



# Outer West Community Committee

Calverley & Farsley, Farnley & Wortley, Pudsey

**Meeting to be held in Pudsey Town Hall Council  
Chambers, Robin Lane Pudsey LS28 7BL  
Wednesday, 1st July, 2015 at 1.00 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 Area Deputy Leader:** Baksho Uppal

*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>OPEN FORUM / COMMUNITY FORUM</b></p> <p>In accordance with Paragraphs 4.16 and 4.17 of the Community Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Community Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7	Calverley and Farsley; Farnley and Wortley; Pudsey		<p><b>MINUTES OF PREVIOUS MEETING</b></p> <p>To receive and confirm as a correct record the minutes of the meeting held on 20<sup>th</sup> May 2015.</p>	1 - 8
8	Calverley and Farsley; Farnley and Wortley; Pudsey		<p><b>MATTERS ARISING</b></p> <p>To note any matters arising from the minutes of the previous meeting</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Calverley and Farsley; Farnley and Wortley; Pudsey		<p><b>COMMUNITY COMMITTEE APPOINTMENTS 2015/2016</b></p> <p>The report of the City Solicitor invites the Committee to make appointments to the following as appropriate:-</p> <ul style="list-style-type: none"> <li>• Those Outside Bodies as detailed at Appendix A of the submitted report</li> <li>• One representative to the Corporate Parenting Board</li> <li>• The Committee's 'Community Lead Members'</li> <li>• Children's Services Cluster Partnerships</li> </ul>	9 - 26
10	Calverley and Farsley; Farnley and Wortley; Pudsey		<p><b>APPOINTMENT OF CO-OPTees TO THE COMMUNITY COMMITTEE</b></p> <p>The report of the City Solicitor invites Members to give consideration to appointing co-optees to the Community Committee for the duration of the 2015/2016 municipal year.</p>	27 - 30
11	Calverley and Farsley; Farnley and Wortley; Pudsey		<p><b>COMMUNITY COMMITTEE UPDATE REPORT</b></p> <p>The report of the West North West Area Leader updates the Community Committee on the work of the three sub groups of the Committee: Environment, Business, Employment &amp; Skills and General Purposes. The report sets out the roles and key principles of the Community Committee sub groups and ask the community committee to consider the Elected Member representation to each group. This report also updates the Committee on pieces of work and partnership working that has taken place in the area since the last meeting.</p>	31 - 40
12	Calverley and Farsley; Farnley and Wortley; Pudsey		<p><b>WELLBEING FUND AND YOUTH ACTIVITIES UPDATE REPORT</b></p> <p>The report of the West North West Area Leader provides the Outer West Community Committee with an update on the budget position for the Wellbeing Fund for 2015/16 and 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>	41 - 56

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			<p><b>VENUE OF MEETING</b></p> <p>The meeting will be held in the Council Chambers of Pudsey Town Hall, Robin Lane, Pudsey, LS28 7BL</p> <p>Third Party Recording</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <p>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</p>	57 - 58

## 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**

No 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 meeting to be held on 1<sup>st</sup> July 2015



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

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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

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	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.

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to be held on 1<sup>st</sup> July 2015

**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:

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to be held on 1<sup>st</sup> July 2015

- 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.

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**Report of: City Solicitor**

**Report to: Outer West Community Committee, Calverley and Farsley, Farnley and Wortley, Pudsey**

**Report author: Gerard Watson – Tel: 0113 3952194**

**Date: 1<sup>st</sup> July 2015      For decision**

## **Community Committee Appointments 2015/2016**

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### **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 holder<sup>1</sup> either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
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.
17. Please note, any appointments to those Outside Bodies detailed in Appendix 1 which are made by the committee at today's meeting are subject to Member Management

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



Committee approving at its meeting on the 7th July 2015, that arrangements for such appointments remain unchanged and that they continues to be made by this Community Committee

18. **Appointments 2015/2016**

19. This year, appointments are to be made in relation to the following organisations:-

**Housing Advisory Panels**

Members are invited to appoint 2 representatives to the Outer West Housing Advisory Panel (HAP). The Committee's representatives on the HAP during 2014/15 were Councillors Richard Lewis and R Wood. 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.

Farsley Charity – Vacancy left by Joseph Marjoram stepping down

Calverley Charity - Vacancy left by Joseph Marjoram stepping down

20. **Community Lead Member Roles**

21. 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.

22. 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**

23. 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.

#### **24. Corporate Parenting Board**

25. 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).
26. 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.
27. 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.
28. 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.
29. 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.

#### **30. Children's Services Cluster Partnerships**

31. 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.

32. A “well-coordinated locality and cluster approach results in early identification and extensive work with families according to need.” (Ofsted report, March 2015).
33. 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.
34. 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.
35. 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.
36. 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:

<b>Cluster</b>	<b>Number of Elected Members suggested</b>	<b>Suggested Ward link</b>	<b>Current Elected Member Representation</b>
Farnley	1	Farnley / Wortley	A Blackburn
Pudsey	2	1 – Pudsey 1 – Calverley / Farsley	J Jarosz Andrew Carter

## **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**

37. 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**

38. 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

Appointments to Outer West Community Committee 2015/2016

Appendix A

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Group	Lead Dept	Lead Officer	Contact Name	Address	Telephone
Outer West Housing Advisory Panel		2	Jul-15	1	Rod Wood	Y	Annual	Con				Westfield Chambers, Lower Wortley	
			Jul-15	1	Richard Lewis	Y	Annual	Lab					
Borough Of Pudsey Charity	Yes	2	Jun-16	1	Richard Lewis	Y	3 Years	Lab	Legal and Democratic Services	Mark Turnbull	Norman Wilkinson	Secretary, Borough of Pudsey Charity,	0113 256 4054
			Jun-16	1	Andrew Carter	Y		Con					
Farsley Charity	Yes	3			Andrew Carter	Y	Indefinite	Con					
				1	Vacant	Y	Indefinite						
					Rod Wood	Y	Indefinite	Con					
Calverley Charity	Yes	3		1	Vacant	Y	Indefinite						
					Rod Wood	Y	Indefinite	Con					
					Andrew Carter	Y	Indefinite	Con					
Joseph Lepton's Charity	Yes	1	Jun-16		Mick Coulson	Y	5 Years	Lab			Miss LJ Firth	Secretary, The Joseph Lepton Charity, 1 Willow Gardens, Wrose	07791211294
Thomas And Sarah Lund's Almshouse Trust	Yes	2	Jun-16		Richard Lewis	Y	4 Years	Lab	Legal and Democratic Services	Mark Turnbull	Mr W S Owen	Secretary, Thomas and Sarah Lund's Almshouse Trust,	0113 256 7678
			Jun-16		Josephine Jarosz	Y	4 Years	Lab					
		13		4			12						
Number of places	13												
Places held pending review	4												
Places currently filled beyond July 2015	8												
Number of places to fill	4												
Number of Members in the Committee Area	9				Percentage of Members on the Committee		Notional Places Allocated						
Labour	3					33	4.00						
Liberal Democrat	0					0	0.00						
Conservative	3					33	4.00						
Green	3					33	4.00						
Total	9						12						

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**Report of: City Solicitor**

**Report to: Outer West Community Committee, Calverley & Farsley, Farnley & Wortley, Pudsey**

**Report author: Gerard Watson – Tel:0113 3952194**

**Date: 1<sup>st</sup> July 2015      For decision**

## **Appointment of Co-optees to Community Committees**

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### **Purpose of report**

1. This report invites Members to give consideration to appointing co-optees to the Community Committee for the duration of the 2015/2016 municipal year.

### **Main issues**

2. In considering this issue, the committee is invited to have regard to the following rules associated with Community Committee co-optees:
3. Article 10 of the Constitution states that by resolution Community Committees may appoint or remove non-voting Co-opted Members who may participate in the business of the Community Committee.
4. The relevant Community Committee Procedure Rules state that:
5. Co-opted members may participate in the debate in the same way as Elected Members, but will be non-voting members of the Committee.
6. No co-opted member shall be appointed for a period beyond the next Annual Meeting of the Council.
7. With regard to participation on financial matters, in line with Section 102(3) of the Local Government Act 1972, the procedure rules state that, 'Co-optees will not ...participate in (the) business of the committee which regulates or controls the finance of the area'. This

would preclude co-optees participating on matters such as Wellbeing funding applications for example.

## **Options**

8. Members are invited to give consideration to the possible appointment of the following nominees as co-opted members of the Community Committee for the duration of the 2015/16 municipal year:
9. The Reverend Paul Ayres is nominated as Co-optee for the Outer West Community Committee for the duration of the 2015/16 municipal year

## **Corporate considerations**

### **a. Consultation and engagement**

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

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

### **b. Equality and diversity / cohesion and integration**

In considering the appointment of co-optees, Members may wish to give consideration to ensuring that any co-options are representative of the neighbourhoods that the Community Committee covers.

### **c. Council policies and city priorities**

Co-opted representation on Community Committees, which enables representatives of the local community to engage in the decision making process 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 a decision does not extend to those taken by Community Committees.

## **Conclusion**

10. Given the provisions within the Constitution regarding the appointment of co-opted representatives to Community Committees, the Community Committee is invited to determine the appointment of co-optees for the duration of the 2015/16 municipal year.



## **Recommendations**

11. The Community Committee is requested to approve the appointment of those proposed co-optees, as named within the report, for the duration of the 2015/16 municipal year, in order to support the work of the Committee.

## **Background information**

- **Not Applicable**

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**Report of: The West North West Area Leader**

**Report to: The Outer West Community Committee – Calverley & Farsley; Farnley & Wortley; Pudsey**

**Report author: Harpreet Singh 336 7862**

**Date: 1<sup>st</sup> July 2015**

**To Note and Approve**

## **Community Committee Update Report**

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### **Purpose of report**

1. This report updates the Community Committee on the work of the three sub groups of the Committee: Environment, Business, Employment & Skills and General Purposes.
2. The report sets out the roles and key principles of the Community Committee sub groups and ask the community committee to consider the Elected Member representation to each group.
3. This report also updates the Committee on pieces of work and partnership working that has taken place in the area since the last meeting.
4. The Community Committee update report is submitted when there is additional business to report from sub groups or any other project activity. Partner organisations and Council services will also contribute information to the Update Report

### **Main issues**

5. The Outer 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 three sub groups: Environment, Business, Employment & Skills and General Purposes.
6. 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.

7. Key principles for the sub groups include:
- Each sub group to meet a minimum of 4 times per year
  - 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 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. Henshaw Depot or Pudsey Town Hall.
8. The current membership to the three sub groups is attached at Appendix 1.
9. Detailed below is an update on the current sub group activity and issues being explored at each.

#### Environment Sub Group

10. The Outer West Environmental Sub Group continues to meet to monitor the Service Level Agreement and identify relevant environmental issues. The Outer West Environment Sub Group met on the 30th April 2015 and discussed a report on the number of service requests, fixed penalty notices and legal notices served.
11. The report included the number of programmed sweeping blocks within this timeframe that had been carried out by the Locality Teams Street Kings and road sweepers in each of the Outer West Ward areas.
12. 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 is one zonal team dedicated to the outer west area led by a team leader who will oversee operational and enforcement work. The gully crews are now managed centrally.

#### Business, Employment & Skills Sub Group

13. The Outer West Community Committee held a workshop last October which focused on delivering actions which support Business Enterprise and the Economy linked with employment opportunities. Following on from this meeting members decided to set up the Business, Employment and Skills Sub group which would look into taking this piece of work forward. There have since been two meetings which have been chaired by

Executive member Cllr Richard Lewis and it has been agreed that there will be 4 meetings held a year.

Members at their most recent meeting explored some key actions in line with the key themes that emerged from the October Workshop. These key themes are as follows;

- Supporting local people into employment and providing support to schools around opportunities for apprenticeships
- More mobile library / pop up facilities in areas where there are no services such as Farnley & Wortley
- Revitalising our high street offer and supporting businesses to ensure issues are resolved easily and fluidly

#### General Purposes Sub Group

14. At the Committee meeting in March, Members were asked to consider creating a General Purposes Sub Group which would allow two main purposes:

- To allow Members to have more time to oversee current and future delegated services
- To allow Members to focus on key local priorities with the relevant service managers outside of Community Committee meetings.

The first meeting was held on the 20<sup>th</sup> May to discuss the Youth Activities Fund (YAF) where members also considered and approved YAF funding. Members requested that another meeting be organised to discuss further, the process for commissioning the YAF.

#### **15. West Neighbourhood Improvement Board**

It was agreed at the November 2014 West Neighbourhood Improvement Board (NIB) that a plan on a page be developed for each of the priority neighbourhoods. Since their November 2014 meeting, data on each area was collated and reviewed and consultation with key partners, including Public Health, Employment and Skills, Community Safety, Housing Leeds and Children's Services had been undertaken. Draft plans on a page for the Heights & Bawns priority neighbourhoods were developed and were presented at the February 2015 NIB meeting for consideration and discussion.

The neighbourhood improvement plans were then finalised at the first Neighbourhood Improvement Partnership (NIP) meeting which was held on the 24<sup>th</sup> April. Key themes were discussed to progress the work of the partnership and theme champions were also elected.

Meetings have now been set up with the theme champions to identify areas of work and to set targets against actions. An action tracker will be used for each theme to monitor progress against targets. A range of activities are already being explored.

## **5. Citizens @ Pudsey & Swinnow Forum & Citizens @ Tyersal Forum**

Both forums receive an update from the Neighbourhood Policing Team, who reported on a series of successful arrests and prosecutions in the area recently. Half of the properties targeted are through insecure doors or windows, and crime prevention advice is provided by the officers.

The meetings have had representation from the West North West Locality Team, Parks & Countryside, Highways, Transportation, Housing Leeds, Planning and Private Sector Housing Team.

## **6. Community Committees**

The Community Committees have been in operation for a whole municipal year. The purpose of this style of working is to engage more with the community on topics that are of wide interest and accessible to all. Attached at Appendix 2 is the first edition of a Community Committee newsletter. The purpose of this first edition is to look back and update Members and the wider public on the Committee topics that were discussed in 2014/15 and the projects that were funded through Wellbeing. In consultation with the Committee, future editions can be based upon current issues and activities.

## **Conclusion**

7. The work of the sub groups will be essential in the delivery of the Community Committee priorities. This report provides members with an update on recent Sub Group and Forum business and other project work undertaken by the Area Support Team.

## **Recommendations**

8. The Committee is asked to:
  - Note the contents of the report, comment on any matters raised and suggest items for inclusion in future area update reports.
  - 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.

## **Background information**

- **None**

## Outer West Community Committee

### Current Sub Group Membership

Sub Group	Environment	Business, Employment & Skills	General Purposes
<b>Chair of sub group</b>	Cllr Mick Coulson	Cllr Richard Lewis	Cllr Mick Coulson
<b>Membership</b>	Cllr David Blackburn Cllr Rod Wood	Cllr Anne Blackburn Cllr Andrew Carter Cllr Mick Coulson	Currently open to all members to attend

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# Outer West Community Committee

## Review of the year 2014/15



### Dates for your diary

- Wed 7th Oct 2015
- Wed 9th Dec 2015
- Wed 2nd March 2016

To keep up to date with what's happening in Outer West follow us on twitter or like us on Facebook.



@\_YourCommunity



Leeds City Council  
Outer West

### About your Community Committee

The Outer West Community Committee is attended by councillors and local residents from Calverley & Farsley, Farnley & Wortley and Pudsey wards.

The role of the Committee is to improve local service delivery and ensure resident voices are heard.

They also invest their 'Wellbeing' funding and Youth Activities Fund monies in community projects across the three wards.

In this update we'll look at last year's achievements and highlight some of the fantastic

community projects supported by the Committee.

Local residents are welcome to attend the meetings, see 'dates for your diary' for more information.



Outer West Community Committee meeting

## Children & Young People

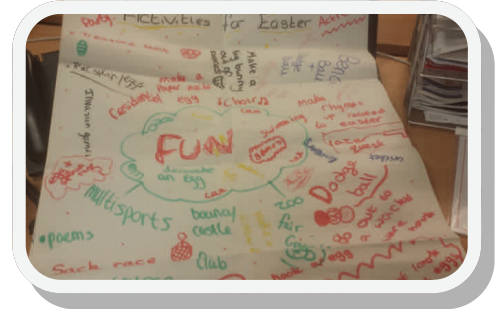
Ward Members, stakeholders and local residents met with young people in an interactive dragons den like workshop exploring activities that children and young people would enjoy. The workshop helped inform decisions made about commissioning projects through the Outer West Community Committee's Youth Activities fund. A number of key themes emerged including engaging with young people in a setting that they are comfortable with, using social media to publicise activities, and providing a mechanism for young people to put forward ideas and represent their community.

The Area Support Team have partnered with colleagues to work directly with young people from

the Outer West area to design a new youth activities offer. A Youth Activities commissioning round has recently been undertaken.

Some innovative ways have already been adopted to engage with young people; through Youth Panels, School Councils and Pupil Voice Groups. Children in these groups consult with their peers around activities and then meet to help plan and advertise provision. One example used in identifying projects is the use of graffiti walls that gave young people the opportunity to provide feedback and suggest future activities.

**Top and middle**  
*Feedback and consultation walls*



**Bottom**  
*OW YAF project: sports event*

## Social Isolation

The Outer West Community Committee held a workshop on 'Social Isolation and Older People' in Pudsey earlier this year. Colleagues focussed on challenges facing services in supporting older people who were living alone and feeling isolated due to poor mobility, being widowed or as a result of relationship breakdown. A wide range of stakeholders engaged in the events as well as statutory services providers including local neighbourhood networks and voluntary sector organisations. A key theme that emerged was the need to identify mechanisms for identifying socially isolated community members and then ensuring they were supported

to access local services and engage in community programmes to improve their health and wellbeing. Actions being explored include putting together guidance for frontline services and organisations to be able to recognise signs that point to isolation and to take steps to engage and refer Individuals to key services. This links to encouraging the development of 'social connectors', building on the Patient Empowerment model that was developed in partnership with the Leeds West Clinical Commissioning Group in 2013/14, which has seen over 300 patients sign up to provide support to issues like social isolation.

Following the social isolation workshop a project was developed with Hawthorn Surgery in the form of a walking football club for over 50's. This has been running for 42 weeks with wellbeing funding support of £2,564.52 from the **Outer West** Community Committee. The project has allowed older residents to rediscover the joys of playing football again through a sport that makes the basic elements of a match accessible to them by slowing the game down. This project enables patients over 50 to take part in sport that is safe, enjoyable and improves their health. The project has a particular interest in attracting hard to reach residents.

## Employment & Skills

The Outer West Community Committee held its first themed meeting on delivering actions which drive business enterprise, the local economy, and quality learning and employment opportunities.

The discussions focused on how local businesses, Economic Development, Employment & Skills and the Community Committee, working together, could deliver practical, meaningful and realistic actions for the Outer West. The meeting received valuable feedback from the local businesses that attended on

*I have been involved with The Board Room Local programme which has been extremely interesting and provided a useful insight into the issues currently faced by several local businesses. I believe discussing issues raised in this confidential forum has greatly benefitted all parties taking part and provides an excellent networking opportunity.*

**Chris Pratt,  
Managing Director,  
Gaunts Ltd**

how best to attract new employers to the area and improve infrastructure to grow existing businesses. The meeting also explored how to link local employment opportunities to local people and the initiatives available to help businesses to grow and develop. Opportunities were identified to better promote the Outer West as a place to visit and encourage local and wider citizens to come to the area for leisure and recreational facilities.

Following on from this meeting Members created a Business, Employment and Skills Sub group, which would look into taking this piece of work forward. Some emerging key actions include; supporting local people into employment and providing support to schools around opportunities for apprenticeships, more mobile library / pop up facilities in areas where there are no services such as Farnley and Wortley and revitalising our high street offer and supporting businesses to ensure issues are resolved easily and fluidly.

£10k funding support from the Outer West Community Committee). This model provided proactive engagement with small businesses on an area basis. This initiative pulled together a menu of activities aimed at local businesses and proactively engaged with businesses for mutual benefit. SME's represent the lifeblood of local areas; offering both local employment and vital services to local people, therefore capacity building via a business brokerage model was required to sustain businesses that were struggling to understand and access the support that is available to them during this difficult economic climate.

The programme has to date reached over 300 small businesses and marks a step change in Business Support delivery, which has been welcomed by the stakeholders of the programme.

*Ahead Partnership  
Business Support Local  
Award Ceremony*



# Community Committee Wellbeing Grant Funding

Here are some of the projects funded by the Community Committee in 2014/15

Youth Activities Fund 2014-15	£45,852
Small Grants & Skips	£7,246
Summer Bands	£ 3,000
Pudsey Christmas Lights	£8,000
Farsley Christmas Lights	£5,000
Calverley Christmas Lights	£1,000
Farsley Festival	£2,500
Farsley in Bloom	£3,500
Calverley in Bloom	£2,500
Farnley in Bloom	£1,000
Site Based Gardener	£12,004
Nature Corridor - FOPH	£1,950
Off Road Bikes	£1,195
Burglary & Number Plate Theft	£3,000
CCTV maintenance & Monitoring	£30,000
Pudsey Wellbeing Centre	£7,900
Business Support Local - Phase 2	£10,000
Cow Close Community Corner	£19,768
Community Development Worker	£15,872
Commemorative brochures of the 1st World War	£5,000
The Real Boy, Domestic Violence Project	£2,350
Pudsey Bowling Club, lounge refurbishment	£4,540
Leeds Gate G & T Project	£7,000
<b>TOTAL Wellbeing spend</b>	<b>£202,618</b>



## **Breeze—Easter 2014**

*Mini Breeze on Farnley Park was one of the first projects Outer West Community Committee (then Area Committee) had funded. There was a total of 732 attendees at this event. This day was more than the usual Mini Breeze event, this was more of a community day as other community service providers were invited. Services invited were: Armley Juniors Project 4 Young People, Farnley Children's Centre, Healthy Living Network, Brownies. There was a variety of inflatables for the children and young people, arts and crafts activities, den building and the BAM Van where children could make their own music CD. Feedback was fantastic from both parents and young people.*

**For more information on how to apply for Wellbeing funding please email [west.north.west@leeds.gov.uk](mailto:west.north.west@leeds.gov.uk) or call 0113 3367856.**



## **Breeze October 2014**

*As a result of one of the fun days being cancelled due to poor weather conditions, we took 24 children and young people to Herd Farm over 2 days in the October holidays. The activities ranged from Jacob Ladder, Assault Course, High/low ropes. The children and young people had a fantastic time and over the day we saw their personality and confidence grow.*



**Report of: The West North West Area Leader**

**Report to: The Outer West Community Committee – Calverley & Farsley; Farnley & Wortley; Pudsey**

**Report author: Harpreet Singh 336 7862**

**Date: 1<sup>st</sup> July 2015**

**For decision**

## **Wellbeing Fund and Youth Activities Fund Update Report**

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### **Purpose of report**

1. This report provides the Outer West Community Committee with an update on the budget position for the Wellbeing Fund for 2015/16 and the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting.
2. The report also provides an update on the Youth Activity Fund.

### **Main issues**

3. 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.
4. The Outer West Community Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year. To facilitate this process, a commissioning round is held which requires organisations to submit proposals for projects. 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.

## Wellbeing Budget Statement 2015/16

- Community Committees received a reduced allocation to their Wellbeing Revenue Budgets for 2015/16 compared with that given in 2014/15. This gave the Outer West Community Committee an allocation of **£126,290**. The Area Support Team are currently awaiting the carry forward figures from Leeds City Council finance and are in the process of setting up new wellbeing statements for 2015/16. A wellbeing statement will be circulated to members shortly and an update will be provided at the next meeting.
- The Wellbeing commissioning round for 2015/16 received 26 applications for revenue funding totalling £168,733.66. These applications were assessed against the funding criteria for the Outer West Wellbeing Fund. Members reviewed the applications in detail at their Wellbeing Commissioning meeting on 16 March and agreed which projects should go forward for consideration at the Community Committee meeting on 25<sup>th</sup> March 2015.

### Small Grants & Skips

- Table 1. below outlines those Small Grant applications that have been received or approved since the last meeting of the Outer West Community Committee. Table 2. outlines those skips that have been approved since the last meeting. Taking these into account, there is £6,645.00 still available for allocation for Small Grants and for Skip Hire in the 2015/16 budget. The Community Committee are asked to note the current position of the budget and those grants and skips that have recently been approved.

**Table 1: Small Grants Received and / or Approved**

<b>Project Name</b>	<b>Organisation /Department</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
Pudsey 10k 25th Anniversary Charity Race	Pudsey Pacers Running Club	£720.00	£720.00
20th Anniversary Farsley Celtic Juniors and Vermelles exchange	Farsley Celtic Juniors u14's Football Club	£500.00	£500.00
Stone Wall Rebuild	Calverley Village Guide Association	£500.00 <b>(Appendix 1)</b>	
PHAB Leeds	PHAB Leeds	£83.11 <b>(Appendix 2)</b>	

**Table 2: Skips Approvals**

<b>Location</b>	<b>Ward</b>	<b>Number of Skips</b>	<b>Amount Approved</b>
Crimbles Allotments	Pudsey	1	£135

### 2015/16 Wellbeing Capital Projects For Consideration

- The remaining budget available in the Outer West Wellbeing Capital budget is £5,090. No applications have been received for capital projects.
- Youth Activities Fund

In addition to those Wellbeing projects listed above, the projects listed in **Table 3** below have also been received for the Youth Activities Fund. Members reviewed the first 2 applications at their General Purposes Sub Group on 20<sup>th</sup> May 2015 and requested further information. In 2015/16, the Outer West Community Committee has received a sum of £46,440 Youth Activity Fund. The remaining budget available in the Outer West Youth Activities Fund budget is **£13,906**. Table 3. below lists those projects received for Youth Activity Fund Support.

**Table 3: Youth Activities Fund Projects for Consideration**

Project	Project Applicant	Amount
Pudsey Global Gang	Leeds DEC	£1,560 (Appendix 3)
Schools Out, Armley Junior	Armley Juniors Project 4 Young People	£5,310 (Appendix 4)
Lazer Centre Summer Youth Activity Programme	Youth Service	£5,970 (Appendix 5)

Should the above projects be approved, this will leave **£1,066** of Youth Activity funding available for allocation in 2015/16.

## Corporate considerations

### a. Consultation and Engagement

10. Local priorities were set through the Area Business Plan process and the 2015/16 Wellbeing application round was advertised to all Community Committee contacts. The Youth Activity Fund application rounds are promoted through the Breeze Culture Network and local providers, with consultation from children and young people being taken into account through the Youth Engagement Panels.

### b. Equality and Diversity / Cohesion and Integration

11. All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the 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.

### c. Council policies and City Priorities

12. 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
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan

- Regeneration City Priority Plan

#### **d. Resources and value for money**

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

#### **e. Legal Implications, Access to Information and Call In**

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

#### **f. Risk Management**

15. Risk implications and mitigation are considered on all Wellbeing applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

### **Conclusion**

16. Wellbeing funding provides an important opportunity to support local organisations and drive forward improvements to services.

### **Recommendations**

17. The Committee is asked to:

- Note the available Wellbeing Budget and Youth Activities Fund for allocation in 2015/16.
- Consider the projects listed in **Table 1 and 3** respectively for approval from the Wellbeing Budget allocation for 2015/16 and from the Youth Activities Fund allocation for 2015/16.

### **Background information**

- **None**



## WELL BEING FUND – SMALL GRANT APPLICATION SUMMARY

Date:

9<sup>th</sup> June 2015

Reference number:

OW/15/01/SG

Organisation:

Calverley Village Guide Association, The Guide Hut,  
Blackett Street, Calverley (no postcode)

Name of Project:

Stone Wall Rebuilding Around Site

Funding Requested:

£500.00

Summary of Project:

The Girl Guides are the leading charity for girls and young women in the UK and the Calverley Village Guide Association runs five groups. Attendance at the group builds confidence, raises aspirations and allows girls to discover and fulfil their potential, while encouraging them to be a powerful force for good.

The dry stone wall needs to be rebuilt around the grounds as it is essential that the premises are kept safe and the group is responsible for maintaining and making safe this boundary wall in order to avoid injury to the public. This has been inspected by dry stone walling experts and the group has been advised that this needs to be done before winter 2015/16.

The benefit to the community will be that the wall will no longer be a potential hazard to the public. An additional benefit to the community will be that the rebuilding will match visually similar walling projects, undertaken by Otley Drystone Wallers (who the group intends to use) using old stone, which have previously taken place in the ward area.

In addition to the general public, 100 adults and girls (5 years to adult) will benefit from this rebuild.

Estimate from Otley Drystone Wallers to rebuild £2,000.00

The group intends to cover the shortfall with the target amount of £500.00 expected to be raised fund raising via bag packing at Morrisons during September 2015.

The project is due to start in September/October 2015 and completed by December 2015. Andrew Carter has provided assistance with the application.

Community Committee Priority Met:

Improve the local environment and our parks  
and open spaces

Total costs:

£2,000.00

Other grants applied for:

Pudsey Charity - £1,000.00 (approved)

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## WELL BEING FUND – SMALL GRANT APPLICATION SUMMARY

Date:

18.06.15

Organisation:

PHAB Leeds

Name of Project:

PHAB Leeds

Funding Requested:

£83.11

### Summary of Project:

The PHAB club is based at the Prince Philip Centre on Scott Hall Road LS7 and is a social gathering for people with physical or mild learning disabilities, their siblings and able bodied friends. PHAB meets on Friday evenings between 7.00 and 9.15pm (with breaks at Christmas, Easter and the summer).

The club was previously supported by youth workers, but following budget reductions, they are no longer able to support the project. PHAB have requested support from Breeze out of School Activities to provide two session workers every Friday night to support the PHAB Friday night club taking place at the Prince Philip Centre. The staff member will support the project every Friday up to March 2016.

There is a varied programme of activities, including sport, crafts, discos and bingo, also outings and residential's throughout the year.

PHAB is an all-age club. People can join from age nine and they have a large youth group. Attendees come from all community committee areas, with about 125 (all ages up to age 85 approx.) regular members who live in all of Leeds. Most of the PHAB members are referred by social services or special schools as they suffer from loneliness and haven't friends, feeling isolated because of their disability.

An application is being submitted to **all Committee Committees** to ask for support specifically for children/young people attending PHAB from their locality.

Between October 2014 to January 2015 the following youth group members attended PHAB, this has been used to calculate the costs requested from each Community Committee – please see below:

Community Committee Area/other		Amount of funds requested
Inner North East	9	£747.97
Inner East	7	£581.76
Outer East	8	£664.86
Inner North West	4	£332.43
Outer North West	4	£332.43
Inner South	2	£166.22
Inner West	1	£83.11
Outer West	1	£83.11
Outer South	1	£83.11

**Community Committee Priority Met:**

Promote diversity, encourage community cohesion.  
Seek to get residents into training & learn new skills.

**Total costs:**

£3,075

**Other grants applied for:**

See table in summary of project

**Date:**

## Outer West Community Committee - Youth Activities Fund

### Project Summary

<b>Project Name</b>	<b>Pudsey Global Gang</b>
<b>Amount applied for</b>	<b>£1,560</b>
<b>Lead Organisation</b>	<b>Leeds DEC</b>
<b>Ward</b>	<b>Pudsey</b>

#### Pitch to young people

Do you know you have rights? Do you know what they are? Does every child have rights? Pudsey Global Gang provides a fun and safe space for you to get creative and explore children's rights locally and around the world.

Activities include

- baking with Fairtrade ingredients
- creating and 'selling' footballs as part of a role play game
- creating superhero puppets and dramas about children's rights and responsibilities in Leeds and around the world
- playing games such as pass the parcel about 'Agents of Change' such as Nelson Mandela and Malala Yousafzai who have changed the world for the better
- upcycling items that would normally be thrown away to create something beautiful and useful (make a really funky wallet out of a juice carton to wow your friends!)

Look forward to welcoming you there! Places are limited so book early.

#### Full details of the project

'Pudsey Global Gang' has been designed especially for the children of Pudsey, with people who understand the needs and experiences of the children. It brings creativity and innovation to local children to help them make local and global connections to their own lives. It is unique in that it will not only provide stimulating and fun activities, but also uses the United Nations Convention of the Rights of the Child to strengthen Leeds as a Child Friendly city and help the children understand every child's right to be treated fairly.

Leeds Development Education Centre is a charity that works with young people in Leeds, raising awareness of a range of issues including inter-cultural understanding, children's rights, sustainable development, and anti-racism using inter-active youth-centred activities. We aim to provide fun and stimulating ways for young people to explore issues that are important for them and make sense of growing up, and living happy lives, in our complex, and sometimes contradictory, world.

Leeds DEC have over 30 years' worth of experience in enabling children to learn about children's rights and global themes in fun, engaging and thought provoking ways. Children attending 'Pudsey Global Gang' will have expert input from Leeds DEC's staff and artist in residence and Southroyd Primary staff to explore issues such as Children's Rights, equality, diversity and fairness using games, crafts, puppetry, photography, drama and cooking.

Children will make posters to promote Pudsey Global Gang around the school and community. We will also send letters home to parents, upload details onto the school website and on the Breeze site.

#### When will the project run?

Programme 1 from May 2015 - June 2015

Programme 2 from February 2016 – March 2016.

**How many young people can attend?**

60 children will have the opportunity to meet every week after school hours at Southroyd Primary School (as part of 1 programme delivered in 2015 and another in 2016) to help them make sense of their place in the world and to build a better and fairer world for everyone. 'Pudsey Global Gang' will run for two half term slots for a total of 10 sessions.

**Other organisations involved****Financial Information**

<b>How much funding is required?</b>	£1560
<b>Do the group have any funding from somewhere else?</b>	£888.55

<b>Full Breakdown of Costs</b>		
<b>Item</b>	<b>Youth Activities Fund</b>	<b>Other</b>
Co-ordinator time to prepare, set up, deliver and clear up (2.5 hours @ £20 per hour) x 10 sessions	£500.00	
Juice and snack (Fairtrade where possible) £10 per session x 10 sessions Example: See attached Sainsburys quote for £10.80 for fruit and juice for x30 children	£100.00	
Materials £2 per child x 60 children per session x8 sessions. Please note some weeks will cost more than £2 per child and some will be less. £2 is an average. Example: See attached quote for Superhero puppets Total £28.00	£960.00	
Staff time x1 to support sessions 47.5 hours in total		£525.35
Room hire valued at £30 per session x10 sessions		£300 funded by school
Travel to and from Pudsey from Leeds DEC office (15.8 miles x 0.40p/mile x10)		£63.20 funded by Leeds DEC
<b>Total</b>	<b>£1,560.00</b>	

<b>Details of volunteers</b>	The teacher will volunteer for 1hr 30 mins (4.5 hours) x10 sessions = 45 hours (plus 2.5 hours 'set up time'.) Total=47.5 hours x £11.06 = £ 525.35
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**Area Support Team Comments**

## Outer West Community Committee - Youth Activities Fund

### Project Summary

<b>Project Name</b>	<b>Schools Out!</b>
<b>Amount applied for</b>	<b>£3,600</b>
<b>Lead Organisation</b>	<b>Armley Juniors Project 4 Young People</b>
<b>Ward</b>	<b>Farnley &amp; Wortley</b>

#### Pitch to young people

Schools out let the fun begin, are you 11-17yrs interested in meeting other young people, then come along and join us for holiday fun times.

Activities include let's get messy, creative play, internet access along with make and munch!

#### Full details of the project

Schools Out - We are looking for funding to deliver holiday activities for young people 11-17rs. The holiday periods we are looking to secure funds for are Summer Midterm (5 sessions) Summer(38sessions) and Autumn Mid Term(6 sessions)

We are asking for fund for 49 sessions over this period!

We will utilise our open Access Point ( a youth club designed for children and young people by children and young people supported by Professionals) additionally we have planned for an end of summer day trip to Blackpool.

We can work with a maximum of 20 young people per session within the open access point. Our external trip will have places up to 55 due to our mode of transport being a coach.

Places will be allocated on a first come first served basis (completed parental consent etc.)

Internal activities may include;

Let's get messy, Make and Munch no cook cooking, Fresh n fruity , Pick n Mix, loopy loos, gizmos and games, sun safety and internet fun.

All activities have an underlying theme which compliments Children Leeds and Child friendly Leeds.

All sessions will be staffed by qualified staff . They will have the additional support of an active volunteer base all of whom will be DBS checked prior to having contact with young people.

#### Activities Promotion

Farnley Cluster flyer

Armley Cluster Flyer

Armley Juniors Project 4 Young People Newsletter

Armley Juniors Project 4 Young People Web site

Posters via local family of schools

Hand outs to existing clients to share with family and friends.

Breeze Culture Network and Breeze website.

#### When will the project run?

Summer Midterm (5 sessions)

Summer(38sessions) and

Autumn Mid Term(6 sessions)

We are asking for fund for 65 sessions over this period!

**How many young people can attend?**

20 young people per session

**Other organisations involved**

N/A

**Financial Information****How much funding is required?**

£3,600

**Do the group have any funding from somewhere else?**

£1000.00 secured ACF4S

**Full Breakdown of Costs**

Item	Youth Activities Fund	Other
Staff costs	£3,600	£1,000
Resources		
External activities		
Over heads		

**Details of volunteers**

328 volunteers

328 x 110.06 = £3,627.68

**Area Support Team Comments**



## Outer West Area Committee - Youth Activities Fund

### Project Summary Lazer Centre Summer Youth Activity Programme

<b>Project Name</b>	<b>Lazer Centre Summer Youth Activity Programme</b>
<b>Amount applied for</b>	<b>£5,970</b>
<b>Lead Organisation</b>	<b>Youth Service</b>
<b>Ward</b>	<b>All</b>

#### **Pitch to young people (how would you describe it to the intended participants?)**

Learn some of the great mysteries of nature and challenge your knowledge of the earth. Learn how to survive in the unforgiving wilderness where a proper shelter could be the difference between life and death. Exciting and skill testing Bushcraft lessons will walk you down the path to a mastery of the elements. Conjure your strength and fight your fears as you climb over 20 ft. into the air, dangle from ropes and jump full long into the unknown in our High ropes, Assault course, Climbing or Leap of Faith sessions. Breathe deep, concentrate and release your inner sharpshooter - sink a deadly shot deep into a Bulls-eye target in our Archery lessons. Splash about on our Waterslide or slash through our tracks on Buggies, Go-karts and Motorbikes.

For all 8-17 yr olds book now for your FREE sessions throughout the summer at the Armley Lazer Centre!

#### **Full details of the project**

The project will be delivered at the Armley LAZER Activity Centre by trained and qualified staff and more local venues as requested by young people and other stakeholders. We aim to provide a summer programme full of exciting and challenging activities that children & young people.

In summary the project will provide for 30 x 2 hour activity experiences free to young people aged 8-17 yrs from each of the 4 Community Committee areas in the WNW area for up to 8 young people per session. This will total 120 x 2 hour sessions across the whole of the WNW area with a particular emphasis on children/young people from priority estates accessing up to 960 activity opportunities.

The team will run the sessions at the times and dates that work best for the young people and give them a choice as to which activity they most want to do. Although the Lazer team will be responsible for the transport and activity we will also be reliant on some pastoral support from local organisation i.e. clusters, schools, youth work providers. This is to ensure that the young people have a familiar face in attendance on a pastoral staffing support ratio of 16-1.

The majority of the sessions will be delivered in the school summer holidays plus term time evenings and weekends. The activities are all at the same price of £159 per session, for up to 8 young people, run for two hours at a time. The choice of activities for the children & young people will be;

Bushcraft/Den building

Waterslide

Buggy experience

Inflatable games e.g Sumo suites

Motor biking

Archery

Go Karts

High ropes

Climbing

Abseiling

Crate Stack

Leap of Faith

BMX-ing

Orienteering  
Assault Course  
Wide games/sports

The team will focus on promoting the summer activities programme and recruiting young people from priority neighbourhoods in the Outer West area.

The LAZER summer offer will be proactively marketed and promoted in local schools, Clusters, Youth Services groups, Voluntary organisations and through individual contacts with young people and their families.

Minibus transport with driver has been factored in so that the young people and parents need not to be worried about them getting to and from the Lazer centre each time. Local pick up and drop off points will be organised for each group in consultation with the assigned pastoral carers.

**The Youth Service has also applied for YAF funds in the amount of £5,970 from each of the IW, OW and ONW Community Committees. The total cost of the project is £23,880.**

#### When will the project run?

Summer holidays, or evening / weekend depending on availability of local support staff

#### How many young people can attend?

8 per session

#### Other organisations involved

Local youth service providers.

#### Financial Information

<b>How much funding is required?</b>	£5,970
<b>Do the group have any funding from somewhere else?</b>	No, but the staff time from the other providers is not included in the bid.

Full Breakdown of Costs		
Item	Youth Activities Fund	Other
Management and administration		In Kind
Volunteering facilitated by Lazer Centre		In Kind
Activity with staffing for 2 hr sessions x 30	£4,770	
Transport (minibus hire & driver) @ £80 each occasion x 15	£1,200	
<b>Total</b>	<b>£5,970</b>	

**Area Support Team Comments**

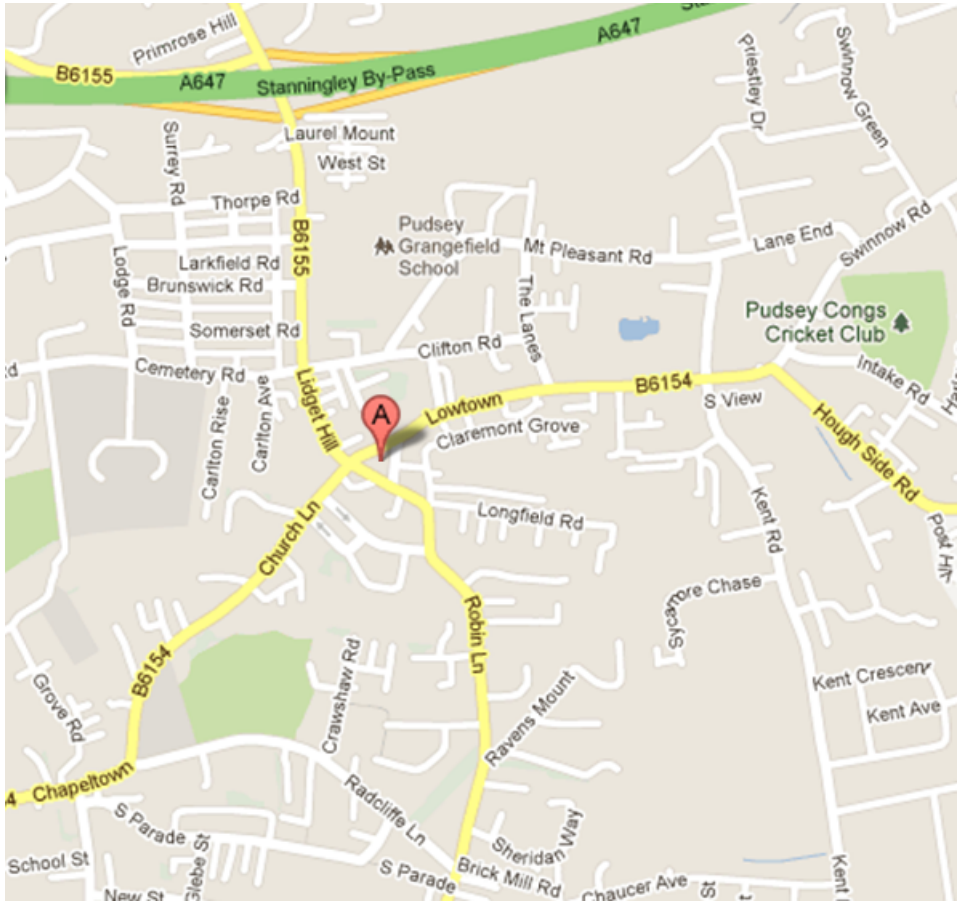
Transport only provided for 50% of sessions.

Could commission fewer sessions at £159 without transport or £239 with.

Dependent on securing staffing from youth service providers for no additional charge.

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**Pudsey Town Hall, Robin Lane, Pudsey, LS28 7BL**



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