

February 2024

Dear Councillor

You are summoned to attend a **REMOTE MEETING** of the **YOUTH COMMITTEE** of **ACTON COMMUNITY COUNCIL** to be held in accordance with Local Government and Elections (Wales) Act 2021 on **Wednesday 28 FEBRUARY 2024 at 6.30pm**.

You can join the Meeting online via Zoom using this [hyperlink to join the hybrid Youth Committee meeting on Wednesday 28 February 2024](#) or use the Meeting ID: 897 7124 9038 and Passcode: 521443. 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 and Responsible Financial Officer 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 25 October 2023, as submitted to the Annual Meeting of the Community Council on 15 November 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 2023 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.
 - 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";

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) To receive quarterly updates and monitoring reports on the progress and success of the Rhosnesni and Little Acton Pilot Play Project from the WCBC Play Development Team.

8) 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 or similar 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. ACTON YOUTH WORK PROJECTS – SERVICE LEVEL AGREEMENTS: To receive and consider the Q3 Report and other information to be provided at the meeting by representatives of the Caia Park Partnership in respect of performance monitoring to 31 December 2023 on the operation of this Service Level Agreement for the provision of an Open Access Youth Service. (Report 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 progress of this Pilot Project. (Report to follow)

TO: MEMBERS OF THE YOUTH COMMITTEE: Chair and Vice-chair of the Council, Councillors Kevin Roberts (ex officio) and Ralph Hardy (both ex officio) together with Councillors Caroline Bettley, Anne Evans, Andy Gallanders, Holly Hewitt, Corin Jarvis, and Phil Lloyd. (1 Vacancy)

PLEASE NOTE: THE AGENDA IS ALSO BEING CIRCULATED TO ALL OTHER MEMBERS OF THE COUNCIL FOR INFORMATION

Minutes of the Hybrid Youth Committee held on Wednesday 25 OCTOBER 2023

Present:	Councillor	Kevin Roberts (Chair)
	"	Andy Gallanders (Vice Chair)
	"	Caroline Bettley
	"	Anne Evans *
	"	Ralph Hardy *
	"	Holly Hewitt
	"	Corin Jarvis *
	"	Phil Lloyd *

* Absent

Also Present: Mr Jon Stumpp, Caia Park Partnership
Mr Gareth Stacey, Wrexham CBC Play Development Team
Mrs Carole Roberts, Acton Community Council
Mrs. Michelle Williams, Acton Community Council

9. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Anne Evans, Ralph Hardy, Corin Jarvis and Phil Lloyd.

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

10. DECLARATION OF INTERESTS

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

11. CONFIRMATION OF MINUTES

RESOLVED – that the Minutes of the remote Youth Meeting adjourned on 26 July 2023 and reconvened on 6 September 2023, as submitted to the Meeting of the Community Council on 20 September 2023 were received and confirmed as a correct record.

12. INFORMATION FROM THE 6 SEPTEMBER 2023 MINUTES

1.MINUTE 8 SEPTEMBER 2023 - PROVISION OF LONGER TERM FINANCIAL SUPPORT TO YOUTH ORGANISATIONS/GROUPS IN THE ACTON COMMUNITY: It was reported that the Council at its Meeting on 20 September 2023 had agreed to endorse and extend the Committee's Terms of Reference enabling it to consider and set parameters to receive and consider applications for funding from Acton Community Youth Organisations/Groups that will enable them to remain viable or to provide financial support for special project for a set number of years. The present position was noted.

13. TERMS OF REFERENCE

The Youth Committee was appointed at the Annual Community Council meeting held in May 2022 and its

current Terms of Reference, including the additional remit endorsed on 20 September 2023, were noted.

14. SERVICE LEVEL AGREEMENT – ACTON YOUTH WORK PROJECTS

The Chair welcomed Jon Stumpp to the meeting. Members considered the report circulated prior to the meeting, in respect of the Quarter 2 performance monitoring to 30 September 2023, on the operation of this Service Level Agreement for the provision of an Open Access Youth Service. The report set out in detail updates on the Acton Juniors and Acton Seniors, and positive outcomes from activities organized by staff.

Jon had looked into the costs of providing cooking lessons for the children and provided information to the Clerk. At the moment, the costs were being met from their SLA budget and were self-funded. Jon also updated Members on the AQA Award Scheme which had re-opened, they had money in their budget to pay for the children's accreditations. This would allow the children to gain accreditation, under the Unit Award Scheme in subjects such as Health and Safety in the kitchen and preparing a meal.

The Chair suggested that two or three of the older children attend the next Youth Committee meeting on 24 January 2024 to inform members of the things they enjoyed about the Youth Club.

Members discussed the budget setting due to take place at the next Council Meeting and requested an SLA quote for 2024/2025. The Chair thanked Jon Stumpp for his attendance and report.

RESOLVED –

- i. to accept the update and report as now submitted and***
- ii. that a further monitoring report after the end of quarter three be submitted by the Caia Park Partnership to the next Youth Committee Meeting on 24 January 2023***
- iii. That Jon Stumpp provide two SLA quotes in time for the next Community Council Meeting in November 2023. A quote providing a basic service and an alternative quote providing added value extras.***

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

The Chair welcomed Gareth Stacey to the meeting. Members considered the report circulated prior to the meeting in respect of the Quarter 1 and 2 performance monitoring to 30 September 2023, on the operation of this Play Sufficiency Pilot Project. The Chair discussed the concerns raised by members at the previous meeting regarding the value for money of this Play provision particularly given the poor attendance observed by some Members and whether it was more suited to summer months only. Members felt that the advertising of the sessions was poor. Gareth Stacey agreed that the Play Provision was not performing as well as expected. He thought that the dual locations on alternate weeks was confusing to parents and children. He also gave examples of other Play Provision sites where it has taken time, potentially years to build up attendance. Members noted this information and agreed that a single location might be better.

RESOLVED –

- i. To accept the update and report as now submitted and***
- ii. A further progress report on this Pilot Play Provision project in the Acton Community be submitted by Wrexham CBC Play Development Officers to the next Youth Committee Meeting on 24 January 2024.***
- iii. Gareth Stacey to look at the viability of an alternative location, with a view to terminating the sessions at the current locations.***
- iv. Once a location has been identified, then to increase the publicity on Social Media.***

16. PROVISION FOR LONGER TERM FINANCIAL SUPPORT TO YOUTH ORGANISATIONS/GROUPS IN THE

ACTON COMMUNITY:

Further to Minute 9 September 2023 the Council at its meeting on 20 September 2023 agreed to extend the terms of reference of the Youth Committee enabling it to consider and set parameters to receive and consider applications for funding from Acton Community Youth Organisations/Groups that will enable them to remain viable or provide financial support for special project for a set number of years.

Consideration was given to the criteria to be used when considering applications for financial support.

Members were minded to adopt the S137 Grant criteria:

- i) Principally for the benefit of Acton Residents
- ii) A voluntary or charity group
- iii) Must produce last 2 years accounts

RESOLVED: that the Council is to consider the funding for this work and remit to spend such monies as part of the 2024/25 Budget setting and precepting process.

Councillor Kevin Roberts Chair

Signed as a correct record this 28 February 2024

_____ ***Presiding Chair***

CAIA PARK PARTNERSHIP LTD:

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

Quarter 3 Report October - December 2023



Service delivery October - December 2023

Quarter 3 continued to see the same levels of engagement as we have seen over the last 3 months, with numbers continuing to sit at between 25 and 35 for the junior session and between 15 and 20 for the senior session.

The beginning of this quarter saw both Andy and Ali returning to work after extended absence through illness. Both have settled back into their roles well and the young people attending sessions have made them both feel extremely welcome since their return. Andy and Ali's return has resulted in Julie now resuming her role within our mentoring team and we thank her for helping out over the last 6 months.

Due to the numbers continuing to be high during the session, the team have really benefitted by having a 3 team.

As agreed with the CC, we have also purchased a PS5 tra controller for use in the youth club sessions. This will on site at Acton CRC.

On the whole, sessions have ran really well over the past There have been one or two instances of challenging be- but the team have taken the required steps to address sues, including issuing short term bans, letters home to and we have also held discussions with parents in person when necessary.

As happens each year, a number of those attending the Junior session are now reaching the age where we would look at transitioning them from our junior session into the senior sessions. This has presented its own issues as some have been reluctant to make the shift but through close work with those individuals, we have been able to make the transition easier and those concerned have settled into the senior group well.

Sessions delivered over the last quarter include Halloween and Christmas celebrations, Art and Craft nights, Cook and Eat sessions, Karaoke and we have also had another visit from the creepy crawlies and bugs and a Christmas movie night. Both the Junior and Senior sessions ended the year with a bowling trip to Tenpin Wrexham



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Junior Youth Club

Our junior session continues to attract good numbers with as many as 35 young people attending some sessions over the course of the

quarter. We have had several new young people start using the club after they have heard about us from their friends in school and or positive conversations between parents away from the sessions.

We have held several art and crafts sessions over the past 13 weeks including Halloween pottery and Christmas card making.

We have also strived over this particular quarter to add an element of cook and eat to most sessions as staff had recognised a pattern of young people attending sessions having not eaten beforehand and we have re-introduced our tuck shop in club which we open for two 15 minute periods during each session.

The beginning of the quarter saw some continued good weather and we were able to continue to offer outside activities, including football and badminton.

As the quarter progressed, inevitably, the bad weather has meant larger numbers inside for longer periods, so we always have our club staples on offer (pool, table tennis, PS5) and we have a varied range of activities and games on hand to keep group entertained and engaged during these sessions.

In keeping with tradition, the team organised loween party for the junior group, with 32 people attending that particular evening. The proved really successful with the team deco- the room, providing lights, music and party and a range of Spooky/Halloween related activities including spooky bingo.



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Andy once again brought in his range of bugs and insects for the group to engage with and handle, if they so wished. These sessions always prove to be popular with the young people and offers some of the group a chance to face fears they may not otherwise have the opportunity to overcome.

The group also went on a trip to Tenpin Wrexham at the end of the quarter as part of our build up to Christmas and end of year programme of activities.

ACTON SENIORS

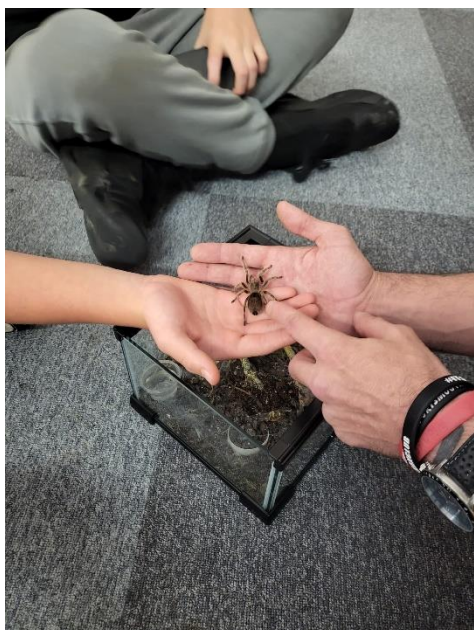
Our senior session continues to attract up to 20 young people each week. This quarter has also seen a few new members join the group due to the previously mentioned transition of several of the junior members into our senior session. Although some bit daunted at the prospect of moving to this session, transition was made easier due to an already existing familiarity with the building, the staff team and our working practices have settled into the senior sessions really well, and many are now forming friendships with already existing members.

As the council will be aware, John Brock left the team early last year but we still have the instruments he had collected for the centre so the group are able to sit and practice guitar, bass and keyboard on occasions we have also had a keyboard on site for the group to use.



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In the build up to Halloween, we spoke to the group about the plans for the juniors party and they told the team that they would like to do something different this year. Through discussions with staff,



the group asked to hold a Halloween movie night (fancy dress was optional) and decided they would like to watch *The Nightmare Before Christmas*. The session went really well with 17 attending. The group have asked whether they can make movie nights a regular feature in our programmes going forward so Andy explained that this would be possible and agreed that as long as the film choices were deemed suitable by staff in regards to content and age restrictions this could be added quarterly if the group wish to do so.

The visit from the bugs was also extended into our senior session and the group really enjoyed interacting with the animals on display, some even going so far as to hold the tarantulas. As was the case last time round, this group were able to relate some of the scientific information shared during the sessions to some of their ongoing school studies.



Age Ranges of Young People Engaged With for Oct - Dec 2023

Number of contacts

	8-10	11-12	13-16	17+	Total
Male	81	81	28	0	190
Female	83	85	28	0	196
Total	164	166	56	0	386

All available sessions were held this quarter, however there was a 2 week close of services as per contract over the Christmas period, therefore giving an average attendance of approximately 40 per week across the two sessions.