



Outer West Community Committee

Calverley & Farsley, Farnley & Wortley, Pudsey

Meeting to be held in Committee Room 4, Civic Hall, Leeds, LS1 1UR

Wednesday, 18th May, 2016 at 1.00 pm

Councillors:

A Carter
Mrs A Carter
R Wood

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

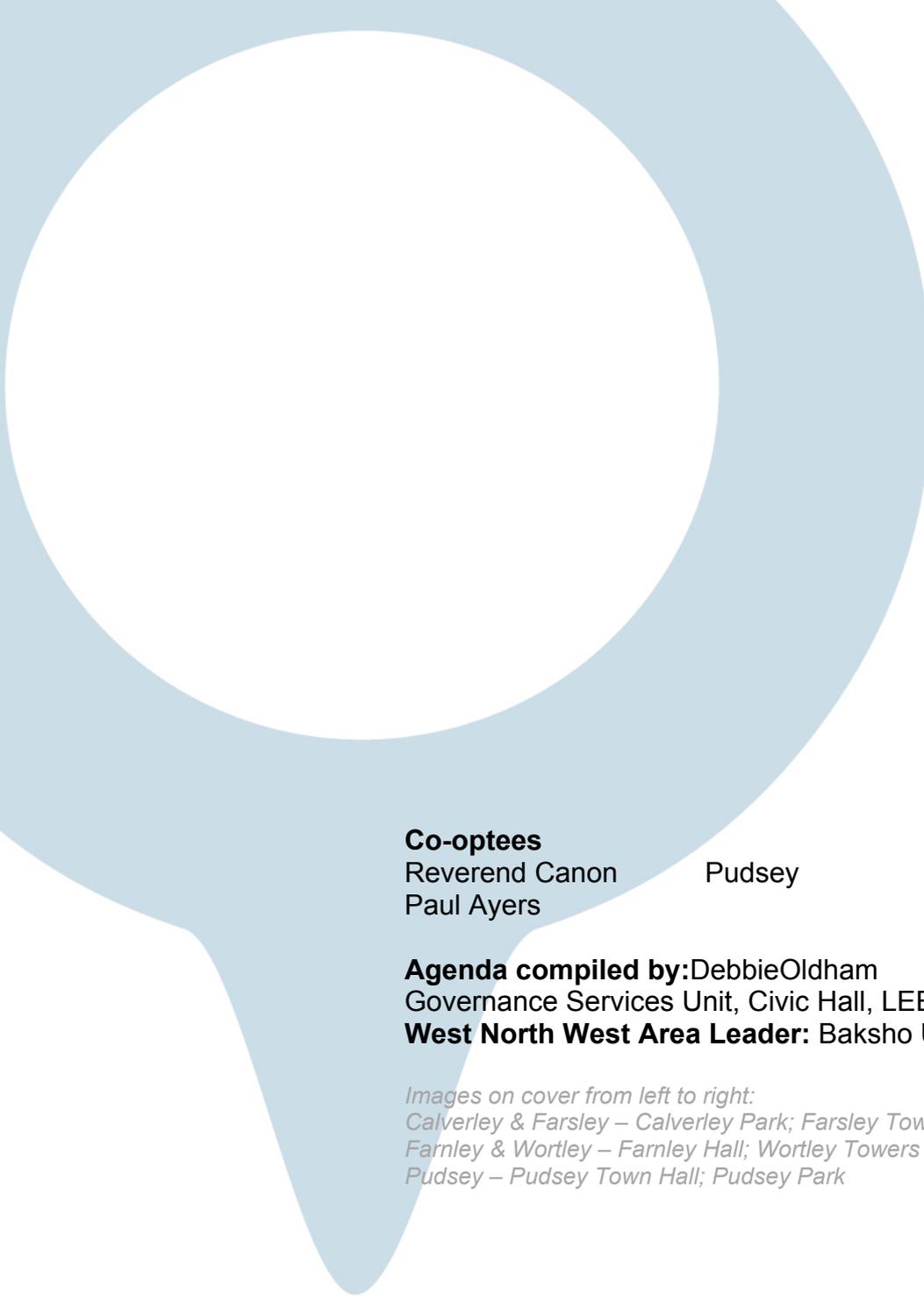
A Blackburn
D Blackburn
T Wilford

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

M Coulson
J Jarosz
R Lewis

Pudsey;
Pudsey;
Pudsey;





Co-optees

Reverend Canon
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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</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>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
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</p> <p>To approve the minutes of the meeting held on 2nd March 2016 as a correct record.</p>	1 - 6

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8	Calverley and Farsley; Farnley and Wortley; Pudsey		<p>ELECTION OF COMMUNITY COMMITTEE CHAIR</p> <p>The purpose of this report is to set out the arrangements for the election of Chairs for Community Committees and that in line with this process, to recommend that this Community Committee elects an eligible Member to the position of Community Committee Chair for the 2016/2017 municipal year.</p> <p>(Report attached)</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>	7 - 12

Item No	Ward/Equal Opportunities	Item Not Open		Page No

OUTER WEST COMMUNITY COMMITTEE

WEDNESDAY, 2ND MARCH, 2016

PRESENT: Councillor M Coulson in the Chair

Councillors A Blackburn, D Blackburn,
A Carter, Mrs A Carter, J Jarosz, R Lewis
and R Wood

Co-optee – Reverend Canon Paul Ayers

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 was no exempt information

40 Late Items

There were no late items. However, there was supplementary information which had been sent to all Members prior to the meeting. Minute no. 46 refers

41 Declaration Of Disclosable Pecuniary Interest

No declarations of pecuniary interests were made.

42 Apologies For Absence

Apologies for absence were received from Cllr. T Wilford.

43 Open Forum / Community Forum

There were no members of the public present at the meeting. However the Co-optee to the Committee the Reverend Canon Paul Ayers had asked to address the Community Committee on the resolution passed by the General Synod of the Church of England, of which the Canon Ayers is a member.

The Canon Ayres informed the Committee of the motion moved by the General Synod on 17th February 2016:

(a) welcome the extensive work already undertaken by the Church of England in partnership with others to evaluate the impact of benefits sanctioning and to identify and promote recommendations for the reform of sanctions policy and practice;

(b) call on Her Majesty's Government to implement the recommendations numbered 58-63 inclusive, made in December 2014 by the All Party Parliamentary Inquiry Report into Hunger in the UK Feeding Britain in respect of the use of sanctions upon benefit claimants;

(c) call on Her Majesty's Government to initiate a full independent review of the impact and efficacy of the sanctions and conditionality regime; and

(d) encourage every part of the Church of England to offer practical and pastoral support to those experiencing benefit sanctions, building on the Church's work with food banks, credit unions and debt advice.

The Canon Ayers went on to inform the Committee of the debate that this had caused with people from all over the country giving both analytical evidence and stories of human hardship. Members of Synod are bishops, vicars and lay people from all walks of life, and have direct, first-hand experience on the ground in helping to deal with some of the impact of current policy.

The Community Committee discussed the following issues:

- Universal Credit
- Length of time claimants have to wait
- Assessments of disability claims
- Assistance for both council tenants and tenants in private rented
- Use of Credit Union and food vouchers
- Advice and assistance for those with mental health issues and education learning difficulties

Members requested a co-ordinated report from officers from Housing and Benefits to inform ward councillors how they can assist and take issues forward.

The Community Committee also requested that the Chief Officer (Welfare and Benefits) be invited to attend a future meeting.

44 Minutes of 9th December 2015

It was noted that an amendment be made to minute 37 should read Calverley Rotary Club.

RESOLVED – That the minutes of 9th December 2015 be approved as a correct record.

45 Matters arising

In relation to Minute 37 Cllr. Wood informed the Community Committee that he was receiving names for the 2016 Christmas lunch.

46 Minutes of Environmental Sub Group meeting held on

Members requested information on fly grazing to be reported back to the group before the next meeting of the Environmental Sub Group.

Members discussed issues in relation to gulley cleaning within the Outer West area.

Members were informed that the issue in relation to Dawson's Corner had now been addressed.

Officers to respond directly to Cllr. Lewis to update him on the issues at Crimbles Road garages.

RESOLVED – That the Community Committee noted the minutes of the Environmental Sub Group held on 4th February 2016.

47 Outer West Community Committee Finance Report

The report of the West North West Area Leader informed the Community Committee of the current position of the Wellbeing Fund, Small Grants and skips pot, Youth Activities Fund and the Wellbeing Capital budget.

The Committee was informed that for the Wellbeing Commissioning round for 2016/17, 30 applications had been received for revenue funding totalling £143,565. A full list of the applications was attached at Appendix 2 of the submitted report.

Members had agreed 24 projects listed in Table 4 of the submitted report to be considered by the Community Committee.

Members had attended a General Purposes meeting and reviewed all applications in detail.

Members updated the Committee on some projects that had been funded by the Committee including the Community Orchard.

Members also discussed 2 applications which had been submitted as Supplementary Information and circulated to Members prior to the meeting.

Members were informed that a report is due to go to the Executive Board to discuss the criteria of the Youth Activity Fund.

Members were informed that £1,000 would be available to Community Committees to commemorate World War 1 events.

Clarification on spend was provided to Members on a number of projects listed on Appendix 1 of the submitted report.

RESOLVED – The Committee:

Draft minutes to be approved at the meeting
to be held on 18th May 2016

- Noted the current budget position for the revenue Wellbeing Fund for 2015/16 Appendix 1 of the submitted report
- Noted the Small Grants and skips that have been approved since the last meeting at Table 1 of the submitted report
- Noted the current budget position for the Capital Wellbeing Fund for 2015/16
- Noted the current budget position for the Youth Activities Fund for 2015/16 and those projects approved since the last meeting at Table 2 of the submitted report.
- Noted the available Wellbeing budget and Youth Activities Fund for allocation in 2016/17
- Considered and approved the projects listed at Table 4 and 5 from the Wellbeing Budget allocation for 2016/17
- Members also considered and approved the projects listed at Appendix A and B of the submitted supplementary information

48 Community Committee Update Report

The report of the West North West Area Leader updated the Community Committee on the work of the three sub groups of the Committee: Environment, Business, Employment and Skills and General Purposes.

Members were in agreement that the work of the West Neighbourhood Improvement Board needed to keep going forward.

Members were informed that the next themed meeting of the Community Committee would consist of a conversation dinner with local residents from across the Outer West area to discuss their aspirations for the area.

The Committee were informed that there had been an increase in the audience using social media particularly around vacancies and jobs. Members were encouraged to share details and promote the networks to their constituents.

Each of the Community Champions informed the Committee of the work that had been undertaken over the past Municipal year this included:

- Outer West dog fouling project
- Mobile teams to clean up the Outer West area
- Attendance at the Employment and Skills Board
- Engagement meeting at Robin Lane Surgery attended by all partners

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

49 Dates, Times and Venues of Community Committee Meetings 2016/17

The Report of the City Solicitor requested Members to give consideration to agreeing the proposed Community Committee meeting schedule for the 2016/2017 municipal year.

The proposed meeting schedule for 2016/17 was as follows:

- 15 June 2016 at 1pm
- 28 September 2016 at 6:30pm
- 21 December 2016 at 1pm
- 1 March 2017 at 6:30pm

The Committee had four meetings in the current 2015/16 Municipal year. The Committee met on Wednesday at 1pm for Business Meetings and 6:30pm for Business and Themed Meetings with the themed workshop follow the business meeting.

Members discussed the proposed date in December raising their concerns that due to the commitments of Ward Councillors during December the December meeting in 2015/16 Municipal year had to be rearranged to enable the meeting to be quorate. Members requested that another date be sought in January 2017.

Members were informed that a date for the Election of Chair had yet to be agreed.

RESOLVED - The Members considered the Committee's meeting schedule for the 2016/17 Municipal year as detailed at paragraph 6 of the submitted report the Members agreed the follow dates and times:

- 15 June 2016 at 1pm
- 28 September 2016 at 6:30pm
- 1 March 2017 at 6:30pm

Members requested that a date in January 2017 be sought for the third meeting of the Community Committee.

50 AOB

Members discussed the issue of litter within the Outer West area agreeing that the situation needs addressing.

Members were requested to email the Chair with specific areas that require the services of a litter picker.

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Report of the City Solicitor

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

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

Date: 18th May 2016

For decision

Election of the Community Committee Chair for the 2016/2017 Municipal Year

Purpose of report

1. The purpose of this report is to set out the arrangements for the election of Chairs for Community Committees and that in line with this process, to recommend that this Community Committee elects an eligible Member to the position of Community Committee Chair for the 2016/2017 municipal year.

Main issues

2. The Community Committee Procedure Rules state that the Chair will be elected from amongst the City Councillors eligible to serve on that Committee.
3. Each Political Group with Members elected within a Community Committee's boundary may submit a nomination from amongst the Members on the Community Committee to Chair that Committee, via the Group Whip. An Independent Member may also put forward a nomination.
4. The deadline for the submission of nominations for the position of Chair was 5.00pm on Tuesday, 17th May 2016. The Community Committee will be notified at the meeting of the nominations which have been received, prior to the election taking place.

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

Options

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

Corporate Considerations

Consultation and engagement

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

Legal implications, access to information and call in

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

Risk Management

12. There are no risks directly arising from the submission of this report to the Community Committee, however, not electing a Chair for the 2016/17 municipal year at this meeting will mean that the matter would be resolved at the Annual Council Meeting.

Conclusion

13. The Community Committee Procedure Rules state that the Chair of each Committee will be elected from amongst the City Councillors eligible to serve on that Committee. The Committee therefore is recommended to elect a Chair at this meeting for the 2016/2017 Municipal Year, from the nominations which have been received.

Recommendations

14. Members of the Community Committee are recommended to elect a Community Committee Chair for the 2016/2017 Municipal Year, from amongst the nominations which have been received.

Background information

15. Not applicable

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Extract from Community Committee Procedure Rules

2.0 APPOINTMENT OF CHAIR

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

2.2 Each political Group¹ with Members elected within a Community Committee area may put forward a nomination from amongst Members on the Community Committee to Chair the Community Committee. An Independent Member may also put forward a nomination.

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

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

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

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

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

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

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

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

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

¹ A nomination from a political group must be forwarded by a Whip

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