

**Report of West North West Area Leader**

**Report to Outer North West Community Committee**

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**Date: 13th June 2016**

**Finance Update Report**

**For Decision**

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**Purpose of report**

1. This report provides the Community Committee with an update on the budget position for the Wellbeing fund for 2016/17. The report also shows the current position of the Small Grants and Skips pots and provides an update on the Youth Activity Fund. Attached at appendix 2 is the Finance Monitoring Report which provides Members with details of the current monitoring position of the Wellbeing fund and the Youth Activity Fund.

The report also requests that the Community Committee review the minimum conditions as set out in paragraph 16 below.

**Main Issues**

2. 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.
3. The Outer North West Community Committee operates a pre-sift process for Wellbeing fund applications. This involves discussions with appropriate ward members for that particular project, in the context of the current area priorities. Where projects do not have support from all three ward members, they are not progressed. All applicants are offered further discussions and feedback if helpful. In order to provide further assurance and transparency to all applicants, where schemes do not garner support these will be reported to a subsequent Community Committee meeting for noting.

4. Members are advised of the new revenue wellbeing allocation for the Outer North West Community Committee of £114,360 for the financial year 2016/17. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£28,590 per ward)
5. After deducting any existing commitments and taking account of the 2015/16 carry forward position, the Community Committee has £161,862 of funding available for allocation. This figure does not include the Youth Activity Fund still available to spend.
6. Members are advised of the new allocation of Youth Activity funding for the Outer North West Community Committee of £50,670 for the financial year 2016/17. The Community Committee has £52,706 of funding available to allocate for the financial year of 2016/17 This figure includes underspend from the 2015/16 budget.

#### Wellbeing Budget Statement 2016/17

7. The latest Wellbeing Budget Statement for 2016/17 is included at Appendix 1 to this report. This sets out the new Wellbeing allocation for 2016/17 and includes carry forward from 2015/16. The Wellbeing budget statement also outlines the current budget position of those projects funded in previous years which still have funding left to spend.
8. Table 1 below includes details per ward of the total revenue available for allocation in 2016/17 including any carry forward from previous years, and the amount of Wellbeing currently available to spend per ward.

**Table 1 – Revenue**

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
<b>2016/17 allocation</b>	<b>£28,590</b>	<b>£28,590</b>	<b>£28,590</b>	<b>£28,590</b>
<b>2015/16 carry forward minus commitments</b>	<b>£15,720</b>	<b>£8,873</b>	<b>£19,410</b>	<b>£3,499</b>
<b>Allocation available to spend</b>	<b>£44,310</b>	<b>£37,463</b>	<b>£48,000</b>	<b>£32,089</b>

#### Details of new projects for consideration

9. Small Grants  
 Delivery Organisation: Communities Team (on behalf of the Community Committee)  
 Amount requested: £20,000 (£5,000 per ward)

The Small Grants Budget is to assist groups and organisations that apply or enquire about small grants are supported and given guidance on their application by the Communities Team. In line with Leeds City Council financial regulations the small grants are monitored to ensure that expenditure is in line with grant approval. In 2015/16 a total of £14,372 was spent on small grants.

10. Community Skips Budget

Delivery organisation: Communities Team (on behalf of the Community Committee)  
Amount requested: £4,000 (£1,000 per ward)

The Skips Budget is to assist local groups who want to conduct community clean-ups in their area. A notional skips allocation of £4,000 has been incorporated into the Wellbeing budget each year since April 2004. In 2015/16 a total of £1,885 was spent on providing 12 skips.

11. Yeadon Festive Lights

Delivery organisation: Leeds Lights

Amount requested: £6,345 (O&Y)

The funding would go towards the hire of festive lights in Yeadon including lamp columns and a Merry Christmas sign, tree lights at the roundabout on Yeadon High Street and 2 trees on the outside of YeadonTown Hall.

12. Disability Hoist

Delivery organisation: Leeds Activity Sailing Centre

Amount requested: £3,000 (O&Y)

The funding will support the purchase of a new disability hoist which will support people with additional needs to access water activities at the centre.

Youth Activity Funding

13. The budget for the Outer North West Youth Activity Fund for 2016/17 is £52,706 which includes the new allocation of £50,670 and underspend of £2,076 from 2015/16.

14. The Children's Services & Family Health sub group held a decision making workshop for the new funding allocation on 22nd April 2016. The panel considered a total of 13 applications and recommended 12 projects for approval. These recommendations totalling £46,112 were approved at the Community Committee on 18<sup>th</sup> May. The remaining balance of Youth Activity Fund is £6,594.

15. Consultation with young people and children took place within a number of settings to help inform the type of projects to be funded. Young people were consulted on the types of local activities they would like to see at the Community Committee workshop held at Horsforth School in January; the results of this consultation were fed into the sub group workshop on 22<sup>nd</sup> April. A further consultation session took place at Ralph Thoresby School on 29<sup>th</sup> April to discuss the potential projects.

Wellbeing Budget – Small Grants & Skips

16. In 2015/16 the Community Committee approved 25 small grants totalling £14,372. The underspend totalling £8,628 from the 2015/16 small grants budget has been repaid into the main Wellbeing budget for each ward and is reflected in the carry forward figures at table 1.

Table 2 below details the small grants approved since the start of the new financial year. This figure will be deducted from the 2016/17 small grant allocation.

**Table 2 – Small Grant Approvals (01/04/16 – 31/05/16)**

Location	Organisation	Ward	Amount approved
PHAB Youth Groups	PHAB	G&R, O&Y	£85.80 (G&R £57.20, O&Y £28.60)
Activities & Crafting Events	Citizens & Communities Citizen @ Leeds Programme	H, O&Y	£400
Yeadon Carnival 2016	Yeadon Carnival	O&Y	£500
Guiseley Carnival Parade	Guiseley Senior Citizens Association	G&R	£700

17. Adel & Wharfedale Councillors are giving further consideration to funding of the PHAB Youth Group small grant.
18. In 2015/16 the Community Committee approved 12 skips totalling £1,885. The underspend of £2,115 from the 2015/16 skips budget has been repaid into the main Wellbeing budget for each ward and is reflected in the carry forward figures in table 1.

Table 2 below details the skips approved since the last meeting. This figure will be deducted from the 2016/17 skip allocation.

**Table 2: Skip Approvals (01/04/2016 – 31/05/2016)**

Location	Ward	Number of skips	Amount approved
Otley Carnival	O&Y	3	£480
Arthington Village Hall	A&W	1	£160
Holt Park Community Clean Up	A&W	2	£290
Pool Parish Council	A&W	1	£160

19. Wellbeing Budget – Capital Receipts Programme

As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2016/17 under the current arrangements.

Table 3 below provides details of the amount of capital available to spend in 2016/17 per ward.

**Table 3 Capital**

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Allocation currently available	£15,725	£5,225	£15,725	Nil

## Finance Monitoring report

20. All projects are required to submit monitoring updates on a quarterly basis. Monitoring information received to date for all projects, is presented at Appendix 2.

## 21. Delegated Decisions

Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of Wellbeing and Youth Activity budgets. Concurrently with the Committee, designated officers have delegated authority from the Assistant Chief Executive (Citizens and Communities) to take such decisions.

At the first Community Committee meeting in 2014/15, this Committee approved the 'minimum conditions' subject to the inclusion of *'where an Elected Member did not agree with a matter for delegated decision then this should be deferred to the next meeting of the Community Committee'*. The Committee reviewed the conditions in June 2015 without any amendment. The establishment of the following minimum conditions was to provide reassurance to 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 the Elected Members represented on the Community Committee (or in the case of funds delegated by a Community Committee to individual Wards, the relevant Ward Councillors), however should an Elected Member not agree with a matter for delegated decision then this should be deferred to the next meeting of the Community 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.

From the commencement of this municipal year, the Constitution allows for the delegated decision process and associated minimum conditions to also include urgent decisions required around the use of Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Committee.

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.

## **Corporate Considerations**

### **Consultation and Engagement**

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

## **Equality and Diversity / Cohesion and Integration**

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

## **Council policies and City Priorities**

24. Projects submitted to the Community Committee for Wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:
- Vision for Leeds 2011 – 30
  - Leeds Strategic Plan
  - Health and Wellbeing City Priorities Plan
  - Children and Young People's Plan
  - Safer and Stronger Communities Plan
  - Regeneration City Priority Plan

## **Resources and value for money**

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

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

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

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

## **Risk Management**

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

## **Conclusions**

28. The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to service. This report provides members with an update on the Wellbeing programme for 2016/17

## **Recommendations**

29. The Outer North West Community Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2016/17 (Table 1 )
  - Consider the Wellbeing large grant applications detailed at sections 9 to 12.

- Note the skips that have been approved since the last meeting (Table 2).
- Note the current budget position for the Capital Wellbeing Fund for 2016/17 (Table 3).
- Review the minimum conditions as set out in paragraph 21 of this report, consider whether any amendments are required and approve such conditions for operation in 2016/17. 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 Committee.

### **Background Information**

None.