

Outer North East Community Committee
– 17th June 2019

Late Item

Outer North East Community Committee
– Finance Report

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Report of: Area Leader

Report to: Outer North East Community Committee
Alwoodley, Harewood, Wetherby

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Date: 17th June 2019 For decision

Outer North East 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, as well as the Community Infrastructure Levy Budget for 2019/20.

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. Projects eligible for CIL funding in the Outer North East this means that the money for Alwoodley, Harewood and Wetherby will be administered by Aberford & District, Alwoodley, Bardsey Cum Rigton, Barwick in Elmet & Scholes, Boston Spa, Bramham cum Oglethorpe, Bramhope and Carlton, Clifford, Collingham with Linton, East Keswick, Harewood, Scarcroft, Shadwell, Thorne, Thorp Arch, Walton, Wetherby.
9. It was agreed at Outer North East Community Committee that CIL monies for Alwoodley, Harewood and Wetherby would be spent in the ward it was generated in.
10. 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.
11. 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.
12. 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.
13. 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 Community Committee. Alongside the Committee,

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

14. 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 the following 'minimum conditions' have been satisfied
15. At the first meeting of the 2016/17 municipal year, the Committee agreed the following 'minimum condition' in order to reassure Members that all delegated decisions would be taken with appropriate Member consultation and only when such a condition has been satisfied:
16. *'That all 3 Ward Members must be in agreement (unanimous) for a delegated decision to be approved'*. (Minute No. 17(v), 13th June 2016). This was re-confirmed at the first meeting of 2018/19, that: *'all 3 Ward Members must give their unanimous approval for a delegated decision to be approved (via a Ward Member meeting or email)'*. (Minute No. 13(v), 11th June 2018).
17. Given that this condition has now been in operation for 3 years, the Committee is invited to review it and consider whether any amendments or additions are required, prior to agreeing such 'minimum conditions' for operation in 2019/20.
18. Members are asked to review the minimum condition as set out in paragraph 16 of this report, consider whether any amendments or additions are required, and approve such conditions for operation in 2019/2020. 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 the Committee.
19. 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 2019/20

20. The total revenue budget approved by Executive Board for 2019/20 was **£66,650** approved for the Outer North East Community Committee. **Table 1** shows a carry forward figure of **£116,047.69** which includes underspends from projects completed in 2018/19. **£104,191.09** represents wellbeing allocated to projects in 2018/19 and not yet completed. The total revenue funding available to the Community Committee for 2019/20 is therefore **£78,506.60**. A full breakdown of the projects approved or ring-fenced is available on request.

21. 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.

22. The Community Committee is asked to note that there is currently a remaining balance of **£74,799.75**. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2019/20

	£
INCOME: 2019/20	£66,650
Balance brought forward from previous year	£116,047.69
Less projects brought forward from previous year	£104,191.09
TOTAL AVAILABLE: 2019/20	£78,508.60

Ward Projects	£	Ward Split		
		Alwoodley	Harewood	Wetherby
Moor Allerton Festival	£2,740	£2,740	£0	£0
Renewal of Riding & Safety Equipment	£968.85	£0	£968.85	£0
Totals	£3,708.85	£	£	£
Total spend: Area wide + ward projects	£3,708.85	£	£	£
Balance remaining (Total/Per ward)	£74,799.75	£21,136.05	£23,024.48	£ £30,637.22

Wellbeing and Capital projects for consideration and approval

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

24. **Project Title:** Boston Spa Weekend Festival

Name of Group or Organisation: Boston Spa Festival

Total Project Cost: £2,000

Amount proposed: £1,000 from Wetherby ward pot

Wards covered: Wetherby

Project Description: A weekend festival, including music, food and entertainment.

Community Committee Priorities: Supporting community growth

25. **Project Title:** Chippies Quarry

Name of Group or Organisation: LCC P&C & Friends of Chippies Quarry

Total Project Cost: £3,500

Amount proposed: £1,500 from Harewood ward pot

Wards covered: Cross Gates & Whinmoor; Harewood

Project Description: To help the newly formed, Friends of Chippies Quarry improve the site; initially through the provision of a site interpretation board and picnic table, allowing users to spend more time there.

Community Committee Priorities: Improving health and well being, Community cohesion, Better city for children, Resilient Communities

26. **Project Title:** Grange Park Sports Club Refurbishment

Name of Group or Organisation: Grange Park Sports Club

Total Project Cost: £30,000

Amount proposed: £5,000 Wetherby ward pot

Wards covered: Wetherby

Project Description: refurbishment of the club lounge

Community Committee Priorities: Resilient communities, Child friendly city, Improving health and wellbeing

27. **Project Title:** Updating Our Flowerbeds and Encouraging Volunteers

Name of Group or Organisation: Slaid Hill in Bloom

Total Project Cost: £1,060

Amount proposed: £1,060 from Alwoodley ward pot

Wards covered: Alwoodley and Harewood

Project Description: to recreate the bedding plants, buy new tools and publicity and disposal of soil.

Community Committee Priorities: Resilient communities, Health, wellbeing and better lives

28. **Project Title:** Exercise Classes

Name of Group or Organisation: Moor Allerton Community Hub (Leeds City Council)

Total Project Cost: £3,120

Amount proposed: £500 from Alwoodley ward pot

Wards covered: Alwoodley

Project Description: to provide Zumba and Yoga classes to local residents

Community Committee Priorities: Resilient communities, Health, wellbeing and better lives

29. **Project Title:** St Johns Garth and Church Drive

Name of Group or Organisation: Leeds City Council - Highways

Total Project Cost: £1,400

Amount proposed: £1,000

Wards covered: Harewood

Project Description:

Community Committee Priorities: Resilient Communities

30. **Project Title:** Community Engagement

Name of Group or Organisation: Wetherby councillors

Total Project Cost: £1,000

Amount proposed: £1,000

Wards covered: Wetherby

Project Description: Top slicing from the ward pot to use on enegagement

Community Committee Priorities: Resilient Communities, Health & Wellbeing & Better Lives

31. **Project Title:** Small Grants

Name of Group or Organisation: Wetherby councillors

Total Project Cost: £1,000

Amount proposed: £1,000

Wards covered: Wetherby

Project Description: Top slicing from the ward pot to use on small amount projects

Community Committee Priorities: Resilient Communities, Health & Wellbeing & Better Lives

32. **Project Title:** Grit bins and Skips

Name of Group or Organisation: Wetherby councillors

Total Project Cost: £1,000

Amount proposed: £1,000

Wards covered: Wetherby

Project Description: to fund grit bin installation, refills and skip requests

Community Committee Priorities: Resilient Communities, Health & Wellbeing & Better Lives

33. **Project Title:** Grit bins and Skips

Name of Group or Organisation: Alwoodley councillors

Total Project Cost: £6,000

Amount proposed: £6,000

Wards covered: Alwoodley

Project Description: to fund grit bin installation, refills and skip requests

Community Committee Priorities: Resilient Communities, Health & Wellbeing & Better Lives

Delegated Decisions (DDN)

34. Since the last Community Committee on 18 March 2019, no projects have been considered and approved by DDN.

35. Declined Projects

36. Since the last Community Committee on 18 March 2019, the following projects have been declined:

- a) Money Buddies

Monitoring Information

37. 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.

38. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee in 18 March 2019.

Name of project/s

- a) Thorpe Park Heritage Board
- b) Devil's Toe Nail

Youth Activities Fund Position 2019/20

39. The total available for spend in Outer North East Community Committee in 2019/20, including carry forward from previous year, is **£78,434.62**

40. The Community Committee is asked to note that so far, a total of **£ £4,240** has been allocated to projects, as listed in **Table 2**.

41. The Community Committee is also asked to note that there is a remaining balance of **£74,194.62** in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2019/20

	Total allocation	Ward Split		
		Alwoodley	Harewood	Wetherby
Income 2019/20	£	£	£	£
Carried forward from previous year	£55,526.62	£19,159.86	£17,756.04	£18,610.72
Total available (including brought forward balance) for schemes in 2019/20	£91,746.62	£32,198.86	£30,070.04	£ £29,477.72
Schemes approved in previous year to be delivered this year 2019/20	£13,312.00	£7,590.00	£1,440.00	£4,282.00
Total available budget for this year 2019/20	£78,434.62	£24,608.86	£28,630.04	£25,195.72

Projects 2019/20	Amount requested from YAF	Alwoodley	Harewood	Wetherby
Tea Time Tennis 2019	£3,460	£0	£3,460	£0
Summer Junior Cricket for Ages 7-13	£780	£0	£780	£0
Total spend against projects	£4,240	£0	£4,240	£0
Remaining balance per ward	£74,194.62	£24,608.86	£24,390.04	£25,195.72

Youth Activity Funding projects for consideration and approval

42. **Project Title:** Breeze Holiday Camps
Name of Group or Organisation: Breeze Team
Total Project Cost: £1877.50
Amount proposed: £1877.50
Wards covered: Alwoodley

Project Description: to provide activities over the summer holidays

Community Committee Priorities: Best City for Children & Young People, and Health & Wellbeing & Better Lives

43. **Project Title:** Community Youth Summit 2019
Name of Group or Organisation: Communities Team
Total Project Cost: £11,000
Amount proposed: £11,000
Wards covered: Harewood & Wetherby

Project Description: to provide activities for the young people borne out from a youth summit consultation

Community Committee Priorities: Best City for Children & Young People, and Health & Wellbeing & Better Lives

Delegated Decisions (DDN)

44. Since the last Community Committee on 18 March 2019, no projects have been considered and approved by DDN.

45. Declined Projects

46. Since the last Community Committee on 18 March 2019, the following projects have been declined:

- a) Music Centre Summer School
- b) Leeds Jewish Welfare Board

Community Infrastructure Levy (CIL) Budget 2019/20

47. The Community Committee is asked to note that there is £0 total payable to the Outer North East Community Committee.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

49. 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

50. 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

51. 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

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

Risk Management

53. 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

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

Recommendations

55. Members are asked to note:

- a. Details of the Wellbeing Budget position (Table 1)
- b. Wellbeing proposals for consideration and approval (paragraphs 24 – 33)
- c. Details of the projects approved via Delegated Decision (paragraph 34)

- d. Monitoring information of its funded projects (paragraph 38)
- e. Details of the Youth Activities Fund (YAF) position (Table 2)
- f. Youth Activities Fund proposals for consideration and approval (paragraphs 42 – 43)
- g. Details of the Community Infrastructure Levy Budget (paragraph 47)

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