



Outer North West Community Committee


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

**Meeting to be held in Yeadon Town Hall,
Monday, 8th June, 2015 at 6.00 pm**

Councillors:

B Anderson	Adel and Wharfedale;
C Anderson	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: Phil Garnett 0113 395 1632
Governance Services Unit, Civic Hall, LEEDS LS1 1UR
West North West Area Leader: Shaid Mahmood Tel: 395 1652

Images on cover from left to right:

Adel & Wharfedale - Golden Acre Park

Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre

Horsforth – Town Street and Olympic letter box

Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park

A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p>DECLARATION OF 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</p>	
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 4.16 and 4.17 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>WELLBEING FUND UPDATE REPORT</p> <p>To receive a report of the West North West Area Leader which provides members with an update on the budget position for the Wellbeing fund for 2015/16. The report also shows the current position of the Small Grants and skips pots and provides an update on the Youth Activity Fund.</p> <p>The report also asks Members to review the minimum conditions as set out in paragraph 25 of this report which relate to the need for delegated decisions to be taken between formal Community Committee meetings, consider whether any amendments are required and approve such conditions for operation in 2015/16.</p>	1 - 8

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>COMMUNITY COMMITTEE UPDATE REPORT</p> <p>To receive a report of the West North West Area Leader which updates the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.</p> <p>The report sets out the roles and key principles of the Community Committee sub groups and asks the community committee to consider the Elected Member representation to each group.</p> <p>The report also requests that the Community Committee consider recruiting non-voting co-optees from the locality to help with the Committee's work.</p>	9 - 18
10			<p>COMMUNITY COMMITTEE APPOINTMENTS 2015/2016</p> <p>To receive a report of the City Solicitor which invites the Committee to make appointments to the following, as appropriate:-</p> <ul style="list-style-type: none"> • Those Outside Bodies as detailed at Appendix 1; • One representative to the Corporate Parenting Board; • The Committee's 'Community Lead Members', as listed; and • Those Children's Services Cluster Partnerships, also as listed. <p>DATE AND TIME OF NEXT MEETING</p> <p>1.30pm, Monday 7th September 2015.</p>	19 - 28

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



Report of West North West Area Leader

Report to Outer North West Community Committee

Report author Gerry Burnham 0113 336 7870

Date: 8th June 2015

Wellbeing Fund Update Report

For Decision

Purpose of report

1. This report provides members with an update on the budget position for the Wellbeing fund for 2015/16. The report also shows the current position of the Small Grants and skips pots and provides an update on the Youth Activity Fund.

The report also asks Members to review the minimum conditions as set out in paragraph 25 of this report which relate to the need for delegated decisions to be taken between formal Community Committee meetings, consider whether any amendments are required and approve such conditions for operation in 2015/16.

Main Issues

2. 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.
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 Community Committee meeting for noting.

4. Members are advised of the new revenue wellbeing allocation for the Outer North West Community Committee of £127,450 for the financial year 2015/16. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£31,862 per ward)
5. After deducting any existing commitments and taking account of the 2014/15 carry forward position, the Community Committee has £135,840 of funding available for allocation. This figure does not include the Youth Activity fund still available to spend.
6. This fund is to commission sports and cultural activities for young people age 8 – 17 and should be allocated with the involvement and participation of children and young people.
7. Members are advised of the new allocation of Youth Activity funding for the Outer North West Community Committee of **£56,470** for the financial year 2015/16. The Community Committee has £57,856 of funding available to allocate for the financial year of 2015/16. This figure includes underspend from the 2014/15 budget.

Wellbeing Budget Statement 2015/16

8. The latest Wellbeing Budget Statement for 2015/16 is included at Appendix 1 to this report. This sets out the new well-being allocation for 2015/16 and includes carry forward from 2014/15. The Wellbeing budget statement also outlines the current budget position of those projects funded in previous years which still have funding left to spend.
9. Table 1 below includes details per ward of the total revenue available for allocation in 2015/16 including any carry-forward from previous years, and the amount of Wellbeing currently available to spend per ward.

Table 1 – Revenue

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
2015/16 allocation	£31,862	£31,862	£31,862	£31,862
2014/15 carry forward /overspend	£16,456	-£8,623	£258	£301
Allocation available to spend	£48,318	£23,239	£32,120	£32,163

Details of new projects for consideration

10. Small Grants
Delivery Organisation: Area Support Team (on behalf of the Community Committee)
Amount requested: £20,000 (£5,000 per ward)

The Small Grants Budget is to assist groups and organisations that apply or enquire about small grants are supported and given guidance on their application by the Area Support Team. In line with Leeds City Council financial regulations the small

grants are monitored to ensure that expenditure is in line with grant approval. In 2014/15 a total of £13,595 was spent on small grants.

11. Community Skips Budget

Delivery organisation: Area Support Team (on behalf of the Community Committee)
Amount requested: £4,000 (£1,000 per ward)

The Skips Budget is to assist local groups who want to conduct community clean-ups in their area. A notional skips allocation of £4,000 has been incorporated into the Wellbeing budget each year since April 2004. In 2014/15 a total of £1,410 was spent on providing 9 skips.

12. Heritage Lighting

Delivery organisation: City Development
Amount requested: £1,760 (Guiselley & Rawdon)

Funding is requested to replace two existing street lighting lanterns with Heritage style lanterns on Mount Pleasant, Guiseley.

13. Otley Leeds Play Network

Delivery organisation: Leeds Play Network
Amount requested: £2,430 (funding will be split 50/50 between Wellbeing and Youth Activity funding. £1,215 is requested from Wellbeing funding and £1,215 is requested from Youth Activity funding) (Otley & Yeadon)

Funding is requested to continue the development of community cohesion events that bring together and support families from across a large geographical cluster during the summer holidays.

14. Aireborough Leeds Play Network

Delivery Organisation: Leeds Play Network
Amount requested: £5,040 (funding will be split 50/50 between Wellbeing and Youth Activity funding. £2,520 is requested from Wellbeing funding and £2,520 is requested from Youth Activity funding) (Guiselley & Rawdon)

Funding is requested to continue the development of community cohesion events that bring together and support families from across a large geographical cluster during the summer holidays.

15. Bramhope Festive Lights

Delivery organisation: Bramhope & Carlton Parish Council
Amount requested: £2,200 (Adel & Wharfedale)

Funding is requested to install control equipment to enable the display of eight Festive motifs in the central area of Bramhope during the Festive season.

16. LS16 Community Centre

Delivery organisation: Older People's Action in the Locality (OPAL)
Amount requested: £7,500 (Adel & Wharfedale)

Funding is requested to contribute to the costs of refurbishing the former Bedford Arms pub which will be renamed Leeds 16 Community Centre.

17. Counselling for Parents & Carers in Aireborough
Delivery organisation: Aireborough Children's Centre in partnership with Aireborough Extended Services
Amount requested: £3,200 (Guiseley & Rawdon)

Funding is requested to provide funding for Counselling to support parents of children 0 - 19 in Aireborough with the aim of improving outcomes for their children.

Youth Activity Funding

18. The budget for the Outer North West Youth Activity Fund for 2015/16 is £57,856 which includes the new allocation of £56,470 and underspend of £1,386 from 2014/15.
19. The Children's Services & Family Health sub group held a decision making workshop for the new funding allocation on 24th April. The panel considered a total of 26 applications and recommended 22 projects for approval. These recommendations totalling £48,027 were approved at the Community Committee on 20th May. The remaining balance of Youth Activity Fund is £9,829.
20. Consultation with young people and children took place within a number of settings to help inform the type of projects to be funded. The Youth Panel met on 23rd April and considered all the potential applications. The young people made recommendations on all the applications to the Children's Services and Family Health sub group. Young people were also consulted on the types of activities they would like to see in their local area at the workshop held at Trinity University in January.

New projects to approve

21. SK8 Safe Tuition Programme
Delivery Organisation: SK8 Safe Ltd
Amount requested: £680
22. ONW Summer Activities Programme
Delivery Organisation: Tenant & Community Involvement – Leeds City Council
Amount requested: £2,050

Wellbeing Budget – Small Grants & Skips

23. In 2014/15 the Community Committee approved 22 small grants totalling £13,595. The underspend totalling £2,257 from the 2014/15 small grants budget has been repaid into the main well-being budget for each ward and is reflected in the carry forward figures at table 1.
24. In 2014/15 the Community Committee approved 9 skips totalling £1,410. The underspend of £2,090 from the 2014/15 skips budget has been repaid into the main well-being budget for each ward and is reflected in the carry forward figures in table 1.

Table 2 below details the skips approved since the last meeting. This figure will be deducted from the 2015/16 skip allocation.

Table 2: Skip Approvals (01/04/2015 – 8/06/2015)

Location	Ward	Number of skips	Amount approved
Arthington Village Hall	Adel & Wharfedale	1	£125
Kirk Lane Allotments	Guiseley & Rawdon	1	£175

25. Wellbeing Budget – Capital Receipts Programme

As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2015/16 under the current arrangements.

Table 3 below provides details of the amount of capital available to spend in 2015/16 per ward.

Table 3 Capital

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

In 2012, the Community Committee approved an interest free capital loan of £5,000 to Yeadon Cricket Club, repayable over 4 years. To date £3,750 has been repaid and this amount is reflected in table 4. The final instalment of £1,250 is due in February 2016.

26. Delegated Decisions

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). At the first Community Committee meeting in 2014/15, this Committee approved the 'minimum conditions' subject to the inclusion of *'where an Elected Member did not agree with a matter for delegated decision then this should be deferred to the next meeting of the Community Committee'*. The establishment of the following minimum conditions was to provide reassurance to Members that all delegated decisions would be taken within an appropriate governance framework and only when such conditions have been satisfied:

consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;

a delegated decision must have support from the Elected Members represented on the Community Committee (or in the case of funds delegated by a Community Committee to individual Wards, the relevant Ward Councillors), however should an Elected Member not agree with a matter for delegated decision then this should be deferred to the next meeting of the Community Committee', and;

details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.

Given that the Community Committee has now been in operation for a year, the Committee is invited to review the conditions previously agreed and consider whether any amendments are required, prior to agreeing such conditions for operation in the forthcoming municipal year.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity / Cohesion and Integration

28. 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.

Council policies and City Priorities

29. 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

Resources and value for money

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

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

Legal Implications, Access to Information and Call In

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

Risk Management

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

Conclusions

33. The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to service. This report provides members with an update on the Wellbeing programme for 2015-16

Recommendations

34. The Outer North West Community Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2015/16 (Table 1)
 - Consider the Wellbeing large grant applications detailed at sections 10 to 17 and the Youth Activity Fund applications detailed at sections 21 to 22 which have been received since the last Community Committee
 - Note the skips that have been approved since the last meeting (Table 2).
 - Note the current budget position for the Capital Wellbeing Fund for 2015/16 (Table 3).
 - Members are asked to review the minimum conditions as set out in paragraph 26 of this report which relate to the need for delegated decisions to be taken between formal Community Committee meetings, consider whether any amendments are required and approve such conditions for operation in 2015/2016

Background Information

None.

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Report of West North West Area Leader

Report to: Outer North West Community Committee

Report author: Gerry Burnham (3367670)

Date: 8th June 2015

For decision

Community Committee Update Report

Purpose of report

1. This report updates the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
2. The report sets out the roles and key principles of the Community Committee sub groups and asks the community committee to consider the Elected Member representation to each group.
3. The report also requests that the Community Committee consider recruiting non-voting co-optees from the locality to help with the Committee's work.

Main issues

4. The Outer North West Community Committee has a range of sub groups which set priorities, agree topics for consideration at Community Committee and develop action plans to address issues of thematic importance. The committee currently operates six sub groups: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.

5. Sub group meetings are informal meetings and not open to the public, however local residents or representatives of other organisations may be invited to attend and speak at the discretion of the chair of each sub group.
6. Key principles for the sub groups include:
 - Each sub group to meet a maximum of 5 times per year (4 if there is no delegation attached to the work of the sub group)
 - The sub group will consist of one elected member representative from each ward however sub group meetings are open to all members of the Outer North West Community Committee if they wish to attend.
 - Co-optees may be invited onto the sub group subject to agreement from the Community Committee.
 - Recommendations to Community Committee will only be made by the sub group members or in the event of their absence, a nominated ward colleague.
 - All decisions or recommendations made by the sub group must be referred to the Community Committee for approval.
 - Venues for sub groups are to be accessible and cost free i.e. Otley Children's Centre, Yeadon Town Hall, Henshaw Depot, Weetwood Police Station, Otley Police Station or Horsforth Library.
7. The current membership of all six sub groups is attached at **Appendix 1**.
8. Last year, the Area Leader consulted widely with members and reviewed the sub group structure at that time in the light of the findings of that consultation. The community committee subsequently established the present structure and provided a strong and robust platform for local views to be expressed, issues addressed and where appropriate, escalated. Following recent changes to the membership of the Outer North West Community Committee the Chair is recommending changes to the membership of each sub group, details of which are attached at **Appendix 2** for consideration.
9. Detailed below is an update on the current sub group activity and issues being explored at each.

Community Safety

10. The Community Committee chose Domestic Violence as the topic for their first themed workshop in October 2014. Since this time the sub group receives regular updates from the Community Safety Co-ordinator covering the outer north west, on the work being undertaken to tackle Domestic Violence. In addition feedback from the workshop and the sub group has been used to inform the WNW Domestic Violence Action Plan 2015-16.
11. The Community Safety Co-ordinator provided details of two potential projects to tackle domestic violence in outer north west. The sub group has requested that further

investigation is undertaken to establish the benefits of the projects being funded in the outer north west area.

12. The Neighbourhood Policing Team Inspector presented information on the current crime statistics for outer north west Leeds and informed the meeting that overall crime is down on the same period last year.
13. Information on a Community Speed Watch scheme to tackle speeding traffic was circulated in advance of the meeting. The sub group debated the advantages and disadvantages of such a scheme. It was agreed that the local Police Inspector will draft a project specification to include costs, for the sub group to consider at their next meeting.

Environment

14. The Community Champion advised the sub group that he has met with Senior Officers from the Waste Management Service to discuss additional brown bin collections in the outer north west area.
15. The Business Development Manager from Environments & Housing presented an update on the grounds maintenance service and answered questions on the service.
16. The WNW Locality Manager provided an update on the work of the Zonal Teams and the new staffing structure. The service will be taking on responsibility for clearing void gardens and is now also responsible for the bulky waste service from the 1st June 2015. There are two zonal teams dedicated to the outer north west area led by a team leader who will oversee operational and enforcement work. The gully crews are now managed centrally.
17. A suggestion was made that the Police Commissioner be invited to a future Community Committee workshop. The sub group will discuss this matter further when it next meets with Community Safety Officers.
18. The WNW Parks area manager provided an update on the Leeds Quality Park assessment. A separate meeting is to be arranged with the Business Development Manager to discuss the parks delegation.
19. The Committee Champion requested a letter be sent to the Chief Officer of Waste Management on his behalf requesting information about the green bin allocation and collections for each ward in the outer north west area.

Employment, Learning & the Local Economy

20. This sub group has been operating since the start of the 2014/15 municipal year. The remit is to understand some of the issues and challenges around local learning opportunities and employment.

21. The sub group has met twice since the last Community Committee. At the first meeting officers from Employment & Skills discussed the offer for commissioned learning in the Outer North West and what Community Learning is and how it is currently delivered. There were opportunities for shaping the delivery of the service and Members put forward their views in terms of local barriers and possible solutions.
22. As a result of discussions with representatives from local neighbourhood planning groups it has been agreed that the next Outer North West Community Committee workshop theme will be Neighbourhood Planning in the Outer North West to be held on the 8th June.

Children's Services and Family Health

23. At the start of the 2014-15 municipal year Family Health matters were brought alongside Children's Services within the current Children's sub group, enabling consideration to be given to a wider range of issues and conditions experienced by children and their families.
24. At the last meeting of the sub group in February discussions were held on the role of children's centres in the outer north west with representation at the meeting from all 3 centres. The Community Safety Coordinator was also present to talk about Domestic Violence in the outer north west. The sub group agreed to a Youth Activity fund commissioning round in April with a workshop to take place on 24th April and that applicants would be invited to the workshop to discuss their projects and allow members to ask questions.
25. The workshop on the 24th April considered 26 applications from 18 different applicants and gave members the opportunity to speak with 12 of the groups. A total of £46,950 was recommended for approval to the community committee.

Adult Social Care Health & Well-being

26. At the start of the 2014-15 municipal year the committee agreed to bring Adult Social Care alongside the existing Health & Well-being sub group. The sub group is currently reviewing feedback from the social isolation workshop which took place in December 2014 and with support from officers in Public Health, is looking at ways of tackling social isolation in the area. Two potential projects will be considered by sub group members at their next meeting.

Highways and Transportation

27. This sub group explores Highways and transport matters in partnership with officers from Transportation and Highways. The group is exploring issues in relation to Leeds Bradford Airport and recently approached the airport regarding consultation on the Master Plan. The airport responded that they are preparing the Master Plan in close liaison with Leeds City Council Officers and explained that there are strategic issues associated with bringing forward the Plan and some local framework issues which have

yet to reach a conclusion. Their aim is to provide a Master Plan for the airport which is strategically joined up with Leeds City Council's plans. They are currently unable to provide a date as to when the Master Plan will be published for public consultation.

Policy

28. The Policy sub Group is chaired by the Community Committee Chair and provides the opportunity for the Chairs of all 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 group agendas.

Co-optees

27. The provision of co-opted representatives on to Community Committees enables representatives of the local community to engage in the Committee's decision making process.

28. The relevant Community Committee Procedure Rules state that:

- Co-opted members may participate in the debate in the same way as Elected Members, but will be non-voting members of the Committee.
- No co-opted member shall be appointed for a period beyond the next Annual Meeting of the Council.

29. This report provides Community Committee Members with the opportunity to formally consider the possible appointment of co-optees to the Committee for the 2015-16 municipal year.

Conclusions

30. The Outer North West Community Committee sub groups provide the Committee with the opportunity to consider information on key areas of work in partnership with officers and community organisations, as well as enabling direct links to be established with the Community Champions and Executive Board Members.

Recommendations

31. Members are asked to:

- Note the work of the sub groups since the last Community Committee meeting.
- Consider and agree the Elected Member representative from each ward for each sub group for the municipal year 2015/16.
- Consider recruiting non-voting co-optees from the locality to help with the Committee's work.

Background information

- Not applicable

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Outer North West Community Committee

Current Sub Group Membership

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
Chair of sub group and Community Committee Champion	Cllr Anderson	Cllr Downes	Cllr P Latty	Cllr G Latty	Cllr Cleasby	Cllr Wadsworth
Membership	Cllr Campbell Cllr Collins Cllr G Latty	Cllr Anderson Cllr Collins Cllr P Latty	Cllr Collins Cllr Flynn Cllr Lay	Cllr Cleasby Cllr Flynn Cllr Lay	Cllr Anderson Cllr Downes Cllr Wadsworth	Cllr Anderson Cllr Cleasby Cllr Downes Cllr G Latty Cllr P Latty

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Outer North West Community Committee

Proposed Sub Group Membership

Sub Group	Adult Social Care and Well-being	Children's Services and Family Health	Community Safety	Employment, Learning and the Local Economy	Environment	Highways and Transportation	Policy
Chair of sub group and Community Committee Champion	Cllr G Latty	Cllr P Latty	Cllr Flynn	Cllr Downes	Cllr B Anderson	Cllr Cleasby	Cllr Wadsworth
Membership	Cllr C Anderson Cllr Cleasby Cllr Lay	Cllr Collins Cllr Flynn Cllr Lay	Cllr Collins Cllr Downes Cllr Wadsworth	Cllr C Anderson Cllr P Latty Cllr Townsley	Cllr Campbell Cllr G Latty Cllr Townsley	Cllr B Anderson Cllr Downes Cllr Wadsworth	Cllr B Anderson Cllr Cleasby Cllr Downes Cllr Flynn Cllr G Latty Cllr P Latty

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Report of: City Solicitor

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

Report author: Phil Garnett ext 51632

Date: 8th June 2015 For decision

Community Committee Appointments 2015/2016

Purpose of report

- 1 The purpose of this report is to invite the Committee to make appointments to the following, as appropriate:-
 - Those Outside Bodies as detailed at Appendix 1;
 - One representative to the Corporate Parenting Board;
 - The Committee's 'Community Lead Members', as listed; and
 - Those Children's Services Cluster Partnerships, also as listed.

Main issues

1. **Outside Bodies**
2. Member Management Committee annually determines which Outside Bodies will be delegated to Community Committees for appointment. Attached at Appendix 1 are those organisations that Member Management Committee has determined should continue to be made by this Community Committee.
3. **Community Lead Members**
4. In May 2013, Executive Board recommended that Area (Community) 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.

5. Children's Services Cluster Partnerships

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 (Community) Committees for determination.

7. Corporate Parenting Board

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

Options

9. Outside Bodies

10. 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 can be made available to Members upon request.
11. The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
12. 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.
13. 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.
14. 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.
15. A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles described above.
16. Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to Member Management Committee.

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

17. **Appointments 2015/2016**

18. This year there are 5 appointments to be made in relation to the following organisations:-

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 **Councillor Flynn**

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 2017.

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

Housing Advisory Panels

Members are invited to appoint 2 representatives to the Outer North West Housing Advisory Panel (HAP). The Committee's representatives on the HAP during 2014/15 were Councillors G Latty and Collins In considering this matter, Members may wish to bear in mind whether or not it would be appropriate to appoint Members from those Wards which have a higher number of Leeds City Council homes.

19. Community Lead Member Roles

20. The Community 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.

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

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

22. 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.

23. **Corporate Parenting Board**

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

25. Executive Board has previously agreed a clearer framework for the corporate parenting role in Leeds. This included establishing a core group of councillors with a special interest in leading the work on Corporate Parenting - the 'Corporate Parenting Board'. This core group includes representation from each of the 10 Community Committees and takes particular responsibilities relating to influencing, performance monitoring, and governance of those issues and outcomes that affect looked after children.

26. In February 2015, Executive Board approved a report that proposed a number of developments to enhance the Corporate Parenting Board, including a better link to the 'Care Promise' for looked after children and more regular involvement from senior leaders and partners both within and outside of the Council. The Board 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. This is an important role within the overall framework of support and accountability for looked after children's services. The March 2015 Ofsted report for Leeds highlighted the positive benefits and impact of the Board's work.

27. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the 2015/16 municipal year. The Committee may consider it appropriate to combine the role with that of the Community Lead Member for Children's Services.

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

29. **Children's Services Cluster Partnerships**

30. Clusters are local partnerships (25 in total plus a SILC partnership) that include, amongst others, the Children’s Social Work Service, schools, governors, Police, Leeds City Council youth service, Youth Offending Service, Children’s Centres, Housing services, third sector, health, local elected members and a senior representative from children’s services. Local clusters are key to the Children & Families Trust Board partnership and delivery arrangements. They aim to:
- enable local settings and services to work together effectively to improve outcomes for children, young people and their families;
 - build capacity to improve the delivery of preventative and targeted services to meet local needs;
 - create the conditions for integrated partnership working at locality level;
 - promote the Children & Young People’s Plan and the ambition of a child friendly city across the locality.
31. A “well-coordinated locality and cluster approach results in early identification and extensive work with families according to need.” (Ofsted report, March 2015).
32. Clusters began life as extended services for schools and have grown to engage a wide range of partners who provide early help and early intervention and prevention. In April 2011, the Children & Families Trust Board and Schools Forum agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships, which included elected members as standing members of the governance group for each partnership.
33. Elected Members also sit alongside a senior leader (Local Authority Partner) from the Children’s Services directorate to be part of the Council’s representation on each cluster partnership.
34. In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children’s Services Cluster partnerships to Area (Community) Committees. This was with the aim of establishing a clear formal link between those Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.
35. The 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	Number of Elected Members suggested	Suggested Ward link	Current Elected Member Representation
Horsforth	1	Horsforth	D Collins
ESNW (Extended services north west; Weetwood. Adel and Wharfedale	2	1 Adel and Wharfedale 1 Weetwood	B Anderson N/a
Aireborough	2	1 Guiseley and Rawdon 1 Otley and	P Latty S Lay

		Yeadon	
Otley/Pool	1	Otley and Yeadon	S Lay

Corporate considerations

a. Consultation and engagement

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

b. Equality and diversity / cohesion and integration

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

Also, Council representation on Outside Bodies and Children's Services Cluster Partnerships will enable those appointed Members to act as a conduit in terms of promoting the Council's policies and priorities. As such, this would potentially include matters relating to equality, diversity, cohesion or integration.

c. Council policies and city priorities

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

d. Legal implications, access to information and call in

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

e. Risk management

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.

Conclusion

36. The Community Committee is asked to consider and determine the appointments to those designated Outside Bodies, partnerships and organisations as detailed within the report and appendix for the duration of the 2015/16 municipal year.

Recommendations

37. 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 those Community Lead Member roles, as listed;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee, as listed; and
- (iv) One representative to the Corporate Parenting Board.

Background information

- None

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	CLr Y/N	Review Period	Group
Aireborough Educational Charity	Yes	3	Jun-18 Jun-18 Jun-18		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-15	1	Ryk Downes	Y	Annual	Liberal Democrat
Bramhope Youth Development Trust	Yes	1	Jun-15	1	Billy Flynn	Y	Annual	Conservative
Horsforth Live At Home Scheme	Yes	1	Jun-15	1	Brian Cleasby	Y	Annual	Liberal Democrat
Prince Henry's Grammar School - Foundation Governors	Yes	1	Jun-17		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-15 Jun-15	1 1	Graham Latty Dawn Collins	Y Y	Annual Annual	Conservative Conservative

	13	5		
Number of places	13			
Places held pending review	5			
Places currently filled beyond June 15	8			
Number of places to fill	5			
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	2.00
Conservative	7		58	3.00
<i>Other to list</i>				
Total	12			5

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