



# Outer North West Community Committee

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

**Meeting to be held in Greenacre Hall - 55 New Rd  
Side, Rawdon, Leeds LS19 6DD**

Monday, 24th September, 2018 at 1.30 pm

**Councillors:**

B Anderson - Adel and Wharfedale;  
C Anderson - Adel and Wharfedale;  
B Flynn - Adel and Wharfedale;

G Latty - Guiseley and Rawdon;  
P Latty - Guiseley and Rawdon;  
P Wadsworth - Guiseley and Rawdon;

D Collins - Horsforth;  
J Shemilt - Horsforth;  
J Taylor - Horsforth;

C Campbell - Otley and Yeadon;  
R Downes - Otley and Yeadon;  
S Lay - Otley and Yeadon;





**Agenda compiled by:** DebbieOldham on 0113 37 88656  
Governance Services Unit, Civic Hall, LEEDS LS1 1UR  
**Facebook:** [facebook.com/LCCOuterNW](https://www.facebook.com/LCCOuterNW)

*Images on cover from left to right:*

*Adel & Wharfedale - Golden Acre Park*

*Guiseley & Rawdon - Guiseley Clock; Aireborough One Stop Centre*

*Horsforth – Town Street and Olympic letter box*

*Otley & Yeadon – Yeadon Town Hall; Wharfemeadows Park*

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><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). (*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>	
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration (The special circumstances shall be specified in the minutes)</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'</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 of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>OPEN 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	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>MINUTES - 25TH JUNE 2018</b></p> <p>To approve the minutes of the meeting held on 25<sup>th</sup> June 2018.</p>	1 - 6
8	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>OUTER NORTH WEST COMMUNITY COMMITTEE BRIEFING NEIGHBOURHOOD TEAMS</b></p> <p>To receive the report of the Chief Officer Access and Care Delivery, Adult Social Care, to update the Community Committee on the progress with Strengths Based Social Care across the city, to draw attention to local features of the new approach to service delivery.</p> <p>(Report attached)</p>	7 - 10

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>TO DISCUSS FUTURE PLANS FOR LEEDS BRADFORD AIRPORT</b></p> <p>To consider the report of the Area Leader in conjunction with a presentation from representative of Leeds Bradford Airport.</p> <p>Report to follow</p>	
10	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>FINANCE UPDATE REPORT</b></p> <p>The report of the Area Leader provides an update on the budget position for the Wellbeing fund for 2018/19, and the current position of the Small Grants and Skips pot, and the small grants and skips which have been approved since the last meeting. The report also provides an update on the Youth Activity Fund and the Youth Activity fund projects which have been approved since the last meeting.</p> <p>(Report attached)</p>	11 - 22
11	Adel and Wharfedale; Guiseley and Rawdon; Horsforth; Otley and Yeadon		<p><b>COMMUNITY COMMITTEE UPDATE</b></p> <p>The report of the Area Leader updates the Community Committee on the work of the sub groups of the Committee: Environment &amp; Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Health, Well-being &amp; Adult Social Care; Highways &amp; Transportation and Policy.</p> <p>The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.</p> <p>(Report attached)</p>	23 - 28
12			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>The next meeting of the Outer North West Community Committee will be on Monday 26<sup>th</sup> November 2018, at 1:30pm at the Robert Craven Memorial Hall.</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p data-bbox="675 181 1091 215"><b>VENUE DETAILS AND MAP</b></p> <p data-bbox="675 322 1238 356"><b>THIRD PARTY RECORDING PROTOCOL</b></p> <p data-bbox="675 356 963 389">Third Party Recording</p> <p data-bbox="675 389 1390 591">Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p data-bbox="675 591 1374 624">Use of Recordings by Third Parties – code of practice</p> <p data-bbox="675 624 1406 792">a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</p> <p data-bbox="675 792 1402 1028">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>	<p data-bbox="1437 181 1493 248">29 - 30</p>

## OUTER NORTH WEST COMMUNITY COMMITTEE

**MONDAY, 25TH JUNE, 2018**

**PRESENT:** Councillor P Wadsworth in the Chair

Councillors B Anderson, C Anderson,  
C Campbell, D Collins, B Flynn, P Latty,  
S Lay and J Shemilt

### **1 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS**

There were no appeals against refusal of inspection of documents.

### **2 EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

There were no exempt items.

### **3 LATE ITEMS**

There were no formal late items. However supplementary information had been circulated to the Members in relation to Agenda Item 8 – Finance Update Report. Minute 8 refers.

### **4 DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS'**

There were no declarations of disclosable pecuniary interests. However, Cllrs Barry Anderson and Caroline Anderson declared an other interest as social members of Leeds Modernians Cricket Club. It was noted that the councillors had no involvement with the sporting events at Leeds Modernians Cricket Club.

### **5 Apologies For Absence**

Apologies for absence had been from Cllrs. R Downes, G Latty and J Taylor.

### **6 Minutes - 5th March 2018**

**RESOLVED** – That the minutes of the Outer North West Community Committee meeting held on 5<sup>th</sup> March 2018 be approved as a correct record.

### **7 Open Forum**

On this occasion no members of the public attending the meeting wished to speak.

### **8 Finance Update Report**

Draft minutes to be approved at the meeting  
to be held on Monday, 24th September, 2018

The report of the West North West Area Leader provided the Members with an update on the budget position for the Wellbeing fund 2018/19, and the current position of the Small Grants and skips pot, and the small grants and skips which had been approved since the last meeting.

The report also provided an update on the Youth Activity Fund and the Youth Activity Fund projects which had been approved since the last meeting.

Members noted that appendix 1 of the submitted report was the Finance Statement which provided Members with details of the current financial and monitoring position of the Wellbeing Fund and the Youth Activity Fund.

Members were advised of the minimum conditions for taking a delegated decision which were set out at point 7 of the submitted report.

Members noted that the Outer North West Community Committee had a Wellbeing allocation of £93,930 for the financial year 2018/19. As previously agreed by the Community Committee this amount is split equally by the 4 wards.

Table 1 of the submitted report showed the Wellbeing Revenue 2018/19 allocation with the carry forward from 2017/18 with the funds available to spend for each ward.

Table 2 of the submitted report set out those small grants and skips which had been approved since the last meeting.

Members were informed that the Youth Activity Fund allocation for 2018/19 was £40, 960 after taking account of overspends and the delegated decision listed at point 30 of the submitted report.

The Committee considered the following Youth Activity Fund projects:-

- Oddballs Theatre & Hullabaloo Orchestra - £4,017
- All Sports and Cooking Summer Camps - ££2,685
- A Day in the Woods - £2,610
- Ralph Thoresby Litfest - £600
- Holt Park Pop Up Activity Camp - £3,876
- Yoga Sessions Horsforth and Aireborough - £6,240
- Inters Youth Group - £6,000
- Make It Better Animation Workshop - £2,700
- Rhinos Roar - £9,590
- Outdoor Activities Project - £1,680

Table 4 of the submitted report set out the remaining balances for Capital

Members were advised that there was no change in the Community Infrastructure Levy (CIL)



## **RESOLVED – To:-**

- Note the current budget and monitoring position for the Wellbeing Fund for 2018/19;
- Review and agree the minimum conditions as set out in the submitted report;
- Agree the new Wellbeing large grant applications;
  - Access Improvements – Horsforth Hall Park - £4,000 not approved
  - Otley Chevin Park Run - £1,500 – Approved subject to match funding
  - Money Buddies – Otley Library & One Stop Centre – Deferred for further information
  - Yeadon Festive Lights 2018 - £5,000 - Approved
  - Aireborough Masterplan Academy of Urbanism – Total funding £7,000 – Approved; (G&R £6,000 O&Y £1,000)
  - Refurbishment of car park surface and drainage at Cookridge Village Hall - £5,000 - Approved
  - Horsforth Christmas Lights - £3,414 - Approved
  - Provision of Speed Indication Device (SID) on Arthington Lane - £3,965 – Defer for further information
  - CCTV Otley & Yeadon - £8,000 - Approved
  - Pitch drainage improvements Pool AFC - £2,280 - Approved
  - Leeds Modernians Cricket Club Net Cage - £14,100 – Approved
  - North West Country Park Green Gateway Trail - £1,592 - £398 per ward – Approved
  - Police Bicycles – Guiseley & Rawdon -£1,224 – Approved
  - Police Bicycles – Horsforth - £1,224 - Approved
- Agree the following allocation for Small grants and skips and note those small grants and skips that have been approved since the last meeting;
  - Adel & Wharfedale - £3,000
  - Guiseley & Rawdon - £3,000
  - Horsforth - £2,000
  - Otley and Yeadon - £2,000
- Note the current budget position of the Youth Activity Fund for 2018/19
  - £7,200 Approved via DDN for 2 mini Breeze events (O&Y £3,600 A&W £3,600)
- Consider new Youth Activity Fund applications:
  - Oddballs Theatre & Hullabaloo Orchestra - £4,017 - Approved
  - All Sports and Cooking Summer Camps - ££2,685 - Approved
  - A Day in the Woods - £2,610 - Approved
  - Ralph Thoresby Litfest - £600 - Approved
  - Holt Park Pop Up Activity Camp - £3,876 - Approved
  - Yoga Sessions Horsforth and Aireborough - £6,240 - Approved
  - Inters Youth Group - £6,000 - Approved
  - Make It Better Animation Workshop - £2,700 - Approved
  - Rhinos Roar - £9,590 - Approved
  - Outdoor Activities Project - £1,680 – Approved
- Note the current budget for the Capital Wellbeing Fund for 2018/19.

## **9 Community Committee Appointments 2018/2019**

The report of the City Solicitor invited Members to note the appointment of Councillor Paul Wadsworth as Chair of the Community Committee for 2018/19, as agreed at the recent Annual meeting of Council.

The report also invited Members to appoint to the following as appropriate:-

- Those outside Bodies as detailed at section 19 and Appendix 1 of the submitted report;
- One representative to the Corporate Parenting Board;
- Community Committee Champion as listed in the submitted report; and
- Children's Services Cluster Partnerships also listed in the submitted report.

**RESOLVED** - To appoint the following Members:-

- Environment and Community Safety Champion – Cllr. B Anderson
- Children's Services Champion – Cllr. P Latty
- Employment, Skills and Welfare Champion – Cllr. R Downes
- Health, Wellbeing and Adult Social Care Champion – Cllr. S Lay
- Transport Champion – Cllr. P Wadsworth
- Corporate Parenting Board – Cllr. P Latty
- Bramhope Youth Development Trust – Cllr. B Flynn
- Horsforth Live at Home Scheme – Cllr. D Collins
- Prince Henry's Grammar School Foundation Governors – Cllr. R Downes
- Horsforth Cluster – Cllr. D Collins
- Extended Services North West: Adel and Wharfedale – Cllr. B Flynn
- Aireborough Cluster – Cllr. P Latty and Cllr. R Downes
- Otley/ Pool/ Bramhope Cluster – Cllr. B Anderson and Cllr. S Lay

To note the appointment of Cllr. Wadsworth as Chair of the Outer North West Community Committee for 2018/19.

## **10 Community Committee nominations to Housing Advisory Panels (HAP)**

The report of the Chief Officer Housing Management invited nominations from the Outer North West Community Committee to the Outer North West Housing Advisory Panel (HAP).

It was noted that the HAPs had a dedicated Officer and were resourced by Housing Leeds.

**RESOLVED** – To appoint the following Members to the Outer North West Housing Advisory Panel:-

Draft minutes to be approved at the meeting  
to be held on Monday, 24th September, 2018

- Cllr. C Anderson
- Cllr. S Lay
- Cllr. D Collins
- Cllr. P Wadsworth

### **CHAIRS CLOSING COMMENTS**

The Chair advised the Committee that alternative venues had been sought but unfortunately none of the venues previously suggested had been available on Monday afternoons. The Chair asked for suggestions of other venues be sent to the Communities Team.

The Chair informed the Committee that a Thank You card had been received from the Otley and District Road Safety. The card thanked the Community Committee for its support.

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**Report of: Shona McFarlane, Chief Officer Access & Care Delivery, Adult Social Care**

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

**Report author: James Turner, Project Leader, Service Transformation**

**Date: Monday 24th September 2018                      To note**

## **Outer North West Community Committee Briefing Neighbourhood Teams – September 2018**

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### **1. Purpose of report**

1.1. This report updates on the progress with Strengths Based Social Care across the city and draws attention to local features of this new approach to service delivery.

### **2. Strengths Based Social Care (SBSC) Model – An Overview**

2.1. The new strengths-based model establishes a way of delivering adult social work practice that is:

- Values driven
- Community focused in achieving outcomes
- Empowering of staff
- A partnership with local people
- Builds on the asset based approach already in place in Leeds

2.2. The new model moves away from the focus on eligibility and assessment towards a strengths-based and person-centred approach.

2.3. With SBSC, the starting point is always to look first at what someone can do rather than what they can't do; a move away from "what's wrong" to "what's strong".

2.4. After an initial conversation with a customer to understand their concerns and see what they have tried already we try to get them to the right place to help them.

2.5. That 'right place' may be a pre-booked conversation with one of the social work team at a local community venue, but it may be some peer support or a community group.

2.6. Social Workers have designed new tools to reduce bureaucracy and enable transparent conversations with customers that focus on the individual and the outcomes they desire.

### **3. Main issues**

#### **3.1. New ways of working**

3.1.1. During the initial call customers have more clarity around their options and The What's Out There Guide has been designed to enable call handlers to connect customers to beneficial services in their community.

3.1.2. A Rapid Response team is now in place to stabilise all crisis situations with a focus on make safe, short term work.

3.1.3. Customers can now also book a community appointment with a Social Worker in a Talking Point; the average wait is currently 10 days.

3.1.4. Each Neighbourhood Team has a community-based Talking Point where customers can meet Social Workers and see the range of options open to them in their local area.

3.1.5. At the Talking Point and in place of home visits and lengthy assessments Social Workers and customers can now have a series of conversations based on what the customer wants.

3.1.6. Social Workers have re-designed paperwork to record conversations so it is easier for customers to understand and less bureaucratic to complete.

3.1.7. This also empowers Social Workers to spend more time with customers and understanding their local community.

3.1.8. Teams now meet to 'peer review' their work before submitting support plans and this increases team knowledge and understanding and introduces creative solutions.

3.1.9. New ways of working are being embraced and the approach is being applied across different services within Adults & Health and with our Health partners across the city.

## 3.2. Local Progress & impact

3.2.1. Customers have told us that it is “nice to just have a conversation” and feedback is being gathered as part of the ongoing evaluation work.

3.2.2. Each NT offers on average 4 TP appointments per week with an average wait time of 10 days.

3.2.3. More people are having their needs met in a way that doesn't require traditional services but enables them to live life the way they choose.

### 3.2.3.1. **Yeadon Neighbourhood Care Management Team**

3.2.3.2. The new paperwork has provided staff with the opportunity to have more effective conversations. By cutting out information which is not useful or relevant, the result is conversations which are proportionate and led by the customer.

3.2.3.3. Talking Points have allowed earlier meetings with people. The community venues they are based at has helped in providing them with solid advice about what is available in the community and that is often a helpful step in overcoming their difficulties.

3.2.3.4. Peer Review within the team is improving practice, expanding team and individual knowledge and providing the benefit of different viewpoints.

3.2.3.5. There is a champion in the team who is linked with Extra-care and Mae-care and the Integrated Monthly meetings provide an opportunity for group discussion about individual cases and possible solutions.

### 3.2.3.6. **Holt Park Neighbourhood Care Management Team**

3.2.3.7. The new paperwork has allowed for staff to focus on the important issues for customers rather than having to go through a full assessment. This has allowed more proportionate and understandable recording that is easier for customers to understand.

3.2.3.8. The team has a greater knowledge of local community resources, which lets them do more effective signposting and help customers to achieve the outcomes that are important to them.

3.2.3.9. As part of that community engagement, Talking Points are held in neutral community venues. This helps put customers at ease and means that social workers are able to see more people.

3.2.3.10. This has led to customers being seen more quickly and having a better idea of when they will be seen.

3.2.3.11. Peer review has been a helpful process for looking over a case and accessing the knowledge and skills of a whole team, with multiple people contributing and offering solutions.

#### **4. Conclusion & next steps**

4.1.1. Strengths-based Social Care places the customer at the heart of conversations which now involve our community partners.

4.1.2. A quality performance framework is in place to ensure consistency across the city and to monitor the impact from a customer, quality and financial perspective.

4.1.3. The approach is currently being evaluated with the assistance of nationally renowned academic John Bolton and initial findings are due later in the year.

4.1.4. As new ways of working embed the approach is being explored with providers and partners across the city.

#### **5. Recommendations**

5.1. That Elected Members note the above update.

5.2. That Elected Members note the desire to return to the Community Committee Chairs Forum with a summary of this round of updates.

5.3. That Elected Members consider how we further build relationships between Adults and Health and local communities and benefit from Members' expert local knowledge.





**Report of: Martin Dean, Area Leader**

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

**Report author: Jenna Robinson 0113 378 5475, 07712214956**

**Date: 24<sup>th</sup> September 2018**

**For decision**

## **Finance Update Report for 2018/2019 Q2**

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### **Purpose of report**

1. This report provides the Community Committee with an update on the budget position for the Wellbeing fund for 2018/19, and the current position of the Small Grants and Skips pot, and the small grants and skips which have been approved since the last meeting.
2. This report provides and update on the Youth Activity Fund and the Youth Activity fund projects which have been approved since the last meeting.
3. Also attached at appendix 1 is the Finance Statement which provides members with details of the current financial and monitoring position of the Wellbeing Fund and the Youth Activity Fund.

### **Main issues**

4. The Wellbeing Fund Large Grant programme supports the social, economic and environmental wellbeing of a Community Committee area by funding projects that contribute towards the delivery of local priorities. A group applying to the Wellbeing fund must fulfil various eligibility criteria including evidencing appropriate management arrangements and finance controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equality

and diversity; and be unable to cover the costs of the project from other funds. Projects eligible for funding could be community events; environmental improvements; crime prevention initiatives or opportunities for sport and healthy activities for all ages. In line with the Equality Act 2010 projects funded at public expense should provide services to citizens irrespective of their religion, gender (including Trans), marital status, race, ethnic origin, age, sexual orientation or disability; under the Public Sector Equality Duty the Council must have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities. Funding for projects specifically targeted at certain groups is allowed under the Equality Act provided there is a clear evidence base for doing so (such as activities to promote women's health through sport projects or a project targeted at people with hearing impairments, or one for new migrants to help integration); further advice on these can be given on a case by case basis if required. The fund cannot be used to support an organisation's regular business running costs; it cannot fund projects promoting political or religious viewpoints to the exclusion of others; projects must represent good value for money and follow Leeds City Council Financial Regulations and the Council's Spending Money Wisely policy; applications should provide, where possible, three quotes for any works planned and demonstrate how the cost of the project is relative to the scale of beneficiaries; the fund cannot support projects which directly result in the business interests of any members of the organisation making a profit.

5. 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.
6. The Outer North West Community Committee operates a pre-sift process for Wellbeing fund applications. This involves discussions with appropriate ward members for that particular project in the context of the current area priorities; where projects do not have support from all three ward members they are not progressed. All applicants are offered further discussions and feedback if helpful. In order to provide further assurance and transparency to all applicants where schemes do not garner support these will be reported to a subsequent Community Committee meeting for noting.
7. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of Wellbeing and Youth Activity budgets, and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Committee. Concurrently with the Committee, designated officers have delegated authority from the Director

of Communities and Environment to take such decisions. The Community Committee has previously approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when such conditions have been satisfied:

a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken; b. a delegated decision must have support from a majority of the community committee elected members represented on the committee (or in the case of funds delegated by a community committee to individual wards, a majority of the ward councillors), and; c. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.

8. Members are asked to review the minimum conditions as set out in above, consider whether any amendments are required and approve such conditions for operation in 2018/2019. These conditions would need to be satisfied prior to an urgent delegated decision being taken in between formal Community Committee meetings in respect of the administration of Wellbeing and Youth Activity budgets and also the use of the CIL Neighbourhood Fund which has been allocated to the Committee.

## **9. Budget Statement 2018/19**

The Budget Statement for 2018/19 is included at Appendix 1 to this report. The statement details the overall budget position of all Wellbeing and Youth Activity Fund projects funded in the current financial year as well as those funded in previous years which still have funding left to spend.

## **10. Wellbeing Budget**

The Outer North West Community Committee has a Wellbeing allocation of £93,930 for the financial year 2018/19. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£23,482 per ward). Taking into consideration the bring forward from 2017/18 of £101,611 the total wellbeing spend is £195,541.

11. After deducting commitments of and taking into account the 2017/18 carry forward position, the Community Committee currently has £39,712 of funding available for allocation. This figure does not include the Youth Activity Fund still available to spend.

12. Table 1 includes details per ward of the total Wellbeing revenue available for allocation in 2018/19 including any carry forward from previous years, and the amount of Wellbeing Fund currently available to spend per ward.

13. Table 1 – Wellbeing Budget

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
2018/19 allocation	£23,482	£23,482	£23,482	£23,482
Unallocated 2017/18	£8,352	-£1,188	£2,928*	-£2,706
Allocated to projects in 2018/19	£24,777	£10,621	£9635	£16,535
Current funds available to spend	£7,057	£11,673	£16,775	£4,240

- Includes ONW/16/13/LG Horsforth Counselling returned £2.600 as project did not go ahead.

**14. Pending Wellbeing Large Grant Projects for Consideration**

15. Otley Chevin Park Run (Otley and Yeadon)

Delivery organization	Otley Chevin Park Run
Revenue funds requested	£3,000
Details of match funding	£3,000 from Park Run organization
Project Details	<p>The fund will be used to start up organized free 5km timed runs, walks or jogs every Saturday morning where people of every ability can take part. The total cost of the project is £6,000.</p> <p>At the 25<sup>th</sup> June committee meeting, £1,500 was approved on the condition of a further £1,500 match funding which is yet to be confirmed.</p>
Previous wellbeing funding received	None

16. Money Buddies – Otley Library & One Stop Centre (Otley and Yeadon)

Delivery organization	Burmantofts Community Projects
Revenue funds requested	£2,476
Details of match funding	£2,875.60 from volunteer time
Project Details	<p>To cover management, supervision and training support and delivery of the money buddies service for 12 months in Otley Community hub.</p> <p>At 25<sup>th</sup> June committee meeting, this application was deferred for further information regarding postcode data. This information has been sent to members on the 13/07/18 and 31/08/2018.</p>
Previous wellbeing funding received	None

17. Provision of Speed Indication Device (SID) (Adel and Wharfedale)

Delivery organization	Arthington Parish Council – Provision of SID
Revenue funds requested	£3,965.52
Details of match funding	N/A
Project Details	<p>The fund will be used to pay for the installment of a speed indication device on Arthington Lane and cover ongoing costs.</p> <p>At the 25<sup>th</sup> June committee this was deferred for further information on other SIDs in the area.</p>
Previous wellbeing funding received	None

## **18. Wellbeing Budget – Small Grants & Skips**

Table 2 below details the amounts available for allocation on small grant and skips for 2018/19, the amount allocated this financial year and the remaining balances. There is currently £5,789 available for allocation on small grants and skips.

*19. Table 2 – Small Grant & Skip remaining balances (at 13/09/18)*

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Available for allocation 2018/19	£3,000	£3,000	£2,000	£2,000	£10,000
Total allocated 2018/2019	£698	£1065	£448	£2,000	£4211
Available to spend	£2302	£1935	£1552	£0	£5789

*20. Table 3 - Small Grants and skips approvals (6/06/2018- 13/09/2018)*

<b>Project</b>	<b>Organisation</b>	<b>Ward</b>	<b>Amount approved</b>
Irish Arts & Cultural Activities and Events in Headingley 2018-19	Irish Arts Foundation	Otley and Yeadon	£100
LCC Holtdale Action day skip x 2	Housing Leeds	Adel and Wharfedale	£250
8 <sup>th</sup> RadhaRaman Festival	RadhaRaman Society	Otley and Yeadon	£250
Otley Victorian Fayre skip	Otley Victorian Fayre	Otley and Yeadon	£96.50

## **21. Youth Activity Fund Budget**

The budget for the Outer North West Youth Activity Fund for 2018/19 was £70,307 including bring forward from 2017/18. The committee has since approved 11 new YAF projects totalling £47,198 including 10 YAF projects approved in 2017/18 totalling £22,148 this equates to a total spend of £69,346. The remaining budget for YAF is £961.

## **22. Wellbeing Budget – Capital Receipts Programme**

23. At its meeting on 17<sup>th</sup> July 2013, the council's Executive Board approved that future CRIS receipts available for allocation across wards, be allocated to the Community Committees based on the existing area wellbeing needs based formula.

23. As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2018/19 under the current arrangements.

24. Table 4 below provides details of the amount of capital available to spend in 2018/19 per ward.

### **26. Table 4 Capital Remaining Balances**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Allocation currently available	£18,389	£16,765	£3,467	£16,394	£55,015

## **27. Community Infrastructure Levy (CIL)**

On the 21<sup>st</sup> October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6<sup>th</sup> April 2015 do not qualify for a CIL contribution. As part of this payment schedule, Leeds City Council retains up to 70-80% centrally, 5% for administration and 15-25% goes to a Community Committee or the relevant Town or Parish Council. This 15-25% of the CIL receipt (25% if there is an adopted neighbourhood plan, 15% if there isn't) is known as the 'Neighbourhood Fund'. In the absence of a Town or Parish Council, the Neighbourhood Fund element of CIL is allocated to the Community Committee.

28. The Community Committee have previously agreed that any funds raised through CIL is retained by the ward or parish in which it is generated. There is currently £60,771 available to allocate.

29. **Corporate Considerations**

**Consultation and Engagement**

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

**Equality and Diversity / Cohesion and Integration**

31. All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Community Committee Wellbeing process is currently being reviewed citywide, which will include undertaking a new Equality Impact Assessment to ensure the Wellbeing process continues to comply with all relevant policies and legislation.

**Council polices and City Priorities**

32. Projects submitted to the Community Committee for Wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

- Vision for Leeds 2011 – 30
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

**Resources and value for money**

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

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

**Legal Implications, Access to Information and Call In**

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

**Risk Management**

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



## **Conclusions**

36. The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to service. This report provides members with an update on the Wellbeing programme for 2018/19.

## **Recommendations**

37. The Outer North West Community Committee is asked to:
- Review the minimum conditions as set out in above, consider whether any amendments are required and approve such conditions for operation in 2018/2019.
  - Note the current budget position for the Wellbeing Fund for 2018/19 (Table 1) and attached at appendix 1.
  - Consider the pending Wellbeing large grant applications detailed at section 15-17 and note the approved late items from the last committee.
  - Note the small grants and skips remaining budget (Table 2) and those small grants and skips that have been approved since the last meeting (Table 3).
  - Note the current budget position for the Youth Activity Fund for 2018/19
  - Note the current budget position for the Capital Wellbeing Fund for 2018/19 (Table 4).
  - Note the current budget position for the CIL balance 2018/19 (Table 5).

## **Background information**

Appendix 1. The Budget Statement for 2018/19

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Project Information carried forward from 17-18					Financial Spend			Funding			Ward				
Reference Number	Project Name	Organisation / Department	Status	Comments	Payment Type	Actual	Committed	Earmarked	Total Cost	Total Requested	Total Approved	Adel & Wharfedale	Guiseley	Horsforth	Otley & Yadon
<b>Projects Carried Forward</b>															
ONW/17/20/SG	Zebra Crossing Survey	Highways	Awaiting FA					£ 400.00	£ 17,000.00	£ 400.00	£ 400.00				£ 400.00
ONW/17/10/SK	Arthington Parish Council Skip	Arthington Parish Council	COMPLETED		Z014343	£ 175.00					£ 175.00	£ 475.00			
<b>Projects with outstanding monitoring</b>															
ONW/16/29/SG	Horsforth Children's Centre Sensory Room	Horsforth Community Centre	Awaiting Final Monitoring	Monitoring due 01/08/2017. Chased 21/09/17											
ONW/17/03/SG	The Big Cragg Community Clear Up	Horsforth Churches Community Outreach	Awaiting Final Monitoring	Monitoring due 31/03/2018											
ONW/17/07/SG	Lego Storystarter & Creative Play with Duplo	Leeds Library Service	Awaiting Final Monitoring	Monitoring due 12/01/18											
ONW/17/08/SG	Guiseley Clock	Communities Team WNW	Approved												
ONW/17/13/SG	Yeadon Lights Switch on 2017	Communities Team WNW	Awaiting Final Monitoring												
ONW/17/15/SG	Bulb Planting in Adel, Wayland Approach	Parks and Countryside	Awaiting Final Monitoring	ring due 30/12/17. Recharge Requested 18.01.18 JH											
ONW/17/18/SG	Safeguarding Vulnerable Adults through Targeted	Care & Repair (Leeds)	Awaiting Final Monitoring	to Martin to authorise - 22.02.18 JH sent to bash 07/03 JH											
ONW/17/19/SG	CCTV Cameras	Guiseley Bowling Club Ltd	Awaiting Final Monitoring	to Martin to approve - 22.2.18 JH. Monitoring received to send complete letter once paid. Sent to Bash 07/03/18 JH											
<b>TOTALS</b>						£ 175.00	£ -	£ 400.00	£ 400.00	£ 575.00	£ 475.00	£ -	£ 400.00	£ -	

Small Grants 2018-19															
ONW/18/01/SG	Summer Bands	Leeds International Concert - LCC	Awaiting Final Monitoring	Monitoring due 26/09/19	Z033880 IR:164396	£ 640.00			£ 640.00	£ 640.00	£ 640.00				£ 640.00
ONW/18/02/SG	Communication Budget	Communities Team	Approved		See Pots Tab	£ 36.00	£ -	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00
ONW/18/03/SG	PHAB	Prince Philip Centre PHAB Club	Awaiting Final Monitoring	Monitoring due 30/04/19	MP/ Journal 153838	£ 314.00	£ -	£ -	£ 314.00	£ 314.00	£ 314.00	£ 78.50	£ 78.50	£ 78.50	£ 78.50
ONW/18/04/SG	Guiseley Clock	Communities Team	Approved		See Pots Tab	£ 340.82	£ -	£ -	£ 447.00	£ 447.00	£ 447.00	£ -	£ 447.00	£ -	£ -
ONW/18/05/SG	Theft from Motor Vehicle Banners	West Yorkshire Police	Awaiting FA	FA received, have emailed Lisa Raynor to confirm when she will invoice us - 06/09/18 JH. Lisa R replied she will invoice us on	Z038156		£ 480.00	£ -	£ 480.00	£ 480.00	£ 480.00	£ 120.00	£ 120.00	£ 120.00	£ 120.00
ONW/18/06/SG	Irish Arts & Cultural activities in Horsforth	Irish Arts Foundation	Awaiting Final Monitoring	Monitoring due 30/04/19		100.00			£ 3,150.00	£ 500.00	£ 100.00				£ 100.00
ONW/18/07/SG	8th RadhaRaman Folk Festival	RadhaRaman Society	Awaiting Final Monitoring						£ 500.00	£ 250.00					£ 250.00
<b>TOTALS</b>						£ 1,430.82	£ 480.00	£ -	£ 3,881.00	£ 3,231.00	£ 448.50	£ 895.50	£ 448.50	£ 1,438.50	

<b>Budget</b>	£ 3,000.00	£ 3,000.00	£ 2,000.00	£ 2,138.50
Total SG & SK spent to date	£ 698.50	1065.50	£ 448.50	£ 2,153.50
<b>Remaining</b>	£ 2,301.50	£ 1,934.50	£ 1,551.50	£ -15.00

SKIPS 18-19

Ref Number	Date Requested	Group Name	Full address of skip	Delivery Date and Time	Collection Date and Time	Z Order	Actual	Committed	Earmarked	Total Cost	Total Approved	Date of email to CILrs	Adel & Wharfedale	Guiseley & Rawdon	Horsforth
ONW/18/01/SK	01/11/2017	Otley Carnival	Bridge End, Otley	Friday 15th June 1pm	Monday 18th June	Z032471	480.00			£ 480.00	£ 480.00	09/05/2018			
ONW/18/02/SK	03/05/2018	Kirk Lane Allotments	Swaine Hill Terrace LS19 7HD	Friday 25th May 9am	Tuesday 29th May	Z031889	170.00			£ 170.00	£ 170.00	14/05/2018		£ 170.00	
ONW/18/03/SK	23/07/2018	Housing Leeds - Horsforth Housing	at the top of the street, Holtdale Close in the parking bays at the top of the street		16th August 2018	Z053967	250.00			£ 250.00	£ 250.00		£ 250.00		
ONW/18/04/SK	30/08/2018	Otley Victorian Fayre	Hunters Estate Agents, This will be in	02/12/18 9am	02/12/18 8pm	Z061160				£ 235.00	£ 235.00	25/08/2018			
ONW/18/05/SK	04/09/2018														
<b>TOTALS</b>							£ 900.00	£ -	£ -	£ 1,135.00	£ 250.00	£ 170.00	£ -		

totals 2,330.82 480.00 - - 5,016.00

Other match funding			Cllr Approval		Monitoring			Supporting Docs	Supporting documents received (exempt for LCC, Education Leeds, WYP, Town/Parish Councils)										Spot checks				
Other LCC funding	Private funding	Other sources	Volunteer Hrs	Type of Organisation	Date emailed to Cllrs	Deadline Date	Final report and receipts due date	1st chase letter	2nd chase letter	Completion Date	supporting docs (yes/n/a)	Constitution	List of Committee Members	Child Protection	Vulnerable adults	Equality and Diversity Policy	Bank Statement	Audited accounts from last 2 years	Liability Insurance (date)	Proof of permission to use the venue	ASO Monitoring Visit Date	Name of ASO Visiting	
£ -	£ -	£ -	0	Statutory Organisation	N/A	N/A	30/04/2019	Date	Date	Date	N/A									Date		Date	
							Date	Date	Date	Date										Date		Date	
							Date													Date		Date	
							01/08/2017													Date		Date	
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**Report of: Martin Dean, Area Leader**

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

**Report author: Jenna Robinson - 0113 378 5475, 07712214956**

**Date: 24<sup>th</sup> September 2018**

**To note**

**Community Committee Update Report**

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## **Purpose of report**

1. This report updates the Community Committee on the work of the sub groups of the Committee: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
2. The report also updates the Community Committee on community forums and partnership working that has taken place in the area since the last meeting.

## **Main issues**

3. The Outer North West Community Committee has a range of sub groups which set priorities, agree topics for consideration at Community Committee and develop action plans to address issues of thematic importance. The committee currently operates six sub groups: Environment & Community Safety; Employment, Learning and the Local Economy; Children's Services and Family Health; Adult Social Care, Health & Well-being; Highways & Transportation and Policy.
4. 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.
5. Where possible the Community Committee Champion has been aligned with the relevant sub group chair and in consultation with the theme leads have provided the following updates:

## 6. Environment

The Environment sub group met on the 6<sup>th</sup> August 2018. The chair of the sub group, Cllr Barry Anderson will provide a verbal update.

## 7. Community Safety

The Community Safety sub group met on the 15<sup>th</sup> August 2018 The chair of the sub group, Cllr Barry Anderson will provide a verbal update.

## 8. Health, Wellbeing and Adult Social Care

The Health, Wellbeing and Adult Social Care sub group met on 18<sup>th</sup> September 2018. Cllr Lay, as the community committee champion for this topic will provide a verbal update at the community committee meeting.

## 9. Children's Service and Family Health

There have been no children's services and family health sub group meetings since the last committee.

The Outer North West Youth Summit will be taking place in January at the Banqueting Suite. Cllr Pat Latty, as chair of the children's services and family health sub group will provide a verbal update at the next committee as further organisation takes place. The committee will be invited to attend once a date is confirmed.

A range of activities for young people funded through the Youth Activity Fund have been taking place over the summer including Mini Breezes in Yeadon Tarn and Bramhope. Project A camp by ACES (Active Community Education through Sport) have delivered different activities such as smoothie making and dodgeball; Codswallop CIC held a successful 'Day in the Woods' at Springfield Park alongside a Theatre and Children's Orchestra; the Rhinos Roar project saw young people get to meet Ronnie Rhino and take part in football, dodgeball, cricket and rounders'; The Otley Courthouse project provided workshops on animation and editing. The pop up activity sessions at Holt Park Active were funded for another year with young people trying a range of activities including swimming and netball.

Further activity sessions will be held in the autumn including Headingley Lit fest at Ralph Thoresby School supporting young people to develop their writing and editing skills. Additionally, Yeadon sailing Centre will provide outdoor/water based activities for young people until November. Horsforth children services and Horsforth Churches Community Group will also continue their Inters Youth Group into 2019 with a variety of weekly fun activities taking place at Brownlee stone Centre.

## 10. Community Forums

Guisely and Rawdon Forum took place on 20<sup>th</sup> September 2018. Cllr Wadsworth, chair of the forum will provide a verbal update from this meeting.

## 11. **Update from Public Health –Health and Wellbeing (September 2018)**

### 12. Maternal Obesity

As you will be aware obesity is a serious and growing issue within local populations and its consequences of heart disease and stage two diabetes which significantly reduce the quality of life and life span of our residents. The Children's Team at Public Health have launched this council approved initiative to help combat this growing problem. There was a maternal obesity mapping event at the Civic Hall in June which looked at identifying gaps in service provision in relation to maternal obesity and opportunities across the life course which could help tackle the problem. For more information on any of these topics please contact [Nicola.Goldsborough@leeds.gov.uk](mailto:Nicola.Goldsborough@leeds.gov.uk)

### 13. CAREVIEW-Social Isolation Support Tool

Careview is a smart phone app which helps our community outreach teams locate socially isolated citizens. CAREVIEW is approaching the end of its academically evaluated 12 month council trial and a full evaluation report will be available at the end of the year. This platform has a newly developed support tool that non-health professionals and residents can access should they require information on how to signpost an isolated resident to a support service. It can be accessed without signing up by visiting <https://leeds.care.vu/> and then Click on the menu ☰ and select "Isolation Tool" or more information on any of these topics please contact [Jonathan.Hindley@leeds.gov.uk](mailto:Jonathan.Hindley@leeds.gov.uk)

### 14. Malnutrition Helpline

Leeds Community Healthcare NHS Trust and Leeds City Council are pleased to announce a new initiative aimed at preventing and treating malnutrition in older people. The malnutrition helpline puts the public and health and social care professionals in touch with a team of dietitians who can provide advice on a range of issues relating to difficulties with eating and drinking. People can access support by calling 0113 843 0905 Monday – Friday 9am – 4pm or e-mail the team [lch.malnutrition@nhs.net](mailto:lch.malnutrition@nhs.net)

## 15. Winter Wellbeing Community Grants Scheme

Leeds Community Foundation (LCF) is running the Winter Wellbeing Community Grants Scheme, with support from Leeds City Council Public Health. The fund will support a range of community-based projects that help vulnerable people in Leeds who are most affected by cold weather. This includes households with young children and pregnant women as well as people with a range of physical/mental health problems, on low income, with disabilities, aged over 65 or otherwise vulnerable. LCF are looking for innovative ideas that support vulnerable people and provide real tangible help. For more information please contact Leeds Community Foundation Grants Team on 0113 242 2426 or [grants@leedsacf.org.uk](mailto:grants@leedsacf.org.uk)

## 16. Outer North West Community hub update

### Horsforth Community Hub

Horsforth continue to host activities and promote events happening across Horsforth using the notice boards. They generally have a full weekend of activities running on various topics. The recent Walk of Art event attracted an additional 1000 residents to the community hub and the Summer Reading Challenge sign up day saw over 60 residents sign up in one day. Scope has also started to deliver sessions supporting people with health barriers to work intensively. The librarian run digital drop in has also began which runs every Friday for one hour. Since opening the Ballroom out for rent bookings the hub has generated around £500 income.

### Otley Community Hub

Otley are working on remodeling themselves as a Community Hub. The library staff are working closer with Customer Services team and dealing with some of the enquiries. The hub has been host to the display of the 300 years celebration for Thomas Chippendale.

### Yeadon Community Hub

Yeadon have had a busy summer with Summer Reading Challenge for children. They held events like Mischief Makers and Micro bit Mayhem. All very well attended events.

## **Conclusions**



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

### **Recommendations**

17. Members are asked to:

- Note the work of the sub groups and areas of partnership working since the last Community Committee meeting.
- Note the updates from community hubs

Date and time of next meeting:

Robert Craven Memorial Hall, Old Ln, Bramhope, Leeds LS16 9AZ – 1.30-3.30pm

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Greenacre Hall - 55 New Rd Side, Rawdon, Leeds LS19 6DD



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