

Report of:	Head of Locality Partnerships	
Report to:	Outer South Community Committee Ardsley and Robin Hood, Morley North, Morley South and Rothwell	
Report author:	Kimberly Frangos	07712 217267
Date:	29th November 2021	For decision

Outer South Community Committee - Finance Report

Purpose of report

1. This report provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2021.

Main issues

2. Each Community Committee has been allocated a wellbeing budget (revenue and capital) and Youth Activities Fund which it is responsible for administering. The aim of these budgets is to support the social, economic and environmental wellbeing of the area and provide a range of activities for children and young people, by using the funding to support projects that contribute towards the delivery of local priorities.
3. A group applying to the Wellbeing Fund must fulfil various eligibility criteria, including evidencing appropriate management arrangements and financial controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding and equal opportunities and be unable to cover the costs of the project from other funds.
4. Wellbeing funding cannot be paid retrospectively. An application form must be submitted and approved by the Community Committee before activities or items being purchased through wellbeing funding are completed or purchased.
5. The amount of wellbeing funding provided to each committee is calculated using a formula agreed by Council, taking into consideration both population and deprivation of an area.

6. Capital (CRIS) injections are provided as a result of council assets being sold. 5% of the sale price (up to a maximum of £100k) of a council asset is pooled city-wide and redistributed to the Community Committee areas on the basis of deprivation. The Community Committee will receive a new capital injection every 6 months.
7. Each Community Committee has also been allocated a Community Infrastructure Levy budget. For each CIL contribution, Leeds City Council retains up to 70-80% centrally, 5% is needed for administration and 15-25% goes to be spent locally. The money will be vested with the local Town or Parish Council if applicable, or with the local Community Committee and spend decided upon by that body. This local money is known as the 'Neighbourhood Fund' and should be spent on similar projects to the Wellbeing Fund (capital).
8. In the Outer South this means that the money for Morley North and Morley South will be administered by Morley Town Council, whereas monies for Ardsley and Robin Hood and Rothwell will be administered by the Outer South Community Committee.
9. It was agreed at the Outer South Community Committee on the 27th November 2017 that CIL monies for Ardsley and Robin Hood and Rothwell would be and spent in the ward it was generated in.
10. It was agreed at the Outer South Community Committee on the 1st July 2019 that decisions being taken on the spending of CIL neighbourhood funds in respect of Ardsley and Robin Hood and Rothwell will be agreed by the Ward Councillors for the affected Ward as part of Member Ward briefings. The formal decisions for these matters would then need to be taken via officer delegated decision.
11. Projects eligible for funding by the Community Committee 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 reassignment, marital status, race, ethnic origin, age, sexual orientation or disability; 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.
12. Any request for funding would involve discussions with appropriate ward members. Where projects do not have support from the Community Committee and are not approved, applicants are offered further discussions and feedback if this is requested.
13. In order to provide further assurance and transparency of all decisions made by the Community Committee, any projects that are not approved will be reported to a subsequent Community Committee meeting.
14. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of Wellbeing and Youth Activity budgets, and also regarding the use of the Community Infrastructure Levy (CIL) Neighbourhood Fund which has been allocated to the Committee. Concurrently with the Committee,

designated officers have delegated authority from the Director of Communities, Housing and Environment to take such decisions.

15. The Community Committee has previously approved the following 'minimum conditions' in order to reassure Members that all delegated decisions would be taken within an appropriate governance framework, with appropriate Member consultation and only when such conditions have been satisfied:
- a. consultation must be undertaken with all committee/relevant ward members prior to a delegated decision being taken;
 - b. a delegated decision must have support from a majority of the community committee elected members represented on the committee (or in the case of funds delegated by a community committee to individual wards, a majority of the ward councillors); and
 - c. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.
16. Members are reminded that the necessary scrutiny of applications to satisfy our own processes, financial regulations and audit requires the deadline for receipt of completed applications to be at least five weeks prior to any Community Committee. Some applications will be approved via Delegated Decision Notice (DDN) following consultation with Members outside of the Community Committee meeting cycle.

Wellbeing Budget Position 2021/2022

17. The total revenue budget approved by Executive Board for 2021-2022 was **£103,770.00**. **Table 1** shows a carry forward figure of **£110,444.88** which includes underspends from projects completed in 2020-2021. **£52,316.60** represents wellbeing allocated to projects in 2020-2021 and not yet completed. The total revenue funding available to the Community Committee for 2021-2022 is therefore **£161,898.28**. A full breakdown of the projects approved or ring-fenced is available on request.
18. It is possible that some of the projects may not use their allocated spend. This could be for several reasons, including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement, or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified in **Table 1**.
19. The Community Committee is asked to note that there is currently a remaining balance of **£62,934.78**. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2021/2022

	£	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
INCOME: 2021-2022	£103,770.00	£25,942.50	£25,942.50	£25,942.50	£25,942.50
Balance brought forward from previous year	£110,444.88	£45,677.94	£21,891.87	£18,949.30	£23,925.77
Less projects brought forward from previous year	£52,316.60	£11,974.47	£17,655.23	£13,257.63	£9,429.27
TOTAL AVAILABLE: 2021-2022	£161,898.28	£59,645.97	£30,179.14	£31,634.17	£40,439.00
Area wide ring-fenced projects	£				
Small Grants	£5,000.00	£1,250.00	£1,250.00	£1,250.00	£1,250.00
Community Engagement	£400.00	£100.00	£100.00	£100.00	£100.00
Skips	£1,000.00	£250.00	£250.00	£250.00	£250.00
Rothwell Celebrations	£8,000.00	£0.00	£0.00	£0.00	£8,000.00
OS Xmas Trees and Lights	£16,000.00	£4,000.00	£4,000.00	£4,000.00	£4,000.00
International Day of Older People	£2,000.00	£500.00	£500.00	£500.00	£500.00
Youth Summit	£500.00	£125.00	£125.00	£125.00	£125.00
Totals spend: Area wide ring-fenced projects	£32,900.00	£6,225.00	£6,225.00	£6,225.00	£14,225.00
Ward Projects	£	Ward Split			
		Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Morley Town Centre Management Board	£15,000.00	£0.00	£7,500.00	£7,500.00	£0.00
Outer South Garden Maintenance Service	£29,880.00	£7,470.00	£7,470.00	£7,470.00	£7,470.00
Rothwell Council Offices Community Asset Transfer	£4,650.00	£0.00	£0.00	£0.00	£4,650.00
Hadrian's Wall coast to Coast Excursion	£2,466.00	£616.50	£616.50	£616.50	£616.50
Morley Arts Festival	£10,000.00	£0.00	£5,000.00	£5,000.00	£0.00
Steve Pearson Community Garden	£1,830.00	£0.00	£0.00	£1,830.00	£0.00
Youth Service Environment Project	£2,237.50	£559.37	£559.37	£559.38	£559.38
Totals	£66,063.50	£8,645.87	£21,145.87	£22,975.88	£13,295.88
Totals spend: Area wide + ward projects	£98,963.50	£14,870.87	£27,370.87	£29,200.88	£27,520.88
Balance remaining (Total/Per ward)	£62,934.78	£44,775.10	£2,808.27	£2,433.29	£12,918.12

Wellbeing, Capital and Youth Activity Fund projects for consideration and approval

20. There following projects are presented for Members' consideration:

21. **Project Title:** Rothwell Christmas Day Lunch

Name of Group or Organisation: Rothwell Community Events

Total Project Cost: £ 1,500.00

Amount proposed from Wellbeing Funds 2021-2022: £ 500.00

Wards covered: Rothwell

Project Description: This event has been held for many years and was previously arranged by Pam Clarkson. Pam announced her retirement at the event in 2019. The 2020 could be held because of the pandemic although the new team did put together and

deliver Christmas Hampers which included a Christmas Eve Tea and a Christmas Day ready meal.

This year we are hopeful that we will be able to go ahead with the event. Elderly people that are on their own at Christmas as well as those with additional support needs are invited to a lunch on Christmas Day in Blackburn Hall. The lunch is cooked on the premises and a sandwich tea and gift bag is also provided. Entertainment is also provided during the event.

Community Committee Priorities:

Best City for Business

- Support work that helps town and district centres remain commercially active and vibrant

Best City for Communities

- Communities are empowered and engaged. People get on well together

Best City for Children & Young People

- Provide a range of activities for young people across the Outer South

Best City for Health & Wellbeing

- Older residents in Outer South are enabled to participate in local community activities

22. Project Title: Outer South Pedal Cycle Security

Name of Group or Organisation: West Yorkshire Police Cycle Champions

Total Project Cost: £ 1,460.00

Amount proposed from Wellbeing Funds 2021-2022: £ 1,460.00

Wards covered: Ardsley and Robin Hood, Morley North, Morley South and Rothwell

Project Description: In the past 12 months, we have had 219 reported pedal cycle thefts across the ward areas – and our Force Crime Prevention Officer advises that research suggests 3 times as many are stolen as are reported to the Police.

PCSOs Engrossingly, Westle and MacGregor are based at Elland Road and Morley Police stations and are bike champions, meaning additional training and information around bike security. They would like to do a series of events across the wards, to give residents advice on bike safety and security. We will utilise our resources for this.

We are seeking funding to purchase 1,000 selectamark products – these products are fitted to cycles at events and the code registered on the National Cycle Database. The funding would allow for 1,000 pedal cycles to be registered. Our Digital Policing department has enabled a secure portal on Officers handheld devices meaning if a stolen bicycle is recovered, we can immediately identify the owner. Further, any officer can scan a bike and determine ownership, which is useful if someone is riding a cycle believed to be stolen; we believe the marking will make the bike less desirable to thieves as security marking has been shown to drastically reduce offences of theft.

Our previous work has been around locking devices - this is about prevention and identification and will afford the opportunity to engage with the public on a range of crime reduction issues. Not only can this improve community safety and prevent crime but improve neighbourhoods as there are incidents of neighbour disputes over stolen bikes, especially young people's bikes, which the security marking will help alleviate.

The average cost of these stolen bikes is £200.00+, they are often not covered by insurance, or the cost of claiming on the insurance isn't worth it. It often means that a family cannot afford to replace the stolen bike(s) reducing their opportunity of free, healthy activity.

A bike with this marking is less likely to be stolen and far more likely to be returned to owner if it is recovered after a theft.

Community Committee Priorities:

Best City for Business

- Provide opportunities for people to get jobs or learn new skills

Best City for Communities

- Residents in Outer South have access to opportunities to become involved in sport and culture
- Residents in Outer South are safe and feel safe
- Communities are empowered and engaged. People get on well together
- Have an asset base which is fit for purpose

Best City for Children & Young People

- Provide a range of activities for young people across the Outer South

Best City for Health & Wellbeing

- Older residents in Outer South are enabled to participate in local community activities

23. Project Title: Outer South Rethink Food Educational Programme

Name of Group or Organisation: Rethink Food

Total Project Cost: £ 10,400.00

Amount proposed from Youth Activity Funds 2021-2022: £ 10,400.00

Wards covered: Ardsley and Robin Hood, Morley North, Morley South and Rothwell

Project Description: This To deliver the Rethink Food Educational project to 4 School in the Outer South area. One in each ward that will be nominated by the local ward Councillors.

Rethink Food Education provides schools with a weekly delivery of food, access to an education resource, school assemblies, pupil workshops and staff training opportunities. This is a sustainable resource that helps children to become more carbon resourceful. Children are encouraged to eat to save the planet.

Each school will:

- save over 3 tonnes of nutritionally valued surplus food from going to waste over the course of the year. This will save over 4000kg of CO2 emissions.
- have access to our learning platform which hosts educational resources built by Rethink Food and in partnership with food companies such as Asda, Greggs, Quorn and Arla. This is a go to place for up to date and relevant food and sustainability education.
- facilitated sessions, assemblies and teacher training delivered by the team at Rethink Food
- take part in real life national and international campaigns and take positive action towards climate change

The first module we deliver takes a group of pupils through the real life experience of setting up a social enterprise. They create their own name, slogan and logo. We get this professionally made up as a brand and it becomes the centre point for all our social, environmental and educational work.

Community Committee Priorities:

Best City for Business

- Provide opportunities for people to get jobs or learn new skills

Best City for Communities

- Communities are empowered and engaged. People get on well together

- Have an asset base which is fit for purpose
- Best City for Children & Young People**
- Provide a range of activities for young people across the Outer South
- Best City for Health & Wellbeing**
- Residents in Outer South are active and healthy

Delegated Decisions (DDN)

24. Since the last Community Committee on Monday 20th September 2021, the following projects have been considered and approved by DDN:

- a) Youth Service Outer South Activity Programme - Youth Service, LCC - £ 18,116.30

Declined Projects

25. Since the last Community Committee on Monday 20th September 2021, no projects have been declined.

Monitoring Information

26. As part of their funding agreements, all projects which have had funding approved by the Community Committee are required to provide update reports on the progress of their project. These reports are so that the Community Committee can measure the impact the project has had on the community and the value for money achieved.

27. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee on Monday 20th September 2021:

Picnic on the Pastures – Rothwell and District Carnival Committee

28. The event was held as planned on 7 August and was well attended by local people. It's impossible to assess the total number but we estimate between 1 & 2000 people over the course of the day.

As planned, we had a climbing wall which was very popular as was the mobile petting farm, a face painter, a few small fairground rides, donkeys, live singers, a licensed bar as well as market and community stalls.

Everyone was just grateful to be back out and about and doing something 'normal' after the last 18 months and overall the day was a great success.

The group mainly advertised on social media but also printed and delivered 1,000 prior to the event. Their target was to hold a well-attended event which they did and the community was grateful just to be out and about after the last 18 months of restrictions.

Youth Activities Fund Position 2021/2022

29. The total available for spend in the Outer South Community Committee in 2021/22, including carry forward from previous year, was **£73,715.04**.

30. The Community Committee is asked to note that so far, a total of **£51,563.30** has been allocated to projects, as listed in **Table 2**.

31. The Community Committee is also asked to note that there is a remaining balance of **£22,151.74** in the Youth Activity Fund.

TABLE 2: Youth Activities Fund 2021/2022

	Total allocation	Ward Split 8-17 Population (9,841)			
		2,634	2,391	2,239	2,577
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Income 2021/2022	£44,774.11	£9,424.10	11,519.99	£8,962.82	14,867.20
Carried forward from previous year	£50,320.00	£14,284.32	£12,799.16	£11,577.00	£11,659.52
Total available (including brought forward balance) for schemes in 2020/2021	£95,094.11	£23,708.42	£24,319.15	£20,539.82	£26,526.72
Schemes approved in previous year to be delivered this year 2020/2021	£21,379.07	£5,094.77	£5,094.77	£5,094.77	£6,094.76
Total available budget for this year 2021/2022	£73,715.04	£18,613.65	£19,224.38	£15,445.05	£20,431.96
Projects 2021/2022	Amount requested from YAF	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Mini Breeze	£14,598.00	£3,649.50	£3,649.50	£3,649.50	£3,649.50
SLYH Activity Programme 21/22	£6,500.00	£1,625.00	£1,625.00	£1,625.00	£1,625.00
WLAC Activity Programme 21/22	£6,800.00	£1,700.00	£1,700.00	£1,700.00	£1,700.00
OS DAZL 21 Program	£3,630.00	£907.50	£907.50	£907.50	£907.50
Friday Night Project	£1,919.00		£959.50	£959.50	
YS OS Activity Programme	£18,116.30	£4,529.08	£4,529.08	£4,529.08	£4,529.08
Total spend against projects	£51,563.30	£12,411.08	£13,370.58	£13,370.58	£12,411.08
Remaining balance per ward	£22,151.74	£6,202.58	£5,853.81	£2,074.48	£8,020.89

Small Grants Budget 2021/2022

32. The Community Committee ward members have allocated a small grants budget of **£5,000.00**. Approved small grants detailed in **Table 3**.

TABLE 3: Small Grants 2021/2022

Project	Organisation/Dept	Ward (s)	Total cost of project	Amount requested
70th Birthday Celebrations	12th Morley Scouts	Morley North and South	£1,000.00	£1,000.00
PHAB	PHAB	Ardsley and Robin Hood, Morley North and Rothwell	£253.68	£253.68
Cluster Coach Trip	Morley Cluster	Morley North and South	£500.00	£500.00
The Rhubarb Tarts March On!	Rothwell Rhubarb Tarts WI	Ardsley and Robin Hood, and Rothwell	£1,000.00	£1,000.00
Kidz n Co Reunites	Kidz n co	Morley North	£86.95	£86.95
International Older Person's Day	MHA Communities Rothwell & District	Rothwell	£250.00	£250.00
Totals			£3,090.63	£3,090.63
Small grant remaining			£1,909.37	

Community Skips Budget 2021/2022

33. The Community Committee ward members have allocated a skips budget of **£1,000.00**. Approved community skips detailed in **Table 4**.

TABLE 4: Community Skips 2021/2022

Location of skip	Date	Total amount	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Gildersome Library	05/05/2021	£183.51		£183.51		
Northfields	24/07/2021	£0.00	£0.00			
St John Churchyard	25/10/2021	£152.45				£152.45
Total:		£335.96				
Skips remaining balance:		£664.04				

Capital Budget 2021/2022

34. The Outer South Community Committee has a capital budget of **£70,122.94** available to spend, as a result of new capital injections. Members are asked to note the capital allocation broken down by ward and summarised in **Table 5**.

35. The Community Committee is asked to note that so far, a total of **£1,350.00** has been allocated to projects, and that there is a remaining balance of **£72,172.94** in the Capital Fund.

TABLE 5: Capital 2021/2022

	OS (£)	Ward split			
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Remaining Balance March 2021	£57,822.94	£16,970.41	£26.69	£20,079.27	£20,746.57
Injection 1	£12,300.00	£3,075.00	£3,075.00	£3,075.00	£3,075.00
Injection 2	£3,400.00	£850.00	£850.00	£850.00	£850.00
Balance 2021-2022	£73,522.94	£20,895.41	£3,951.69	£24,004.27	£24,671.57
Gildersome MUGA	£1,350.00		£1,350.00		
Remaining Balances	£72,172.94	£20,045.41	£1,751.69	£23,154.27	£23,821.57

Community Infrastructure Levy (CIL) Budget 2021/2022

36. The Community Committee is asked to note that there is **£123,915.27** total payable to the Outer South Community Committee with a remaining balance of **£118,345.47**. Members are asked to note the CIL allocation broken down by ward and summarised in **Table 6**

TABLE 6: CIL 2021/2022

	OS (£)	Ward split	
		Ardsley & Robin Hood	Rothwell
Remaining Balance March 2021	£123,915.27	£122,479.00	£1,436.27
Starting Position 2021-2022	£123,915.27	£122,479.00	£1,436.27
Lofthouse Little Free Library	£1,200.00	£1,200.00	
Community Noticeboard Lofthouse	£617.80	£617.80	
Bench removal at Cross Street	£350.00	£350.00	
15 Litter Bins for ARH	£3,402.00	£3,402.00	
Totals:	£5,569.80	£5,569.80	
Remaining Balance:	£118,345.47	£116,909.20	£1,436.27

Corporate Considerations**Consultation and Engagement**

37. The Community Committee has previously been consulted on the projects detailed within the report.

Equality and Diversity/Cohesion and Integration

38. All wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the wellbeing process complies with all relevant policies and legislation.

Council Polices and City Priorities

39. 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:

1. Vision for Leeds 2011 – 30
2. Best City Plan
3. Health and Wellbeing City Priorities Plan

4. Children and Young People's Plan
5. Safer and Stronger Communities Plan
6. Leeds Inclusive Growth Strategy

Resources and Value for Money

40. Aligning the distribution of community wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

Legal Implications, Access to Information and Call In

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

Risk Management

42. Risk implications and mitigation are considered on all wellbeing applications. Projects are assessed to ensure that applicants can deliver the intended benefits.

Conclusion

43. The Finance Report provides up to date information on the Community Committee's budget position.

Recommendations

44. Members are asked to:

- a. To note details of the Wellbeing Budget position (Table 1)
- b. To consider and determine Wellbeing and YAF proposals (paragraphs 21 - 23)
- c. To note details of the projects approved via Delegated Decision (paragraph 24)
- d. To note monitoring information of its funded projects (paragraph 28)
- e. To note details of the Youth Activities Fund (YAF) position (Table 2)
- f. To note details of the Small Grants Budget (Table 3)
- g. To note details of the Community Skips Budget (Table 4)
- h. To note details of the Capital Budget (Table 5)
- i. To note details of the Community Infrastructure Levy Budget (Table 6)