



Report of: Head of Locality Partnerships

Report to: Outer North West Community Committee

Adel and Wharfedale, Guiseley and Rawdon, Horsforth and Otley and Yeadon

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Date: 14th November 2022 **For decision**

Outer North West 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, Capital Budget, as well as the Community Infrastructure Levy Budget for **2022/23**.

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. In the Outer North West Community Committee this means that the CIL money for Arthington Parish Council, Bramhope & Carlton Parish Council, Horsforth Town Council, Otley Town Council, Pool in Wharfedale Parish Council and Rawdon Parish Council will be administered by each Parish or Town Council, whereas monies for the parts of Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon wards that do not have a Parish and Town Council will be administered by the Outer North West Community Committee.
9. It was agreed at Outer North West on the 27th November 2017 that CIL monies for Adel & Wharfedale, Guiseley & Rawdon and Otley & Yeadon 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 reassignment, 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 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.
15. 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 2022/23

16. The total revenue budget approved by Executive Board for **2022/23** was **£74,600**. Table 1 shows a carry forward figure of **£41,451.87** which includes underspends from projects completed in **2021/22**. The total revenue funding available to the Community Committee for **2022/23** is therefore **£116,051.87**. A full breakdown of the projects approved or ring-fenced is available on request.
17. 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.
18. The Community Committee is asked to note that there is currently a remaining balance of **£24,197.45** A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2022/23

	£
INCOME: 2022/23	£74,600
Balance brought forward from previous year	£41,451.87
TOTAL AVAILABLE: 2021/22	£116,051.87

Ward Projects	£	Ward Split			
		Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Small Grants and Skips	£6,000.00	£1,500.00	£1,500.00	£1,500.00	£1,500.00
Community Engagement	£500	£125	£125	£125	£125
War Memorial / Cenotaph Refurbishment	£2,859.58	£2,859.58			
Construction of Arthington Cricket Pavilion	£23,935.00	£23,935.00			
Temporary facilities at High Royds Cricket Ground	£2,174.20		£2,174.20		
New Netting & Practicing Facilities	£10,000.00				£10,000.00
Bowls Green Refurbishment	£1,750.00	£1,750.00			
Greenacre Hall	£5,000.00		£5,000		
Otley & Yeadon CCTV	£8,000.00				£8,000
Horsforth CCTV	£2,000.00			£2,000	
Guiseley & Rawdon SID's	£7,000.00		£7,000.00		
Rawdon Christmas Lights	£900.00		£900.00		
Guiseley Christmas Lights	£2,622.00		£2,622.00		
Path at Newlaithes	£19,500.00			£19,500.00	
Yeadon Festive Lights	£2,500				£2,500
Total approved in 2022/23	£94,740.78	£ 30,169.58	£19,321.20	£23,125.00	£22,125
Balance remaining (Total/Per ward)	£24,197.45	-£7,442.51	£564.38	£0	£31,297.20

Wellbeing and Capital projects for consideration and approval

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

20. In September 2022 Guiseley and Rawdon members approved £2,622 to Guiseley lights CIC group to run facilitate the Christmas lights for 2022. In October 2022 the group made the Localities Officer aware that they are no longer going to run the project and will not be claiming the funds. Therefore, the localities officer has commissioned the project internally to ensure that the lights and trees are in place in time for Christmas. This approach was approved on email by the Guiseley and Rawdon ward members.

21. Project Title: Guiseley Christmas Lights

Name of Group or Organisation: Communities Team

Total Project Cost: £200

Amount proposed: £200

Wards covered: Guiseley and Rawdon

Project Description: To approve an additional £200 towards the Guiseley Christmas Lights project. the additional funding is required in order to pay for the Tree.

Delegated Decisions (DDN)

22. Since the last Community Committee on 27 June 2022 the following projects have been considered and approved by DDN:

- Aireborough Community Summer Activities 2022- £4,502.40 (YAF)
- Unity Tournament- £1,287 (YAF)
- Otley Youth Drop-in Centre- £4,998 (YAF)
- Art Camp @ Westgate Primary school 2022/23- £7,623 (YAF)
- Jungle Kids- £5,000 (YAF)
- Yeadon Bowling Club, Kirk Lane Park Disabled Toilet £2,500 (CIL) Guiseley and Rawdon
- Guiseley theatre new lighting £12,000 (CIL) Guiseley and Rawdon
- Guiseley Christmas Lights £2,622 Guiseley and Rawdon
- Rawdon Christmas Lights £900 Guiseley and Rawdon
- Path at Newlathes £19,500 (wellbeing) Horsforth
- Guiseley & Rawdon SIDs £7,000 Guiseley and Rawdon
- Raise the Roof £20,000 (CIL) Guiseley and Rawdon
- Yeadon Festive Lights- £2,500 (wellbeing) Otley and Yeadon

23. Since the last Community Committee on 27 June 2022 no projects have been declined.

Monitoring Information

24. 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.

Summer Bands in the park

25. Five band concerts as part of 'Summer Bands in the Parks' series took place on a Sunday afternoon between 2.30pm – 4.30pm. These concerts benefited the communities in Yeadon and Guiseley, as well as people from further afield since our series has some regulars who attend other concerts when their local park doesn't have a concert that weekend. The project was successful as the individuals who attended the concerts enjoyed listening to a free concert of music in their local park. The attendance at the concerts varied at different parks. On average the number of people attending each concert varied between 60 – 200.

26. The £1,625 funding has been spent on paying the bands to perform in the parks and payment to parks and countryside for hiring the park, opening the gates and setting up the chairs. There was no overspend or underspend.



Youth Activities Fund Position 2022/23

27. The total available for spend in Outer North West Community Committee in **2022/23** including carry forward from previous year, was **£2,462.24**.

28. The Community Committee is asked to note that so far, a total of **£23,410.40** has been allocated to projects, as listed in **Table 2**.

29. The Community Committee is also asked to note that there is a remaining balance of **£31,041.84** in the Youth Activity Fund. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2022/23

	Total allocation
Income 2022/23	£51,990
Carried forward from previous year	£2,462.24
Total available budget for this year 2022/23	£54,452.24

Projects 2022/23	Amount approved from YAF
Aireborough Community Summer Activities 2022	£4,502.40
Unity Tournament	£1,287.00
Otley Youth Drop-In Centre	£4,998.00
Art Camp @ Westgate Primary School	£7,623.00
Jungle Kids Summer Holiday Camp 2022	£5,000.00
Total spend against projects	£23,410.40
Remaining balance	£31,041.84

Small Grants and Skips Budget 2022/23

30. The Outer North West has a remaining balance of £3,054.73 in the Small Grants and Skips budget. Members are asked to note the allocation broken down by ward and summarised in Table 3.

TABLE 3: Small Grants and skips 2022/23

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
ONW PHAB	£596.06	£298.03		£198.69	£99.34
Guiseley Clock	£500		£500		
Summer DalesBus	£500	£250.00			£250
Big Jubilee Lunch	£500		£500		
Litter Bins at Acorn Way, Pool	£199.21	£199.21			
Emily Statue	£150.00			£150.00	
FC Aireborough Athletic Kits	£500.00		£500.00		
Total approved	£2,945.27	£747.24	£1,500.00	£348.69	£349.34
Remaining balance	£3,054.73	£752.76	£0	£1,151.31	£1,150.66

Capital Budget 2022/23

31. The Outer North West has a capital budget of **£46,109 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 4**.

TABLE 4: Capital 2022/23

	£	Adel & Wharfedale	Guiseley & Rawdon	Horsforth	Otley & Yeadon
Capital Injection May 2020	£7,900.00	£1,975	£1,975	£1,975	£1,975
Capital Injection November 2020	£900	£225	£225	£225	£225
Starting totals	£	£	£	£	£
Horsforth Skatepark	£2,650			£2,650	
Holt Park Tennis Courts paths		£1,500			
Starting totals	£48,773	£10,415	£15,690	£225	£22,544
Capital Injection November 2021	£2,600	£650	£650	£650	£650
Arthington Cricket Club	£6,065	£6,065			
Pool Sports and Social Club	£5,000	£5,000			
Balance remaining (per ward)	£40,309	£0	£16,340	£875	£23,194
Capital Injection April 2022	£4,700	£1,175	£1,175	£1,175	£1,175
Capital Injection November 2022	£1,000	£250	£250	£250	£250
Balance remaining (per ward)	£46,109	£1,425	£17,765	£2,300	£24,619

Community Infrastructure Levy (CIL) Budget 2022/23

32. The Community Committee is asked to note that there is **£252,022.97** total payable to the Outer North West Community Committee with **£151,613.36** currently available to spend. The breakdown is as follows Adel & Wharfedale **£69,322.76**, Guiseley & Rawdon **£80,058.25** and Otley & Yeadon **£2,232.35** which is detailed in **Table 5**.

TABLE 5: Community Infrastructure Levy (CIL) 2022/23

	ONW (£)	Adel & Wharfedale	Guiseley & Rawdon	Otley & Yeadon
Remaining Balance March 2021s	£193,267.13	£11,846.76	£180,025.85	£1,394.52
Injection 2021	£58,755.84	£57,476.00	£442.01	£837.83
Balance 2021-2022	£252,022.97	£69,322.76	£180,467.86	£2,232.35
Projects approved in 2022/23				
Nunroyd Park Fencing	£26,368.00		£26,368.00	
Micklefield Park Steps	£11,825.00		£11,825.00	

Micklefield Park Cycle Track	£27,716.61		£27,716.61	
Yeadon Bowling Club, Kirk Lane Park Disabled Toilet	£2,500		£2,500	
Guiseley theatre new lighting	£12,000		£12,000	
Raise the Roof	£20,000		£20,000	
Total Spend 2021-2022	£100,401.61	£0.00	£100,401.61	£0.00
Balance remaining for 2022/23	£151,613.36	£69,322.76	£80,058.25	£2,232.35

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

34. 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

35. 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

36. 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

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

Risk Management

38. 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

39. The Finance Report provides up to date information on the Community Committee's budget position.

Recommendations

40. Members are asked to note:

- a. Details of the Wellbeing Budget position (Table 1)
- b. Wellbeing proposals for consideration and approval (paragraphs 20-33)
- c. Details of the projects approved via Delegated Decision (paragraph 33)
- d. Monitoring information of its funded projects (paragraph 34)
- e. Details of the Youth Activities Fund (YAF) position (Table 2)
- f. Details of the Small Grants and Skips Budget (Table 3)
- g. Details of the Capital Budget (Table 4)
- h. Details of the Community Infrastructure Levy Budget (Table 5)