

19 April 2023

Dear Councillor

You are summoned to attend a **REMOTE MEETING** of the **YOUTH COMMITTEE** of Acton Community Council to be held remotely in accordance with Local Government and Elections (Wales) Act 2021 on **Tuesday 25 APRIL 2023 at 6.30pm.**

You can join the Meeting online using this [Hyperlink to join the remote Youth Committee meeting on 25 April 2023](#) or use the Meeting ID: 817 1045 8860 and Passcode: 893885. Please note that the Meeting and those participating will be recorded. The business to be transacted is as set out in the agenda below.

Yours sincerely

*Carole Roberts*

Clerk to the Council

## AGENDA

### 1. APOLOGIES FOR ABSENCE:

**2. DECLARATION OF INTERESTS:** To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. You may remain in the meeting and take part fully in discussion and voting unless the interest is prejudicial. A personal interest is prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice your judgment of the public interest and it relates to a financial or regulatory matter.

**3. CONFIRMATION OF MINUTES:** To confirm the Minutes of the Meeting of the Youth Committee held on 24 January 2023 as submitted to the Meeting of the Community Council on 21 February 2023 (Copy attached)

### 4. INFORMATION ARISING FROM THE MINUTES:

**5. TERMS OF REFERENCE: (FOR INFORMATION ONLY) :** The Youth Committee was re-appointed at the Annual Community Council meeting held in May 2022 with the following **Terms of Reference:**

1. To **keep under** review and develop **emerging** options to enable future Service providers to provide Pilot or other Youth Projects across any of the five Acton Community Wards ensuring they are fit for purpose and reflect the requirements of the Community Council and current best practice;
2. To receive and monitor from existing and any future Service providers, reports to the Community Council on any subsequent projects to include performance monitoring reports to ensure the Service Specification is being met and such Projects represent good value for money;
3. To monitor the reporting requirements contained within the Service Level Agreements with the Caia Park Partnership to provide Youth Work Projects for 8-18 year olds for two sessions of Youth Work for 8-12 & 13-18 year olds per week at the Acton Community Resource Centre.

Please contact

Carole Roberts, Clerk to the Council on: 07913 071470 or

E-Mail:

[clerk@actoncommunitycouncil.gov.uk](mailto:clerk@actoncommunitycouncil.gov.uk) with any apologies or requests for further information.

You can also write to the Clerk at Acton Community Resource Centre, Overton Way, Wrexham LL12 7LB

4. To bring any concerns about the performance or effectiveness of the current and any future Provider or Project immediately to the attention of the full Council.
5. To investigate and report its findings and recommendations back to the Council on the feasibility of implementing the Recommendations of the 2018 Borrass Park Play Sufficiency Assessment with focus initially on zero or minimal cost projects that can build on their success unless Wrexham County Borough Council Officers are able to identify funding for larger projects as part of its "Play Pledge"; and
6. In the first instance, the primary focus of the Youth Committee shall be on Recommendations 2 and 3 from the 2018 Play Sufficiency Assessment (WCBC) namely :-
  - i- To develop a program of community activities, events and projects to be carried out in partnership with Wrexham CBC, the Acton Park Seasonal Park Ranger and established Community Groups such as the Friends of Acton Park; and
  - ii- to press for the Local Education Authority and Schools themselves to enable and permit access to school grounds during evenings, weekends and school holidays to enable young people to play safely and away from traffic in their own neighbourhood.
7. The scope of the Service Level Agreement with the Caia Park Partnership can be extended to encompass emergency Detached Youth Work in response to any further Covid 19 Measures that may be put in place to ensure continued service delivery of the Projects that may have to be held outdoors in accordance with National and Welsh Government advice and guidance and in order to react to any emerging risks in the future.

**6. SERVICE LEVEL AGREEMENT –ACTON YOUTH WORK PROJECTS:** To receive and consider the Annual and Q4 report and other information to be provided at the meeting by representatives of the Caia Park in respect of performance monitoring to 31 March 2023 on the operation of this Service Level Agreement for the provision of an Open Access Youth Service (Copy attached)

**7. PLAY SUFFICIENCY PILOT PROJECT WITH THE WREXHAM CBC FOR STAFFED PLAY PROVISION IN THE ACTON COMMUNITY:** The Play Development Team have been invited to attend the meeting to give an update on the Pilot Project which commenced in September 2022. (Details to be given at the meeting )

**TO: MEMBERS OF THE YOUTH COMMITTEE:** (Chair of the Council Councillor Kevin Roberts (ex officio) together with Councillors Caroline Bettley, Roger Davies, Anne Evans, Andy Gallanders, Corin Jarvis, and Phil Lloyd.)

**PLEASE NOTE:**

**THE AGENDA IS ALSO BEING CIRCULATED TO ALL OTHER MEMBERS OF THE COUNCIL FOR INFORMATION**

## Minutes of the Remote YOUTH COMMITTEE held on Tuesday 24 JANUARY 2023

Present:	Councillor	Kevin Roberts (Chair)
	"	Andy Gallanders (Vice Chair)
	"	Caroline Bettley *
	"	Roger Davies *
	"	Anne Evans
	"	Corin Jarvis
	"	Phil Lloyd *

\* Absent

Also Present: Mr. Jay Davies, Wrexham CBC Play Development Team  
Mrs. Carole Roberts & Mrs. Michelle Williams, Acton Community Council

### 17. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Caroline Bettley, Roger Davies and Phil Lloyd  
Apologies were also received and accepted from Mr. Jon Stumpp, Caia Park Partnership.

***RESOLVED – that the apologies for absence be received and accepted.***

### 18. DECLARATION OF INTERESTS

There were no declarations of interest made at this stage of the proceedings.

### 19. CONFIRMATION OF MINUTES

***RESOLVED – that the Minutes of the remote Youth Meeting held on 25 October 2022, as submitted to the Meeting of the Community Council on 15 November 2022 were received and confirmed as a correct record.***

### 20. INFORMATION FROM THE 25 OCTOBER 2022 MINUTES

There was nothing additional to report.

### 21. TERMS OF REFERENCE

The Youth Committee was appointed at the Annual Community Council meeting held in May 2022 and its Terms of Reference were noted.

### 22. PLAY SUFFICIENCY PILOT PROJECT WITH WREXHAM CBC FOR STAFFED PLAY PROVISION IN THE ACTON COMMUNITY

The Chair welcomed Jay Davies to the meeting. Members considered the report circulated prior to the meeting. It was noted some members of the Committee had attended the Play sessions. Attendances at all play sessions had been consistent through the winter months, and were comparable to other projects, which was reassuring. It was noted that the work of the Play Development team was to enable play as a process led by the Young People rather than a product. Members requested if video evidence of play sessions and other information from Wrexham CBC's website could be circulated to Members together with a simple poster/leaflet that can be posted on Social Media to promote the location and dates of individual Play Sessions. Mr. Davies informed Members that Wrexham CBC

Streetscene Teams would be installing a trial Play Bin at the Sunken Garden off Aston Grove, Wrexham as part of the Play Development Team's work in the area. The Chair thanked Mr. Davies for his attendance and report.

**RESOLVED –**

- i. to accept the update and report as now submitted;*
- ii. that a further progress report on the progress of this Pilot Play Provision project in the Acton Community be submitted by the Wrexham CBC Play Development Officers to the next Youth Committee Meeting on 25 April 2023*
- iii. To RECOMMEND TO THE COUNCIL that it agrees to extending the Pilot Play Project into the Summer months*
- iv. That Mr. Jay Davies provides Video Promotional material and information leaflets that can be posted to Acton Community Council's website and Members can post on their own Social Media.*
- v. That Mr. Jay Davies provide the Community Council with information on the feasibility and costs of Wrexham CBC providing a Play event at Acton Park at the start of the school summer holidays*

**23. SERVICE LEVEL AGREEMENT – ACTON YOUTH WORK PROJECTS**

The Chair had received apologies from Jon Stumpp, Caia Park Partnership who was unable to attend the meeting due to illness, as a result the Quarter 3 performance monitoring report to 31 December 2022, on the operation of this Service Level Agreement for the provision of an Open Access Youth Service was not available for the meeting. However, the Caia Park Partnership had indicated they would circulate the report as soon as practicable and would respond to any questions raised by the Committee. Reference was made at the meeting to previous summer trips and informal accreditation for the Young People attending the Youth Club. Members referred to the previous offers to give small amounts of additional funding to enhance the provision for the Young People and were mindful of the varying social indices within the Acton Community.

**RESOLVED –**

- i. That the Clerk email the Caia Park Partnership and raise the following matters:*
  - 1. Informal Accreditation from attendance and activities at the Youth Club. Is this still a key part of the project and what progress if any has been made recently? An update or confirmation and details would be appreciated*
  - 2. Additional equipment/ events: The Community Council has offered to pay for additional equipment but the offer has not been taken up. It was recognized that storage at the Resource Centre is limited and an issue, but money has been earmarked for this and you are encouraged to take this offer up.*
  - 3. Summer Trips: Reference was made to previous successful day trips that have been organised. It was recognised that they take a lot of time for planning, obtaining consents and Youth Worker time/commitment. The Community Council would subject to cost, be willing to pay additionally for taking a small group of children to the Seaside/camping/outward bound activities.*
  - 4. Members of the Committee have suggested that as a first step they could attend a Youth Club one evening soon to ask the children themselves what they would like to do*
- ii. That the Q3 monitoring report be circulated by the Clerk to all Members of the Committee as soon as it is received from the Caia Park Partnership.*

*Councillor Kevin Roberts Chair*

*Signed as a correct record this 25th day of April 2023*

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*Presiding Chair*

**CAIA PARK PARTNERSHIP LTD:**

**Contract Monitoring  
between  
Acton Community Council  
and  
Caia Park Partnership Ltd**

**Quarter 4 Report Jan – Mar 2023**



## Service delivery Jan-Mar 2023

### Quarter 4

The engagement levels continued in Quarter 4 as they have over the year, with good attendance across both services; Juniors with average numbers between 25-30 and Seniors with averaging 8-15.

In the run up to the end of the final quarter this year, and as mentioned in the previous report, we used existing funds within the budget to continue providing a third member of staff at the junior club to manage the numbers. This will now continue into the new financial year due to the agreement from Acton Community Council to fund a third worker. We will continue to review the situation on a quarterly basis and keep an open dialogue with the Youth Sub-committee.



Unfortunately, the team have faced some difficulties over the last quarter, which luckily has not affected the delivery of Acton provisions, but has made things difficult for the team in general of late. Our Senior Youth Worker in Charge, who usually leads Acton provisions, has been on long term sickness leave since the beginning of February, and one of our Acton Youth Workers is no longer part of the youth team and unfortunately was not able to provide a period of notice. The team members have pulled together well to ensure we can delivery as many of our provisions as possible whilst we recruit additional staff members, but we are aware that recruitment in the current climate is very difficult with reported recruitment issues not only in the youth work field, but across many sectors. The posts have been advertised and are currently live.

There were some issues in previous quarters with young people hanging around outside the centre, and whilst playing outside approached some of the windows of other groups using the centre at the



same time, which caused some issues, but our efforts in the last quarter seemed to have, on the whole, rectified these but we continue to have an active dialogue with the centre staff, and regular behaviour and consequences session reminders will be carried out. The team have also spoken to the group about the need to show respect, not only to the building itself, but also to any other groups

using the centre. We have stressed that this should apply whether youth club is open or not and we will continue to monitor the situation and act upon any feedback from the centres management team.

### **Acton Junior Youth Club**

Attendance figures at the club continue to be high at present, with average attendance being between 25-35, as previously mentioned a third member of staff at the club has been welcomed to manage behaviours, because many from the current group have high energy levels, and are generally harder to engage into pre-set/planned youth work activities as they currently enjoy just having a safe environment to meet and play with friends.

Building professional and meaningful relationships with new members to encourage positive engagement takes some time to do, but the team are doing well in creating a positive working relationship with the newer club members, and as time goes by, with consistency and perseverance, we feel the young people will enjoy participating in all planned youth work activities.



During this quarter the staff team at Acton Juniors have been dealing with a rise in the use of social media such as SnapChat in younger ages, with many young people falling out with each other due to uploading pictures of each other on social media without permission. Youth workers have reminded all young people that doing this is not right, and discussions were held around consent and permissions. As the problem persisted, all social media has been banned from the Acton Junior session, as generally speaking under some social media platforms under 13s shouldn't have unmonitored access anyway, therefore whilst it is being misused within the club the decision was made to blanket ban their use. This decision was made later on in the quarter and will be reviewed regularly with the service users.

On another note, there have been some great activities delivered at Acton Juniors, with good levels of participation. The new year started with the rearranged bowling trip for Acton juniors, where 15 young people attended and enjoyed games of bowling and food. The team also delivered a session on

Chinese culture due to the celebration of Chinese New Year, 'Year of the Rabbit', young people tried a variety of Chinese food and learnt about the zodiac.

Other sessions consisted of valentine's day crafts, where the youth team acquired some wood crafts kits for the young people from 'Caia Crafts' at Caia Park Partnership. This session went well and was enjoyed by all.

The young people celebrated pancake day, always a popular session in Acton clubs, with young people making their own pancakes, learning cooking skills as well as basic food hygiene practices, and trying new varieties, including healthy options with fruit not just chocolate.



March brought a few changes for Acton youth club due to a staff members long term illness, and a member of staff leaving. Ali, a regular staff member at Acton, has taken over leading both Acton sessions whilst we await the return of the Senior Youth Worker in Charge, and whilst recruitment is taking

place. The Youth Workers have pulled together as a team to provide cover to keep Acton services running, maintaining consistency for the young people that access the service.

For St David's day the young people learnt about St. David, and tried Welsh cultural foods, and told the team about all the amazing things they had done in school that day in their eisteddfod.

Mother's day crafts was a hit with service users, an opportunity to get crafty again, the young people made gifts for their mothers, and the team provided alternative ones for young people who may not be at home.

As we near the easter holidays, young people are planning their easter celebrations, which will include a small party and an easter egg hunt. We will give an update on this in the next report.

Young people have also started to sing on the karaoke again at Acton on a weekly basis, building their confidence each week.

Young people showed an interest in basic gymnastics due to this we have provided four gym mats for young people to be able to do this safely.





### Acton Seniors Youth Club

The attendance at this club during the last quarter has remained consistent with an average attendance of 8-15, part of this has been a consistent group of young people that have been attending for some time, and feel comfortable at the provision, and the relationships between staff and service users has continued to strengthen, the loss of the Acton Snrs Youth Worker, and the temporary loss of the Senior Worker has been noticed, but the staff team have done a great job in



picking those relationships up, and maintaining them; due to our staff members periodically covering illnesses and holidays, the young people had already met the covering staff team, and have continued to attend the sessions as normal.

Activities at the club during this quarter have included many topical discussions/debates around current affairs, some of the attendees really enjoy conversing about goings on around the world and are keen to hear other people's views and opinion on the matter.

During this quarter, the young people have had new arts and crafts supplies, due to the creativeness the young people have shown lately, therefore arts and crafts activities have generally been on offer every week.

Some of the activities delivered in Acton span across both clubs on the same day, as this is logistically easier with regards to providing the resources and delivery. Sometimes they differ slightly due to the age range of the participants, but the main activity remains the same. Therefore, some of the sessions that were delivered in the senior sessions included:

- Chinese New Year, similar to the juniors, the young people learnt about the Chinese New Year, the Zodiac, and got to try different Chinese foods.
- Valentines' day - The young people made cards and learnt the history of Valentines Day.
- Pancake day - The young people made their own pancakes; mixing ingredients and using kitchen equipment, following instructions and learning basic food hygiene, and safety in the kitchen.
- St David's day - The young people tried Welsh cakes and spent some time completing Welsh Culture themed word searches, the young people raced against each other to see who could finish the fastest.

The senior group have taken a liking to the karaoke machine also, and have been using it on a weekly basis, building confidence and character each week.

All clubs continue to have the pool table and ps5 out each session and due to the weather changing to the nice side, young people are starting to use outside for football again. The team will manage this to ensure other users of the centre are not disturbed.

### **Next Quarter**



In the next quarter both clubs plan to get more equipment that the young people have asked for e.g. jewellery making kits, paints, pens, a new football and ps5 games.

Easter activities are being planned for both junior and senior sessions.

Young people have also asked for some summer trips, therefore in the next quarter plans will be made with the groups. The team has several tickets for Chester zoo, once transport is sorted every young person that attends Acton clubs will be offered a free space to attend Chester Zoo in the May half term.

### **Annual Summary**

When looking at the annual summary of this year, it is clear to see the stark differences in attendance levles, and in what the team were able to offer as activities and sessions, compared to the 21-22 annual summary.

The pandemic, which impacted youth work across the nation, took its toll on Acton provisions as well as others across Wrexham, so it has been great to see Acton youth work offerings go from strength to strength, with good levels of engagement. We hope that this trend will continue as we move in to the 23-24 SLA period.



**Overall Combined Figures for Jan – Mar 2023**

Period	Number of sessions provided	Number of Contacts Made
Jan-Mar 23 Q4	24/26 (one week didn't run due to sever weather.	

\*These figures will follow when all session forms have been submitted for Q4, and have been inputted by administration.

**Age Ranges of Young People Engaged With for Jan-Mar 2023**

	8-10 years	11-12 years	13+ years	Total
Male				
Female				
Non Binary/Other				
<b>Total</b>				

\*These figures will follow when all session forms have been submitted for Q4, and have been inputted by administration.

**Overall Combined Figures for Oct-Dec 2022**

Period	Number of sessions provided	Number of Contacts Made
Oct-Dec 2022 Q3	22/26 4 sessions didn't run (2 Jnr/2 Snr) for Christmas shutdown as per contract/SLA	377

**Age Ranges of Young People Engaged With for Oct-Dec 2022**

	8-10	11-12	13-16	17+	Total
Male	96	42	11	0	149
Female	117	38	15	0	170
Non-Binary	0	0	58	0	58
<b>Total</b>	<b>213</b>	<b>80</b>	<b>84</b>	<b>0</b>	<b>377</b>

### Overall Combined Figures for Jul-Sep 2022

Period	Number of sessions provided	Number of Contacts Made
Jul-Sep 22 Q2	26/26	354

### Age Ranges of Young People Engaged With for Jul-Sep 2022

	8-10	11-12	13-16	17+	Total
Male	67	67	19	0	153
Female	72	49	51	3	175
Non-Binary	8	4	14	0	26
<b>Total</b>	<b>147</b>	<b>120</b>	<b>84</b>	<b>3</b>	<b>354</b>

### Overall Combined Figures for Apr-June 2022

Period	Number of sessions provided	Number of Contacts Made
April – June 22 Q1	22	281

### Age Ranges of Young People Engaged With for April - June 2022

	8-10 years	11-12 years	13+ years	Total
Male	49	53	18	120
Female	28	74	35	137
Non Binary/Other			24	24
<b>Total</b>	<b>77</b>	<b>127</b>	<b>77</b>	<b>281</b>

### Total figures for the year 2022-2023

	8-10 years	11-12 years	13+ years	Total
Male	212	162	48	422
Female	217	161	104	482
Non Binary/Other	8	4	96	108
<b>Total</b>	<b>437</b>	<b>327</b>	<b>248</b>	<b>1012</b>

\*These figures only include Q1, Q2 and Q3. Q4 and full annual figures will follow when all session forms have been submitted for Q4, and have been inputted by administration.

End of SLA Annual Report