

Report of: Liz Jarmin, 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: 11th December 2023 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 2023.

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, 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. For the committee's awareness, urgent delegated decisions on wellbeing funding also covers small grant decisions. In agreement with the Executive Board Member for Communities, Community Committee Chairs & also in accordance with the communication that was sent out to all committees/Elected Members in March 2023, the approval threshold for small grants has now increased from the 1st April 2023; up to £1000 per ward. This approach will ensure consistency in terms of administering small grants, in accordance with the committees' minimum conditions.
17. 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 2023/2024

18. The total revenue budget approved by Executive Board for 2023-2024 was **£94,310.00**. **Table 1** shows a carry forward figure of **£103,695.28** which includes underspends from projects completed in 2023-2024. **£38,181.51** represents wellbeing allocated to projects in 2022-2023 and not yet completed. The total revenue funding available to the Community Committee for 2023-2024 is therefore **£159,823.77**. A full breakdown of the projects approved or ring-fenced is available on request.
19. 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**.
20. The Community Committee is asked to note that there is currently a remaining balance of **£73,216.77**. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2023/2024

	£	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
INCOME: 2023-2024	£94,310.00	£23,577.50	£23,577.50	£23,577.50	£23,577.50
Balance brought forward from previous year	£103,695.28	£63,781.35	£ 9,992.18	£12,301.06	£17,620.69
Less projects brought forward from previous year	£38,181.51	£ 4,961.04	£11,764.40	£11,588.85	£ 9,867.22
TOTAL AVAILABLE: 2023-2024	£159,823.77	£82,397.81	£21,805.28	£24,289.71	£31,330.97

Area wide ring fenced projects	£				
Small Grants	£ 5,000.00	£ 1,250.00	£ 1,250.00	£ 1,250.00	£ 1,250.00
Community Engagement	£ 500.00	£ 125.00	£ 125.00	£ 125.00	£ 125.00
OS Christmas Tree & Lights	£16,000.00	£4,000.00	£4,000.00	£4,000.00	£4,000.00
Skips	£ 2,000.00	£500.00	£500.00	£500.00	£500.00
OS Youth Summit	£ 600.00	£150.00	£150.00	£150.00	£150.00
Total spend: Area wide ring fenced projects	£24,100.00	£ 6,025.00	£ 6,025.00	£ 6,025.00	£ 6,025.00

Ward Projects	£	Ward Split			
		Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Outer South Garden Maintenance Service	£35,724.00	£ 8,931.00	£ 8,931.00	£ 8,931.00	£ 8,931.00
Rothwell Celebrations	£15,000.00				£15,000.00
Rothwell Methodist Film Club	£2,947.00				£2,947.00
Ardsley Reservoir Wellness Walks	£3,036.00	£3,036.00			
The Shed	£4,000.00		£2,000.00	£2,000.00	
Community Library	£1,800.00		£1,800.00		
Totals	£62,507.00	£11,967.00	£12,731.00	£10,931.00	£26,878.00
Total spend: Area wide + ward projects	£86,607.00	£17,992.00	£18,756.00	£16,956.00	£32,903.00
Balance remaining (Total/Per ward)	£73,216.77	£64,405.81	£3,049.28	£7,333.71	-£1,572.03

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

21. The following projects are presented for Members' consideration:

22. Project title: Morley South Bins

Name of group or organisation: Cleaner Neighbourhoods team

Total project cost: £747.00

Match funding: £0.00

Amount proposed from Wellbeing Budget 2023/24: £747.00

Wards covered: Morley South

Project Summary: Funding for the Provision of 3 Litter Bins for Morley South. 2 on the High Street and 1 on Corporation Street.

The litter bins will be emptied by the Cleaner Neighbourhoods Team for the foreseeable future.

Community Committee Priorities:

Best City for Communities

- Neighbourhoods in Outer South are clean and attractive
- Have an asset base which is fit for purpose

Delegated Decisions (DDN)

23. Since the last Community Committee on Monday 25th September 2023, the following projects have been considered and approved by DDN:

- a) Healey Gardens Kissing Gate - Housing Advisory Panel LCC - £839.90
- b) Newton Court Handrails - Housing Advisory Panel LCC - £1,000.0000.00

Declined Projects

24. Since the last Community Committee on Monday 25th September 2023, no projects have been declined.

Monitoring Information

25. 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.

26. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee on Monday 19th June 2023:

Breeze in the Park – The Breeze Team

It was agreed the venues for Breeze in the Park 2023 would be held at the following venues & Dates:

- Blackgates Primary Academy, Tingley – Saturday 5th August 2023
- Springhead Park, Rothwell – Thursday 10th August 2023
- Adwalton Moor, Drighlington – Tuesday 15th August 2023
- Scatchard Park, Morley – Friday 25th August 2023

Following the success of 2022 delivery model, breeze continued this year to deliver the events in 2 x 2.5hour sessions. Sessions times slots: 12:00: -14:30 and 15:00 – 17:30. Sessions were bookable online via the Breeze website at 50p per child. Capacity for tickets online were capped at 500 per session.

As a response to the challenges facing families not having access to internet or not being able to afford the 50p charge 200 free places were made available. This opportunity was promoted and made available through the Cluster teams working across all the schools in the area. Although we see a good response in young people being allocated the tickets, we don't always see a huge uptake in those children attending. We will continue to develop this offer to maximise the opportunity in 2024.

Blackgates (Tingley) was identified as a new venue for our relaxed programme.

Sadly, at Blackgates it rained heavily which affected both sessions. Breeze managed to continue delivery but with a reduced programme due to health and safety risks with wet inflatables.

Breeze in the Park events are made up of 6 zones with activities available in each zone for all age ranges. See below breakdown of activities delivered in each zone.

Inflatable Zone

Giant Obstacle Course Inflatable, Large Superdome Bouncy Castle, Jungle Slide Inflatable, Demo Ball Inflatable, Bounce & Slide Inflatable, Jungle Gym, Interactive Play Zone, Pillow Wars, Sumo Wrestling

Play Zone

Giant Connect 4, Giant Jenga, Skip Ropes, Lawn Darks, Hoops, Diablo building blocks, Mud and Sand play pits.

This area continues to grow each year and is very popular with young children (under 3's) This is also the area we will focus on improving and growing for next year.

Arts Workshops included.

Arts & Crafts including eco crafts, Imagination Gaming delivering math based fun puzzles, Claymation workshops for young people to learn how to make digital animations. Messy Play/Creative Crafts delivering a make it and take it activity. Beauty workshops including nail art, hand and head massages, Lego Master workshop with Lego experts Brik Box.

Breeze Presents Performance Arena

For 30/45 minutes in each event one of our paid performers would deliver a fun, interactive show for all the family. Performances varied from event to event but included one of the following performers.

- Professor Pumpnickel – Science show with bags, explosions
- Gecko - Ukulele Workshops
- Magic Show with Chris
- Teddy Bear Picnic – Children's Entertainers
- Suitcase Pete – Circus Skills Workshop
- Magic Show & Balloon Modelling
- Boom Chika Boom – Dance, sing, rave workshops

This area was very successful with lots of parents and children relaxing on the grass watching and interacting with each performance.

Sports Zone

A small section of the event for children to play sports including mini football and Cricket Skills providing a open free play area for all the family to get involved. This was a great area for our young volunteer team to support.

Info Zone

Opportunities were made available for voluntary and private sector organisations to come along to each event to promote their service/offer. We are delighted to say we worked with 55 organisations.

At breeze this year we were able to host the following services across all our events.

Leeds School Uniform Exchange, Nubain Noire, Leeds City Council - Communities Team, Leeds Health Awareness Project, Housing Leeds - Tenant Engagement Team, LCC Adults and health, 019 PHINS Leeds Community Healthcare NHS Trust, Live Well Leeds, Leeds Teaching Hospitals Trust, Leeds City Council Cleaner Neighbourhoods Team, Prince Philip Centre Play Scheme, Neighbourhood Planning & Engagement Team, Blackgates Primary Academy PTFA, Being You Leeds, Teen Connect Helpline & Safe Zone (LSLCS), British Military Martial Arts, Leeds Stop Smoking Service, LB Academy, Fostering Advisor – Recruitment, Assessment & Enrichment, The Market Place, Public Health, Telecare, Youth Service, Safer Stronger Communities Team, East Ardsley Junior Football Club, Leeds Children's Mayor, Sue Ryder Charity, Voice and Influence / CFL, Yorkshire Cricket Foundation, AEGIS Martial Arts, Horsforth Parish Council, RSPB St Aidan's Nature Park, Airtenters, Guide Dogs for the Blind, WY Police & Bike Tagging, Leeds Library Story Bus, Climate energy green space, Explore Learning, Youth Service - Van, Utility Warehouse, WY Police, Kooth, The Little Biscuit Pottery Painting Studio, PE Partners, Prickly Edge Hedgehog Rescue C.I.C, Linking Leeds Service, Leeds LGBT+ Forum

Full report is available on request.



Youth Activities Fund Position 2023/2024

27. The total available for spend in the Outer South Community Committee in 2023/24, including carry forward from previous year, was **£90,912.02**.
28. The Community Committee is asked to note that so far, a total of **£44,378.20** has been allocated to projects, as listed in **Table 2**.
29. The Community Committee is also asked to note that there is a remaining balance of **£46,533.82** in the Youth Activity Fund.

TABLE 2: Youth Activities Fund 2023/2024

	Ward Split				
	8-17 Population (9,841)				
	12,287	3,513	3,023	3,032	2,719
	Total allocation	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Income 2023/2024	£45,528.00	£13,016.46	£11,199.88	£11,236.31	£10,075.35
Carried forward from previous year	£59,960.34	£17,411.51	£14,972.66	£9,971.09	£17,605.08
Schemes approved in previous year to be delivered this year 2022/2023	£14,576.32	£2,094.08	£4,694.08	£4,694.08	£3,094.08
Total available budget for this year 2023/2024	£90,912.02	£28,333.89	£21,478.46	£16,513.32	£24,586.35
Projects 2022/2023	Amount requested from YAF	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Breeze in the Park 2023	£15,200.00	£3,800.00	£3,800.00	£3,800.00	£3,800.00
DAZL Outer South	£4,138.20	£1,034.55	£1,034.55	£1,034.55	£1,034.55
Youth Activities Programme	£24,040.00	£6,010.00	£6,010.00	£6,010.00	£6,010.00
Summer Holiday Pottery Sessions	£1,000.00		£500.00	£500.00	
Total spend against projects	£44,378.20	£10,844.55	£11,344.55	£11,344.55	£10,844.55
Remaining balance per ward	£46,533.82	£17,489.34	£10,133.91	£5,168.77	£13,741.80

Small Grants Budget 2023/2024

30. Approved small grants detailed in **Table 3**.

TABLE 3: Small Grants 2023/2024

Project	Organisation/Dept	Ward (s)	Total cost of project	Amount requested
Kings Coronation Morley's Big Lunch	Morley Town Centre Management Board	Morley North and Morley South	£1,000.00	£1,000.00
Happy Memories Café	Gildersome Happy Memories Café Committee	Morley North and Morley South	£1,000.00	£1,000.00
PHAB	PHAB	All Wards	£258.24	£258.24
Morley Landscapes	Morley Arts Festival	Morley North and Morley South	£1,000.00	£1,000.00
Charity Calendar	Morley Women's Institute	Morley North and Morley South	£700.00	£700.00
Rhubarb Tarts (Still) Marching On...	Rothwell Rhubarb Tarts WI	Rothwell	£500.00	£500.00
Totals			£4,458.24	£4,458.24

Community Skips Budget 2023/2024

31. At this Community Committee ward members have been recommended to allocate a skips budget of **£2,000.00**. Approved community skips detailed in **Table 4**.

TABLE 4: Community Skips 2023/2024

Location of skip	Date	Ward (s)	Total amount
Pastures on Stone Brig Lane	03/05/2023	Rothwell	£324.50
Denshaw's	25/05/2023	Morley North	£384.90
Springhead Park	07/07/2023	Rothwell	£232.30
Total:			£941.70

Capital Budget 2023/2024

32. The Outer South Community Committee has a capital budget of **£33,152.27 remaining** 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**.

TABLE 5: Capital 2023/2024

	OS (£)	Ward split			
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Remaining Balance March 2023	£30,928.27	£14,790.24	£858.61	£11,442.27	£3,837.15
Injection 1	£7,200.00	£1,800.00	£1,800.00	£1,800.00	£1,800.00
Balance 2023-2024	£38,128.27	£16,590.24	£2,658.61	£13,242.27	£5,637.15
All Weather Shelter for Scatcherd Park	£850.00			£850.00	
Provision of Defibrillator Tingley Methodist	£1,576.00			£1,576.00	
Gildersome Park – New Bins	£1,100.00		£1,100.00		
Drighlington Community Library	£1,450.00		£1,450.00		
Total spend against projects	£4,976.00	£0.00	£2,550.00	£2,426.00	£0.00
Remaining balance per ward	£33,152.27	£16,590.24	£108.61	£10,816.27	£5,637.15

Community Infrastructure Levy (CIL) Budget 2023/2024

33. The Community Committee is asked to note that there is **£160,609.09** total payable to the Outer South Community Committee with a remaining balance of £160,609.09. Members are asked to note the CIL allocation broken down by ward and summarised in **Table 6**

TABLE 6: CIL 2023/2024

	OS (£)	Ward split	
		Ardsley & Robin Hood	Rothwell
Remaining Balance March 2023	£50,502.82	£49,066.55	£1,436.27
Injection May 2023	£110,106.27	£63,606.00	£46,500.27
Starting Position 2023-2024	£160,609.09	£112,672.55	£47,936.54

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

35. 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

36. 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

37. 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

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

Risk Management

39. 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

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

Recommendations

41. Members are asked to:

- a. Note details of the change regarding the administration of small grants (paragraph 16)
- b. To note details of the Wellbeing Budget position (Table 1)
- c. To consider and determine Wellbeing and Capital proposals (paragraphs 22)
- d. To note details of the projects approved via Delegated Decision (paragraph 23)
- e. To note monitoring information of its funded projects (paragraph 26)
- f. To note details of the Youth Activities Fund (YAF) position (Table 2)
- g. To note details of the Small Grants Budget (Table 3)
- h. To note details of the Community Skips Budget (Table 4)
- i. To note details of the Capital Budget (Table 5)
- j. To note details of the Community Infrastructure Levy Budget (Table 6)