



Report of: Head of Stronger Communities

Report to: Outer East Community Committee

Cross Gates & Whinmoor, Garforth & Swillington,

**Kippax & Methley, Temple Newsam** 

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Date: 8 December 20 For Decision

# **Outer East Community Committee – Finance Report**

# **Purpose of report**

- 1. The report provides the Community Committee with an update on the budget position for the Wellbeing Fund, Youth Activity Fund, Capital Budget, as well as the Community Infrastructure Levy Budget for 2020/21. It also provides the committee with an update on organisations funded by the Community Committee and how their project delivery will be affected by the Coronavirus pandemic.
- 2. The report also provides the Community Committee with an update on projects that have been funded through the £10,000 set aside by the committee from their available Wellbeing Budget 2020/21 (across all wards) to tackle the effects of the Coronavirus pandemic.
- 3. In addition to this it provides the committee with an update on the work that's been taking place through their local Volunteer Hubs, as well as giving an update on the work of the wider Communities Team and what they have been doing to support some of our newer communities and communities of interest.

#### **Finance Section**

#### Main issues

4. 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.

- **5.** 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.
- **6.** 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.
- **7.** 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.
- **8.** 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.
- 9. 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).
- 10. In the Outer East Community Committee the CIL money for Allerton Bywater Parish Council, Great and Little Preston Council, Kippax Parish Council, Ledsham Parish Council, Ledston Parish Council, Micklefield Parish Council and Swillington Parish Council will be administered by each individual Parish Council, whereas monies for Cross Gates & Whinmoor, Garforth, Methley and Temple Newsam will be administered by the Outer East Community Committee.
- **11.** It was agreed at Outer East Community Committee on the 2 October 18 that CIL monies for Cross Gates & Whinmoor. Garforth, Methley and Temple Newsam would be spent in the ward it was generated in
- 12. 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.
- **13.** 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.
- **14.** 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.

- 15. 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.
- **16.** 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.
  - 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.
- 17. 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 2020/21**

- **18.** The total revenue budget approved by Executive Board for 2020/21 was £114,570 for the Outer East Community Committee. Table 1 shows a carry forward figure of £17,290 which includes underspends from projects completed in 2019/20. Allocated wellbeing projects in 2019/20 is £44,135.78 and not yet completed. The total revenue funding available to the Community Committee for 2020/21 is therefore £141.415.78. A full breakdown of the projects approved or ring-fenced is available on request.
- **19.** 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.
- **20.** The Community Committee is asked to note that so far, a total of £51,529.13 has been allocated to projects, as listed in Table 1.
- **21.** The Community Committee is also asked to note that there is a remaining balance of £36,786.37 in the Wellbeing Revenue Fund.

**22.** A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2020/21

	£	]			
INCOME:20/21	£114,570.00				
Balance brought forward from previous year	£44,135.78				
Less projects brought forward from previous year 19/20	£17,290.00				
TOTAL AVAILABLE: 20/21	£141.415.78				
Area wide ring fenced projects	£				
Small Grants	£4000				
Community Committee Public					
Engagement	£1500				
Tasking Team Initiatives	£5000				
Skips for Community Clean Ups	£2000				
Youth Summit	£600	1			
Ward Base Covid 19 Discretionary		1			
Fund	£40,000				
Total area wide ring-fenced projects	£53,100				
Remaining balance split equally across	,				
the wards	£88,315.78	£22,078.94	£22,078.94	£22,078.94	£22,078.94
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Ward Projects	£	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
	~				
CCTV monitoring costs (£1k per					
camera)	£12,000.00	£3,000.00	£4,000.00	£2,000.00	£3,000.00
Christmas Lights Switch On Events,	, ,	, ,	, , , , , , , , , , , , , , , , , , , ,	, , , , , , , , , , , , , , , , , , , ,	,
Motifs & Trees	£16,935.26	£6,217.97	£3,723.00	£6,556.29	£438.00
VE/VJ 75 Commemorations	,	,	,	,	
	£2,000.00	£500.00	£500.00	£500.00	£500.00
	,				
Rhinos Summer Camps	£8,000.00	£2,000.00	£2,000.00	£2,000.00	£2,000.00
Grit Bin Refills	£2,192.72	£322.48	£322.48	£1,064.04	£483.72
Period Poverty	£2,000.00	£500.00	£500.00	£500.00	£500.00
Highland Court – Lighting Column	£4,749.41				£4,749.41
Notice Boards	£2,280.00				£2,280.00
PSPO Signs	£420.00		£420.00		, , , , , , , , ,
Tote Bags	£952.00			£952.00	
Totals	£51,529.39	£12,540.45	£11,465.48	£13,572.33	£13,951.13
Total spend: Area wide + ward projects	£104,629.39	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	, , , , , ,		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
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### Projects for consideration and approval

# Wellbeing Budget 2020/21

Members are asked to consider the following projects against the 2020/21 Wellbeing allocation.

23. Project title: Outdoor Equipment

Name of Group or Organisation: 1st Micklefield Scouts

Total Project Cost: £3,000.00

Amount Requested from Wellbeing 20/21 Budget: £300.00

Wards Covered: Kippax & Methley

**Summary:** Due to Coronavirus the Scouts have not been able to meet face to face. The organisation would like to purchase more outdoor equipment so sessions can be carried outdoors once lockdown restrictions ease.

There are approximately 30 young people and 8 adults in the group but hopefully this will grow again.

### **Community Committee Plan Priorities/Objective:**

Best City for Children and Young People

24. Project title: Christmas Packs for vulnerable families

Name of Group or Organisation: Meadowfield, Temple Newsam and Colton Children's Centre

- RKLT

Total Project Cost: £560.00

Amount Requested from YAF 20/21 Budget: £560.00

Wards Covered: Temple Newsam

**Summary:** The Children's Centre are working as part of a wider project across the Outer East to reach as many vulnerable families as possible.

# **Community Committee Plan Priorities/Objective:**

Best City for Children and Young People

25. Project title: Christmas Packs for vulnerable families

Name of Group or Organisation: Temple Newsam Community Partnership - RKLT

Total Project Cost: £630.00

Amount Requested from YAF 20/21 Budget: £630.00

Wards Covered: Temple Newsam

**Summary:** The Temple Newsam Community Partnership are working as part of a wider project across the Outer East to reach as many vulnerable families as possible.

### **Community Committee Plan Priorities/Objective:**

Best City for Children and Young People

**26. Project title**: Christmas Boxes for vulnerable families **Name of Group or Organisation**: Brigshaw Cluster

**Total Project Cost:** £250.00

Amount Requested from YAF 20/21 Budget: £250.00

Wards Covered: Kippax & Methley

**Summary:** The funds will provide gifts for 25 children and young people who are at risk of receiving nothing or very little this Christmas. Gift boxes to be distributed through schools or cluster team will deliver.

# **Community Committee Plan Priorities/Objective:**

Best City for Children and Young People

#### **DDN**

**27.** Since the last Community Committee on 10 March 20, there has been the following projects approved by DDN.

Project Title: Grove Road Recreation Ground Halton

Name of Group or Organisation: Park and Countryside in partnership with "we are Halton" and

the ward members

Total Project Cost: £2,280

Amount proposed from Wellbeing Funds: £2,280

Wards covered: Temple Newsam

Project Description: The funds are for the purchase of 3 notice boards for Grove Road

recreation ground, Halton.

These notice boards are to be used primarily by the newly formed "we are Halton" community group to display notices on community events and activities.

But they can also be used by any other community group to advertise activities and events, such as the bowling club or even services from the city council such as the Parks and Countryside service or the community's team.

### **Community Committee Plan Priorities**

Making Leeds the best for Communities Improving Community Cohesion Creating Safer Communities Project Title: PSPO 2020

Name of Group or Organisation: Safer Leeds

**Total Project Cost**: £420

Amount proposed from Wellbeing Funds: £420

Wards covered: Garforth & Swillington

**Project Description**: Thirteen Public Spaces Protection Orders are proposed as part of a range of measures to tackle alcohol related anti-social behaviour, and other issues of anti-social behaviour across Leeds. All PSPO terms and 'restricted areas' have the broad support of West Yorkshire Police and Community Safety partners including Ward Members. Community Safety leads are aware of the wider scope and terms which can apply to PSPOs and the agreed terms are reflective of local issues and priorities.

### **Community Committee Plan Priorities**

Crime prevention initiatives to improve community safety, prevent crime and reduce fear of crime e.g., 'signage'

Project Title: Kippax High Street Tote Bags

Name of Group or Organisation: Kippax Parish Council

**Amount Proposed from Wellbeing Funds: £952** 

**Total Cost of Project:** £1428

Wards Covered: Kippax & Methley

The proposal is the money would be coming out of wellbeing revenue.

**Project Description:** The grant will be used to buy tote bags to promote Kippax High Street and encourage people to shop locally in the village. The Kippax High Street Team which is made up of High Street Traders, Kippax Parish Councillors and LCC ward members as agreed a logo and strapline to promote the high street and the bags will be given away to spread the message further. In additional their deployment would help reduce the consumption of single use plastic bags.

Kippax High Street received funding under the Leeds City Council Town and District centres programme in the 2000s and is currently part of the council's Local Centres Programme. The locally led Neighbourhood plan endorsed by Leeds City Council in 2019 also recognised the importance of a thriving High Street and this project aims to compliment this work.

### **Community Committee Plan Priorities/Objectives:**

**Best City for Business** 

**Best City for Communities** 

Project Title: Growing Zone Group-Skip

Name of Group or Organisation: Growing Zone Group

Amount Proposed from Wellbeing Funds: £151.84 + permit £38

Total Cost of Project: £151.84 + permit £38

Wards Covered: Kippax & Methley

Project Description: We have demolished fences and walls and would like to remove the

stuff. It is mainly wood, stone, chairs and old tables.

# **Community Committee Plan Priorities/Objectives:**

Best City for Communities.

# **Declined Projects**

28. Since the last Community Committee on 10 March 20, the projects have been declined are:

- a) Drug Watch Foundation
- b) Money Buddies
- c) Site Based Gardeners
- d) Breeze Holiday Camps
- e) Community Ambassadors Programme
- f) Leeds Camps- Easter Camps 2019
- g) Mini Breeze Event, Scrap Art Project
- h) Summer Sports Camps
- i) Youth Radio & Music Projects.
- j) TNCP Holiday Activity 2020
- k) Leeds LGBT- Sport Fringe Festival
- I) The Tribe Mask Campaign

### **Youth Activities Fund Position 2020/21**

- **29.** The total available for spend in Outer East Community Committee in 2020/21, including carry forward from previous year, was £70,810.20
- **30.** The Community Committee is asked to note that so far, a total of £46,069.62 has been allocated to projects, as listed in Table 2.
- **31.** The Community Committee is also asked to note that there is a remaining balance of £24,740.58 in the Youth Activity Fund.
- **32.** A full breakdown of the projects is available on request.

**TABLE 2: Youth Activities Fund 2020/21** 

	£
INCOME:20/21	£52,010.00
Balance brought forward from previous year	£36,265.09
Less projects brought forward from previous year 19/20	£17,464.89
TOTAL AVAILABLE: 20/21	£70,810.20

		Ward Split				
Ward Projects	£	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam	
Total available budget for 20/21	£52,010.00	£13,002.50	£13,002.50	£13,002.50	£13,002.50	
Carried forward 19/20	£18,800.20	£4,287.89	£2,554.38	£11,637.07	£320.86	
Outer East Activity Programme	£3,200.00	£800.00	£800.00	£800.00	£800.00	
The Tribe	£5,600.00	£5,600.00				
ACamps Summer Camps	£4,150.00		£4,150.00			
Youth Service	£12,163.00		£6,081.50	£6,081.50		
Dance Fever	£3,750.00				£3,750.00	
Found Fiction	£1,000.00	£500.00		£500.00		
Youth Service	£16,206.62	£8,103.31			£8103.31	
Totals	£46,069.62	£15,003.31	£11,031.50	£7,381.50	£12,653.31	
Balance remaining (Total/Per ward)	£24,740.58	£2,287.08	£4,525.38	£17,258.07	£670.05	

# **Small Grants Budget 20/21**

**33.** At the last Community Committee ward members approved a small grants budget of £4.000. There is currently a remaining balance of £3,661.35 detailed in Table 3.

TABLE 3: Small Grants 2020/21

		Ward Split				
Ward Projects	£	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam	
•	~	VVIIIIIIIIIOOI				
Total available budget for 20/21	£4,000.00					
PHAB – Youth & Community Group	£338.65		£84.66		£253.99	
Balance Remaining	£3.661.35					

# Skips Budget 2020/21

**34.** At the last Community Committee ward members approved a small skips budget of £2,000.

There is currently a remaining balance of £1,622.70 detailed in Table 4.

**TABLE 4: Skips 2020/21** 

		Ward Split			
Ward Projects	£	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Total available budget for 20/21	£2,000.00				
Garforth In Bloom	£225.46		£225.46		
Growing Zone	£151.84			£151.84	
Balance Remaining	£1,622.70				

# Position statement on organisations and projects affected by the Coronavirus pandemic

**35.** Table 5 below provides the Community Committee with a position statement on projects funded by the committee that are currently running or on hold and how they have been affected by the Coronavirus pandemic. The committee is asked to note the contents of the table and make recommendations.

# TABLE 5: Projects currently on running or on hold and how they have been affected by the pandemic

# 2020/21

		Ward Split				
Ward Projects	Status	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam	
PHAB – Youth Community Group	On hold		£84.66		£253.99	
Youth Summit	Will be delivered next year	£150.00	£150.00	£150.00	£150.00	
VE/VJ Commemorations	On hold	£500.00	£500.00	£500.00	£500.00	
Period Poverty	Will be delivered when Community Hubs reopen	£500.00	£500.00	£500.00	£500.00	
OE Activity Programme	On hold	£800.00	£800.00	£800.00	£800.00	
ACamps	Not going ahead		£4150.00			
Dance Fever	Not going ahead				£3750.00	
Found Fiction	On hold	£500.00		£500.00		

# Capital Budget 2020/21

**36.** The Outer East Community Committee has a capital budget of £89,274.00 available to spend, as a result of new capital injections. Members are asked to note the capital allocation broken down by ward and summarised in Table 6.

**TABLE 6: Capital 2020/21** 

		Ward split			
		Cross Gates & Whinmoor	Garforth & Swillington	• •	Temple Newsam
Remaining Balance March 2019	£73,383.11	£16,780.28	£13,968.28	£23,567.28	£19,067.27
Injection March 2019	£12,245.89	£3,061.47	£3,061.48	£3,061.47	£3,061.47
Starting Position 2019-2020	£85,629.00	£19,841.75	£17,029.76	£26,628.75	£22,128.74
Injection November 2019	£3,200.00	£800.00	£800.00	£800.00	£800.00
Underspend from 2018-2019	£300.00	£300.00			
Total with November Injection 2019- 2020	£89,129.00	£20,941.75	£17,829.76	£27,428.75	£22,928.74
Ninelands	£2,090.00		£2,090.00		
Chippies Quarry	£300.00	£300.00			
Cross Gates Whinmoor Ward Litter Bins	£2,100.00	£2,100.00			
Kippax Baths Fencing	£6,065.00			£6,065.00	
Injection March 2020	£9,600.00	£2,400.00	£2,400.00	£2,400.00	£2.400.00
Injection September	£1,100.00	£275.00	£275.00	£275.00	£275.00
Starting position 2020 -21	£89,274.00	£21,216.75	£18,414.76	£24,038.75	£25,603.74

# Community Infrastructure Levy (CIL) Budget 2020/21

**37.** The Community Committee is asked to note that there is now £205,697.35 total available to the Outer East Community Committee. Members are asked to note the CIL allocation broken down by ward and summarised in Table 7.

TABLE 7: Community Infrastructure Levy (CIL) 2020/21

	OE (£)	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Budget as of April 20	£108,938.38	£35,392.36	£58,918.66		£14,627.36
Injection 1	£93,654.93	£15,775.33	£73,152.18	£696.56	£4,030.86
Injection 2	£3,104.04	£0.00	£3,104.04	£0.00	£0.00
Balance Remaining 20-21	£205,697.35	£51,167.69	£135,174.88	£696.56	£18,658.22

# Additional considerations as a result of the Coronavirus pandemic

**38.** In light of the current Coronavirus pandemic the Community Committee is invited to discuss any specific considerations they would like to recommend for approval and whether they would like to commit any further funding to support the local volunteering efforts in their own communities.

The table below shows the allocation of the £10k COVID 19 Discretionary Fund

		Ward Split				
£10k COVID 19 Discretionary Fund	£	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam	
Volunteer Hubs	£40,000.00	£10,000.00	£10,000.00	£10,000.00	£10,000.00	
The Swarcliffe Good Neighbours Scheme		£1,000.00				
The Swarcliffe Good Neighbours Scheme		£2,000.00				
Cross Gates & District Good Neighbours Scheme		£3,000.00			£3,000.00	
Neighbourhood Elders Team Garforth Net			£2,000.00	£4,000.00		
HOPE					£3,000.00	
Micklefield Tenants & Residents Association				£800.00	,	
Garforth Lions			£2,000.00			
MHA – Rothwell Live at Home Scheme				£1000.00		
Neighbourhood Elders Team Garforth Net				£1000.00		
Kippax Parish Council				£750.00		
Totals	£23,550.00	£6,000.00	£4,000.00	£7,550.00	£6,000.00	
Balance remaining (Total/Per ward)	£16,450.00	£4,000.00	£6,000.00	£2,450.00	£4,000.00	

#### Main issues

- **39.** In light of the current Coronavirus pandemic paragraphs 39 provide the Community Committee with an overview of some of the key organisations and areas of work that they have been involved in, funded from the £10,000 ward allocation to tackle the effects of the Coronavirus pandemic and taken from the committees available Wellbeing Budget for 2020/21.
- **40.** In addition to this it provides the committee with an update on the work that's been taking place through their local Volunteer Hubs, as well as giving an update on the work of the wider Communities Team and what they have been doing to support some of our newer communities and communities of interest.

### **Corporate Considerations**

### **Consultation and Engagement**

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

# **Equality and Diversity/Cohesion and Integration**

**42.** 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**

- **43.** 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**

**44.** 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

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

### **Risk Management**

**46.** Risk implications and mitigation are considered on all wellbeing applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

### Recommendations

# 47. Members are asked to consider/approve

- a. Details of the Wellbeing Budget position (Table 1) (paragraph 22)
- b. Wellbeing and YAF proposals for consideration and approval (paragraph 23)
- c. Details of the projects approved via Delegated Decision (paragraph 25)
- d. Details of the Youth Activities Fund (YAF) position (Table 2) (paragraph 30)
- e. Details Of Small Grants (Table 3) (paragraph 31)
- f. Details of Skips (Table 4) (paragraph 32)
- g. Details of the position statement on projects funded by the committee that are currently running or hold and how they have been affected by the Coronavirus pandemic (Table 5) (paragraph 33)
- h. Details of the Capital Budget (Table 6) (paragraph 34)
- i. Details of the Community Infrastructure Levy Budget (Table 7) (paragraph 35)
- j. Details of the Community Committees and the Communities Team response to the Coronavirus pandemic (paragraph 36)