

**Report of West North West Area Leader**

**Report to Outer North West Community Committee**

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**Date: 19<sup>th</sup> June 2017**

**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 2017/18, and the current position of the Small Grants and Skips pot and the small grants and skips which have been approved since the last meeting.
2. This report also provides an update on the Youth Activity Fund and the Youth Activity Fund projects which have been approved since the last meeting.
3. Also 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.

**Main Issues**

4. The Wellbeing Fund Large Grant programme supports the social, economic and environmental wellbeing of a Community Committee area by funding projects that contribute towards the delivery of local priorities. A group applying to the Wellbeing fund must fulfil various eligibility criteria including evidencing appropriate management arrangements and finance 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.
5. Projects eligible for funding could be community events; environmental improvements; crime prevention initiatives; or opportunities for sport and healthy activities for all. 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 value. 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.

6. 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.
7. 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.

#### 8. Budget Statement 2017/18

The Budget Statement for 2017/18 is included at Appendix 1 to this report. The statement details the overall budget position of all Wellbeing and Youth Activity Fund projects funded in the current financial year as well as those funded in previous years which still have funding left to spend.

#### 9. Wellbeing Revenue

Members are advised of the new revenue Wellbeing allocation for the Outer North West Community Committee of £97,660 for the financial year 2017/18. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£24,415 per ward)

10. After deducting any existing commitments and taking account of the 2016/17 carry forward position, the Community Committee has £135,835 of funding available for allocation. This figure does not include the Youth Activity Fund still available to spend.
11. Table 1 below includes details per ward of the total Wellbeing revenue available for allocation in 2017/18 including any carry forward from previous years, and the amount of Wellbeing Fund currently available to spend per ward.

**Table 1 – Wellbeing revenue**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
2017/18 allocation	£24,415	£24,415	£24,415	£24,415
2016/17 carry forward	£18,664	£0	£19,511	£0
Allocation available to spend	£43,079	£24,415	£43,926	£24,415

12. New Wellbeing Large Grant projects for consideration

13. Small Grants and Skips Pot 2017/18

Delivery Organisation	Communities Team (on behalf of the Community Committee)
Revenue funds requested	A&W - £7,000 G&R - £3,000 O&Y - £3,000 Horsforth (None)
Previous Wellbeing funding received	In 2016/17 a total of £15,630 was spent on small grants and skips.
Details of match funding	N/A
Project details	The additional funds will be used to top up the current small grants and skips pots for each ward. The fund will be used to provide skips for community clean ups or environmental groups such as allotment associations. It will also provide grants of up to £1,000 to support local community projects. These are usually for activities that bring local communities together such as projects for older people, summer activities and healthy living activities.

14. Guiseley & Rawdon Christmas Lights

Delivery Organisation	Leeds Lights
Revenue funds requested	£4,320
Previous Wellbeing funding received	2016 - £4,185
Details of match funding	N/A
Project details	The funding will go towards the Christmas lights in Guiseley and in Rawdon including two 15' trees with lights.

15. Yeadon Festive Lights

Delivery Organisation	Leeds Lights
Revenue funds requested	£6,350
Previous Wellbeing funding received	2016 - £6,345
Details of match funding	N/A
Project details	The funding will go towards providing Christmas lights in Yeadon including two 6' trees and two members of staff at the lights switch on event.

16. Site Based Gardener

Delivery Organisation	Site Based Gardener
Revenue funds requested	£12,367 (G&R - £7,019; H - £5,347)
Previous Wellbeing funding received	2015/16 - £12,244 – for G&R and O&Y wards 2014/15 - £12,123 – for G&R and O&Y wards
Details of match funding	None
Project details	The funding will pay for a site-based gardener to work 5 days per week (3 days in Guiseley & Rawdon ward and 2 days in Horsforth ward) for 6 months of the year.

17. CCTV Otley & Yeadon

Delivery Organisation	CCTV Otley & Yeadon
Revenue funds requested	£14,305 (O&Y) 2017/18
Previous Wellbeing funding received	2016/17 - £18,048 cost included maintenance.
Details of match funding	None
Project details	The funding will pay for the running and maintenance costs for CCTV in Otley & Yeadon ward, including associated BT costs.

18. Sporty Tots Pre-School Activity Group

Delivery Organisation	Bramhope Pre-School Community Group
Revenue funds requested	£1,631 (A&W)
Previous Wellbeing funding received	None
Details of match funding	£300 – Robert Craven Memorial Hall £500 – Bramhope and Carlton Parish Council £2,000 – Bramhope Trust
Project details	The funding will support the group to purchase resources to run the weekly Sporty Tots activity sessions for preschool children. The sessions will allow children to take part in age appropriate movement activities which encourage the development of basic skills and coordination in a fun environment.

19. Cookridge Methodist Church Toilet Refurbishment

Delivery Organisation	Cookridge Methodist Church
Capital funds requested	£3,000 (A&W)
Previous Wellbeing funding received	None
Details of match funding	£9,600 raise through fundraising and the remaining shortfall will be raised over the next year.
Project details	The project will upgrade and modernise the toilets at the church to make them more accessible which will allow the wider community to access the building.

20. Wellbeing Budget – Small Grants & Skips

Table 1 below details the small grant and skip balances carried forward from 2016/17 and the remaining small grant and skip balances, there is £3,396 available for allocation for small grants and skips. Table 2 details the small grants and skips approved since the start of the new financial year.

21. **Table 2 – Small Grant & Skip remaining balances (at 24/05/17)**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Available for allocation 2017/18	£934	£38	£3291	£583	£4,847
Total allocated 2017/18	£335	£349	£248	£519	£1,451
Available to spend	£934	-£310	£3,043	£64	£3,396

22. **Table 3 – Small Grant & Skip approvals (1/04/17 – 24/05/17)**

<b>Project</b>	<b>Organisation</b>	<b>Ward</b>	<b>Amount approved</b>
Irish Arts and Cultural Activities	Irish Arts Foundation	O&Y	£100
Lego Storystarter & Creative Play with Duplo	Leeds Libraries	O&Y, H, G&R	£748 (£249 per ward)
Guiseley Clock	Communities Team	G&R	£100
Kirk Lane Allotments Skip	Kirk Lane Allotments	O&Y	£170
Arthington Village Hall Skip	Arthington Parish Council	A&W	£140
Welcome In Skip	OPAL	A&W	£195

23. Youth Activity Funding

Since the last Community Committee meeting, a further 3 Youth Activity Funded projects were approved by Delegated Decision. These are detailed in Table 4 –

**Table 4 – Details projects approved since the last Committee**

<b>Project</b>	<b>Organisation</b>	<b>Amount approved by Delegated Decision</b>
Otley FM	Otley Courthouse	£1,340
Additional Forest Found Sessions	Otley, Pool and Bramhope Cluster	£1,410
Bramhope Mini Breeze	Breeze Team	£3,850

24. Members are advised of the new allocation of Youth Activity Funding for the Outer North West Community Committee of £45,870 for the financial year 2017/18.

25. The Children's Services & Family Health sub group held a decision making workshop on 20<sup>th</sup> April for the new funding allocation. The panel considered a total of 18 applications and recommended 15 projects for approval. These recommendations totalling £44,148 were approved by a Delegated Decision. The remaining balance of Youth Activity Fund is therefore £1,723.
26. Young people were consulted on the types of local activities they would like to see at the Community Committee workshop held at Prince Henry's Grammar School, Otley in January; the results of this consultation were fed into the sub group workshop on 20<sup>th</sup> April.
27. **Table 5 – Details the new Youth Activity Fund projects approved.**

Project	Organisation	Amount approved by Delegated Decision
Children & Young People's Voice Event	Communities Team	£500
Mini Breeze Yeadon Tarn	Breeze Team	£3,850
All Sports Camp	ACES	£1,445
Leeds Sports Camps	Leeds Sports Academy	£4,800
Warblers & Oddballs	Codswallop CIC	£4,932
A Day in the Woods	Codswallop CIC	£760
Hullabaloo Orchestra	Codswallop CIC	£1,331
LitFest	Headingley LitFest	£1,000
Ralph Thoresby Skateboard Coaching	Sk8 Safe	£1,250
Summer Play Days	Leeds Play Network	£4,000
Inters Youth Group	Horsforth Children's Services/Horsforth Churches Together	£6,000
Horsforth Activities	Horsforth Children's Services	£5,000
Forest Found	Forest Found	£4,000
Woolpack Rock & Pop Academy	Bog Hoo Ha	£3,000
Holt Park Pop Up Sessions	Holt Park Active	£2,280

28. Applications from West Leeds Activity Centre, Chevin Forest School and Scrap Tinkerlabs were not recommended for approval.

29. Wellbeing Budget – Capital Receipts Programme

At its meeting on 17<sup>th</sup> July 2013, the council's Executive Board approved that future CRIS receipts available for allocation across wards, be allocated to the Community Committees based on the existing area wellbeing needs based formula..

30. As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2017/18 under the current arrangements.

31. Members are advised of a new Capital tranche allocation for the Outer North West Community Committee of £14,800 for the financial year 2017/18. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£3,700 per ward)

Table 6 below provides details of the amount of capital available to spend in 2017/18 per ward including the new allocation.

32. **Table 6 Capital Remaining Balances**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
Allocation currently available	£22,970	£4,216	£27,970	£12,245

33. Finance Monitoring report

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.

34. Delegated Decisions

35. 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 and Environment to take such decisions.

36. 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 most recently reviewed the conditions in June 2016 without 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.

37. 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**

38. 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**

39. 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**

40. 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**

41. 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**

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

## **Risk Management**

43. 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**

44. 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 2017/18.

## **Recommendations**

45. The Outer North West Community Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2017/18 (Table 1) and attached at appendix 1.
  - Note the Finance Monitoring Report attached at appendix 2.
  - Consider the new Wellbeing large grant applications detailed at sections 13 - 19.
  - Note the small grants and skips remaining budget (Table 2) and those small grants and skips that have been approved since the last meeting (Table 3).
  - Note the current budget position for the Youth Activity Fund detailed at sections 23 to 26 and the Youth Activity Fund projects that have been approved since the last meeting (Table 4 and Table 5)
  - Note the current budget position for the Capital Wellbeing Fund for 2017/18 (Table 6).
  - Review the minimum conditions as set out in paragraph 35 of this report, consider whether any amendments are required, and approve such conditions for operation in 2017/18. 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. **Background Information**

None.