

**Report of: Area Leader**

**Report to: Outer North West Community Committee - Adel and Wharfedale,  
Guiseley and Rawdon, Otley and Yeadon, Horsforth**

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**Date: 4<sup>TH</sup> March 2019**

**For decision**

## **Finance Update Report for 2018/2019 Q4**

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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 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 as well as considering current wellbeing applications.
2. This report provides an update on the Youth Activity Fund and the Youth Activity fund projects which have been approved since the last meeting as well as considering current YAF applications.
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 Budget**

The Outer North West Community Committee had 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 per ward). Taking into consideration the bring forward from 2017/18 of £101,611 the total wellbeing spend is £195,541.

10. After deducting commitments of and taking into account the 2017/18 carry forward position, the Community Committee currently has £25, 154 of funding available for allocation.

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

12. Table 1 – Wellbeing Budget

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
2018/19 allocation	£23, 482	£23, 482	£23, 482	£23, 482
Unallocated 2017/18	£8,352	<b>-£1,188</b>	£2, 928	<b>-£2,706</b>
Allocated to projects in 2018/19	£31, 227	£12, 121	£12, 649	£20, 511
Current funds available to spend	£916	£10,200	£13,788	£249

**13. Pending Wellbeing Large Grant Projects for Consideration**

14. Provision of SID and column adaptation – Guiseley and Rawdon

Delivery organization	Leeds City Council – Highways
Revenue funds requested	£3, 210 – to approve from 2018/19 due to start date: March 2019
Details of match funding	N/A
Project Details	Purchase and installation of one SID and one additional lighting column modification in Guiseley & Rawdon Ward
Previous wellbeing funding received	Yes

15. Additional resources gardener ONW 2019/20 – Parks and Countryside

Delivery organization	Parks and Countryside
Revenue funds requested	£13, 194.50 total Guiseley & Rawdon - £7,401.80 Horsforth - £5,792.70
Details of match funding	N/A

Project Details	The project is for the provision of additional area resource staff to work a five day, 41 hour week for 6 months of the year across various sites in the Outer North West area. The sites the member of staff will be working at include; Cenotaph – Broadway, Cenotaph – Stanhope Drive, Old Ball Peace Garden, roundabout – Old Ball, roundabout - King Edward Avenue, rear of Brownlee Stone Centre, Guiseley Cemetery, Micklefield Park, Rawdon, Springfield Park, Guiseley, Towngate, Guiseley, St Oswalds, Guiseley and the Gyrotory, Guiseley.
Previous wellbeing funding received	Yes – 18/19 - £12, 367

16. Summer bands in Leeds Parks 2019 (Otley & Yeadon, Guiseley & Rawdon)

Delivery organisation	Leeds International Concert Season
Revenue funds requested	£1,600 total – Otley and Yeadon - £640 & Guiseley and Rawdon - £960
Details of match funding	N/A
Project Details	For the following concerts as part of 'Summer Bands in the Parks' series: 1 Tarnfield Park, Yeadon 1 Wharfemeadows Park, Otley 1 Nunroyd Park, Guiseley 1 Micklefield Park, Rawdon 1 Springfield Park, Guiseley
Previous wellbeing funding received	Otley and Yeadon - £600 – Approved in 2015  Otley and Yeadon - £640 – Approved in 2016

17. Small grants and skips budget 2019/20 – All wards

Delivery organization	Communities Team
Revenue funds requested	£12, 000  £3, 000 per ward

Details of match funding	N/ A
Project Details	Small grants of up to £1,000 to be utilized.
Previous wellbeing funding received	Yes - £10,000

18. Communications budget 2019/20 – All wards

Delivery organization	Communities Team
Revenue funds requested	£1, 000 £250 per ward
Details of match funding	N/A
Project Details	Budget for venues/community engagement
Previous wellbeing funding received	Yes - £1,000

19. Otley and Yeadon CCTV 2019/20

Delivery organization	Leedswatch security services CCTV
Revenue funds requested	£8,000
Details of match funding	N/A
Project Details	Maintain monitoring of CCTV cameras across Otley and Yeadon
Previous wellbeing funding received	Yes - £8,000

## 20. Wellbeing Budget – Small Grants & Skips

Table 2 below details the amounts available for allocation on small grant and skips for 2018/19, the amount allocated this financial year and the remaining balances. There is currently £4,362 available for allocation on small grants and skips.

21. Table 2 – Small Grant & Skip remaining balances (at 15/02/19)

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Available for allocation 2018/19	£3,000	£3,000	£2,000	£2,000	£10,000
Total allocated 2018/2019	£1,768	£1,925	£448	£2,153	£6,294
Available to spend	£1,231	£1,074	£1,551	£0	£3,857

22. Table 3 - Small Grants and skips approvals (26/11/2018- 15/02/2019)

<b>Project</b>	<b>Organisation</b>	<b>Ward</b>	<b>Amount approved</b>
Arthington CC Lawn mower	Arthington Cricket Club	Adel and Wharfedale	£900
Kids in Kampz Charity shop skip	Kids in Kampz	Adel and Wharfedale	£170
Skip	Broadgate Lane Allotment Association	Horsforth	£170
Targeted Holiday Diversionary Activities	Leeds Youth Justice Service	Adel and Wharfedale – Guiseley and Rawdon – Horsforth – Otley and Yeadon -	£550 per ward To come from next years budget

### **23. Youth Activity Fund Budget**

The budget for the Outer North West Youth Activity Fund for 2018/19 was £70,307 including bring forward from 2017/18. The committee has since approved 11 new YAF projects totalling £44,801 including 10 YAF projects approved in 2017/18 totalling £19,688. This equates to a total spend of £64,490. The remaining budget for YAF is £5,817. This was due to underspends from Project A camp of £146 who did not claim for promotional materials and Make it Better Animation workshops of £2,250 due to a change of management which meant the project could not be completed in the timeframe. Additionally, Forest Found Adventures from 2017/18 returned back the sum of £2,455 due to low attendance numbers and a reduction of sessions during October half term.

### **24. Pending Youth Activity Fund Application for consideration**

Outer North West Children's Voice Event 2019

Delivery organization	Communities Team
Revenue funds requested	£1, 287
Details of match funding	Lord Mayors contribution - £337 for Civic Flavour refreshments
Project Details	The Annual Children's voice event will be taking place on 26th April. The day will involve a trip to the council chamber, Q&A with local councilors, a trip to the Rose bowl for dinner and also the children will be provided with certificates and a goody bag to remember the day.
Previous wellbeing funding received	Yes

### **25. 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. Following an injection of £31, 600 from September 2018, the current available balance is £45,017.

26. As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2018/19 under the current arrangements.

27. Table 4 below provides details of the amount of capital available to spend in 2018/19 per ward.



28. Table 4 Capital Remaining Balances

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Allocation currently available	£8,389	£16,765	£3,467	£16,394	£45,017

**29. Pending Capital Application for consideration**

Melrose Ginnel – Horsforth Ward - £2,380

Delivery organization	Leeds Homes
Funds requested	£2,380
Details of match funding	£2,380 from HAP
Project Details	A ginnel between the houses on Melrose Walk and Melrose Grove has become overgrown and covered in litter.
Previous wellbeing funding received	Yes

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

On the 21<sup>st</sup> October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6<sup>th</sup> 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.

31. The Community Committee have previously agreed that any funds raised through CIL is retained by the ward or parish in which it is generated. The current CIL budget available to allocate is £99,010. Please see Appendix 2 and Appendix 3 for additional breakdown of CIL figures and guidance document.

32. Table 5 CIL Budget (breakdown by ward)

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
Allocation currently available	£7,237	£91,150	Parished	£622

### 33. Corporate Considerations

#### Consultation and Engagement

34. The community committee has previously been consulted on the projects detailed within the report

35. 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.

### 36. Equality and Diversity / Cohesion and Integration

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 polices and City Priorities**

37. 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**

38. 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**

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

### **Risk Management**

40. 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**

41. 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**

42. The Outer North West Community Committee is asked to:

- Note the current budget position for the Wellbeing Fund for 2018/19 (Table 1) and attached at appendix 1.
- Consider the pending Wellbeing large grant applications detailed at sections 13-19.
- Note the small grants and skips remaining budget (Table 2) and 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
- Consider the pending YAF application detailed at section 25.
- Note the current budget position for the Capital Wellbeing Fund for 2018/19 (Table 4).
- Consider the pending Capital application detailed at section 30.
- Note the current budget position for the CIL balance 2018/19 (Table 5).

### **Background information**

Appendix 1. The Budget Statement for 2018/19