



# Outer West Community Committee

Calverley & Farsley, Farnley & Wortley, Pudsey

**Meeting to be held in Civic Hall, Leeds, LS1 1UR**  
Wednesday, 20th May, 2015 at 1.30 pm

**Councillors:**

A Carter  
Mrs A Carter  
R Wood

Calverley and Farsley;  
Calverley and Farsley;  
Calverley and Farsley;

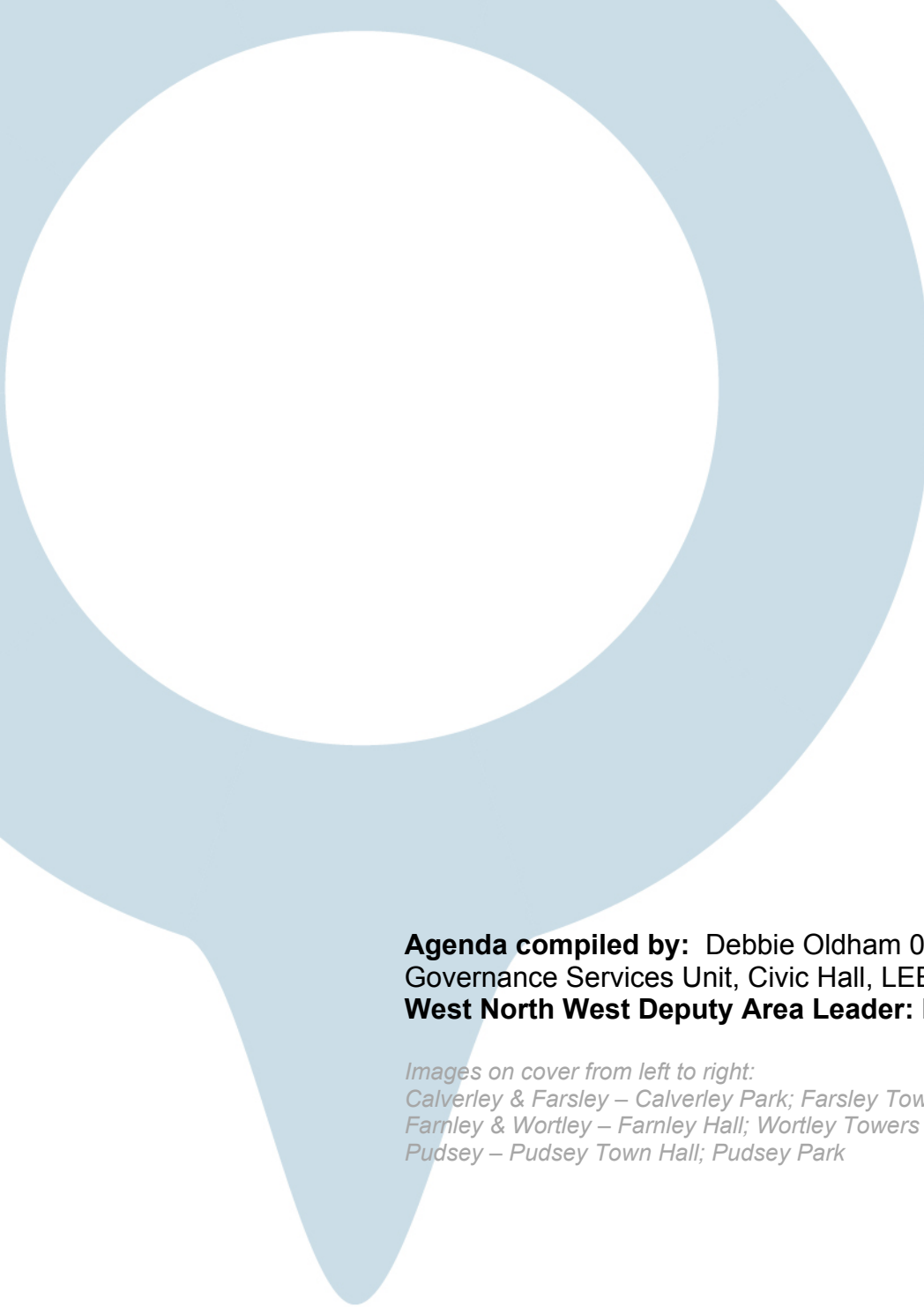
A Blackburn  
D Blackburn  
T Wilford

Farnley and Wortley;  
Farnley and Wortley;  
Farnley and Wortley;

M Coulson  
J Jarosz  
R Lewis

Pudsey;  
Pudsey;  
Pudsey;





**Agenda compiled by:** Debbie Oldham 0113 395 1712  
Governance Services Unit, Civic Hall, LEEDS LS1 1UR  
**West North West Deputy Area Leader:** Baksho Uppal Tel: 395 1652

*Images on cover from left to right:  
Calverley & Farsley – Calverley Park; Farsley Town Street  
Farnley & Wortley – Farnley Hall; Wortley Towers  
Pudsey – Pudsey Town Hall; Pudsey 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).</p> <p>(*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> |         |

| Item No | Ward/Equal Opportunities                                 | Item Not Open |  | Page No |
|---------|--|---------------|--|---------|
| 3       |  |               | <p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>   |         |
| 4       |  |               | <p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTEREST</b></p> <p>To disclose or draw attention to any Disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code Conduct.</p>   |         |
| 5       |  |               | <p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>   |         |
| 6       |  |               | <p><b>MINUTES</b></p> <p>To confirm as a correct record the minutes of the previous meeting held on 25th March 2015.</p>   | 1 - 8   |
| 7       | Calverley and Farsley;<br>Farnley and Wortley;<br>Pudsey |               | <p><b>ELECTION OF THE COMMUNITY COMMITTEE CHAIR FOR THE 2015/2016 MUNICIPAL YEAR</b></p> <p>The report of the City Solicitor sets out the arrangements for the election of Chairs for Community Committees and that in line with this process, to recommend that this Community Committee elects an eligible Member to the position of Community Committee Chair for the 2015/2016 municipal year.</p> <p><b>DATES, TIMES AND VENUES OF SCHEDULED MEETINGS</b></p> <p>To discuss and agree start times and venues of meetings to be held on 7<sup>th</sup> October 2015 and 2<sup>nd</sup> March 2016.</p> | 9 - 14  |

| Item No | Ward/Equal Opportunities | Item Not Open |   | Page No |
|---------|--------------------------|---------------|---|---------|
|         |                          |               | <p data-bbox="676 181 991 219">Third Party Recording</p> <p data-bbox="676 255 1382 472">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 data-bbox="676 510 1321 584">Use of Recordings by Third Parties – code of practice</p> <p data-bbox="676 622 1401 840">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 data-bbox="676 846 1385 1133">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> |         |
|         |                          |               |   |         |

This page is intentionally left blank

## OUTER WEST COMMUNITY COMMITTEE

WEDNESDAY, 25TH MARCH, 2015

**PRESENT:** Councillor J Jarosz in the Chair

Councillors A Blackburn, D Blackburn,  
M Coulson, R Lewis and R Wood

### **38 Appeals Against Refusal of Inspection of Documents**

There were no appeals against refusal of inspection of documents

### **39 Exempt Information - Possible Exclusion Of The Press And Public**

There were no exempt items

### **40 Late Items**

There were no formal late items. However, there was supplementary information in relation to Agenda Item 10 Wellbeing Fund and Youth Activities Fund Allocation Report. The information had been published and circulated to Members prior to the meeting.

### **41 Declaration Of Disclosable Pecuniary Interest**

Ne declarations of disclosable pecuniary interest were made

### **42 Apologies For Absence**

Apologies were received from Cllr. A Carter and Rev. Paul Ayres

### **43 Open Forum / Community Forum**

In accordance with paragraphs 4.16 -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 the members of the public to make representation.

On this occasion the members of public in attendance at the meeting did not wish to speak at the open forum.

### **44 Minutes of the previous meeting**

**RESOLVED** – That the minutes of the meeting held on 28<sup>th</sup> January 2015 be approved as a correct record.

#### 45 Minutes of Environment Sub Group

**RESOLVED** – That Members noted the minutes of the Environment Sub Group meeting held on 19<sup>th</sup> November 2014

#### 46 Minutes of Pudsey and Swinnow Forum

**RESOLVED** – That Members noted the minutes of the Pudsey and Swinnow Forum meeting held on 11<sup>th</sup> February 2015

#### 47 Wellbeing Update Report

The report of the West North West Area Leader advised the Outer West Community Committee of the Wellbeing Budget and the Youth Activities Fund budget available for allocation in 2015/16. The report also advised Members of those projects for consideration and approval from the Wellbeing Budget and the Youth Activities Fund allocation for 2015/16

Members attention was drawn to paragraph 6 which advised Members of the Outer West Community Committee allocation of £126,290. Taking into account project underspends from 2014/15, the total fund available for new projects in 2015/16 is £149,949.42.

Paragraph 7 of the submitted report highlighted the 26 applications received for the Wellbeing commissioning round for 2015/16, totalling £168,733.66 of revenue funding. Members had reviewed the applications in detail at their Wellbeing Commissioning meeting held on 16<sup>th</sup> March 2015 and agreed the projects to be brought to the 25<sup>th</sup> March Community Committee for consideration.

Members were informed that the Outer West Community Committee had received £46,440 Youth Activity Fund. Combined with £190.75 unallocated from 2014/15 budget, there was currently £46,630.75 available for allocation in 2015/16.

At their Wellbeing Commissioning meeting on 16<sup>th</sup> March 2015 Members had approved funding for Youth Activities Fund on the following projects:

| <b>Projects</b>             | <b>Applicant</b> | <b>Amount Requested ( £ )</b> | <b>Amount Approved ( £ )</b> |
|-----------------------------|------------------|-------------------------------|------------------------------|
| Breeze Friday Night Project | LCC Breeze Team  | £9,845.00                     | £9,845.00                    |
| Multi Sports Camp           | Pudsey Cluster   | £1,180.00                     | £600.00                      |

A representative from the Armley Juniors Project 4 Young People attended the meeting to provide details of how funding would be spent if approved. Members were informed of the work undertaken at Cow Close Community Corner in partnership with 'Money Buddies' which included support and

Draft minutes - To be approved at the next scheduled meeting of the Outer West Community Committee



assistance to housing tenants, money and debt advice, and support and assistance with CV's.

Members were informed that the funding would provide a member of staff to work 4 days a week 9am -1pm. They were informed that some money had been gifted to the project which would assist with running costs.

Members thanked the representative for attending and expressed their gratitude in the work that was being undertaken in an area that needed those services offered.

Leeds Youth Service had sent a representative to provide details of the project Summer Holiday, Targeted Provision. Members were informed how the project had worked last summer with vulnerable young people from the Pudsey area over a 4 week period last summer. The project is aimed at young people of 11years to 17 years old. Members were informed that this summer the project wanted to increase numbers to include vulnerable young people from the Farnley area. The representative explained that staffing was secure for the project and the requested funding was to assist with activities and awards.

Members discussed the merits of the Summer Holiday, Targeted Provision project.

Members were provided with a brief update on the following projects:

- Leeds Juniors FC
- Football and your future

Discussion took place in relation to monitoring and feedback mechanisms required by the Community Committee on projects funded through the Wellbeing Fund.

**RESOLVED** – That the Community Committee;

- a) Noted the available Wellbeing Budget and Youth Activities Fund allocation in 2015/16.
- b) Considered and approved, deferred or rejected the following projects:

#### **Wellbeing Revenue**

| <b>Project</b>                | <b>Applicant</b>                   | <b>Amount Requested (£)</b> | <b>Amount Approved (£)</b> |
|-------------------------------|------------------------------------|-----------------------------|----------------------------|
| Summer Bands                  | Leeds International Concert Season | 3,000.00                    | 3,000.00                   |
| Community Development Project | BARCA Leeds                        | 7,936.00                    | 7,936.00                   |
| Small Grants and Skips        | WNW Area Support Team              | 8,000.00                    | 8,000.00                   |
| Communication and Engagement  | WNW Area Support Team              | 2,000.00                    | 2,000.00                   |

Draft minutes - To be approved at the next scheduled meeting of the Outer West Community Committee

|                                      |                                       |           |                                  |
|--------------------------------------|---------------------------------------|-----------|----------------------------------|
| Budget                               |                                       |           |                                  |
| Neighbourhood Improvement Programme  | WNW Area Support Team                 | 3,000.00  | 3,000.00                         |
| Pudsey Christmas Lights              | Leeds Lights / Leeds Events           | 8,000.00  | 8,000.00                         |
| Farsley Christmas Lights             | Leeds Lights / Leeds Events           | 5,000.00  | 5,000.00                         |
| Calverley Christmas Lights           | Project 200 / Leeds Events            | 1,000.00  | 1,000.00                         |
| Farsley Festival                     | Farsley Community Initiative          | 2,500.00  | 2,500.00                         |
| Pudsey in Bloom                      | LCC Parks & Countryside               | 3,000.00  | 3,000.00                         |
| Farsley in Bloom                     | LCC Parks & Countryside               | 2,500.00  | 2,500.00                         |
| Calverley in Bloom                   | LCC Parks & Countryside               | 2,500.00  | 2,500.00                         |
| Farnley in Bloom                     | Lancastrian School Room               | 1,000.00  | 1,000.00                         |
| Cow Close Community Corner           | Armley Juniors Project 4 Young People | 11,153.00 | 11,153.00                        |
| Site-based Gardener                  | LCC Parks & Countryside               | 12,123.54 | 12,123.54                        |
| CCTV Maintenance & Monitoring        | Leeds Watch                           | 30,000.00 | 30,000.00                        |
| Partnership Tasking Meetings         | West Yorkshire Police                 | 7,200.00  | 6,000.00                         |
| Speed Indication Device (SID)        | West Yorkshire Police                 | 3,000.00  | 3,000.00                         |
| Leeds Juniors FC                     | Leeds Juniors FC                      | 5,000.00  | Deferred - Further info required |
| Street Dancing                       | Swinnow Community Centre              | 2,700.00  | 2,700.00                         |
| Summer Holiday, Targeted Provision   | Leeds Youth Service                   | 3,300.00  | 3,300.00                         |
| Hawthorn United over 50's Walking FC | Hawthorne Surgery                     | 2,564.52  | 2,564.52                         |
| Pudsey Wellbeing Centre              |                                       | 30,777.60 | 4,268.00                         |
| Money Buddies                        | Hollybush Conservation                | 2,130.00  | 2,130.00                         |

Draft minutes - To be approved at the next scheduled meeting of the Outer West Community Committee

|                          |               |          |                                  |
|--------------------------|---------------|----------|----------------------------------|
|                          | Centre        |          |                                  |
| Football and your Future | Street League | 1,040.00 | Deferred – Further info required |

### Wellbeing Capital

| Project                                  | Applicant             | Amount Requested (£) | Amount Approved (£) |
|--|-----------------------|----------------------|---------------------|
| Farnley Falcons changing room conversion | Farnley Falcons ARLFC | 6,305.00             | 5,000.00            |
| New clubhouse for Rodley Cricket Club    | Rodley Cricket Club   | 6,000.00             | 5,000.00            |

### Youth Activities Fund

| Project                     | Applicant       | Amount Requested (£) | Amount Approved (£) |
|-----------------------------|-----------------|----------------------|---------------------|
| Breeze Friday Night Project | LCC Breeze Team | 9,845.00             | 9,845.00            |
| Multi Sports Camp           | Pudsey Cluster  | 1,180.00             | 600.00              |

- c) The application for Dawson’s Corner Noticeboard was rejected
- d) Delegated a decision to the WNW Area Leader in relation to Rodley Cricket Club to keep Members updated on spend

## 48 Community Committee Area Update Report

The report of the West North West Area Leader provided the Community Committee on the work of the two sub groups of the Committee: Business, Employment and Skills and Environment.

Members were informed on pieces of work and partnership working that has taken place in the area since the last meeting.

The report also contained a summary of the Community Committee themed meetings and updated the Members on actions and partnerships currently being explored.

Members were requested to consider the creation of a General Purposes Sub Group with the proposal to meet on a quarterly basis. Members discussed this proposal.

Members attention was drawn to paragraph 4 of the submitted report which highlighted the West Neighbourhood Improvement Board. Discussion took place on this issue.

Draft minutes - To be approved at the next scheduled meeting of the Outer West Community Committee

**RESOLVED** – That the Community Committee;

- a) Noted and commented on the content of the report
- b) Considered and agreed to the creation of a General Purposes Sub Group

#### **49 Appointment of Co-optees to Community Committee**

The report of the West North West Area Leader requested Members to consider potential candidates for co-optees to the Community Committee.

Members were informed that there was no limit to how many co-optees a Community Committee appointed.

Members attention was drawn to the Community Committee Co-optees profile attached at appendix A of the submitted report.

The West North West Area Leader informed Members that where co-optees had been appointed to Community Committees they had proved to an asset to the Committee providing valuable assistance at themed meetings and encouraging others from the community to attend the meetings.

**RESOLVED** – The Members considered the request to appoint co-optees to the Community Committee and agreed to contact potential candidates and provide nominations to the West North West Area Leader.

#### **50 Dates, Times and Venue Report**

The Community Committee considered the report of the City Solicitor which requested Members to agree the proposed Community Committee meeting schedule for the 2015 – 16 municipal year.

Members were informed that the Community Committee meetings had been scheduled for the following dates and times:

- 1<sup>st</sup> July 2015 at 1pm
- 7<sup>th</sup> October 2015 to be confirmed
- 9<sup>th</sup> December 2015 at 1pm
- 2<sup>nd</sup> March 2016 to be confirmed

The Chair informed Members that the meetings scheduled for October and March would be themed meetings. The Chair suggested that Members may wish to consider evening meetings with a view to helping to encouraging attendance by the public to the Community Committee themed workshops.

Members discussed at length the positives and negatives of having evening meetings and what time would be suitable taking into consideration the following:

Draft minutes - To be approved at the next scheduled meeting of the Outer West Community Committee

- Different ages of those attending
- Vulnerability of elderly or young
- Transport links within the Outer West area
- Normal work hours of 9am until 5pm
- Potential appointment of co-optees and their availability

**RESOLVED** – That the Community Committee considered the scheduled dates within the submitted report and agreed the following:

- 1<sup>st</sup> July 2015 at 1pm in Council Chambers, Pudsey Town Hall
- 9<sup>th</sup> December 2015 at 1pm in Council Chambers, Pudsey Town Hall

The Community Committee agreed the dates of meetings scheduled for;

- 7<sup>th</sup> October 2015
- 2<sup>nd</sup> March 2016

The Community Committee to confirm the time of the meetings above, after consultation.

This page is intentionally left blank



## Report of the City Solicitor

Report to: Outer West Community Committee, (Calverley & Farsley, Farnley & Wortley and Pudsey)

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

Date: 20<sup>th</sup> May 2015

For decision

## Election of the Community Committee Chair for the 2015/2016 Municipal Year

---

### Purpose of report

1. The purpose of this report is to set out the arrangements for the election of Chairs for Community Committees and that in line with this process, to recommend that this Community Committee elects an eligible Member to the position of Community Committee Chair for the 2015/2016 municipal year.

### Main issues

2. The Community Committee Procedure Rules state that the Chair will be elected from amongst the City Councillors eligible to serve on that Committee.
3. Each Political Group with Members elected within a Community Committee's boundary may submit a nomination from amongst the Members on the Community Committee to Chair that Committee, via the Group Whip. An Independent Member may also put forward a nomination.
4. The deadline for the submission of nominations for the position of Chair was 5.00pm on Tuesday, 19<sup>th</sup> May 2015. The Community Committee will be notified at the meeting of the nominations which have been received, prior to the election taking place.

5. The Chair will be elected by an overall majority of first votes cast by those Members eligible to do so and present at the meeting. The Member presiding at the meeting as Chair will not have a second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.
6. Where an overall majority of votes cannot be obtained, or it is not possible to hold or convene a quorate meeting of the Community Committee, or for any other reason a decision is not possible in advance of the Annual Council Meeting, then the appointment will be made at the Annual Council Meeting.
7. The relevant extract of the Community Committee Procedure Rules, which relates to the appointment of Chair process can be found at Appendix A.

### **Options**

8. In terms of options, Committee Members are invited to elect a Chair from the nominees submitted, as reported to the meeting.

### **Corporate Considerations**

#### **Consultation and engagement**

9. All Group Whips and Independent Members have been given due notice of the deadlines relating to the submission of nominations for the position of Community Committee Chairs, and have been provided with details of the process.

#### **Legal implications, access to information and call in**

10. In line with Executive and Decision Making Procedure Rule 5.1.2, the power to Call In decisions does not extend to those decisions taken by Community Committees.
11. The process summarised above regarding the election of Community Committee Chairs is in line with current Procedure Rules, as appended.

#### **Risk Management**

12. There are no risks directly arising from the submission of this report to the Community Committee, however, not electing a Chair for the 2015/16 municipal year at this meeting will mean that the matter would be resolved at the Annual Council Meeting.

#### **Conclusion**

13. The Community Committee Procedure Rules state that the Chair of each Committee will be elected from amongst the City Councillors eligible to serve on that Committee. The Committee therefore is recommended to elect a Chair at this meeting for the 2015/2016 Municipal Year, from the nominations which have been received.



## **Recommendations**

14. Members of the Community Committee are recommended to elect a Community Committee Chair for the 2015/2016 Municipal Year, from amongst the nominations which have been received.

## **Background information**

15. Not applicable

This page is intentionally left blank

## **Extract from Community Committee Procedure Rules**

### **2.0 APPOINTMENT OF CHAIR**

2.1 The Chair of each Community Committee will be elected, from amongst the City Councillors eligible to serve on that Committee.

2.2 Each political Group<sup>1</sup> with Members elected within a Community Committee area may put forward a nomination from amongst Members on the Community Committee to Chair the Community Committee. An Independent Member may also put forward a nomination.

2.3 All nominations must be notified to the Head of Governance Services by no later than 5pm the day before the meeting convened to consider the appointment of the Chair. The Head of Governance Services will give appropriate notice to whips and Independent Members of this deadline.

2.4 Community Committees will meet to agree the election of Chair for the forthcoming Municipal Year during the period that is the first working day after the nomination process closes, and the last working day before the Annual Council Meeting.

2.5 The Chair will be elected by overall majority of first votes cast by those Members eligible to do so and present at the meeting, the member presiding at the meeting will have no second or casting vote. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.

2.6 All agreed appointments will be reported to the Annual Council Meeting.

2.7 Where an overall majority of votes cannot be obtained, or it is not possible to convene, or hold, a meeting of the Community Committee, or, for any other reason a decision is not possible in advance of the Annual Council Meeting, the Annual Council Meeting will appoint the Chair.

2.8 Where it has not been possible to hold a meeting of the Community Committee and the Annual Council Meeting is required to consider more than one nomination for the position of Chair, the Chair will be elected by overall majority of votes cast by those Members of the Community Committee eligible to do so and present at the Council meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration and the vote repeated.

2.9 Where an overall majority of votes cannot be obtained by votes cast by those Members of the Community Committee eligible to do so and present at the Council meeting, the vote will be widened to include all Members of Council. The nominee with the overall majority of votes cast by members of Council will be appointed as the Chair of the Community Committee.

2.10 Where it has not been possible to hold a meeting of the Community Committee and the Annual Council Meeting is required to consider an unopposed nomination for the position of Chair, the unopposed nominee will be elected by the Council.

2.11 Where Council has made an appointment of Chair of a Community Committee the decision will be reported to the relevant Community Committee.

---

<sup>1</sup> A nomination from a political group must be forwarded by a Whip  
Page 13

This page is intentionally left blank