

Report of West North West Area Leader

Report to Outer North West Community Committee

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Finance Update Report

For Decision

Purpose of report

1. This report provides the Community Committee with an update on the budget position for the Wellbeing fund for 2018/19, 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 1 is the Finance Statement which provides Members with details of the current financial and 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 equality and diversity; and be unable to cover the costs of the project from other funds. Projects eligible for funding 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 (including Trans), marital status, race, ethnic origin, age, sexual orientation or disability; under the Public Sector Equality Duty the Council must

have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities. Funding for projects specifically targeted at certain groups is allowed under the Equality Act provided there is a clear evidence base for doing so (such as activities to promote women's health through sport projects or a project targeted at people with hearing impairments, or one for new migrants to help integration); further advice on these can be given on a case by case basis if required. 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.

5. 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.
6. 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.
7. 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.
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.

8. Budget Statement 2018/19

The Budget Statement for 2018/19 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

The Outer North West Community Committee has a Wellbeing allocation of £93,930 for the financial year 2018/19. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£23,482.50 per ward)

10. After deducting commitments and taking account of the 2017/18 carry forward position, the Community Committee currently has £98,681 of funding available for allocation. This figure does not include the Youth Activity Fund still available to spend.

11. Table 1 includes details per ward of the total Wellbeing revenue available for allocation in 2018/19 including any carry forward from previous years, and the amount of Wellbeing Fund currently available to spend per ward.

Table 1 – Wellbeing revenue

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
2018/19 Allocation	£23,482	£23,482	£23,482	£23,482
Carry forward from 2017/18	£8,318	-£1,188	£329	-£2,706
Current funds available to spend	£31,800	£22,294	£23,811	£20,776

12. New Wellbeing Large Grant projects for consideration

13. Small Grants & Skips (Adel & Wharfedale, Guiseley & Rawdon, Horsforth and Otley & Yeadon)

Delivery Organisation	Communities Team (on behalf of the Community Committee)
Revenue funds requested	Total funding £12,000 £3000 each ward
Previous Wellbeing funding received	In 2017/18 a total of £7,489 was spent on small grants and skips.
Details of match funding	N/A.
Project details	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. Access Improvements – Horsforth Hall Park (Horsforth)

Delivery Organisation	Parks & Countryside
Revenue funds requested	Horsforth - £4,000
Previous Wellbeing funding received	Horsforth Hall Park have not been funded in recent years.
Details of match funding	None.
Project details	To improve access to Horsforth Hall Park via the footway to the near side of the main access road, from the junction to the wall in the main car park which currently requires attention to help all users to access the site safely.

15. Otley Chevin parkrun (Otley & Yeadon)

Delivery Organisation	Otley Chevin Parkrun
Revenue funds requested	Otley & Yeadon - £3,000
Previous Wellbeing funding received	None from ONW.
Details of match funding	None.
Project details	Parkrun to organise free 5km timed runs, walks or jogs at Chevin Forest Park, every Saturday morning where people of every ability are encouraged to take part.

16. Money Buddies – Otley Library & One Stop Centre (Otley & Yeadon)

Delivery Organisation	Burmantofts Community Projects
Revenue funds requested	Otley & Yeadon - £2,475.50
Previous Wellbeing funding received	None from ONW.
Details of match funding	None.
Project details	To cover the management, supervision, training, support and delivery of the Money Buddies Service for twelve months.

17. Yeadon Festive Lights 2018 (Otley & Yeadon)

Delivery Organisation	Leeds Lights
Revenue funds requested	Otley & Yeadon - £5,304
Previous Wellbeing funding received	2017/18 - £5,000.
Details of match funding	None.
Project details	Festive Lights in Yeadon.

18. Aireborough Masterplan – Academy of Urbanism (Guisley & Rawdon, Otley & Yeadon)

Delivery Organisation	Aireborough Neighbourhood Development Forum (ANDF)
Revenue funds requested	Total funding - £7,000 Guisley & Rawdon - £3,500 Otley & Yeadon - £3,500
Previous Wellbeing funding received	2016/17 Small Grant £1,000 Community workshops & consultations.
Details of match funding	None.
Project details	To create an Aireborough Masterplan document.

19. Refurbishment of Car Park Surface & Drainage (Adel & Wharfedale)

Delivery Organisation	Cookridge Village Hall
Revenue funds requested	Adel & Wharfedale - £5,000
Previous Wellbeing funding received	2016/17 - £1,000 Installation of Defibrillator Equipment.
Details of match funding	None
Project details	To improve the surface of the car park and drainage.

20. Horsforth Christmas Lights, Switch –on event & Christmas Trees (Horsforth)

Delivery Organisation	Horsforth Town Council
Revenue funds requested	Horsforth - £3,414
Previous Wellbeing funding received	2017/18 - £2,194 Horsforth Lights.
Details of match funding	£14,200
Project details	Provision of Christmas trees and lights, and Christmas light switch on event and carol singing on The Green, Horsforth.

21. Provision of Speed Indication Device (SID) (Adel & Wharfedale)

Delivery Organisation	Arthington Parish Council
Revenue funds requested	Adel & Wharfedale - £3,965
Previous Wellbeing funding received	None from ONW.
Details of match funding	None.
Project details	Provision of solar powered SID on Arthington Lane, Arthington.

22. CCTV Otley & Yeadon (Otley & Yeadon)

Delivery Organisation	CCTV Otley & Yeadon
Revenue funds requested	£8,000
Previous Wellbeing funding received	£14,305 (O&Y) 2017/18
Details of match funding	None
Project details	The funding will pay for the running and maintenance costs for CCTV in Otley & Yeadon ward

23. Pitch drainage improvements (Adel & Wharfedale)

Delivery Organisation	Pool AFC
Revenue funds requested	£2,280
Previous Wellbeing funding received	£1,700 (A&W) 2016/17
Details of match funding	None
Project details	To help cover the cost of football pitch drainage improvements.

24. Leeds Modernians Cricket Club Net Cage (Adel & Wharfedale)

Delivery Organisation	Leeds Modernians Cricket Club
Revenue funds requested	£14,100
Previous Wellbeing funding received	None
Details of match funding	ECB Grants & Loans – Non specific amount – TBC Co-operative Community Fund - £2,000 – TBC National Lottery Award for all England - £10,000 - TBC
Project details	Installation of a permanent two lane fixed outdoor cricket netting facility.

25. North West Country Park Green Gateway Trail (All wards)

Delivery Organisation	Parks & Countryside
Revenue funds requested	£1,589 (All wards £398 per ward)
Previous Wellbeing funding received	Total funding - £12,376 £3,094 per ward at March Committee
Details of match funding	Various amounts of funding to be received from other Community Committees.
Project details	The project will install information boards at key locations on the North West Country Park Green Gateway Trail, along with the costs of the accompanying website. The project has been recommended for approval by the Environment Sub Group.

26. Wellbeing Budget – Small Grants & Skips

27. Table 2 below details the small grants and skips approved since the last community committee meeting.

Table 2 – Small Grant & Skip approvals (05/03/18-06/06/18)

Project	Organisation	Ward	Amount approved
Summer Bands	Leeds International Concert - LCC	O&Y	£640
Communications Budget	Communities Team LCC	All	£1,000
PHAB Youth Group	PHAB Club	All	£314
Guiseley Clock	Communities Team LCC	G&R	£447
Theft from Motor Vehicle Banners	West Yorkshire Police	All	480
Otley Carnival Skips	Otley Carnival Committee	O&Y	£480
Kirklane Allotment Skip	Kirklane Allotment Association	G&R	£170

28. Table 3 below details the amounts available for allocation on small grant and skips for 2018/19 and the amount allocated so far this financial year

Table 3 – Small Grant & Skip remaining balances (at 13/02/18)

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon	Total
Available for allocation 2018/19	£0	£0	£0	£0	£0
Total allocated 2018/19	-£448.50	-£1,065.50	-£448.50	-£1,568.50	-£3,531
Available to spend	£0	£0	£0	£0	£

Youth Activity Fund

29. The budget for the Outer North West Youth Activity Fund for 2018/19 is £51,140, there was an overspend from 2017/18 totalling £2,980 meaning the total for allocation for 2018/19 is £40,960 which takes this into account and the project listed at item 28.
30. On 22nd May 2018 £7,200 was approved via DDN for 2 Mini Breeze events to be held at Yeadon Tarn and West Park RUFC in Bramhope. This amount is reflected in the remaining allocation figure above.
31. The Children's Services & Family Health sub group held a decision making workshop on 7th June for the new funding allocation. The panel considered a total of 16 applications totalling £63,256 and recommended 10 projects for approval totalling £39,998 these are listed below for decision by the Community Committee. All the projects received and considered by the sub group are listed at appendix 2.

Over 100 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 February; the results of this consultation were fed into the sub group workshop on 7th June.

32. New Youth Activity projects for consideration

33. Oddballs Theatre & Hullabaloo Orchestra

Delivery Organisation	Codswallop CIC
YAF funds requested	£4,017
Previous YAF funding received	2017/18 - £7,023 for A Day in the Woods, Hullabaloo Orchestra, Warblers Singing and Oddballs Drama group.
Details of match funding	£6,782
Project details	The project will deliver term time theatre groups and a children's orchestra plus holiday clubs in Guiseley Theatre.

34. All Sports and Cooking Summer Camps

Delivery Organisation	ACES
YAF funds requested	£2,685
Previous YAF funding received	£1,445 for a 2 day Easter Sports Session.
Details of match funding	£300
Project details	The project will deliver a 3 days of sports and cooking sessions.

35. A Day in the Woods

Delivery Organisation	Codswallop CIC
YAF funds requested	£2,610
Previous YAF funding received	2017/18 - £7,023 for, Hullaballo Orchestra, Warblers Singing group and Oddballs Drama group.
Details of match funding	
Project details	A program of 3 days of outdoor activities in a woodland setting with themes such as Circus, Pirates & Mermaids and Billy Goats Gruff

36. Ralph Thoresby LitFest

Delivery Organisation	Headingley LitFest
YAF funds requested	£600
Previous YAF funding received	£600 in 2016/17
Details of match funding	None
Project details	Poetry workshops with the support of a professional poet coach leading to a public performance evening at Ralph Thoresby

37. Holt Park Pop up Activity Camp

Delivery Organisation	LCC Sport & Active Lifestyles – Holt Park Active
YAF funds requested	£3,876
Previous YAF funding received	£2,280 in 2017/18
Details of match funding	£2,040
Project details	Poetry workshops with the support of a professional poet coach leading to a public performance evening at Ralph Thoresby

38. Yoga Sessions Horsforth & Aireborough

Delivery Organisation	Aireborough & Horsforth Children's Services
YAF funds requested	£6,240
Previous YAF funding received	New project
Details of match funding	None
Project details	Yoga sessions in schools for primary and high school students promoting relaxation and wellbeing

39. Inters Youth Group

Delivery Organisation	Horsforth Churches Community Group and Horsforth Children's Services
YAF funds requested	£6,000
Previous YAF funding received	£6000 in 2017/18
Details of match funding	£2,200
Project details	Youth group for school years 6 & 7 every Wednesday in term time at Brownlee Stone Centre.

40. Make it Better Animation Workshops

Delivery Organisation	The Courthouse Project (Otley) Ltd
YAF funds requested	£2,700
Previous YAF funding received	New project
Details of match funding	£3,184
Project details	Series of animation workshops for 7 -18 year olds

41. Rhinos Roar

Delivery Organisation	Leeds Rhino Foundation
YAF funds requested	£9,590
Previous YAF funding received	New project
Details of match funding	£6,000
Project details	A 4 day sports camp in each ward delivering games and sporting activities with appearances by Ronnie the Rhino and Leeds Rhino first team players.

42. Outdoor Activities Project

Delivery Organisation	Leeds Sailing and Activity Centre
YAF funds requested	£1680
Previous YAF funding received	None
Details of match funding	£1,260
Project details	6 days of outdoor activities for young people aged 12+ including sailing, canoeing, windsurfing and climbing.

43. Wellbeing Budget – Capital Receipts Programme

44. At its meeting on 17th 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.
45. As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2018/19 under the current arrangements.
46. Table 4 provides details of the amount of capital available to spend in 2018/19 per ward including the new allocation from March 2018

Table 4 Capital Remaining Balances

	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Allocation currently available	£18,389	£16,765	£3,467	£16,394

47. **Community Infrastructure Levy (CIL)**

On the 21st October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6th April 2015 do not qualify for a CIL contribution. As part of this payment schedule, Leeds City Council retains up to 70-80% centrally, 5% for administration and 15-25% goes to a Community Committee or the relevant Town or Parish Council. This 15-25% of the CIL receipt (25% if there is an adopted neighbourhood plan, 15% if there isn't) is known as the 'Neighbourhood Fund'. In the absence of a Town or Parish Council, the Neighbourhood Fund element of CIL is allocated to the Community Committee.

48. The Community Committee have previously agreed that any funds raised through CIL is retained by the ward or parish in which it is generated.

49. **Corporate Considerations**

Consultation and Engagement

50. 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

51. All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration.

Council policies and City Priorities

52. 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

53. 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 Wellbeing budgets.

Legal Implications, Access to Information and Call In

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

Risk Management

55. 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

56. 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 2018/19.

Recommendations

57. The Outer North West Community Committee is asked to:
- Note the current budget and monitoring position for the Wellbeing Fund for 2018/19 (Table 1) and attached at appendix 1.
 - Members are asked to review the minimum conditions as set out in above section 7, consider whether any amendments are required and approve such conditions for operation in 2018/19. 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.
 - Consider the new Wellbeing large grant applications detailed at section 13 – 25.
 - 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 for 2018/19 item 29 and appendix 2
 - Consider the new Youth Activity Fund applications detailed at section 33 – 42.
 - Note the current budget position for the Capital Wellbeing Fund for 2018/19 (Table 4).

58. **Background Information**

None.