



Outer West Community Committee

Calverley & Farsley, Farnley & Wortley, Pudsey

Meeting to be held in Council Chambers - Pudsey
Town Hall Robin Lane, Pudsey, LS28 7BL
Wednesday, 18th July, 2018 at 1.00 pm

Councillors:

P Carlill	- Calverley and Farsley;
A Carter	- Calverley and Farsley;
Amanda Carter	- Calverley and Farsley;
A Blackburn	- Farnley and Wortley;
D Blackburn	- Farnley and Wortley;
M Gibson	- Farnley and Wortley;
M Harrison	- Pudsey;
R Lewis	- Pudsey;
S Seary	- Pudsey;





Agenda compiled by: Debbie Oldham
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 - 28TH FEBRUARY 2018</p> <p>To approve the minutes of the Outer West Community Committee held on 28th February 2018.</p>	1 - 4

Item No	Ward/Equal Opportunities	Item Not Open		Page No
8	Calverley and Farsley; Farnley and Wortley; Pudsey		<p>APPOINTMENTS TO OUTSIDE BODIES</p> <p>The report of the City Solicitor requests Members to note the appointment of Councillor David Blackburn as Chair of the Community Committee for 2018/19 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to the following, as appropriate:-</p> <ul style="list-style-type: none"> • Those Outside Bodies as detailed at section 19 / Appendix 1 of this report; • One representative to the Corporate Parenting Board; • Community Committee Champions: and • Children's Services Cluster Partnerships. <p>(Report attached)</p>	5 - 14
9	Calverley and Farsley; Farnley and Wortley; Pudsey		<p>COMMUNITY COMMITTEE NOMINATIONS TO HOUSING ADVISORY PANEL (HAP)</p> <p>The report of the Chief Officer Housing Management seeks Ward Councillor nominations from Outer West Community Committee to the Outer West Housing Advisory Panel (HAP)</p> <p>(Report attached)</p>	15 - 20
10	Calverley and Farsley; Farnley and Wortley; Pudsey		<p>FINANCE UPDATE 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 and Youth Activities Fund for 2018/19 and the Current position of the Small Grants and skips pots.</p> <p>The report also provides an update on the Wellbeing Fund, Youth Activity Fund, Small Grants and Skips that have been approved since the last meeting.</p> <p>(Report attached)</p>	21 - 40

Item No	Ward/Equal Opportunities	Item Not Open		Page No
11	Calverley and Farsley; Farnley and Wortley; Pudsey		<p>COMMUNITY COMMITTEE UPDATE REPORT</p> <p>The report of the West North West Leader is submitted when there is additional committee business to report or a general update on other activity in the Outer West area. Partner organisations and Council services also contribute information.</p> <p>The report also updates the Community Committee on pieces of work and partnership working that has taken place in the area.</p> <p>(Report attached)</p>	41 - 50
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>The next meeting to be held on Monday 17th September 2018 at 1pm.</p> <p>VENUE AND MAP</p> <p>Pudsey Town Hall Robin Lane, Pudsey LS28 7BL</p>	51 - 52

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

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OUTER WEST COMMUNITY COMMITTEE

WEDNESDAY, 28TH FEBRUARY, 2018

PRESENT: Councillor J Jarosz in the Chair

Councillors A Blackburn, D Blackburn,
M Coulson, R Lewis and R Wood

Cllr. Coulson vacated the Chair at the commencement of the meeting. Due to personal reasons Cllr. Coulson was expecting to have to leave the meeting part way through.

As such, it was moved that Cllr. Josie Jarosz be elected as Chair for the duration of the meeting.

RESOLVED – That Councillor Jarosz be elected Chair for the duration of the meeting.

35 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

36 Exempt Information - Possible Exclusion Of The Press And Public

There was no exempt information.

37 Late Items

There were no formal late items. However, there was supplementary information tabled at the meeting in relation to Item 9 Finance Update Report.

38 Declaration Of Disclosable Pecuniary Interest

There were no declarations of disclosable pecuniary interests.

39 Apologies For Absence

Apologies were received from Councillors Andrew Carter, Amanda Carter and Terry Wilford.

40 Open Forum / Community Forum

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

41 Minutes of previous meeting

Draft minutes to be approved at the meeting
to be held on Date Not Specified

RESOLVED – That the minutes of the meeting held on 22nd November 2017 be approved as a correct record.

42 Matters arising

There were no matters arising.

43 Finance Update Report

Members considered the report of the West North West Area Leader which provided the Committee with an update on the budget position for the Wellbeing Fund and Youth Activities Fund for 2017/18 and the current position of the Small Grants and skips pots.

Members were advised that 26 projects had benefitted from £112,237.06 of Wellbeing Funding.

Members noted the Wellbeing application set out at Table 1 of the submitted report which had been approved since the last meeting.

Members were advised that the following budgets for 2017/18 were now fully committed:-

- Wellbeing Revenue 2017/18
- Small Grants and Skips 2017/18
- Youth Activities Fund 2017/18

Members were informed that the latest update from the Council's Finance Department showed there was £32,900 in capital monies available for allocation.

The Committee were informed that the Wellbeing Funding for 2018/19 had received 34 projects in total. Members had met on 28th February 2018 to review all applications in detail and agree the projects that should go forward for consideration. A list of these projects was tabled at the Community Committee meeting as supplementary information to this report.

Two projects had been deferred for more information.

It was agreed that any previously funded projects that had not spent, should be returned to the pot to be re-allocated to new projects.

Members considered the Community Committee Newsletter at Appendix 1 of the submitted report for approval. The newsletter covered a Youth event held in October 2017. It had been attended by various schools and had been successful with good feedback being received.

The newsletter also provided an article on Swinnow Community Centre who had received an award for Community Organisation of the Year.

The Chair said that the staff at Swinnow had done a brilliant job and congratulated them on the award.

RESOLVED – To:

- Note the current budget position for the revenue Wellbeing Fund for 2017/18 and applications that have been approved since the last meeting at Table 1 of the submitted report.
- Note the current budget position for the small grants and skips.
- Note the current budget position for the Capital Wellbeing Fund for 2017/18.
- Note the current budget position for the Youth Activities Fund for 2017/18.
- Consider the projects listed in the supplementary information report, tabled at the meeting.
- Approve the Community Committee Newsletter.

44 Dates, Times and Venue Report

The report of the City Solicitor requested Members to consider the proposed Community Committee meeting schedule for the 2018/19 municipal year, whilst also considering whether any revisions to the current meeting and venue arrangements should be explored.

The proposed meeting schedule for 2018/19 was as follows:

- Wednesday 18th July 2018 – 1pm
- Wednesday 26th September 2018 – 1pm
- Wednesday 28th November 2018 – 1pm
- Wednesday 20th February 2019 – 1pm

It was noted that the Committee currently meets on a Wednesday at 1pm in the Council Chambers, Pudsey Town Hall and the proposed dates reflected this pattern.

Members discussed the proposed dates and agreed to change the dates in September and November due to other commitments.

RESOLVED – To agree the Committee’s meeting schedule for the 2018/19 municipal year as follows:-

- Wednesday 18th July 2018 – 1pm
- Monday 17th September 2018 – 1pm
- Monday 19th November 2018 – 1pm
- Wednesday 20th February 2019 – 1pm

All meetings to take place at Pudsey Town Hall.

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Report of: City Solicitor

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

Report author: Gerard Watson

Tel:0113 37 88664

Date: 18th July 2018

For decision

Community Committee Appointments 2018/2019

Purpose of report

- 1 The purpose of this report is to note the appointment of Councillor David Blackburn as Chair of the Community Committee for 2018/19 as agreed at the recent Annual Council Meeting, and also to invite the Committee to make appointments to the following, as appropriate:-
 - Those Outside Bodies as detailed at section 19 / Appendix 1 of this report;
 - One representative to the Corporate Parenting Board;
 - Community Committee Champions, as listed; and
 - Those Children's Services Cluster Partnerships, also as listed.

Main issues

1. **Noting Appointment of Community Committee Chair for 2018/19**
2. Members are invited to note the appointment of Councillor David Blackburn as Chair of the Community Committee for 2018/19, as agreed at the recent Annual Meeting of Council.
3. **Appointments to Outside Bodies**
4. Member Management Committee annually determines which Outside Bodies will be delegated to Community Committees for appointment. Attached at Appendix 1 are those organisations.

5. **Appointments to Community Committee ‘Champions’**

6. The Constitution requires that Community Committees appoint Member ‘Champions’ in several designated areas. Currently, these areas are: ‘Environment & Community Safety’; ‘Children’s Services’; ‘Employment, Skills & Welfare’; and ‘Health, Wellbeing & Adult Social Care’.

7. **Appointments to Children’s Services Cluster Partnerships**

8. Previously, Member Management Committee has resolved that the nomination of Elected Member representatives to the local Children’s Services Cluster Partnerships be designated as a ‘Community & Local Engagement’ appointment, and therefore be delegated to Community Committees for determination.

9. **Appointment to Corporate Parenting Board**

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

Options

9. **Outside Bodies**

10. The Community Committee is invited to determine the appointments to those Outside Bodies as detailed within section 19 / Appendix 1. The Council’s Appointments to Outside Bodies Procedure Rules can be made available to Members upon request, however, a summary of the rules can be found at sections 11-16:
11. The Community Committee should first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference to the constitution of the outside body concerned (if available), or in the light of any other circumstances as determined by the Community Committee. Such appointments would then be offered on this basis.
12. Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Community Committee as a whole.
13. All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 1. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
14. Elected Members will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Community Committee and agreement sought as to whether the vacancy will be filled.

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

15. A vacancy occurring during the municipal year will normally be referred to the Community Committee for an appointment to be made, having regard to the principles described above.
16. Community Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to Member Management Committee.
17. Please note, any appointments to those Outside Bodies detailed in Appendix 1 / section 19 which are made by the Committee at today's meeting are subject to Member Management Committee approving at its first meeting of the municipal year, that arrangements for such appointments remain unchanged and that they continue to be made by this Community Committee.

18. **Outside Body Appointments 2018/2019**

19. This year there are **5** appointments which are due for review/determination relation to the following organisations:-

- Borough of Pudsey Charity (previously former Cllr. Josie Jarosz)
- Farsley Charity (Previously former Cllr. Rod Wood)
- Calverley Charity (previously former Cllr. Rod Wood)
- Joseph Lepton's Trust (Previously former Cllr. Mick Coulson)
- Thomas and Sarah Lund's Almshouse Trust (Previously former Cllr. Josie Jarosz)

Local Housing Advisory Panels

20. As was the case in 2017/18, a dedicated report regarding Elected Member representation on the Local Housing Advisory Panels can be found elsewhere on the agenda.

21. **Community Committee 'Champions'**

22. The Community Committee Champions role aims to provide a local "lead" perspective and further facilitate local democratic accountability; particularly in conjunction with the relevant Executive Member. It is formally defined as covering the following areas:
 - To provide local leadership and champion the agenda at the Community Committee.
 - To represent the Community Committee at relevant meetings, forums and local partnerships.
 - To build links with key services and partners.
 - To provide a link between the Community Committee and the Executive Member to ensure local needs are represented, issues are highlighted, best practice is shared and to facilitate local solutions to any issues.
 - To maintain an overview of local performance.
 - To consult with the Community Committee and represent local views as part of the development and review of policy.

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

- **Environment & Community Safety** (now Vacant – former Cllr. Coulson)
- **Children's Services** (now vacant – former Cllr. Wilford)

- **Employment, Skills and Welfare** (previously Cllr. D Blackburn)
- **Health, Wellbeing and Adult Social Care** (now vacant – former Cllr. Jarosz)

24. Given that these roles may need to be tailored to best reflect specific local needs and circumstances, Community Committees may wish to consider splitting two of the roles namely:

- Environment & Community Safety – with one Member focusing on the environment agenda and another on community safety.
- Health, Wellbeing and Adult Social Care – with one Member covering the public health and wellbeing agenda and another focusing upon adult social care.

25. **Corporate Parenting Board**

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

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

28. In February 2015, Executive Board approved a report that proposed a number of developments to enhance the Corporate Parenting Board, including a better link to the 'Care Promise' for looked after children and more regular involvement from senior leaders and partners both within and outside of the Council. The Board considers information including fostering services, residential care, looked after children's educational attainment and their voice and influence across the city. Representatives are asked to link back to local looked after children's issues through their Community Committee and champion the importance of effectively supporting those children. This is an important role within the overall framework of support and accountability for looked after children's services. The March 2015 Ofsted report for Leeds highlighted the positive benefits and impact of the Board's work.

29. The Community Committee is asked to appoint one representative to the Corporate Parenting Board for the duration of the 2018/19 municipal year. The Committee may consider it appropriate to combine the role with that of the Committee's Children's Services 'Champion'.

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

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

32. Clusters are local partnerships that include, amongst others: the Children's Social Work Service, schools, governors, Police, Leeds City Council youth service, Youth Offending Service, Children's Centres, Housing services, third sector, health, local elected members and a senior representative from children's services. Local clusters are key to the Children & Families Trust Board partnership and delivery arrangements.
33. They aim to:
- enable local settings and services to work together effectively to improve outcomes for children, young people and their families;
 - build capacity to improve the delivery of preventative and targeted services to meet local needs;
 - create the conditions for integrated partnership working at locality level;
 - promote the Children & Young People's Plan and the ambition of a child friendly city across the locality.
34. A "well-coordinated locality and cluster approach results in early identification and extensive work with families according to need." (Ofsted report, March 2015).
35. Clusters began life as extended services for schools and have grown to engage a wide range of partners who provide early help and early intervention and prevention. In April 2011, the Children & Families Trust Board and Schools Forum agreed the adoption of a minimum standard for the terms of reference across the cluster partnerships, which included elected members as standing members of the governance group for each partnership.
36. Elected Members also sit alongside a senior leader (Local Authority Partner) from the Children's Services directorate to be part of the Council's representation on each cluster partnership.
37. In June 2013 Member Management Committee delegated the nomination of Elected Member representatives to local Children's Services Cluster partnerships to Community Committees. This was with the aim of establishing a clear formal link between those Committees and Clusters. It was also with the intention of building closer working arrangements to better support the needs children and families across the city.
38. The Committee is invited to nominate Members to each cluster partnership within their area for the 2018/19 municipal year. The table below sets out the suggested numbers, Ward links and current representation as a basis for discussion:

Cluster	Number of Elected Members suggested	Suggested Ward link	Current Elected Member Representation
Pudsey	2	Pudsey, Farsley and Calverley	Cllr. Amanda Carter Vacancy (formerly Cllr. J Jarosz)
Farnley	1	Farnley & Wortley	Cllr. Ann Blackburn

Corporate considerations

a. Consultation and engagement

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

b. Equality and diversity / cohesion and integration

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

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

c. Council policies and city priorities

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

d. Legal implications, access to information and call in

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

e. Risk management

In not appointing to those Outside Bodies or Cluster Partnerships listed within the report, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

Conclusion

39. The Community Committee is asked to consider and determine the appointments to those designated Outside Bodies, partnerships and organisations as detailed within the report and appendix.

Recommendations

40. The Community Committee is asked to consider and confirm appointments to the following:-

- (i) The Elected Member representatives to work with the Outside Bodies identified above/at Appendix 1, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as summarised in this report;
- (ii) Member representatives to those Community Committee Champion roles, as listed;
- (iii) Member representatives to the local Children's Services Cluster Partnerships relevant to the Community Committee, as listed; and
- (iv) One Member representative to the Corporate Parenting Board. (Further Members can be involved in the Corporate Parenting Board, should they wish – please see section 30 for further details).

41. The Committee is also invited to note the appointment of Councillor David Blackburn as Chair of the Community Committee for the duration of 2018/19, as agreed at the recent Annual Meeting of Council.

Background information

- None

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Community Committee Appointments to Outside Bodies (Outer West)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Last App'mnt	Group	Lead Dept
Local Housing Advisory Panel(s)- Dedicated report on the Member appointment to these bodies can be found elsewhere on the agenda		3	Jun-18	3	Ann Blackburn	Y	Annually	Jun-17	Green	Resources and Housing
					R Lewis	Y	Annually	Jun-17	Lab	
					Vacancy (Formally Cllr. Wood)	Y	Annually			Resources and Housing
Borough Of Pudsey Charity	Yes	2	Jun-19	1	Richard Lewis	Y	3 Years	Jun-16	Lab	Legal and Democratic Services
					Vacancy (Formally Cllr. Jarosz)			Jun-16		
Farsley Charity	Yes	3		1	Andrew Carter	Y	Indefinite		Con	
					Amanda Carter	Y	Indefinite	Jul-15	Con	
					Vacancy (Formally Cllr. Wood)	Y	Indefinite			
Calverley Charity	Yes	3		1	Amanda Carter	Y	Indefinite	Jul-15	Con	
					Vacancy (Formally Cllr Wood)	Y	Indefinite			
					Andrew Carter	Y	Indefinite		Con	
Joseph Lepton's Charity	Yes	1	Jun-21	1	Vacancy (Formally Cllr. Coulson)	Y	5 Years	Jun 16 - This still needs to be appointed to even though it is only for 3 years		
Thomas And Sarah Lund's Almshouse Trust	Yes	2	Jun-20	1	Richard Lewis	Y	4 Years	Jun-16	Lab	Legal and Democratic Services
					Vacancy (Formally Cllr. Jarosz)	Y	4 Years	Jun 2016 - This still needs to be appointed to even though it is only for 2 year		
Children & Families Clusters-Pudsey		2	Jun-18	2	Vacancy (Formally Cllr. Jarosz / Amanda Carter)	Y	Annual	Jun-17	Con	
Children & Families Clusters-Farnley		1	Jun-18	1	Ann Blackburn	Y	Annual	Jun-17	Green	

Number of places 17
 Places held pending review
 Places currently filled beyond Jul 17 7
 Number of places to fill 10

Number of Members in the Committee Area 9

Labour 3
 Liberal Democrat 0
 Conservative 4
 Green 2
Other to list
 Total 9

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Report of: Jill Wildman, Chief Officer Housing Management

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

Report author: Ian Montgomery, Service Manager – Tenant Engagement 07891 271612

Date: 18 July 2018 For decision

Community Committee nominations to Housing Advisory Panels (HAP)

Purpose of report

1. To seek Ward Councillor nominations from the Outer West Community Committee to the Outer West Housing Advisory Panel (HAP)

Main issues

2. There are 11 HAPs across the city, in geographical alignment with Community Committee's, with the exception of the East Inner Community Committee – which is split into two HAPs due to the large number of Council homes.
3. During 2017/18, Housing Leeds undertook a review of HAPs that included the views of Ward Members, tenants and others. A key theme of the review was to explore how HAPs can work more closely with Community Committees.
4. Ward Members play an important role in helping the HAPs undertake their role and helping tackle shared local priorities, this may include:
 - a. Sharing with local HAPs the Community Committee priorities, giving updates about key pieces of work or projects that the HAP may be able to help support.

- b. Helping the HAP establish their priorities, sharing local knowledge and insight about local community or environmental issues.
 - c. Encouraging tenants on the HAP to be involved and contribute to Community Committee meetings and workshops.
 - d. When appropriate, helping join up HAP funding with local Community Committee funding and other funding sources.
 - e. To support the overall focus on the community, helping bring Tenant Engagement forums together with Community Committee led activity.
5. Community Committees in their July 2018 round of nominations are therefore requested to:
- a. Nominate up to 1 Ward Member per Ward within the HAP area (with the exception of Outer East which has 1 Ward, where 2 nominations from the same Ward are welcomed).
 - b. To undertake the above on the basis that all nominations are for full members, with HAP voting rights.
 - c. Take into account the number of Council homes in each Ward. For Wards with relatively few Council homes nominations are sought on an optional basis (see Appendix 1).
6. Council nominations to the panel will continue to help develop local working relationships, especially between the local housing teams, the Tenant Engagement Service and the local Communities Teams.

Corporate considerations

7.

a. Consultation and engagement

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

b. Equality and diversity / cohesion and integration

Council representation on Housing Advisory Panels enables those appointed Members to act as a conduit in terms of linking the Council's policies and priorities. It also encourages joint working between services to support local projects; these would potentially include matters relating to equality, diversity, cohesion or integration.

c. Council policies and city priorities

Council representation on, and engagement with Housing Advisory Panels, to which the Community Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

d. Resources and value for money

Council representation on the HAPs encourages closer working relationships, in particular the opportunities for the joint funding of projects that meet local needs.

e. Legal implications, access to information and call in

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

f. Risk management

In not appointing to the HAPs, there is a risk that the Council's designated representation would not be fulfilled and the opportunities and benefits to local tenants and residents not maximised.

Conclusion

8. The Housing Service is seeking nominations to Outer West Housing Advisory Panel. Community Committees are requested to nominate up to 1 Ward Councillor per Ward within the HAP area. The nominations to the HAPs will continue to help the service build positive working relationships with the Committee and to ensure local priorities are reflected in panel activity.

Recommendations

9. The Outer West Community Committee is requested to nominate up to 1 Ward Member from each of the Farnley and Wortley, Calverley and Farsley and Pusdey Wards within the HAP area.

Background information

- The key functions of Housing Advisory Panels remain in principle the same as during 2017/18, and are to:
 - Be aware of the needs of local communities and wider Council priorities and use HAP funds to support a range of community and environmental projects that help support these.
 - Work with local housing and other Council teams to help review and monitor the delivery of local services and help shape services that meet the local community needs.

- More information is available from www.leeds.gov.uk/hap or from the Tenant Engagement Service, 0113 378 3330 or email housingadvisorypanel@leeds.gov.uk

Housing Advisory Panel	Homes	Wards	Homes
Inner East	7193	Burmantofts & Richmond Hill	4469
		Gipton & Harehills	2724
Inner North East	3079	Chapel Allerton	1959
		Moortown	495
		Roundhay	623
Inner North West	6302	Headingley & Hyde Park	509
		Little London & Woodhouse	1965
		Kirkstall	2489
		Weetwood	1339
Inner South	6478	Beeston & Holbeck	2472
		Hunslet & Riverside	1824
		Middleton Park	2182
Inner West	5697	Armley	2708
		Bramley & Stanningley	2989
Outer East	4478	Killingbeck & Seacroft	4478
Outer North East	2384	Alwoodley	1141
		Harewood	390
		Wetherby	853
Outer North West	3660	Adel & Wharfedale	648
		Guiseley & Rawdon	708
		Horsforth	900
		Otley & Yeadon	1404
Outer South	4230	Ardsley & Robin Hood	898
		Morley North	938
		Morley South	1110
		Rothwell	1284
Outer South East	5470	Crossgates & Whinmoor	1888
		Garforth & Swillington	894
		Kippax & Methley	1140
		Temple Newsam	1548
Outer West	5041	Calverley & Farsley	735
		Farnley & Wortley	2555
		Pudsey	1751

May-18

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Report of: The West North West Area Leader

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

Report author: Harpreet Singh 336 7862

Date: 18 July 2018

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 and Youth Activities Fund for 2018/19 and the current position of the Small Grants and skips pots.
2. The report provides an update on the Wellbeing Fund, Youth Activity Fund, Small Grants and Skips that have been approved since the last meeting.

Main issues

3. Community Committees have a delegated responsibility for the allocation of Area Wellbeing Funding. The amount of Wellbeing funding provided to each committee is calculated using a formula agreed by Council taking into consideration both population and deprivation of an area.
4. The Outer West Community Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year. To facilitate this process, a funding 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.
5. In addition, the Outer West Community Committee receives a sum of Youth Activity Fund funding.

6. The Community Committee also received an allocation of Capital Funding in 2018/19.
7. 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, equality and diversity; and be unable to cover the costs of the project from other funds.
8. 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 them integrate). 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.
9. A budget statement for 2018/19 is included at **Appendix 1** to this report.

Wellbeing Revenue Budget Statement 2018/19

10. The Outer West Community Committee received an allocation of **£112,390** for the 2018/19 financial year. This funding has now been committed to **22** projects for 2018/19. Taking into account the balance following the funding round there is **£15,416** still available for allocation for Wellbeing Revenue in the 2018/19 budget.
11. **Table 1** below outlines the Wellbeing Applications which have been received / approved since the last meeting of the Outer West Community Committee. The table also includes details of a project that was deferred at the funding round in February. The project summary at Appendix 2 provides further information about the project as requested by members at the funding round.

Table 1: Wellbeing Revenue Received / Approved

Project Name	Organisation / Department	Amount Requested	Amount Approved
Leeds LGBT+ Sport Fringe Festival	LGBT+ Sport Fringe Festival	£2,000	Considered by DDN

More Than Food - Disability Advice Services Lower Wortley	Leeds North and West Foodbank	£2,968	To be considered Appendix 2
Rodley Christmas Lights – Top up	Local Community Event – Leeds Lights	£651	To be considered Appendix 3

12. Should members agree to fund the above projects the remaining balance available for allocation for Wellbeing Revenue in the 2018/19 budget would be **£9,797**.

Small Grants & Skips

13. **Table 2** below outlines those Small Grant applications that have been received or approved since the last meeting of the Outer West Community Committee. **Table 3** outlines those skips that have been approved since the last meeting.

Table 2: Small Grants Received and / or Approved

Project Name	Organisation / Department	Amount Requested	Amount Approved
Calverley Carnival	Calverley Project 2000	£500	£500
Holiday Play Schemes for children with Disabilities	Aireborough Supported Activities Scheme	£435	£435
The Great Pudsey Get Together	Pudsey Community Hub	£500	£500

Table 3: Skip Approvals

Project Name	Organisation / Department	Amount Approved
Calverley Allotments Clean Up	Calverley Allotments	£140
Crimbles Allotment Clean Up	Crimbles Allotment Association	£95
Swinnow Community Centre Clean Up	Swinnow Community Centre	£140

14. Taking these into account, there is **£5,939** still available for allocation for Small Grants and for Skip Hire in the 2018/19 budget. The Community Committee are asked to note the current position of the budget and those grants and skips that have recently been approved.

2018/19 Wellbeing Capital Projects

15. In addition to Wellbeing revenue the Community Committee also receives an allocation of capital funding. The latest update from the Council's Finance Department shows there is **£32,400** in capital monies available for allocation in 2018/19.
16. Table 4 below outlines the applications which have been received / approved since the last meeting of the Outer West Community Committee. The table includes details of a project that was deferred at the funding round in February. The project summary at Appendix 4 provides further information about the project as requested by members at the funding round.

Table 4: Wellbeing Capital Received / Approved

Project Name	Organisation / Department	Amount Requested	Amount Approved
Irrigation Project	Stanningley Sports & Amateur Rugby League	£2,500	To be considered Appendix 4

17. Should members agree to fund the above projects the remaining balance available for allocation for Wellbeing Capital in the 2018/19 budget would be £29,900.
18. Members are requested to approve changes to a project that was funded last year. The 24th South West Leeds (Farnley) Scout Group were approved £14,400 for refurbishment to their Scouts Hut. Whilst their original application was for a total of £28,800 and included an array of building works, they have requested to use the majority of the funds towards repairs to their roof.

2018/19 Youth Activities Fund

19. In 2018/19, the Outer West Community Committee received a sum of **£42,020** Youth Activity Fund. 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.
20. This funding has now been committed to 6 projects for 2018/19. Taking into account the balance following the funding round there is **£5,855** still available for allocation for Youth Activities Fund in the 2018/19 budget.
21. Table 5 below outlines those Youth Activity Fund applications that have been received or approved since the last meeting of the Outer West Community Committee.

Table 5: Youth Activity Fund Projects Received / Approved

Project Name	Organisation / Department	Amount Requested
Outer West Music Workshops	DJ School UK	£2,880 (Appendix 5)

22. Should members agree to fund the above project the remaining balance available for allocation for Youth Activities Fund in the 2018/19 budget would be **£2,975**. Members are asked to consider the application noted in **Table 5** and at **Appendix 5** of this report.

Minimum Conditions for taking of Delegated Decisions outside of Community Committees

23. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of Wellbeing and Youth Activity budgets which have 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, and;
- c. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.

The Committee is invited to review the conditions previously agreed and consider whether any amendments are required, prior to agreeing such conditions for operation in the forthcoming municipal year.

Community Infrastructure Levy (CIL)

24. On the 21st October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. 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.
25. Members, representing all 3 outer west wards, met on the 10th November 2017 to discuss the process they wish to use for allocating the Community Committee element of the Neighbourhood Fund in outer west. The recommendation is that any funds raised through CIL, is retained by the ward in which it is generated.
26. Future reports will begin to include information on the CIL.

Corporate considerations

a. Consultation and Engagement

27. 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

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

c. Council policies and City Priorities

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

- Vision for Leeds
- 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

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

e. Legal Implications, Access to Information and Call In

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

f. Risk Management

32. 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

33. 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 2016-17.

Recommendations

34. The Committee is asked to:

35. Note the current budget position for the revenue Wellbeing Fund for 2018/19 at **Appendix 1** and note or consider applications that have been approved / received since the last meeting at **Table 1**

36. Note the current budget position for the small grants and skips and those applications that have been approved since the last meeting at **Table 2 and 3**

37. Note the budget position for the Capital Wellbeing Fund for 2018/19 and note or consider applications that have been approved / received since the last meeting at **Table 4**

38. Consider the amendment to the Farnley Scout Hut refurbishments project

39. Note the current budget position for the Youth Activities Fund for 2018/19 and note or consider applications that have been approved / received at **Table 5**

40. To review the minimum conditions as set out in **point 23** of this report, 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.

Background information

1. None

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Wellbeing Revenue Project Statement

The table below provides a current revenue project statement;

Project	Applicant	Amount Approved (£)
Summer Bands	Leeds International Concert Season	3,200.00
Small Grants	Communities Team	8,000.00
Communications Budget (youth summit)	Communities Team	2,000.00
Neighbourhood Improvement Budget	Heights and Bawns Partnership	5,000.00
Pudsey Christmas Lights	Local Community Event	9,000.00
Farsley Christmas Lights	Local Community Event	5,750.00
Calverley Christmas Lights	Local Community Event	1,750.00
Rodley Christmas Lights	Local Community Event	651.00
Pudsey in Bloom	Leeds City Council	4,295.00
Farsley in Bloom	Leeds City Council	2,710.00
Calverley in Bloom	Leeds City Council	2,924.00
New Farnley in Bloom	Leeds City Council	1,000.00
Pudsey Carnival	Pudsey Carnival Committee	1,000.00
Farsley Community Activites 2018	Farsley Community Initiative	4,000.00
Site Based Gardener Tyersal Park & New Farnley Park	Leeds City Council	12,491.00
CCTV in Outer West	Leeds Watch	23,833.00
Teaching Young Children to Swim	Pudsey Amateur Swimming Club	4,115.00
St James the Great School Holiday Club	St James the Great Church	630.00
Summer Holiday Targeted Provision	Youth Service	1,350.00
Hollybush for Enduring Wellbeing	The Conservation Volunters (TCV)	2,806.00
Claremonts and Crimbles CCTV (£5,731 Capital)	Housing Leeds	120.00
Film and Mental Wellbeing Project (£1,383 Capital)	Farsley Youth Zone, Thrive 2 Limited	349.00
Total		£ 96,974.00
Allocation 2018/19		£ 112,390.00
Remaining to allocate		£ 15,416.00

Wellbeing Capital Project Statement

The table below provides a current Capital project statement;

Project	Applicant	Amount Approved (£)
Claremonts and Crimbles CCTV (£120 Revenue)	Housing Leeds	5,731.00
Film and Mental Wellbeing Project (£349 Revenue)	Farsley Youth Zone, Thrive 2 Limited	1,383.00
New Artificial Cricket Practice Area for Rodley Sports Ground	Rodley Cricket Club	5,000.00
Total		£ 12,114.00
Allocation 2018/19		£ 44,514.00
Remaining to allocate		£ 32,400.00

Youth Activities Fund Project Statement

The table below provides a current YAF project statement;

Project	Applicant	Amount For Consideration (£)
Pudsey Friday Night Project	Breeze	8,025.00
Pop Up Activity Camps	LCC Sport and Active Lifestyles	5,100.00
Love Pudsey Youth Café	Love Pudsey	2,240.00
DAZL Outer West Dance & Health Programme	DAZL (Dance Action Zone Leeds)	5,885.00
Mini Breeze	Breeze	10,800.00
Get Active Camps	AIM Education	4,115.00
Total		£ 36,165.00
Allocation 2018/19		£ 42,020.00
Remaining to allocate		£ 5,855.00

Small Grants & Skips Project Statement
(Small Grants)

Project	Applicant	Amount For Consideration (£)
PHAB Youth Club	PHAB	251.00
Calverley Carnival	Calverley Project 2000 Aireborough	500.00
Holiday Play Schemes for children with Disabilities	Aireborough Supported Activities Scheme	435.00
The Great Pudsey Get Together	Aireborough Supported Activities Scheme	500.00
Total		£ 1,686.00

(Skips)

Project	Applicant	Amount For Consideration (£)
Calverley Allotments Clean Up	Calverley Allotments	140.00
Crimbles Allotment Clean Up	Crimbles Allotment Association	95.00
Swinnow Community Centre Clean Up	Pudsey Community Hub	140.00
Total		£ 375.00
Small Grants & Skips Total		£ 2,061.00
Allocation 2018/19		£ 8,000.00
Remaining to allocate		£ 5,939.00

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Outer West Community Committee – Wellbeing Rodley Christmas Lights



Project Name	Rodley Christmas Lights – Top Up
Amount applied for	£651
Lead Organisation	Local Community Event
Ward/Neighbourhood	Calverley & Farsley

Community Plan Objective	Best City for Communities
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Project Summary
This application is to top up the Rodley Christmas Lights project already funded by the Outer West Community Committee. A further £651 is being requested to fund additional light motifs that had been funded by the Inner West Community Committee prior to the boundary changes. The fund will go towards the cost of hiring and installing festive light motifs on columns that have already been adapted for the Rodley Christmas lights programme.

When will the project run?
November 2018 to January 2019

How many people can attend? Is there a cost to attend?
N/A

Targets for the project and how success will be measured
<ul style="list-style-type: none"> A festive Lights Celebration involving the local and surrounding communities. Successful installation of lights to celebrate Christmas and all religious festivals between November and January.

How the project will be promoted and/or participation encouraged
Promoted by; <ul style="list-style-type: none"> - Social Media - flyers and posters - Radio - Local magazines / papers - Local businesses - Ward Members

Exit strategy/How the project will continue after the funding
N/A

Other organisations involved	
Local businesses, community & voluntary groups.	

Financial Information			
Wellbeing funding requested		£651	
Total cost of project		£651	
Match funding/Other funding sources		None	
Previous funding received		None	
Full Breakdown of Costs			
Item		Wellbeing	Other (with funding body/date decision)
Hire and installation of festive light motifs and various event costs associated with the Christmas Lights Switch on event.		£650	
Total:		£650	

Volunteers	N/A
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Communities Team Comments

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Outer West Community Committee – Youth Activity Fund

Outer West Music Workshops



Project Name	Outer West Music Workshops
Amount applied for	£2,880
Lead Organisation	DJ School UK
Ward/Neighbourhood	Pudsey

Community Plan Objective	Best City for Children & Young People
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Project Summary

We will deliver 12 interesting, creative and engaging DJing and Rapping/Beatboxing workshops for young people aged 8-17 living in Outer West Leeds in particular Pudsey. Alongside these workshops, we will offer 4 bursaries for young people in the area to receive private 1-2-1 tuition and attend our weekly term time after school clubs at our purpose built studio in Leeds City Centre.

Building on the success of the Urban Arts Workshops we delivered in 2016, 2017 and 2018 across Leeds we would like to engage more young people in our activities.

We will target local schools (Pudsey Lowtown, Greenside, Pudsey Primrose, Pudsey Grangefield, Crawshaw Academy) and youth clubs (Friday Night Project, Buzz @ Pudsey Parish Church) to deliver the workshops.

The art forms we will offer will be DJing and Rapping/Beatboxing and will be offered as an after school workshop at the schools and a drop in at the youth clubs. We will provide all of the equipment and resources to make the activities a success.

Each workshop will be led by and facilitated by reliable, motivational and dynamic professional practitioners. All of the activities will have an emphasis on developing skills, have fun and supporting young people to explore their creativity using urban arts.

DJing: participants will learn the skills and techniques to mix, beat-match and scratch using professional DJ equipment and software. They can use our huge selection of music covering most genres that young people listen to.

Rapping/Beatboxing/Lyric writing: participants can learn techniques to produce drum and percussive sounds using only their mouths and bodies and develop Beatboxing skills. Participants can learn how to construct raps and rhymes using rapping techniques.

We have the capacity to deliver the 2 workshops to up to 12 young people at a time and we will work with the local organisations to establish the best way to deliver the workshops to suit their needs.

In addition 4 more young people will receive a bursary. We will offer 6 of the bursaries exclusively to young people in the Pudsey area by promoting the opportunity at the workshops we will deliver. In addition we will promote the bursary opportunity through our contacts and networks. Each bursary will include 2 x 1 hour private tuition workshops and a term's worth of attendance at our weekly after school club.

When will the project run?

September 2018 to March 2019

How many people can attend?

There will be no charge for the activities for participants

Targets for the project and how success will be measured

The difference the project will make for young people will be they will:

- develop artistic and creative skills and learn about other art forms
- work with others and be supported artistically to try new ideas, concepts and techniques
- learn about the demands in art forms
- enjoy themselves and take part in positive and inspirational activities
- meet new people in their community

The difference the project will make for practitioners will be they will:

- develop professional relationships with other organisations
- work with new and familiar young artists and support them with creative production
- pass on techniques through practical and inspirational demonstrations
- give young leaders the opportunities to develop experience working with young people
- support the development of urban art forms.
- develop stronger relationships with local organisations and communities

The difference the project will make for the organisations will be they will:

- extend the network of contacts of young people and practitioners
- inspire the next generation of young artists and support participation in arts activities
- move practice forward across the art forms and show the people what can be achieved using
- modern technology, current music and advanced techniques
- reach and inspire new audiences with a interesting activities
- move the organisations forward in their business development
- show people what is possible when different art forms and people collaborate

How the project will be promoted and/or participation encouraged

Primarily the sessions will be advertised on the Breeze Website and through the Breeze Culture Network. We will promote the activities and provide publicity to those who work directly with young people in the area.

To promote the activity we will:

- send out publicity to schools, youth clubs, youth services and other youth agencies in the target wards
- use our network of contacts to share the publicity
- use different social media platforms and produce a campaign leading up to the workshops
- speak to people at our workshops and events
- target our current contacts through our monthly newsletter

Exit strategy/How the project will continue after the funding

Each artist and organisation working on the sessions works with young people on a regular basis and delivers other after-school workshops and activities. We will ensure that each participant is given information about other projects, programmes and opportunities within our organisations as well how they can access other activities in Leeds.

Other organisations involved	
<ul style="list-style-type: none"> - DJing will be delivered by DJ School UK - Rapping/Beatboxing will be delivered by Rappers Moses Anokye and Justin Archibald both who have delivered workshops for us in the past. - Daniele De Lissandri will project manage the project. 	

Financial Information			
Revenue funding requested	£2,880		
Total cost of project	£2,880		
Match funding/Other funding sources	N/A		
Funding received since 2010	The applicant has not previously been funded by the Outer West Community Committee but they have informed they have had funding from Youth Activities Fund for other parts of the city to deliver similar activities.		
Full Breakdown of Costs			
Item	Wellbeing	Other (with funding body)	Date of Decision
DJ Workshops Artist fees: £37.50 x 2 hours = £75 Travel costs: £10 Resources: £5	£1,290		
Rapping/Beatboxing Workshops Artist fees: £37.50 x 2 hours = £75 Travel costs: £10 Resources: £5 Project management fee: £50 Admin fee: £15 Total = £155 £155 x 6 workshops = £930	£930		
Bursary costs: £50 for 1 hour private 1-2-1 lesson x 2 sessions = £100 2 terms at DJ School UK after school DJ Club - £65 Total = £165 £165 x 4 bursaries = £660	£660		
Total:	£2,880		

Details of volunteers	1 volunteer working 2 hours per workshop x 12 = 24 hours £11.06 x 24 hours = £265.44 Volunteer hours
Volunteer role	<ul style="list-style-type: none"> - speaking to the participants and getting them settled into the session - timekeeping of the sessions - collecting feedback from participants - assisting the artists with anything that needs doing

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: 18th July 2018

To Note

Community Committee Update Report

Purpose of report

1. The Community Committee update report is submitted when there is additional committee business to report or a general update on other activity in the outer west area. Partner organisations and Council services will also contribute information to the Update Report.
2. The report also updates the Committee on pieces of work and partnership working that has taken place in the area.
3. Members are asked to note the discussions and any key messages.

Main issues

Update from Public Health - Health and Wellbeing (May 2018)

Healthy Weight Declaration

4. Leeds City Council is working towards adopting a Healthy Weight Declaration (HWD). This declaration's objective is to achieve a local authority commitment to promote a healthy weight across the council and the local population. There are 14 standard commitments which will help to raise awareness and connect partners to achieve this goal. For more information contact at Deborah.lowe@leeds.gov.uk or on 0113 378 6049.

Mentally Healthy Leeds

5. Mentally Healthy Leeds is a city wide mental health service put in place to reduce mental health inequalities and improve health and wellbeing in local communities. This will be achieved by working to;

- Reduce stigma and discrimination
- Reduce social isolation
- Increase resilience (the ability to cope when things get tough and to 'bounce back') this service will work with communities most at risk of poor mental health.

This service will use a variety of community development approaches including peer support, volunteering, groups and activities as well as awareness-raising campaigns. Training will also be offered to communities and local employers. For more information please see; <https://www.touchstonesupport.org.uk/services/mentally-healthy-leeds/>.

One You Leeds

6. A new free healthy living service called "[One You Leeds](http://www.oneyouleeds.org.uk)" which helps people improve their lifestyle and health, launched at the start of October. One You Leeds will offer programmes for people who want to change their lifestyle behaviour including: stopping smoking, managing their weight, eating more healthily, learning how to cook and being more physically active. This service is now looking to expand the amount of venues it has to offer local residents in the Outer West areas. Find out more at: www.oneyouleeds.org.uk or call 0800 169 4219

National Diabetes Prevention Programme (NDPP)

7. The NDPP, Healthier You is an evidence based programme which offers a great opportunity to reduce type 2 diabetes (TTD) in Leeds. Over 32,000 people in Leeds are known to be at risk of developing TTD and 26% of those at high risk can be prevented from developing TTD by attending intensive behaviour change programmes. Participants attend thirteen 90 minute sessions over the course of 9 months and topics include information on TTD, lifestyle and behaviour change.

Citizens @ Pudsey & Swinnow Forum & Citizens @ Tyersal Forum

8. The Tyersal and Pudsey & Swinnow forum last met on the 14th February and 26th February respectively. Both forums received Neighbourhood Policing and Environment Updates. Residents were advised on the approaching lighter nights and warmer days and that they needed to be wearier as issues would be more prevalent.
9. The Pudsey & Swinnow Forum took a different approach at the last meeting where the agenda was focused on local community organisations showcasing the range of activity being delivered in Pudsey and Swinnow. The forum had representation from Swinnow Community Centre, Pudsey Wellbeing Centre, Friends of Pudsey Cemetery & Chapel Spring and Pudsey in Bloom.

Youth Activity Fund Consultation 17/18

10. Following last year's youth summit event, the Community Voice and Influence Team have collated feedback from Children & Young people to produce an infographic illustrating

how they would like members to spend money on youth activities. The infographic is attached at **Appendix 1**.

Third Sector Goes Local (TSL)

11. **Appendix 2** provides an update report from TSL on a thematic workshop that examined the rollout of Universal Credit in Leeds from October 2018, focusing on what the third sector needs to do to help support their clients manage the change. The workshop also introduced GDPR to organisations to highlight some of the key changes from May 2018.

Social Media

12. 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. Currently the Outer West Community Committee Facebook page has a following of 937 people.

13. We would like to request members to share details and promote the networks to their constituents.

Corporate

14. **a. Consultation and engagement** - Local priorities were set through the Area Business Plan process.
15. **b. Equality and diversity / cohesion and integration** - The Business Planning process takes into account equality, diversity, cohesion and integration issues.
16. **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

17. This report provides members with an update on any additional committee business and a general update on other activity or project work undertaken in the Outer West area.

Recommendations

- Note the discussions of the Outer West Community Committee and any key messages.
- To share and promote the social networking platforms for the Outer West Community Committees

Background information

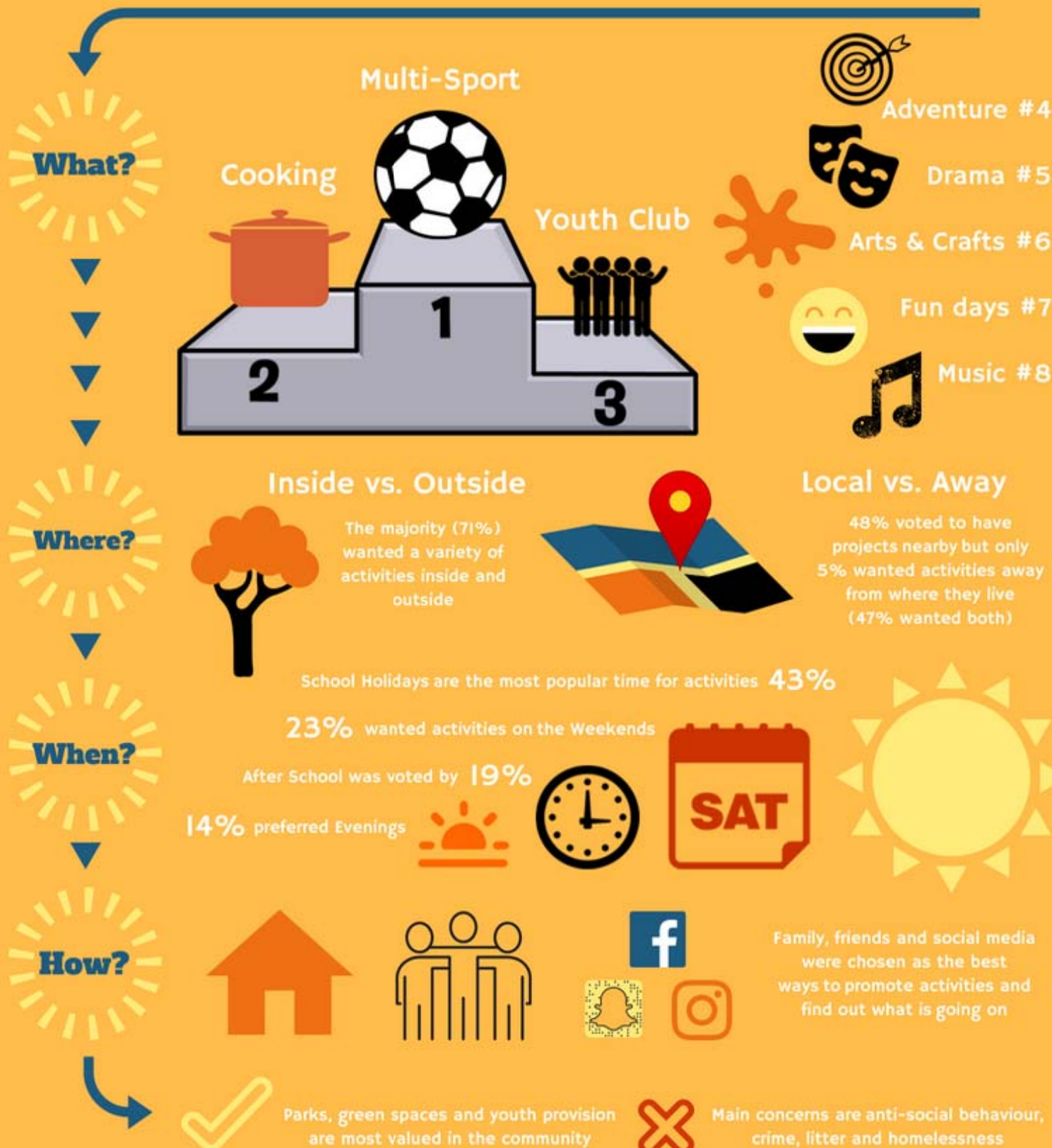
- None

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Youth Activity Fund Consultation 17/18



Leeds City Council asked over 1,500 young people of Leeds how they wanted local councillors to spend money on youth activities.



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Third Sector Leeds

Third Sector Goes Local – West North West

23 April 2018

1. Introduction and background

In January 2018 TSL ran a thematic workshop examining the rollout of Universal Credit in Leeds from October 2018 specifically focusing on what the third sector needs to help support their clients manage the change. The workshop was also seen as the ideal platform to introduce GDPR to organisations and to highlight some of the key changes from May 2018. As a next step, members of the TSL Leadership Group agreed to continue this discussion at a local level through TSL Goes Local.

2. Presentation 1 – Rollout of Universal Credit

Following an open welcome by Mark Law, Third Sector Locality Representative for West North West the event received two presentations, the first from Diane Gill, Financial Inclusion Team, Leeds City Council and Nick Morgan, Chapeltown Citizens Advice. Both spoke about the wide range of work that their respective organisations have undertaken to prepare for Universal Credit full service rollout, highlighting some of the challenges other areas had dealt with and changes that have been made as a result of lobbying from Citizens Advice nationally.

3. Group discussion and key findings

Following the presentation, attendees were split into small groups and asked to consider a number of questions looking at how their organisations can help to reduce the negative impact of Universal Credit and what help they need to be able to do this. From the discussions a number of key findings emerged which can be summarised as follows:

Information to help clients

Attendees felt that they are well placed to help prepare clients for the introduction of Universal Credit. However, in order to do this they need relevant and useful information that they can use to signpost people to. Knowledge of Universal Credit was seen as essential for staff and volunteers in the sector who support clients that will be affected. Participants felt that case studies would be useful to help them when dealing with different scenarios. Some organisations wanted to know how people can change their claim so that the Housing Benefit is paid directly to the landlord rather than to the client, as it was felt many people would struggle with this. A number of organisations were willing to start to display information about Universal Credit for people accessing their services. One suggestion was that groups / organisations in Leeds could link in with local coffee shops to agree access to space to meet clients / use Wi-Fi within a more relaxed environment.

Potential impact on individuals, families and communities

Attendees expressed concerns about issues that families may face as a result of Universal Credit. One significant change from October is that payments will be made to one person in a relationship. One of the main concerns was that this could negatively impact on people experiencing domestic abuse and financial abuse. There is an option to have the claim split it was felt that some partners may not have the confidence to suggest this, fearing it could lead to further abuse. Attendees felt that there may be an increase in the number of people accessing foodbanks; evidence suggests that in some areas of the UK there has been an increase of 50% following full rollout. The rollout coincides with Harvest Festival and there may be opportunities for faith communities to support the foodbanks. People raised concerns around the length of time it will take for Universal Credit claims to be processed. Attendees were concerned about the intergenerational unfairness in that pensioners will not be impacted by Universal Credit.

The impact of Universal Credit being ‘digital by default’

Appendix 2

As all claims for Universal Credit are made online and generate an 'online journal' which needs to be managed on an ongoing basis, attendees raised concerns for some of the people they work with, particularly those with more chaotic lifestyles. Could the sector enable practical access to computers, e.g. tablets that can be taken into homes by a support worker? Many participants noted that providing this kind of ongoing support to clients may detract / distract from the primary service their organisation is providing, however it was acknowledged that worry and stress caused to individuals could impact on people's mental health and wellbeing. Some organisations expressed concern that the lack of face to face contact could lead to increased social isolation.

Increasing pressure on sector staff

Although attendees recognised the role they can play in supporting their clients with the introduction of Universal Credit they also felt it could become an additional part of their role. Recognising that they are not specialist advice workers reinforced the need for simple relevant information to be made available in the coming months; this could help them to prepare their clients for the changes. It was acknowledged that some workers already have to deal with benefit issues for clients before they can start to support clients with other aspects of their lives.

Recommendations

- For TSL to start to regularly share information with the sector around the rollout of Universal Credit using the Doing Good Leeds website and e-bulletin.
- For TSL to work with Chapeltown Citizens Advice to create a series of case studies/scenarios to help organisations understand some of the issues linked to Universal Credit.
- For TSL to work with Chapeltown Citizens Advice to design a system through which feedback from the third sector on the implications of Universal Credit for individuals and families can be captured to assist with ongoing campaigning and lobbying.
- For TSL to develop a list of advice services that can be shared with organisations to assist with signposting.
- For TSL to work with statutory partners including Leeds Safeguarding Children's Partnership to understand and address the potential impact of Universal Credit on children and families.

4. Presentation 2 – GDPR

Attendees then received a presentation from Richard Warrington, Voluntary Action Leeds who gave an overview of the key changes from May 2018, highlighting critical areas small organisations need to be aware of when preparing for compliance, as well as information training and sources of support.

5. Group discussion and key findings

Following the presentation, attendees were split into small groups and asked to consider a number of questions looking at how GDPR changes are already impacting on organisations/groups and what further support the third sector needs. From the discussions a number of key findings emerged which can be summarised as follows:

Information and why we need it

Organisations are taking the introduction of GDPR as an opportunity to review the personal data they currently hold and to ask themselves 'why do I need this information?'. Organisations are already talking to their clients and explaining why they need their information, what happens to the data they hold on an individual and how they will keep this data safe.

Appendix 2

Understanding GDPR

Organisations need to ensure that they have a consistent approach to capturing personal data across their different projects; it was felt that this should be a priority across organisations and that staff could provide support to the Chief Officers who are currently leading this area of work.

Dealing with consent

A number of attendees raised questions about when consent is required and the different types of consent outlined in the new regulations. There were particular questions about how the regulations apply to taking photographs at their events.

People felt this was an area where they would like further clarification (inc.ref to where we have published response)

Support for the sector

Some smaller organisations felt that it would be useful to have access to an FAQ document that highlights the key changes that they could refer to, suggestions included information on apps/webpages hosted outside of European Union boundaries that comply with GDPR. Attendees would like a place where they can access information about GDPR as well as being able to leave questions that need a response. Case Studies could also be used to help organisations with understanding how the new regulations apply in practice using different scenarios.

Recommendations

- For VAL to gather queries from the sector, research the answers and share solutions with the wider sector via Doing Good Leeds website.
- For VAL to produce case studies that can be shared with organisations highlighting some of the common issues they may face in complying with the new regulations and how these can be resolved.
- For VAL to produce an FAQ document detailing the key changes and useful information / sources of support.
- For VAL to publicise their new GDPR Basics course widely within the sector once launched and make available to groups and organisations with an income less than £20,000 for free through a training bursary.

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