

Report of: Head of Stronger Communities

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

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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. For the Outer North East Community Committee money for Alwoodley, Harewood and Wetherby will be administered by the following town and parish councils; 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, Thorner, Thorp Arch, Walton, Wetherby.
9. It was agreed at the Outer North East Community Committee that CIL monies for Alwoodley, Harewood and Wetherby would be spent in the ward it was generated in.
10. 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.
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), 13 June 2016). This was re-confirmed at the first meeting of 2019/20, 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. 18(vi), 17 June 2019).
17. 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.
18. 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

19. 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. **£104,313.84** 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 **£78,383.85**. A full breakdown of the projects approved or ring-fenced is available on request.

20. 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.

21. The Community Committee is asked to note that there is currently a remaining balance of **£55,915.00**. 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	£104,313.84
TOTAL AVAILABLE: 2019/20	£78,383.85

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
Boston Spa Weekend Festival	£1,000	£0	£0	£1,000
Grange Park Sports Club Refurbishment	£5,000	£0	£0	£5,000
Updating Our Flowerbeds and Encouraging Volunteers	£1,060	£1,060	£0	£0
Exercises Classes	£500	£500	£0	£0
St Johns Garth and Church Drive	£1,000	£0	£1,000	£0
Community Engagement - Wetherby	£1,000	£0	£0	£1,000
Small Grants - Wetherby	£1,000	£0	£0	£1,000
Grit Bins and Skips - Wetherby	£1,000	£0	£0	£1,000
Grit Bins and Skips - Alwoodley	£6,000	£6,000	£0	£0
Chippie's Quarry	£1,200	£0	£1,200	£0
Totals	£22,468.85	£10,300	£3,168.85	£9,000
Balance remaining (Total/Per ward)	£55,915.00	£13,453.30	£20,824.48	£21,637.22

Wellbeing and Capital Projects for Consideration and Approval

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

23. **Project Title:** Anti vehicle / horse friendly barrier on Public Bridleway Barwick No.44

Name of Group or Organisation: Parks & Countryside, Leeds City Council

Total Project Cost: £2,000

Amount proposed: £2,000 from Harewood ward pot

Wards covered: Harewood

Project Description: a heavy duty, horse-friendly barrier with a pedestrian gap to be installed by the Council at Bridleway No.44. This allows access whilst preventing use by unauthorised vehicles and reducing potential danger.

Community Committee Priorities: Good Growth & Transport & Infrastructure; Resilient Communities; Health & Wellbeing & Better Lives

24. **Project Title:** History Board for Walton Village

Name of Group or Organisation: Walton Parish Council

Total Project Cost: £4,110

Amount proposed: £2,510 from Wetherby ward pot

Wards covered: Wetherby

Project Description: final design sign off, production and installation for a heritage board.

Community Committee Priorities: Health & Wellbeing & Better Lives

25. **Project Title:** St Barnabas' Church, Alwoodley car park re-surfacing and line marking

Name of Group or Organisation: St Barnabas' Church

Total Project Cost: £13,680

Amount proposed: £1,000 from Alwoodley ward pot

Wards covered: Alwoodley

Project Description: to assist with the cost of resurfacing and line marking the car park.

Community Committee Priorities: Resilient Communities; Child Friendly City; Health & Wellbeing & Better Lives

26. **Project Title:** Stables Lane CCTV

Name of Group or Organisation: Safer Leeds

Total Project Cost: £1,488

Amount proposed: £1,488 from Wetherby ward pot

Wards covered: Wetherby

Project Description: to provide a temporary CCTV solution for the car park to prevent and detect crime and provide public.

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

27. **Project Title:** Wetherby Arts Festival 2019

Name of Group or Organisation: Wetherby Arts Festival

Total Project Cost: £45,504

Amount proposed: £2,000 from Wetherby ward pot

Wards covered: Wetherby

Project Description: To support pre-festival publicity preparation, printing and postage for the brochure. To promote 10 days of arts, cultural and community activities taking place in Wetherby between 11 and 22 of October.

Community Committee Priorities: Resilient Communities; Health & Wellbeing & Better Lives; Child Friendly City

28. **Project Title:** Environmental Improvements to the Neighbourhood

Name of Group or Organisation: Cleaner Neighbourhoods Team, Leeds City Council

Total Project Cost: £630

Amount proposed: £630 from Wetherby ward pot

Wards covered: Wetherby

Project Description: to install three new bins in identified areas.

Community Committee Priorities: Resilient Communities

29. **Project Title:** Skips

Name of Group or Organisation: Harewood councillors

Total Project Cost: £600

Amount proposed: £600 from Harewood ward pot

Wards covered: Harewood

Project Description: to fund skip requests.

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

Delegated Decisions (DDN)

30. Since the last Community Committee on 17 June 2019, there has been one project which has been considered and approved by DDN.

a) Chippies Quarry

Declined Projects

31. Since the last Community Committee on 17 June 2019, no projects have been declined.

Monitoring Information

32. 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.

33. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee in 17 June 2019.

Name of project/s

- a) Boston Spa Bowling Club Extension

Youth Activities Fund Position 2019/20

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

35. The Community Committee is asked to note that so far, a total of **£23,801.98** has been allocated to projects, as listed in **Table 2**.

36. The Community Committee is also asked to note that there is a remaining balance of **£54,632.64** in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2019/20

	Total allocation	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	£7,590	£1,440	£4,282
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
Breeze Holiday Camps	£1,877.50	£1,877.50	£0	£0
Time Out Summer Scheme	£8,504.48	£6,684.48	£0	£0
Community Youth Summit 2019	£11,000	£0	£5,500	£5,500
Total spend against projects	£23,801.98	£8,561.98	£9,740	£5,500
Remaining balance per ward	£54,632.64	£16,046.88	£18,890.04	£19,695.72

Youth Activity Funding Projects for Consideration and Approval

37. Project Title: Tempo FM - Radio Academy

Name of Group or Organisation: Wetherby Community Radio Ltd

Total Project Cost: £3,500

Amount proposed: £3,500

Wards covered: Wetherby

Project Description: to continue with the training of young people at the radio studios constructed by the station at the Wetherby High School.

Community Committee Priorities: Best City for Children & Young People

38. Project Title: Harewood & Wetherby Holiday Activity Programme 2019-2020

Name of Group or Organisation: Boston Spa School Sport Partnership

Total Project Cost: £10,000

Amount proposed: £10,000

Wards covered: Harewood & Wetherby

Project Description: provide young people with the opportunity to participate in a wide range of art, sport and cultural activities over the school holidays.

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

39. Project Title: Wetherby U13 girls

Name of Group or Organisation: Wetherby Athletic Junior Football Club

Total Project Cost: £600

Amount proposed: £600

Wards covered: Wetherby

Project Description: to pay for a professional coaching session every week for a period of twenty weeks, or 40 weeks if done every other week.

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

40. Project Title: Friends at Home

Name of Group or Organisation: The Friendship Circle of Leeds

Total Project Cost: £500

Amount proposed: £500

Wards covered: Alwoodley

Project Description: provides support to the families of children with special needs whilst inspiring teenagers to volunteer to extend a helping hand to those families.

Community Committee Priorities: Best City for Children & Young People; Good Growth

Delegated Decisions (DDN)

41. Since the last Community Committee on 17 June 2019, no projects have been considered and approved by DDN.

42. Declined Projects

43. Since the last Community Committee on 17 June 2019, no projects have been declined.

Community Skips Budget 2019/20

44. **Table 3** outlines the skips the ward members have approved. The total cost is highlighted below.

TABLE 3: Community Skips 2019/20

Location of skip	Date requested	Total amount	Alwoodley	Harewood	Wetherby
Alwoodley Allotments	11/04/2019	£128.91	£128.91		
Bramham in Bloom	11/06/2019	£178.33			£178.33
Boston Spa PC	11/06/2019	£149.16			£149.16
Scholes Bowling Club	28/06/19	£149.16		£149.16	
Scholes Bowling Club	23/07/2019	£149.16		£149.16	
Total:		£754.72	£128.91	£298.32	£327.49

Capital Budget 2019/20

45. The Outer North East has a capital budget of **£16,601** available to spend, as a result of a new capital injections. Members are asked to note the capital allocation.

Community Infrastructure Levy (CIL) Budget 2019/20

46. 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

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

Equality and Diversity/Cohesion and Integration

48. 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

49. 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

50. 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

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

Risk Management

52. 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

53. The finance report provides up to date information on the Community Committee's budget position.

Recommendations

54. Members are asked to note:

- a. Details of the Wellbeing Budget position (Table 1)
- b. Wellbeing proposals for consideration and approval (paragraphs 23 – 29)
- c. Details of the projects approved via Delegated Decision (paragraph 30)
- d. Monitoring information of its funded projects (paragraph 33)
- e. Details of the Youth Activities Fund (YAF) position (Table 2)
- f. Youth Activities Fund proposals for consideration and approval (paragraphs 37 – 40)
- g. Details of the skips approved (Table 3)
- h. Details of the Community Infrastructure Levy Budget (paragraph 46)