 June 2014	£260	£0	£0	£0	£0
	Total	£410	£151	£0	£600	£300
	Carry forward from 13/14	£0	£0	£0	£0	
	14/15 budget	£1,000	£1,000	£1,000	£1,000	
	Available to Allocate	£590	£849	£1,000	£400	

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The map shows a street network in Yeadon, West Yorkshire. A red pin labeled 'A' is placed on High Street, marking the location of Yeadon Town Hall. Other streets visible include Kirk Ln, High St, Harper Ln, and several smaller residential streets. Landmarks such as LA fitness Yeadon, Willow Cottage, and Yeadon Community Health Centre are also shown. A scale bar in the bottom left indicates 200 feet and 50 meters.

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