



Report of: Head of Locality Partnerships

Report to: Inner South Community Committee

Beeston & Holbeck; Hunslet & Riverside; Middleton Park

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Inner South 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 2023/24.

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 Inner South this means that the money will be administered by the Inner South Community Committee.
- 9. Following consultation, the Communities Team will work with members of the community committee, to develop a plan to spend CIL funding on local infrastructure projects. This will be on a case by case basis.
- 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, sex, 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 Committee. Concurrently with the Committee, designated officers have delegated authority from the Director of Communities, Housing 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 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.
- 15. For the committee's awareness, urgent delegated decisions on wellbeing funding also covers small grant decisions. In agreement with the Executive Board Member for Communities, Community Committee Chairs & also in accordance with the communication that was sent out to all committees/Elected Members in March 2023, the approval threshold for small grants has now increased from the 1st April 2023; up to £1000 per ward. This approach will ensure consistency in terms of administering small grants, in accordance with the committees' minimum conditions.
- 16. As has been the case at the beginning of previous municipal years, the Committee is invited to review the conditions previously agreed and consider whether any amendments are required, prior to agreeing such conditions for operation in the forthcoming municipal year.
- 17. <u>Associated Recommendation:</u> Members are asked to review the minimum conditions as set out in paragraph 14 of this report, consider whether any amendments are required and approve such conditions for operation in 2023/2024. 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 2023/24

- 19. The total revenue budget approved by Executive Board for 2023/24 was £157,165. This works out at £52,388 per ward.
- 20. **Table 1** shows a carry forward figure of £2,938 which includes underspends from projects completed in 2022/23. £180,872 represents wellbeing allocated to projects in 2022/23 and not yet completed. The total revenue funding available to the Community Committee for 2023/24 is therefore £160,103. A full breakdown of the projects approved or ring-fenced is available on request.
- 21. 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.
- 22. The Community Committee is asked to note that there is currently a remaining balance of £145,525.75 The ward split is as follows: Beeston & Holbeck (£50,079.02) Hunslet & Riverside (£42,346.18) and Middleton Park (£53,100.25). A full breakdown of the projects is listed in Table 1.

TABLE 1: Wellbeing Revenue 2023/24

	£
INCOME: 2023/24	157,165
Balance brought forward from previous year	£183,810
Less projects brought forward from previous year	£180,872
TOTAL AVAILABLE: 2023/24	£160,103

		B&H	H&R	MP
New allocation per ward (£52,388) + underspends	£160,103	£54,434	£52,388	£53,281
Health & Wellbeing ringfence	542.25	£180.75	£180.75	£180.75
Total spend: Area wide ring fenced projects	0.00			

Ward Projects (23/24)	Total	Ward Split		
		B&H	H&R	MP
Small grants	£1,068	-	£1,068	-

Skips	£232.30	£174.23	£58.07	-
Hunslet Youth Group Rent Costs	£1,440	-	£1,440	-
Hunslet Community Gala	£3,295	1	£3,295	-
Great Get Together	£2,000	£1,000	£1,000	-
Beeston Festival	£6,000	£3,000	£3,000	-
Ward Projects (Totals)	£14,035	£4,174.23	£9,861.07	£0
Balance remaining (Total/Per ward)	£145,525.75	£50,079.02	£42,346.18	£53,100.25

Wellbeing Budget Ring-fences

- 20. At this time of year it is usual for Members to consider ringfences for the new financial year.
- 21. Members are asked to consider the proposed ringfences set out below for 2023/24. If members request any changes to these figures, they will have an impact on the amount of budget available for new schemes. Members are asked to note that these figures are based on previous year's spend and recent quotes.
- 22. Members are asked to consider ring fencing £1,500 to support Community Engagement Activities. This is based on last year's spend being £1,283. Allocation by ward is proposed as follows: (Beeston & Holbeck: £500, Hunslet & Riverside: £500, Middleton Park: £500) This would cover costs to promote Community Committee activities such as leaflet printing, venue hire, food/refreshments, transport costs etc. Any request for schemes outside these categories would need to be considered separately through the normal wellbeing channels.
- 23. Members are asked to ringfence £5,000 to be allocated to the Holbeck Priority Neighbourhood, based on last year's allocation. This is to fund small programmes of community partnership work or initiatives identified by local groups. The potential projects identified at the Holbeck residents meeting and the Core Group meeting can be funded through this pot. An action plan has been formed which we will continue to populate and work with partners to deliver and from that action plan a list of potential projects to take forward. These programmes of work and proposals for funding from wellbeing funds can be considered and approved by Beeston & Holbeck Ward Members outside of Community Committee meetings.
- 24. If the above ring-fences are approved by members, the remaining 2023/24 wellbeing revenue balances for individual wards (including projects previously approved via DDN) will be:
 - Beeston & Holbeck £44,479.02

- Hunslet & Riverside £41.846.18
- Middleton Park £52,600.25

Wellbeing/Youth Activity Fund and Community Infrastructure Levy (CIL) Neighbourhood Fund proposals for consideration and approval

There following projects are presented for Members' consideration:

25. Project Title: Skating through Summer at Holbeck Moor

Name of Group or Organisation: LS-TEN

Total Project Cost: £1,485

Amount proposed from YAF Budget 2023/24: £1,485

Wards Covered: Beeston & Holbeck

Project Summary: The grant will be used to deliver a summer of skateboarding at Holbeck Moor, providing two instructors, the equipment for each session and inspiring new users to take advantage of the free outdoor provision on their doorstep.

12 x 1 hour sessions will take place on Wednesday and Friday afternoons from 12pm – 1pm throughout the summer holidays. These sessions will be free for participants ensuring there are no financial barriers for anyone wishing to take part.

Community Committee Priorities: Best City for Children & Young People and Best City for Health & Wellbeing

26. **Project Title:** Summer Activity Programme for older adults in Beeston

Name of Group or Organisation: Your Back Yard

Total Project Cost: £2,200

Amount proposed from Wellbeing Budget 2023/24: £2,200 (£1,100 Beeston &

Holbeck and £1,100 Hunslet & Riverside)

Wards Covered: Beeston & Holbeck and Hunslet & Riverside

Project Summary: The project aims to provide a programme of fitness activities for older adults from June through to September and will have a focus on all older adults (anyone over the age of 40), particularly those who may not been as active as they need to be to stay healthy.

All activities will take place in a park setting as from our experience this is very popular with older adults.

A minimum of 20 sessions will run over the course of the summer.

Community Committee Priorities: Best City for Communities, Best City, Best City for Health & Wellbeing

27. Project Title: Replacement defibrillator Rowland Road

Name of Group or Organisation: Leeds City Council - Commissioned project

Total Project Cost: £1,368

Amount proposed from Wellbeing Budget 2023/24: £1,368

Wards Covered: Hunslet & Riverside

Project Summary: The previous defibrillator at Rowland Road was used and not

returned. The grant is to install a new defibrillator at this location.

Community Committee Priorities: Best City for Communities and Best City for

Health & Wellbeing

28. **Project Title:** Festive Lights for Hunslet Carr 2023

Name of Group or Organisation: Hunslet Carr Residents Association

Total Project Cost: £4,274

Amount proposed from Wellbeing Budget 2023/24: £4,274

Wards Covered: Hunslet & Riverside

Project Summary: The funding will be used to install 10 Festive motifs in Hunslet Carr, split between the Belle Isle Road / Moor Road junction and by the Parnaby

Tavern on Pepper Road.

A Tommy Motif will also be installed at the Bay Horse corner after the great popularity of it over the last couple of years.

Community Committee Priorities: Best City for Communities

29. **Project Title:** New litter bin – Path by Broomfield School

Name of Group or Organisation: Leeds City Council Commissioned Project

Total Project Cost: £249.01

Amount proposed from Wellbeing Budget 2023/24: £249.01

Wards Covered: Middleton Park

Project Summary: The grant will be used to install a new litter bin on the footbath off

Broom Place that runs along part of Broomfield School.

Community Committee Priorities: Best City for Communities

30. Project Title: Beeston & Holbeck Christmas lights

Name of Group or Organisation: Leeds City Council – Commissioned project

Total Project Cost: £6,852

Amount proposed from Wellbeing Budget 2023/24: £8,713

Wards Covered: Beeston & Holbeck

Project Summary: This grant will fund the Christmas lights in Beeston Town Street

and Holbeck Moor.

Community Committee Priorities: Best City for Business and Best City for

Communities

31. Project Title: Cardinal Square Activity Day

Name of Group or Organisation: Housing Leeds

Total Project Cost: £1,950

Amount proposed from YAF Budget 2023/24: £1,950

Wards Covered: Beeston & Holbeck

Project Summary: This event will build on the success of the first activity day last year, where nearly 300 young people attended the event.

The activity day is due to take place on Thursday 10th August 2023, 12-3pm and will have 9 giant inflatables and donkeys will attend giving free donkey rides. Housing Leeds will have their mobile office on the day which will be used as a plant your own seeds stall.

Community Committee Priorities: Best City for Children and Young People

32. Project Title: Hunslet Activity Day – Hunslet Recreation Ground, Church Street

Name of Group or Organisation: Housing Leeds

Total Project Cost: £1,900

Amount proposed from YAF Budget 2023/24: £950

Wards Covered: Hunslet & Riverside

Project Summary: In partnership with Hunslet TARA we plan to deliver an activity day on Thursday 3rd August 12-3pm.

This application will cover the funding for donkey rides, 6 giant inflatables from Youth Service. This provision will include set up and take down, 12 staff to man the inflatables to ensure they are used safely, fully risk assessed and first aider provided.

Also included in the cost for youth is a free t shirt design activity, 1000 printed leaflets they will distribute and a banner to promote the event.

Community Committee Priorities: Best City for Children and Young People

33. Project Title: Waverly Garth Fencing

Name of Group or Organisation: Housing Leeds

Total Project Cost: £3,902

Amount proposed from CIL Budget 2023/24: £1,951

Wards Covered: Hunslet & Riverside

Project Summary: This project is to install 37 metres of post & rail fencing along the contour of the car park and 1 solid plastic bollard with reflective strips at Waverley Garth, Hunslet.

Community Committee Priorities: Best City for Communities

34. Project Title: Woodhouse Hill Place

Name of Group or Organisation: Housing Leeds

Total Project Cost: £4,455.46

Amount proposed from CIL Budget 2023/24: £2,227.73

Wards Covered: Hunslet & Riverside

Project Summary: This project is to install 1.2 metres of high bow top metal fencing powder coated in green to be positioned in front of bollards. This area will also be reseded and all the rubbish and debris removed from Woodhouse Hill Place, Hunslet.

Community Committee Priorities: Best City for Communities

35. **Project Title:** Hemmingway Garth – Gate Installation **Name of Group or Organisation:** Housing Leeds

Total Project Cost: £1,137.70

Amount proposed from CIL Budget 2023/24: £568.85

Wards Covered: Hunslet & Riverside

Project Summary: To Install an access gate to the communal grounds of 9-17

Hemingway Garth to allow for grass cutting.

Community Committee Priorities: Best City for Communities

36. Project Title: Vertical Notice Board for Community Information

Name of Group or Organisation: Hunslet Carr Residents Association

Total Project Cost: £1,650

Amount proposed from Wellbeing Budget 2023/24: £1,650

Wards Covered: Hunslet & Riverside

Project Summary: The funding will allow LCC to install a vertical notice board (openable & lockable) to advertise community information for the area with access given to HCRA and LCC. There are other notice boards in the area but none that cover the western side of our area.

Community Committee Priorities: Best City for Communities

37. Project Title: CCTV Cameras

Name of Group or Organisation: LeedsWatch

Total Project Cost: £6,000

Amount proposed from Wellbeing Budget 2023/24: £6,000 (Beeston & Holbeck

£4,000 and Hunslet & Riverside £2,000)

Wards Covered: Beeston & Holbeck and Hunslet & Riverside

Project Summary: This project is to fund the on-going running costs of the 6 cameras

in the ward.

Community Committee Priorities: Best City for Communities

38. **Project Title:** The Big Bike Fix Leeds 2023 (part of LS-TEN)

Name of Group or Organisation: The Big Bike Fix Leeds 2023 (part of LS-TEN)

Total Project Cost: £12,850

Amount proposed from Wellbeing Budget 2023/24: £4,150

Wards Covered: Beeston & Holbeck, Hunslet & Riverside and Middleton Park

Project Summary: The Big Bike Fix is a popular volunteer-led bike-fixing project, based in Beeston Hill (in a communal yard on Harlech Avenue LS11 7DT). They have received/collected and fixed over 1100 unwanted bicycles since forming in 2020 and donated them back into the local community.

This summer and autumn, The Big Bike Fix will deliver public sessions (every Sunday 12-4pm) enabling local people to get their bikes fixed for free. They will also run non-public-facing sessions (on days to suit the volunteers) to fix up donated bikes to give out locally; these sessions also feature tuition / coaching for the volunteers. 60 sessions will be held over the course of July-December 2023.

Community Committee Priorities: Best City for Health & Wellbeing, Best City for Children and Young People and Best City for Communities

Delegated Decisions (DDN)

- 39. Since the last Community Committee on 1st March 2023, the following projects have been considered and approved by DDN:
 - a) Hunslet Youth Group Rent Costs, Inner South Youth Service £1,440 Hunslet & Riverside (Wellbeing)
 - b) Hunslet Community Gala, Hunslet Festival £3,295 Hunslet & Riverside (Wellbeing)
 - c) Great Get Together, Care Delivery Service £2,000 Beeston & Holbeck £1,000 and Hunslet & Riverside £1,000 (Wellbeing)
 - d) Beeston Festival £6,000 Beeston & Holbeck £3,000 and Hunslet & Riverside £3,000 (Wellbeing)

Declined Projects

40. Since the last Community Committee on 1st March 2023, no projects have been declined:

Monitoring Information

- 41. 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.
- 42. Detailed below are some of the project updates that the Communities Team has received since the last meeting of the Community Committee in March 2023:
- 43.LS-TEN: Saturday Park Roll (Beeston & Holbeck, Hunslet & Riverside and Middleton Park)

- 44. LS-TEN were awarded £1,680 for their Saturday Park Roll project. The funding was used to offer free skating sessions every Saturday at Cross Flatts Park.
- 45. The skating sessions were attended by children & young people from across the ward. LS-TEN helped the young people to develop their skate skills, and this led to the participants starting to play roller hockey and learn roller dance amongst other skills they developed. Each session had between 30-60 attendees.
- 46. Several of the young people joined a Young Leaders scheme through LS-TEN and have now started to volunteer at supporting new learners, and further develop their skills. As well as members of the local community setting up a WhatsApp group to arrange skate sessions. Skate groups have been formed by attendees of the sessions in different areas such as Middleton Skaters and West Leeds Rollers.



Youth Activities Fund Position 2023/24

- 47. The Youth Activity Fund is allocated based on population data at Ward level for young people aged between 8-17 years of age.
- 48. The total Inner South YAF budget approved for 2023/24 was £48,230. The ward balances which are below, are based on the number of 8-17 year olds per ward.
- 49. The total available for spend in the Inner South Community Committee 2023/24, including carry forward from previous year is £52,449.
- 50. The balances for wards are as follows: **Beeston & Holbeck: (£15,002)**, **Hunslet & Riverside: (£15,148) and Middleton Park: (£22,298)**.

TABLE 2: Youth Activities Fund 2022/23

		Ward Split			
	Total YAF	8-17 Population			
	Allocation	4011	3821	5139	
	2023/24 (£48,230)	Beeston & Holbeck	Hunslet & Riverside	Middleton Park	
Carried forward from previous year	£4,219	£51	£1,162	£3,006	
Total available (including brought forward balance) for schemes in 2023/24	£92,440	£26,270	£23,269	£42,900	
Schemes approved in previous year to be delivered this year	£39,990	£11,268	£8,120	£20,601	
Total available budget for this year (2023/24)	£52,449	£15,002	£15,148	£22,298	
Projects 2023/24	Amount requested from YAF	В&Н	H&R	MP	
No approved projects					
Total Spend (Area wide / ward projects)	£0	£0	£0	£0	
Remaining balance per ward	£52,449	£15,002	£15,148	£22,298	

Declined YAF Projects

51. Since the last Community Committee on 1st March 2022, no projects have been declined.

TABLE 3: Small Grants 2023/24

Small Grants 23/34	£	Beeston & Holbeck	Hunslet & Riverside	Middleton Park
Crescent Grange Coronation Party	£195	£0	£195	£0
Electronic Metal Shutter	£0	£0	£873	£0
Total approved	£1,068	£0	£1,068	£0

TABLE 4: Community Skips Budget 2022/23

Location of skip	Total Amount	Beeston & Holbeck	Hunslet & Riverside	Middleton Park
Holbeck Gala Skip	£232.30	£174.23	£58.07	£0
Total	£232.30	£174.23	£58.07	£0

Capital Budget 2023/24

- 52. The Inner South Community Committee has a Capital budget of £27,118.49 available to spend.
- 53. Members are asked to note the Capital allocation broken down by ward **Beeston & Holbeck**: (£10,393.24) Hunslet & Riverside: (£1,682.73) and Middleton Park: (£15,042.52)

TABLE 5: Capital Budget 2023/24

		Ward split			
	Total	Beeston and Holbeck	Hunslet and Riverside	Middleton Park	
Injection 2023	TBC	TBC	TBC	TBC	
Starting Totals 2023/24	£27,118.49	£10,393.24	£1,682.73	£15,042.52	
No capital projects received this financial year					
Total Spend:	£0	£0	£0	£0	
Remaining Balance:	£27,118.49	£10,393.24	£1,682.73	£15,042.52	

Community Infrastructure Levy (CIL) Budget 2023/24

54. The Community Committee is asked to note that there is £250,161.27 currently available to spend. The breakdown is as follows Beeston & Holbeck (£65,685.42), Hunslet & Riverside (£167,084.60) and Middleton Park (£16,991.26)

TABLE 6: CIL Budget 2023/24

		Ward Split		
	£	Beeston & Holbeck	Middleton Park	
Remaining Balance March 2023	£44,811.97	£27,420.72	£0.00	£16,991.26
Injection 1	£205,349.30	£38,264.70	£167,084.60	£0.00
Balance 2023-2024	£250,161.27	£65,685.42	£167,084.60	£16,991.26

Delegated Decisions (DDN)

55. Since the last Community Committee on 1st March 2023 no projects have been approved by DDN.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

57. 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

- 58. 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

59. 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

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

Risk Management

61. 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

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

Recommendations

63. Members are asked to note:

- a. The Minimum Conditions, to review and agree (paragraph 14)
- b. Note details of the change regarding the administration of small grants (paragraph 15)
- c. Details of the Wellbeing Budget position (Table 1)
- d. Wellbeing proposals for consideration and approval (paragraph 25)
- e. Details of the projects approved via Delegated Decision (paragraph 39)
- f. Monitoring information of its funded projects (paragraph 41)
- g. Details of the Youth Activities Fund position (Table 2)
- h. Details of the Small Grants Budget (Table 3)
- i. Details of the Community Skips Budget (Table 4)
- j. Details of the Capital Budget (Table 5)
- k. Details of the Community Infrastructure Levy Budget (Table 6)