



Outer West Community Committee

Calverley & Farsley, Farnley & Wortley, Pudsey

Meeting to be held in Leeds Civic Hall Committee Room 3

Wednesday, 2nd March, 2016 at 2.30 pm

Councillors:

A Carter
Mrs A Carter
R Wood

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

A Blackburn
D Blackburn
T Wilford

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

M Coulson
J Jarosz
R Lewis

Pudsey;
Pudsey;
Pudsey;





Co-optees

Rev Paul Ayers

Pudsey

Agenda compiled by:DebbieOldham

Governance Services Unit, Civic Hall, LEEDS LS1 1UR

West North West Area Leader: Baksho Uppal Tel: 395 1652

Images on cover from left to right:

Calverley & Farsley – Calverley Park; Farsley Town Street

Farnley & Wortley – Farnley Hall; Wortley Towers

Pudsey – Pudsey Town Hall; Pudsey Park

A G E N D A

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|---------|--------------------------|---------------|---|---------|
| 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).</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>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> | |

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| 3 | | | <p>LATE ITEMS</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>DECLARATION OF DISCLOSABLE PECUNIARY INTEREST</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>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p> | |
| 6 | | | <p>OPEN FORUM / COMMUNITY FORUM</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 | | | <p>MINUTES OF 9TH DECEMBER 2015</p> <p>To approve as a correct record the minutes of the last Outer West Community Committee held on 9th December 2015.</p> | 1 - 6 |
| 8 | Calverley and Farsley; Farnley and Wortley; Pudsey | | <p>MINUTES OF ENVIRONMENTAL SUB GROUP MEETING HELD ON</p> <p>To note the minutes of the Environmental Sub Group meeting held on 4th February 2016</p> | 7 - 10 |

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| 9 | Calverley and Farsley; Farnley and Wortley; Pudsey | | <p>OUTER WEST COMMUNITY COMMITTEE FINANCE REPORT</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 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.</p> <p>The report also provides and update on the Youth Activity Fund and outlines the applications received through the open commissioning round for funding in the 2016/17 financial year.</p> | 11 - 24 |
| 10 | Calverley and Farsley; Farnley and Wortley; Pudsey | | <p>COMMUNITY COMMITTEE UPDATE REPORT</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, and Skills and General Purposes.</p> <p>The report also updates the Committee on pieces of work and partnership worth that has taken place in the area since the last meeting.</p> | 25 - 28 |
| 11 | Calverley and Farsley; Farnley and Wortley; Pudsey | | <p>DATES, TIMES AND VENUES OF COMMUNITY COMMITTEE MEETINGS 2016/17</p> <p>The report of the City Solicitor requests Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2016/17 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.</p> | 29 - 32 |

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

OUTER WEST COMMUNITY COMMITTEE

WEDNESDAY, 9TH DECEMBER, 2015

PRESENT: Councillor M Coulson in the Chair

Councillors A Blackburn, D Blackburn,
J Jarosz, R Lewis, T Wilford and R Wood

25 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

26 Exempt Information - Possible Exclusion Of The Press And Public

There was no exempt information.

27 Late Items

There were no late items. However, supplementary information in relation to the Leedswatch Report was circulated at the meeting. Minute 35 refers.

28 Declaration Of Disclosable Pecuniary Interest

There were no declarations of pecuniary interests made.

29 Apologies For Absence

Apologies were received from Cllr. Andrew Carter, Cllr. Amanda Carter and Co-optee Rev. Paul Ayres.

30 Open Forum / Community Forum

There were no members of the public in attendance at the meeting.

31 Minutes

It was noted that Cllr. Ann Blackburn had given her apologies however had been missed from the minutes.

RESOLVED - The minutes of the meeting held on 7th October were recorded as a correct record.

32 West North West Locality Community Safety Partnership Annual Report

Draft minutes to be approved at the meeting
to be held on Wednesday, 2nd March, 2016

The report of the North West Locality Safety Partnership provided Members of the Outer West Community Committee with an overview of the performance of the West North West Locality Community Safety partnership.

The report focused on the period October 2014-September 2015

Acting Inspector Nick Boyes and the Area Community Safety Co-ordinator attended the meeting.

Members were informed that there had been a rise in crimes in the Outer West area particularly in vehicle thefts. Acting Inspector Boyes told the Committee that offenders were travelling in to the area from Bradford and locally from Bramley to commit the crimes. He said that several arrests had been made.

The Committee were informed that the partnership working with Environmental Services was working well and that there was good co-operation between Leeds and Bradford Police forces.

Ward Members were asked to spread the word to keep doors and windows locked and keys especially car keys out of view.

Crimes statistics for each ward had been provided within the submitted report.

Members were informed that from February 2016 more Police will be based at Pudsey Police Station. From February 2016 there will be a transition to a new operating model to ensure that demand is met across all work areas with reduced staff. The majority of uniformed officers will work on a 24/7 shift pattern as will the Partnership Ward Area (PWA) Inspectors. Inspector Dan Wood would retain overall responsibility for Outer West area.

Members were informed that Partnership Ward Sergeant Louise Julian would take over in February 2016 she would be attending the next meeting to meet all ward members.

The Area Community Safety Co-ordinator spoke about the Neighbourhood Problem Solvers approach and the good partnership working across the Community Committee area.

The Committee were informed that future work in the area would include projects in relations to The Heights, vehicle crime and Farm Watch.

Discussion took place on the following issues:

- Concerns in relation to Cross Lane, Farnley
- The high rise in vehicle crime
- New Neighbourhood Watch scheme at Rodley
- Police presence at Forums and Neighbourhood Watch meetings
- Crimes relating to farms
- Speed Indication Devices

The Members thanked Acting Inspector Boyes for his contribution to the meeting and the information that he had been providing to Ward Members the Chair saying that it was 'like a breath of fresh air'.

RESOLVED – That Members would continue to support the locality Community Safety Partnership in relation to continuing to delivering towards the Safer Leeds priorities through effective partnership working set out by Safer Leeds for the 2015/16.

33 Finance Update Report

The report of the west North West Area Leader provided the 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 had been approved since the last meeting.

Members were updated on the project from Parks and Countryside for playground improvements to Victoria Park was approved.

Two applications had been received for the Committee to consider:

- Appendix 2 of the submitted report listed Gardening for Wellbeing submitted by The Conservation Volunteers - Hollybush Conservation Centre, requesting £3,260
- Appendix 3 of the submitted report listed New Street Grove crime prevention fencing submitted by Housing Leeds requesting £6,475

In relation to Appendix 2 of the submitted report Members were informed that interest had been expressed by residents from the Outer West in the project. However due to demand those residents had had to be turned away. Members discussed transport to and from the project and the health benefits of the project specifically those with mental health issues. Cllr. Ann Blackburn to provide the name of a group in Pudsey to the Communities Team.

In relation to Appendix 3 of the submitted report Members were provided with plans showing the area of concern. Members were informed that this issue had been discussed at the Housing Advisory Panel and that match funding had been approved.

Members also discussed the public footpath which runs along the palisade fencing in situ currently. Members requested that this be addressed.

Members briefly discussed the Youth Activities Fund commissioning round. A General Purposes Sub-Group meeting would be organised in the new year to consider applications.

RESOLVED – That the Committee:

- Noted the current budget position for the revenue Wellbeing Fund for 2015/16 - Appendix 1 of the submitted report

- Considered the Wellbeing large grant and Youth Activity Fund application which had been received since the last Community Committee
 - Noted and considered the small grants that had been approved since the last meeting
 - Noted the skips that had been approved since the last meeting
 - Noted the current budget position for the Capital Wellbeing Fund for 2015/16
 - Noted the Finance Monitoring information at Appendix 4 of the submitted report
- 1) Appendix 2 of the submitted report listed Gardening for Wellbeing submitted by The Conservation Volunteers - Hollybush Conservation Centre, requesting £3,260 - APPROVED
 - 2) Appendix 3 of the submitted report listed New Street Grove crime prevention fencing submitted by Housing Leeds requesting £6,475 – APPROVED

34 Environmental Services - Update and Service Agreement for 2015/16

The Locality Manager, Environmental Action Service was in attendance at the meeting he presented for approval a new Service Agreement between the Committee and the Environmental Action Service to help maintain clean and tidy neighbourhoods across the Outer West area.

The Locality Manager explained to the Committee that the Environmental Action Service had taken on new functions including:

- Graffiti removal, needle picking, public toilet cleaning, ginnel clearance, LCC bin-yard clearance
- Household bulky item collection service, and
- Work previously done by 'Estate Caretakers' in council housing areas

Members were updated about the restructure within the service and the new ways of working within dedicated teams.

The Locality Manager highlighted page 16 of the submitted report which outlined the priorities for delivery.

Members were informed that partnership working with colleagues in Parks and Countryside was working well.

Members raised their concerns with the amount of leaves which had accumulated in certain areas. Members were informed that this work was on going however the wet weather had been a factor in not been able to collect the leaves. The Locality Manager asked Members to contact him with areas of concern so that he could address.

The Parks and Countryside Technical Manger was also in attendance at the meeting, he updated the Committee on the collections from litter bins located in parks. Members were informed that a mapping exercise was taking place to

identify the locations of litter bins and to ensure that bins were located where most needed.

RESOLVED - The Community Committee;

- approved the Service Agreement for the 2015/16 municipal year;
- delegated the responsibility to oversee the development and delivery of the Agreement and associated 'Plans on a page' to the Environmental Sub Group, with input through ward member and sub-group meetings.

35 Outer West CCTV Report

Two Officers from LeedsWatch presented the report to the Committee on the effectiveness of the 11 cameras, which serve the Outer West Community Committee area.

The submitted report provided analysis of the crime and anti-social behaviour by Ward, with CCTV camera locations as at Appendix 1, the different types of incidents and arrests captured by CCTV Operators in 'real time' including a focus on monthly occurrence of incidents. The report focussed on the period April 2015 – end October 2015.

The submitted report also had information on the current costs for all CCTV cameras in the Committee area.

Members were informed that staff had been realigned into five teams working 24/7 Monday – Sunday:

- CCTV
- Safer Learning Officers
- Parks Watch
- Security Patrol Team
- Engineering Team – repair cameras

Members discussed:

- The format of the information by ward
- The information provided
- Location of the cameras within the Outer West area
- Cost of the cameras and maintenance charges

RESOLVED – That the Outer West Community Committee noted the content of the report.

36 Minutes Heights and Bawns Neighbourhood Improvement Board

RESOLVED – The Committee noted the minutes of the Heights and Bawns Neighbourhood Improvement Board held on 30th September 2015.

37 Outer West Community Committee Update Report

This report updated the Community Committee on the work of the three sub groups of the Community, the work that had been taking place and the partnership work that had taken place in the area since the last meeting.

Members were informed that the Environmental sub group had met on 6th November 2015 and discussed partnership working throughout the Outer West. The first partnership would focus on a coordinated approach to emptying parks bins, street bins and dog bins. The Committee had heard early from the Technical Manager of Parks and Countryside that a piece of work was under way to map locations of these bins.

It was reported that following on from the workshop held in October which focused on delivering actions which support Business Enterprise and the Economy linked with employment opportunities it was decided to set up a Business, Employment and Skills sub group. The sub group has had two meetings Chaired by Cllr. Richard Lewis. The sub group decided to have four meetings a year.

It was reported that the Christmas Lights had been switched on in Pudsey and Farsley with the events being well attended. However, Calverley lights switch on had to be cancelled due to bad weather.

Members noted that the use of social media by the Outer West Community Committee was well used and proving to be a success.

Members were also informed that the Pudsey Rotary Club would be again offering Christmas day lunches for delivery to the elderly.

Ward Member for Calverley and Farsley clarified the position of the costs of the Farsley Christmas lights.

Members had received information in relation to the 'Get Cooking' project to be held at Springpark Centre, Farsley requesting £365.70. The project had been circulated to members by email.

RESOLVED – That the Community Committee noted the report including the key outcomes from the sub groups.

Members agreed to approve £365.70 for the 'Get Cooking' project

Outer West Community Committee

Environmental Services Sub Group



Note of Thursday 4th February 2016 Meeting 9.30 at Henshaw Depot

Present

| | |
|----------------------|---|
| Cllr Coulson (Chair) | – Pudsey |
| Cllr Blackburn | – Farnley & Wortley |
| Cllr Wood | – Calverley & Farsley |
| Jason Singh | – Locality Manager Environment & Neighbourhoods |
| Sam Woodhead | – Team Manager Locality Team Environment & Neighbourhoods |
| Phil Staniforth | – Parks & Countryside |
| Benjamin Grabham | – Service Manager, Environment & Housing |
| Claire Smith | – Housing Leeds |
| Harpreet Singh | – Communities Team WNW |

Key Issues discussed:

1. Matters Arising

- JS asked Claire to liaise with Baz about environmental Issues

2. Fly Grazing

- Cllr Wood reported to the meeting on behalf of Cllr Amanda Carter and wanting the city to be involved in horse welfare
- PS noted the new Fly Grazing legislation essentially that we can deal with the issue quicker. Private owners don't need to wait 14 days before taking any action on removing horses from their land, this had now reduced to 4 days. However there is still a cost implication which would be a budgetary concern.
- Would need to consider issues on a case basis and need to ensure we're covered and legal advice is being taken
- It was noted that a fencing scheme was already being looked at for Tyersal
- JS informed that Locality Team had a contractual agreement with the horses teams and make referrals. JS didn't see it being a day to day issue.
- **Cllr C suggested sending a letter from OW to Tom Riordan about the policy on this issue however PS asked if he could find out first and report back at the next meeting.**

3. Environmental Services Update

Sam and Jason provided an update

- SW noted a lot of the recent work had been reactive such as de-leafing however this was now coming to completion and had gone particularly well. The team used a targeted approach in highly leafy areas. Cllr Wood noted the drop had been a lot more than average.
- There was also the recent floods' where there was a lot of cleansing activity that was required. Cllr B noted he thought we were a little slow in reacting. JS informed that the de-leafing had started on the 8th October and took on board the comments. Looking back there had been isolated areas and gaps where some learning could be done. Cllr C noted on a positive note that when he has had an issue it has been resolved and Pudsey had been better than any other year.
- Cllr B noted the OW wards are very semi-rural and there is a lot to do. JS informed that the team have maps and know where the problems are. It had been the wettest weather to record and will learn from this.

- Baz noted leafs were getting into gullies so other priority work included keeping gullies cleared.
- SW noted there was a gullies review being done by Liz Jarmin. Cllr C informed that he had reported a number of blocked locations to the gullies team and it had not once been confirmed if any work had been done. JS noted any issues on gullies can be reported to his team but is now managed centrally.
- Cllr B noted in some places gully's need to be cleared more regularly, particularly where debris accumulates. **Liz will be looking at these sorts of issues in the gully's review. Cllr C noted he would like to have an update at the next meeting.**
- Simon Clothier has joined the team as an Environmental Action Officer and will be covering the F&W ward.
- On the Knowl's vehicles had been for sale on the highway. Planning and Locality team were in the process of prosecuting the perpetrator.
- Cllr B noted on Heights, Gambles and Bawns resident group noted that they were not getting a response to concerns in the same way as when housing had their estate caretakers. **Cllr Basked if the team could put something in place to identify turnover times and to see if things were taking longer and if so identify why.** JS noted there had been an issue with caretakers taking action locally direct from housing offices and how it is referred to the Locality team. Will be looking at how this is being communicated and will need to get better at doing this.
- There had been serial fly-tipping in C&F and the team were working with the police to ascertain the whereabouts of the perpetrator with a view to stop and the seizure of their vehicles, followed by the holding of a PACE interview.
- Cllr C informed on the NIP about making improvements in the Heights and Bawns
- SW informed on Wortley Rec there had been issues of waste and concerns around condition and overcrowding. Working together with Planning, Police, Anti-Social Behaviour Team, PARKS, and Crime Reduction Team to resolve.
- Baz informed that in Pudsey he had witnessed a lady litter from a Porsche who was subsequently issued with a fine.
- Cllr W noted outside the Dawsons Corner there was a small litter bin on the lamppost outside which wasn't sufficient and asked if a bigger bin could be installed.

4. YEP letter regarding dog fouling in Pudsey

- Cllr C noted he wanted to do something on dog fouling for the area. JS noted article on litter in car parks and another article on Pudsey cemetery as well as an issue with dog fouling on Brookfield Rec ground. JS wants to spend a little time on this to get messages out on social media and are considering a scheme for Brookfields to deposit bags. Need to get more in the public domain with regards to bringing about awareness.
- Cllr B noted the lack of prosecutions as people were not coming forward and giving evidence and suggested that Councilors report the issues. Aqeel noted people afraid to give witness statements. **HS to work with Aqeel to work on social media, Cllr C noted funding available to explore. Cllr W noted the use of free media and West Leeds Dispatch. Members would like an update at the next meeting.**

5. Parks & Countryside's update

Phil provided an update:

- Pudsey Park: looking at the feasibility of development in the park to attract some inward investment
- Rodley Cricket Club: a meeting took place with Cllrs Andrew and Amanda Carter about having 1 lease for the club
- Brookfield Rec: will be doing drainage work with money from Farsley Celtic. With regards to dog fouling, sports team should walk the pitch and clear of any dog fouling before games and this should be a part of their risk assessment to make sure the pitch is clear
- Woodhall Lake: Doug Louis was dealing with this project and there had been some progress with preserving the fishes.

- Farnley Falcons used containers at the back of the Beulah which has been shut down and area is possibly going to be developed. They were going to be relocated to Main Line Club but due to issues raised this would not now be happening. Working on relocation on Butt Lane. Cllr B noted his concerns around water and also about planning concerns.
- Calverley Cricket Club at Victoria park trying to get refurbishment done before the season and looking to put some practice nets enclosed in a cage. Also looking at advertising as a form of gaining revenue.
- Cabbage Hill: Cllr Anne Blackburn had asked for a catch up meeting. Cllr B noted land owned by skip firm that went bust and is owned by the crown and someone from Hancock family (Skip Company) come on site with a digger.
- Partnership working: Over-layered Parks litter bins on the map produced by the Locality and to role across all 3 wards and will find stats for flytipping and graffiti. Need to agree dates with Jason. Cllr Coulson noted looking for a better service than now and will hopefully free up some time for everyone and next steps was for an officers meeting and to bring back proposals to the Environment Sub Group with a working package like councilors had requested.

6. Waste Management Update

Ben Grabham provided an updated

- All residual waste has been delivered to the new recycling and energy recovering facility since November allowing for a significant saving and a better outcome for the environment.
- An additional £400k had been saved from starting earlier however it is still imperative to get residents to recycle as much as possible and trying to get to 60% recycling.
- Approval has been granted to remove excess bins that are not required.
- In previous years the Christmas time collections were done in advance and residents were informed by letter. This year didn't send information on collections by letters and moved the collection days back. Only had 2 complaints but so far not any considerable issues.
- The teams were able to get back to normal schedules in a much quicker turn around.
- Cllr B noted least complaints than in previous years. Calls were made to the contact Centre however there were no spikes in calls and very few complaints.
- As a result £80 - £100k was saved.
- Ben informed that this would be his last meeting as he would be leaving the council at the end of the month and will be going to Harrogate Council. Cllr C gave Ben all the best and thanked him on behalf of the sub group for the great job he'd done.

7. Housing Leeds Update

Claire Smith provided an update to the meeting

- The main change was that Liz Cook had now left and Gill Wildman had taken had replaced her for next 3 months.
- There was now a full complement of staff and all Housing Officers and assistants had been recruited so there was further recruitments. University student had been taken on to work on option appraisal on garage sites.
- Heights drive refurbishment had started this week and Westfield House was made open to the public 10-3pm. Not expecting much footfall but staffing available and have direct telephone line. Work should take approx. 10 weeks.
- Environmentally there have been concerns with land at the side of Crimbles Road and garage site which had been referred to Geotechnical Officer and garage's may have to be demolished.
- Also have regular meetings with crime prevention officer to look at top 10 most burgled areas and using HAP funding to make improvements. An environmental action day would be taking place on 13 April for Swinnow area. For Wortley would be looking to do some work in march looking at the Heights & Bawns.
- Cllr W noted at Dawson's corner the duck pond was causing a problem and was filling up causing a stream which needed looking at.

8. Partnership Working

- **Officers to report back to the next meeting with proposals as noted earlier**

9. AOB

- Cllr W made reference to fly tipping on Priesthorpe Lane, near Blue Pig where boulders had been located but someone had moved these along.

Next Meeting: Friday 13th May 2016, 9:30am at Henshaw Depot



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: 2nd March 2016

For decision

Finance Update Report

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 provides an update on the Youth Activity Fund
3. The report also outlines the applications received through the open commissioning round for funding in the 2016/17 financial year.

Main issues

4. 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.
5. 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 Revenue Budget Statement 2015/16

6. The Outer West Community Committee received an allocation of **£126,290** for the 2015/16 financial year. Taking into account project underspends and carry forward figures from 2014/15, the total fund available for new projects in 2015/16 was **£143,127**. This funding has now been committed to 26 projects for 2015/16, as listed in **Appendix 1** (table 1.2).
7. Following some underspend identified from the CCTV project, there is currently **£36,172.55** in Wellbeing Revenue funds currently unallocated for 2015/16.

Small Grants & Skips

8. **Table 1** below outlines those Small Grant applications that have been received or approved since the last meeting of the Outer West Community Committee. Since the last meeting there have been no skip requests.

Table 1: Small Grants Received and / or Approved

| Project Name | Organisation /Department | Amount Requested | Amount Approved |
|-----------------------------------|--------------------------|------------------|-----------------|
| Shining Light on Dark Winter | Armley Helping Hands | £182.92 | £182.92 |
| New Centre for Accessible Cooking | Get Cooking | £365.70 | £365.70 |
| Grandparents Group | Farnley Cluster | £360.00 | £360.00 |
| Cubs 100 Years Events | 1st Pudsey Scout Group | £500.00 | £500.00 |

9. Taking these into account, there is **£2,678** 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.

2015/16 Wellbeing Capital Budget

10. There is currently **£29,000** remaining in the Outer West Wellbeing Capital budget.

Youth Activities Fund

11. In 2015/16, the Outer West Community Committee received a sum of £46,440 Youth Activity Fund (YAF). Taking into account project underspends and roll forward from 2014/15, the total fund available for new YAF projects in 2015/16 was **£ 64,946**. This fund is to commission sports and cultural activity for young people age 8-17. This should be allocated with the involvement and participation of children and young people in the decision making process.
12. Since the last meeting the General Purposes Sub group met on 11 January 2016 to consider projects that had been received from the YAF commissioning round which was reported at the last meeting. Members approved the projects listed in **Table 2**. The total cost of all projects was £456 more than what was available in the YAF budget. Members approved a wellbeing contribution be made for this amount to make the shortfall.

Table 2: YAF projects approved since the last meeting

| Project | Applicant | Amount Requested |
|---------------------------------------|---|------------------|
| LAZER Winter Youth Activity programme | Youth Service | £5,970 |
| Multi Sports Holiday Camps | LCC Sport & Active Lifestyles – Pudsey Leisure Centre | £2,230 |
| Get Active Project | Aim Education Leeds Limited | £1,038 |
| Breeze Culture Crew | Breeze Team | £4,360 |
| TOTAL | | £13,598 |

13. Funding has now been committed to 16 projects for 2015/16, and a complete list is provided in Appendix 1 (table 1.5). There is currently no more YAF remaining in the 2015/16 budget.

Wellbeing 2016/17

14. Community Committees have received a reduced allocation to their Wellbeing Revenue Budgets for 2016/17 compared with that given in 2015/16. This gives the Outer West Community Committee an allocation of **£113,310**. Taking into account project underspends from 2015/16, the total fund available for new projects in 2016/17 is **£149,482.55**. The details of this calculation are set out in **Table 3** below:

Table 3: Wellbeing Revenue Budget

| 2015/16 OW Revenue | Amount |
|--|-------------|
| OW Revenue Allocation 2016/17 | £113,310 |
| Unallocated budget from 2015/16 | £33,494.55 |
| Underspend from Small Grants Pot & Skips | £2,678 |
| Budget Available for Allocation | £149,482.55 |

15. The Wellbeing commissioning round for 2016/17 received 30 applications for revenue funding totalling £143,565. (For a full list of these projects, please see **Appendix 2**). These applications have been assessed against the funding criteria for the Outer West Wellbeing Fund. Members have reviewed the applications in detail and have agreed that the 24 projects listed in Table 4 below, valued at a total of £143,470.54 should go forward for consideration by the Community Committee on 02th March 2016. Should all of the following projects be approved, this will leave £6,012.01 of Wellbeing revenue funding available for allocation in 2016/17.

Table 4 Wellbeing Revenue Projects For Consideration (as agreed at the Wellbeing Commissioning Meeting on 02 March)

| Project | Project Applicant | Amount |
|---|---|-----------|
| Farsley Community Activities 2015/16 | Farsley Community Initiative | 2,100.00 |
| Summer Bands | Leeds International Concert Season | 3,000.00 |
| Small Grants & Skips | Various | 8,000.00 |
| Neighbourhood Improvement Programme | Communities Team | 3,000.00 |
| Pudsey Christmas Lights | Leeds Lights / Leeds Events | £8,500.00 |
| Farsley Christmas Lights | Leeds Lights / Leeds Events | £5,500.00 |
| Calverley Christmas Lights | Leeds Lights / Leeds Events | £1,500.00 |
| Aston Martin Event | Farsley Business Forum | 1,000.00 |
| Pudsey in Bloom | LCC Parks & Countryside | 3,644.00 |
| Farsley in Bloom | LCC Parks & Countryside | 2,299.00 |
| Calverley in Bloom | LCC Parks & Countryside | 2,481.00 |
| Farnley in Bloom | LCC Parks & Countryside | 1,000.00 |
| Pudsey Carnival | Pudsey Carnival Committee | 1,000.00 |
| Farsley Community Activities 2016/17 | Farsley Community Initiative | 4,000.00 |
| Site-based Gardener for Tyersal Park and New Farnley Park | Leeds City Council, Parks and Countryside | 12,244.78 |
| Cow Close Community Corner | Armley Juniors | 8,286.00 |
| Community Development Worker | BARCA | 35,000.00 |
| CCTV | Leeds Watch | 23,833.00 |
| Partnership Tasking | West Yorkshire Police | 3,000.00 |
| Care and Repair | Target Hardening for the vulnerable residents | 6,000.00 |
| Summer Holiday, Targeted Provision | Leeds Youth Service | 1,400.00 |
| Adventures in Minecraft and Lego | Leeds Library and Information Service | 1,338.76 |
| Citizenship Academy | AIM Education | 890.00 |
| Hawthorn United Over 50s Walking Football Club | Hawthorn Surgery | 500.00 |
| Hollybush for Enduring Wellbeing | Hollybush Conservation Centre | 3,954.00 |

16. Since the wellbeing commissioning one application has been received for consideration from Pudsey Amateur Swimming Club. Details of this application are provided at appendix 3.
17. If members approve the application this will leave **£2,958.01** in the wellbeing revenue fund.

2016/17 Wellbeing Capital Projects For Consideration

18. One application for Capital Funding was received for this commissioning round totalling £4,072.

Table 5 Wellbeing Capital Projects for Consideration

| Project | Project Applicant | Amount |
|-------------------------|--------------------------|---------------|
| Pudsey Wellbeing Centre | Pudsey Wellbeing Centre | £4,071.60 |

19. Should the above projects be approved, this will leave **£24,928** of Wellbeing Capital funding available for allocation in 2016/17

2016/17 Youth Activities Fund

20. In 2016/17, the Outer West Community Committee has received a sum of **£41,670.00** Youth Activity Fund. No Youth Activity Fund projects have been received.

Corporate considerations

a. Consultation and Engagement

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

22. All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration.

c. Council policies and City Priorities

23. 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

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

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

e. Legal Implications, Access to Information and Call In

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

f. Risk Management

27. 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

28. Wellbeing funding provides an important opportunity to support local organisations and drive forward improvements to services. This report provides members with an update on the Wellbeing programme for 2015-16.

Recommendations

29. The Committee is asked to:

- Note the current budget position for the revenue Wellbeing Fund for 2015/16 (Appendix 1)
- Note the small grants and skips that have been approved since the last meeting at **Table 1**
- Note the current budget position for the Capital Wellbeing Fund for 2015/16.
- Note the current budget position for the Youth Activities Fund for 2015/16 and those projects approved since the last meeting **Table 2**.
- Note the available Wellbeing Budget and Youth Activities Fund for allocation in 2016/17.
- Consider the projects listed at **Table 4 and 5** for approval from the Wellbeing Budget allocation for 2016/17

Background information

- **None**

Revenue

Revenue Budget Calculation

The table below describes the revenue budget calculation for the 2015-16 financial year. It shows the amount allocated to each ward of the Outer West Community Committee, details of the carry forward from 2014-15 and any existing commitments.

| 2014/15 OW Revenue Budget | OW Area Committee | |
|--|-------------------|-------------------|
| Balance Brought Forward from 14/15 | £ | 53,179.00 |
| OW Revenue Allocation for 2015/16 | £ | 125,833.89 |
| Total | £ | 179,012.89 |
| Schemes Approved from 2014-15 budget to be paid in 2015-16 | £ | 31,043.67 |
| Projects approved in 15/16 | £ | 121,954.83 |
| Total Commitments | £ | 152,998.50 |
| Remaining to Allocate (Wellbeing) | £ | 26,014.39 |
| Remaining to Allocate (Youth Activities) | £ | - |

Revenue Project Statement

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

| Project Name | Lead Organisation | Approved | Paid | Remaining |
|--|---------------------------------------|-------------|-------------|-------------|
| 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 & Skips | WNW Area Support Team | £ 8,000.00 | £ 3,151.73 | £ 4,848.27 |
| Communications & Engagement | WNW Area Support Team | £ 2,000.00 | £ 190.39 | £ 1,809.61 |
| Neighbourhood Improvement Programme Budget | WNW Area Support Team | £ 3,000.00 | £ - | £ 3,000.00 |
| Pudsey Christmas Lights | Leeds Lights / Leeds Events | £ 8,000.00 | £ 8,300.00 | -£ 300.00 |
| Farsley Christmas Lights | Leeds Lights / Leeds Events | £ 5,150.03 | £ 6,240.83 | -£ 1,090.80 |
| Calverley Christmas Lights | Project 2000 / Leeds Events | £ 850.00 | £ 850.00 | £ - |
| 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 | LCC Parks & Countryside | £ 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 | £ 11,482.00 | £ 11,482.00 | £ - |
| Partnership Tasking Meetings | West Yorkshire Police | £ 6,000.00 | £ - | £ 6,000.00 |
| Speed Indication Device (SID) | West Yorkshire Police | £ 3,000.00 | £ - | £ 3,000.00 |

| | | | | | | | |
|-------------------------------------|----------------------------|---|-------------------|---|------------------|---|------------------|
| Street Dancing | Swinnow Community Centre | £ | 2,700.00 | £ | 2,700.00 | £ | - |
| Summer Holidays Targeted Provision | Leeds Youth Service | £ | 3,300.00 | £ | 3,300.00 | £ | - |
| Hawthorn United Over 50s Walking FC | Hawthorn Surgery | £ | 1,282.26 | £ | 1,282.26 | £ | - |
| Pudsey Wellbeing Centre | Pudsey Wellbeing Centre | £ | 4,268.00 | £ | - | £ | 4,268.00 |
| Money Buddies | Ebor Gardens Advice Centre | £ | 1,065.00 | £ | - | £ | 1,065.00 |
| Totals: | | £ | 112,284.83 | £ | 80,748.75 | £ | 31,536.08 |

Revenue Projects Live from Previous Years

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

| Project Name | Lead Organisation | Approved | Paid | Reaminging | | | |
|---|--|----------|------------------|------------|------------------|---|-----------------|
| Prison! Count me out | Leeds Youth Service – Outer West | £ | 1,000.00 | £ | - | £ | 1,000.00 |
| Diversinary Project | Outer West Tasking Group | £ | 500.00 | £ | - | £ | 500.00 |
| Bernardos | Barnardos Safer Families | £ | 160.00 | £ | 160.00 | £ | - |
| Leeds Gate G & T Project | Leeds Gate | £ | 5,250.00 | £ | 5,250.00 | £ | - |
| Farsley Christmas Lights | Farsley Christmas Lights Leeds Lights / Events | £ | 480.00 | £ | - | £ | 480.00 |
| Farsley Christmas Lights | Farsley Christmas Lights Leeds Lights / Events | £ | 41.67 | £ | - | £ | 41.67 |
| Calverley Christmas Lights | Project 2000 / Leeds Lights | £ | - | £ | - | £ | - |
| CCTV Maintenance | Leeds Watch | £ | 12,351.00 | £ | 12,351.00 | £ | - |
| Community Development Worker | BARCA | £ | 7,936.00 | £ | - | £ | 7,936.00 |
| Nature Corridor - FOPH | Friends of Post Hill | £ | 975.00 | £ | 975.00 | £ | - |
| The Real Boy, Domestic Violence Project | Pudsey Cluster | £ | 2,350.00 | £ | 2,350.00 | £ | - |
| Totals: | | £ | 31,043.67 | £ | 21,086.00 | £ | 9,957.67 |

Youth Activity Fund 2015/16

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

| Project Name | Lead Organisation | Approved | Paid | Remaining | | | |
|--|--------------------------------|----------|-----------|-----------|-----------|---|----------|
| Breeze Friday Night Project | Breeze | £ | 9,845.00 | £ | 7,384.00 | £ | 2,461.00 |
| Mulit sports activities | LCC Sports & Active Lifestyles | £ | 2,940.00 | £ | 2,940.00 | £ | - |
| Breeze games summer 2015 | Breeze | £ | 13,050.00 | £ | 13,050.00 | £ | - |
| Easter holiday sports camp | Farnley Cluster | £ | 1,427.00 | £ | 1,427.00 | £ | - |
| Multi Sports Camp | Pudsey Cluster | £ | 600.00 | £ | - | £ | 600.00 |
| Breeze under 19's zone @Farsley Festival | Breeze | £ | 945.00 | £ | 945.00 | £ | - |

| | | | | | | | |
|---|-------------------------------|---|------------------|---|------------------|---|------------------|
| Faame (Film, Arts And Media Experience) | Social Skillz UK | £ | 2,857.11 | £ | 2,857.11 | £ | - |
| Pudsey Global Gang | Leeds DEC | £ | 1,560.00 | £ | - | £ | 1,560.00 |
| Mini Breeze Summer events | Breeze | £ | 11,475.00 | £ | 11,475.00 | £ | - |
| Wild West at Pudsey Park | LCC Parks & Countryside | £ | 4,000.00 | £ | - | £ | 4,000.00 |
| Summer Holiday Activity | Farnley Cluster | £ | 3,105.00 | £ | 3,105.00 | £ | - |
| Multi Sports Holiday Camps | LCC Sport & Active Lifestyles | £ | 2,230.00 | £ | - | £ | 2,230.00 |
| Get Active Project | AIM Education | £ | 1,038.00 | £ | - | £ | 1,038.00 |
| Breeze Culture Crew | The Breeze Team | £ | 4,360.00 | £ | - | £ | 4,360.00 |
| Winter Youth Activity | Lazer Centre | £ | 5,970.00 | £ | - | £ | 5,970.00 |
| Totals: | | £ | 65,402.11 | £ | 43,183.11 | £ | 22,219.00 |

| OW Youth Activity Funding 2015-16 | |
|-----------------------------------|-------------|
| YAF Balance brought forward | £ 18,506.00 |
| YAF Allocation for Year 2015-16 | £ 46,896.11 |
| YAF Total Allocation (inc b/f) | £ 65,402.11 |
| YAF Earmarked 14/15 | £ - |
| Current YAF Figures | |
| Budget for Year: | £ 65,402.11 |
| Total Approved 15/16 | £ 65,402.11 |
| Available Left to Allocate: | £ - |

Capital Spend

The table below lists capital projects previously supported and provides a current balance of funding remaining to allocate. Most grants are paid retrospectively so grants shown as unpaid do not necessarily reflect any potential underspend.

| Project Name | Lead Organisation | Approved | Paid | Remaining |
|---|--|------------|------------|------------|
| Westroyd Park Bike Restrictor | LCC Parks and Countryside Public Rights of Way | £ 1,700.00 | £ 1,700.00 | £ - |
| Farnley Falcons - Changing Room Conversions | Farnley Falcons | £ 5,000.00 | £ 5,000.00 | £ - |
| New Clubhouse Rodley Cricket Club | Rodley Cricket Club | £ 5,000.00 | £ - | £ - |
| Park Spring Nature Club Wildlife Area | Park Spring Primary School | £ 1,500.00 | £ - | £ 1,500.00 |
| Clyde Walk Green | 0 | £ 5,400.00 | £ - | £ 5,400.00 |
| Calverley St Wifrids Cricket club refurb | 0 | £ 3,500.00 | £ - | £ 3,500.00 |
| Pudsey Bowking Club Lounge Refurb | 0 | £ 1,200.00 | £ - | £ 1,200.00 |

| Project Name | Delivery Organisation | Value of Revenue Request |
|---|---|--------------------------|
| Farsley Community Activities 2015/16 | Farsley Community Initiative | £ 2,300.00 |
| Summer Bands | Leeds International Concert Season | £ 3,000.00 |
| Small Grants & Skips | Various | £ 8,000.00 |
| Neighbourhood Improvement Programme | Communities Team | £ 3,000.00 |
| Pudsey Christmas Lights | Leeds Lights / Leeds Events | £ 8,500.00 |
| Farsley Christmas Lights | Leeds Lights / Leeds Events | £ 5,500.00 |
| Calverley Christmas Lights | Leeds Lights / Leeds Events | £ 1,500.00 |
| Aston Martin Event | Farsley Business Forum | £ 1,500.00 |
| Pudsey in Bloom | LCC Parks & Countryside | £ 4,048.00 |
| Farsley in Bloom | LCC Parks & Countryside | £ 2,554.00 |
| Calverley in Bloom | LCC Parks & Countryside | £ 2,756.00 |
| Farnley in Bloom | LCC Parks & Countryside | £ 1,000.00 |
| Pudsey Carnival | Pudsey Carnival Committee | £ 1,000.00 |
| Farsley Community Activities 2016/17 | Farsley Community Initiative | £ 10,640.00 |
| I Love West Leeds - Citizen's Orchestra | I Love West Leeds | £ 1,632.00 |
| Site-based Gardener for Tyersal Park and New Farnley Park | Leeds City Council, Parks and Countryside | £ 12,244.78 |
| How Close Community Corner | Armley Juniors | £ 9,206.89 |
| Community Fun Day & Animal Festival | Reptile Rangers CIC | £ 1,010.00 |
| Persian Residents Wellbeing Project | Persian Association Ltd | £ 2,830.00 |
| Community Development Worker | BARCA | £ 15,873.00 |
| CCTV | Leeds Watch | £ 23,833.00 |
| Partnership Tasking Meetings | West Yorkshire Police | £ 3,000.00 |
| Care and Repair | Target Hardening for the vulnerable residents | £ 6,000.00 |
| Summer Holiday, Targeted Provision | Leeds Youth Service | £ 1,400.00 |
| Handball Development | West Leeds Juniors | £ 1,650.00 |
| Adventures in Minecraft and Lego | Leeds Library and Information Service | £ 1,338.76 |
| Citizenship Academy | AIM Education | £ 890.00 |
| Get Active, Stay Active | Armely Lazer Centre | £ 1,105.00 |
| Hawthorn United Over 50s Walking Football Club | Hawthorn Surgery | £ 2,300.00 |
| Hollybush for Enduring Wellbeing | The Conservation Volunteers – Hollybush Conservation Centre | £ 3,954.00 |
| Pudsey Wellbeing Centre | Pudsey Wellbeing Centre | £ 4,071.60 |

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Outer West Community Committee Wellbeing Fund Project Summary

| | |
|---------------------------|--|
| Project Name | Teaching young children to swim |
| Amount applied for | £3054 |
| Lead Organisation | Pudsey Amateur Swimming Club |
| Ward/Neighbourhood | Calverley & Farsley, Farnley & Wortley, Pudsey |

| | |
|--------------------------------|---|
| Business Plan Objective | <ul style="list-style-type: none"> • Addressing health inequalities • Children & young people |
|--------------------------------|---|

| |
|--|
| Project Summary |
| <p>The aim of the project is to teach children from 5yrs old and over to swim. The project is open to children of all ethnic groups with varying capabilities, some being special needs. Funding will be used to help run the club including baths hire, insurance and any equipment that may be needed.</p> <p>The group will hold 2 sessions a week on Tuesdays and Thursdays from 7:15-8:45. Funding is being sought for 10 weeks to support the group.</p> <p>The group have been in existence since 1929 and have taught hundreds of children to swim including some of the local councillors. They have had a waiting list for a good number of years which includes children's names from birth onwards. There is no other private swimming club in the area teaching children to swim</p> <p>The swimming club charges are £60 per quarter for each child.</p> |

| |
|---|
| Targets for the project and how success will be measured |
| The aim is to teach as many children, including those with special needs, to swim. The group has been formed since 1929 and have a high success rate. |

| |
|--|
| How the project will be promoted and/or participation encouraged |
| <ul style="list-style-type: none"> • By continuing to run the swimming club and holding a thriving waiting list • Parents are regularly enquiring about when their child can join their club |

| |
|---|
| Exit strategy/How the project will continue after the funding |
| The group has been running since 1929 and will continue as long as it is financially feasible |

| |
|--|
| Other organisations involved |
| The group are affiliated to the Amateur Swimming Association, North East Region and Yorkshire County |

Financial Information

| | |
|--|--------|
| Revenue funding requested | £3,054 |
| Total cost of project | £3,054 |
| Match funding/Other funding sources | None |

| Full Breakdown of Costs | | | |
|---|------------------|----------------------------------|-------------------------|
| Item | Wellbeing | Other (with funding body) | Date of Decision |
| <u>Pool Hire for 10 weeks</u> (£79 per hour x 3 hours per week) x 10 weeks | £2,370 | | |
| <u>Life guard charges for 10weeks</u> (£22.80 per hour x 3 hours per week) x 10 weeks | £684 | | |
| Other costs the group is responsible for include <u>Annual fees to ASA (Amateur Swimming Association) :</u> £10.60 per volunteer, £14.30 per child £31 affiliation costs for the North East Region and Yorkshire County | | | |
| Total | £3,054 | | |

| | |
|------------------------------|--|
| Details of volunteers | 18 Volunteers |
| Volunteer role | Trainers and helpers provide a total of 39 volunteer hours per week 39 x 11.06= £431.34 |

| |
|--|
| Details of funding from previous years |
| The group received £500 MICE money in January 2009 from Pudsey councillors which was to support with increasing bath hire and lifeguard charges. |

| |
|----------------------------------|
| Communities Team Comments |
| |



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: 2nd March 2016

To Note

Community Committee Update Report

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. This report also updates the Committee on pieces of work and partnership working that has taken place in the area since the last meeting.
3. 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

Sub Groups Update

4. 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.
5. Detailed below is an update on the current sub group activity and issues being explored at each.

Environment Sub Group

6. The Outer West Environmental Sub Group has continued to meet and has led some positive work to ensure that the Service Level Agreement is fit for purpose and that resources are targeted at the areas of greatest need and to deliver the greatest impact.
7. The Outer West Environment Sub Group met on the 4th February 2016 and discussed partnership working throughout the Outer West. Minutes of the meeting are provided at appendix 1. The first partnership would focus on a coordinated approach to emptying Parks bins, Streets bins and dog bins.
8. Since the last meeting a mapping exercise had been done of all litter and dog bins in the Outer West. This will help shape the basis of a trial for the area which would help save on resource, manpower and time.
9. It was noted at the last meeting that a citywide review of gullies would be taking place.
10. There was an interest from the sub group to explore an awareness campaign on anti-dog fouling. Work will be undertaken in schools to bring about awareness of the issues and of severe conditions that can be contracted such as Toxocariasis in young children.

General Purposes Sub Group

11. 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.
12. Meetings of the General Purposes Sub group are arranged on request from the Community Committee.
13. The General Purposes Sub group met on 11 January 2016 to consider projects that had been received from the YAF commissioning round which was reported at the last meeting. Members approved the projects listed in **Table 1**. The total cost of all projects was £456 more than what was available in the YAF budget. Members approved a wellbeing contribution be made for this amount to make the shortfall.

Table 1: YAF projects approved

| Project | Applicant | Amount Requested |
|---------------------------------------|---|-------------------------|
| LAZER Winter Youth Activity programme | Youth Service | £5,970 |
| Multi Sports Holiday Camps | LCC Sport & Active Lifestyles – Pudsey Leisure Centre | £2,230 |
| Get Active Project | Aim Education Leeds Limited | £1,038 |
| Breeze Culture Crew | Breeze Team | £4,360 |
| TOTAL | | £13,598 |

West Neighbourhood Improvement Board

14. 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.
15. Theme champions have now devised their own action plans on area of work and set targets against actions. An action tracker will be used for each theme to monitor progress against targets. The NIP meeting on the 26th January received feedback from the theme leads whom provided an update on key actions.
16. Further work around partnership working will be explored by the service theme leads

Citizens @ Pudsey & Swinnow Forum & Citizens @ Tyersal Forum

17. 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.
18. The meetings have had representation from the West North West Locality Team, Parks & Countryside, Highways, Transportation, Housing Leeds, Planning and Private Sector Housing Team.

Community Committees

19. 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.
20. All themed meetings have allowed the Community Committee to work with a bottom-up approach by engaging with stakeholders to envision ways to strengthen the way in which citizens are involved in local decision making. #
21. The next themed meeting will consist of a conversation dinner with local residents from across Outer West.

Social Media

22. The Communities Team have publicised a range of messages on the Outer West Social Media platforms around consultation, community events or improvements to an area,

which have proven to be very popular. We would like to request members to share details and promote the networks to their constituents.

Corporate

23. **a. Consultation and engagement** - Local priorities were set through the Area Business Plan process.

24. **b. Equality and diversity / cohesion and integration** - The Business Planning process takes into account equality, diversity, cohesion and integration issues.

25. **c. Council policies and city priorities** - The themes in the Business Plan mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

Conclusion

26. The work of the sub groups is 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 Communities Team.

Recommendations

27. To note the report including the key outcomes from the sub groups.

Background information

- None



Report of the City Solicitor

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

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

Date: 2nd March 2016

For decision

Dates, Times and Venues of Community Committee Meetings 2016/2017

Purpose of report

1. The purpose of this report is to request Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2016/2017 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

Main issues

Meeting Schedule

2. The Procedure Rules state that there shall be at least four ordinary or 'business' meetings of each Community Committee in each municipal year and that a schedule of meetings will be approved by each Community Committee. In 2015/16, this Committee held four meetings.
3. To be consistent with the number of meetings held in 2015/16, this report seeks to schedule four Community Committee business meetings as a minimum for 2016/17. Individual Community Committees may add further dates as they consider appropriate and as the business needs of the Committee require. The proposed schedule has been

compiled with a view to ensuring an even spread of Committee meetings throughout the forthcoming municipal year.

4. Members are also asked to note that the schedule does not set out any Community Committee themed workshops, as these will need to be determined by the Committee throughout the municipal year, as Members feel appropriate. During 2015/16, where such workshops were held, many took place either immediately before or after the Committee meetings. Therefore, when considering proposed meeting arrangements, Members may want to consider whether they wish to adopt a similar approach to the themed workshops in 2016/17, as this could impact upon final meeting times and venues.
5. The following provisional dates have been agreed in consultation with the Area Leader and their team. As referenced earlier, this report seeks to schedule a minimum of four Community Committee business meetings for 2016/2017 in order to ensure that the dates appear within the Council's diary. Individual Community Committees may add further dates as they consider appropriate and as business needs of the committees require.
6. The proposed meeting schedule for 2016/17 is as follows:
 - 15 June 2016 at 1pm
 - 28 September 2016 at 6:30pm
 - 21 December 2016 at 1pm
 - 1 March 2017 at 6:30pm

Meeting Days, Times and Venues

7. Currently, the Committee meets on a Wednesday at 1pm for Business Meetings and 6:30pm for Business and Themed Meetings with the themed workshop following the business meeting - and the proposed dates (above) reflect this pattern.
8. Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal working hours. Therefore, the Committee may wish to give consideration to meeting start times and venue arrangements which would maximise the accessibility of the meetings for the community.

Options

9. Members are asked to consider whether they are agreeable with the proposed meeting schedule (above), or whether any further alternative options are required in terms of the number of meetings, start times or venue arrangements.

Corporate considerations

10a. Consultation and engagement

The submission of this report to the Community Committee forms part of the consultation process as it seeks the views of Elected Members with respect to the Community Committee meeting schedule and venue arrangements.

In compiling the proposed schedule of meeting dates and times, the current Community Committee Chair, the Area Leader and colleagues within Area Support have been consulted.

10b. Equality and diversity / cohesion and integration

In considering the matters detailed, Members may wish to give consideration to ensuring that the Community Committee meeting arrangements are accessible to all groups within the community.

10c. Legal implications, access to information and call in

In line with Executive and Decision Making Procedure Rule 5.1.2, the power to Call In decisions does not extend to decisions taken by Community Committees.

Conclusion

11. The Procedure Rules require that each Community Committee will agree its schedule of meetings and that there shall be at least 4 business meetings per municipal year. In order to enable the Committee's meeting schedule to feature within the Council diary for 2016/17, Members are requested to agree the arrangements for the same period.

Recommendations

13. Members are requested to consider the options detailed within the report and to agree the Committee's meeting schedule for the 2016/17 municipal year (as detailed at paragraph 6), in order that they may be included within the Council diary for the same period.
14. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting and venue arrangements or whether they would like to request any amendments to such arrangements.

Background information

- Not applicable

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