

**Report of the Assistant Chief Executive (Citizens & Communities)**

**Report to North West (Inner) Area Committee**

**Date: 19<sup>th</sup> September 2013**

**Subject: Wellbeing Commissioning 2014 -15 and Funding Update Report**

|   |   |  |
|---|---|--|
| Are specific electoral Wards affected?  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| If relevant, name(s) of Ward(s): Kirkstall, Headingley, Hyde Park & Woodhouse, Weetwood |   |  |
| Are there implications for equality and diversity and cohesion and integration?         | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Is the decision eligible for Call-In?   | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does the report contain confidential or exempt information?                             | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| If relevant, Access to Information Procedure Rule number:                               |   |  |
| Appendix number:  |   |  |

**Summary of main issues**

- The purpose of this report is to advise the North West (Inner) Area Committee of:
  - The current budget position for the Wellbeing Fund for 2013/14.
  - Additional capital funding available, due to the introduction of the Capital Receipts Incentive Scheme (CRIS) and underspends on previously approved projects and seeks direction on how this should be used.
  - The current position of the Small Grants and Skips pots.
  - The Small Grants and Skips that have been approved since the last meeting.
  - An update on the Youth Activity Fund.
- The report also asks the Area Committee to approve the commissioning process and timescales for the 2014/15 Wellbeing budget.

**Recommendations**

- The North West (Inner) Area Committee is asked to:
  - Note the current budget position for the Wellbeing Fund for 2013/14 (**Appendix 1**).
  - Note the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting (**Table 1** and **Table 2**).
  - Note the additional **£22,610** Capital available for allocation and consider how this should be spent.
  - Note the current position of the Youth Activity Fund and those projects supported through this fund (**Table 3**).
  - Approve the process and timescales for the Wellbeing commissioning round for 2014/15.

## **1 Purpose of this report**

- 1.1 This report provides members with an update on the budget position for the Wellbeing Fund for 2013/14 and identifies additional capital funding available for allocation. The report highlights the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting. It updates the Area Committee on the Youth Activity Fund and those projects seeking support through this pot. The report also seeks approval for the process and timescales for the Wellbeing commissioning round for 2014/15.

## **2 Background information**

- 2.1 Area 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.
- 2.2 The North West (Inner) Area Committee seeks to ensure that Wellbeing funding is allocated in a fair and transparent way and that recipients are able to commence delivery of their projects as early as possible in the financial year. To facilitate this process, a commissioning round is held which requires organisations to submit proposals for projects. Once the annual Wellbeing budgets are set by Executive Board and ratified by Full Council, the Area Committee meets to agree which projects will be supported in the year ahead. These projects are then monitored and assessed by the Area Committee throughout the year to ensure they are fully meeting their objectives.
- 2.3 In 2013/14, the North West (Inner) Area Committee received a sum of £215,580 of Wellbeing revenue. After deducting any existing commitments and taking account of the 2012/13 carry forward position, the Area Committee had £219,286 of funding available for allocation. £218,721 of this funding was committed to 27 projects, as listed in **Appendix 1** (paragraph 1.2).
- 2.4 In 2013/14, the North West (Inner) Area Committee received a sum of £17,884 Youth Activity Fund. This fund is to commission sports and cultural activity for young people age 8-17. This should be allocated with the involvement and participation of children and young people in the decision making process.

## **3 Main issues**

- 3.1 Wellbeing Budget Statement 2013/14 - Revenue
- 3.2 The latest Wellbeing Budget Statement for 2013/14 is included as **Appendix 1** to this report. This sets out the current budget position for Wellbeing projects showing the amount approved by the Area Committee and the value of funds spent to date. The Wellbeing Budget statement also outlines the current budget position of those projects funded in previous years which still have funding left to spend.
- 3.3 Wellbeing Budget – Capital Receipts Programme
- 3.4 The establishment of a Capital Receipts Incentive Scheme (CRIS) was approved by Executive Board in October 2011. The key feature of the scheme is that 20% of each receipt generated will be retained locally for re-investment, subject to

maximum per receipt of £100k, with 15% retained by the respective Ward – via the existing Ward Based Initiative Scheme - and 5% pooled across the Council and distributed to Wards on the basis of need.

- 3.5 Some receipts are excluded from the scheme and these are largely receipts that are already assumed to fund the Council's budget or are earmarked in some other way to previous or future spend.
- 3.6 Consideration has been given as to how to distribute the 5% element on the basis of need and options have been appraised. It was proposed to allocate the 5% element to Area Committees using the already established methodology that exists for allocation of funding (based on need) between Area Committees. This option results in larger sums being available within Areas to enable larger capital schemes to progress and as the Area Wellbeing capital fund is now largely exhausted, this funding stream would provide Area Committees with an on-going, albeit relatively small, source of capital funding.
- 3.7 Future allocations will take place on a quarterly basis following regular update reports to Executive Board.
- 3.8 At its meeting on 17<sup>th</sup> July 2013, the council's Executive Board approved that the existing 5% allocation from 2012/13 (£112.6k) and future CRIS receipts available for allocation across wards, be allocated to the Area Committees based on the existing Area Wellbeing needs based formula. The distribution of the 5% element to Area Committees using the Area Wellbeing methodology has resulted in the shares set out in table below:

2012/13 allocation

| <b>Area Committee</b>            | <b>Percentage Allocation</b> | <b>Area Allocation</b> |
|----------------------------------|------------------------------|------------------------|
| Inner South                      | 12.50%                       | £14,070.76             |
| Outer South                      | 10.23%                       | £11,518.19             |
| Outer East                       | 10.31%                       | £11,607.81             |
| <b>Subtotal South &amp; East</b> |                              | <b>£37,196.76</b>      |
| Inner West                       | 7.61%                        | £8,567.67              |
| Inner North West                 | 12.00%                       | £13,510.48             |
| Outer West                       | 8.59%                        | £9,666.28              |
| Outer North West                 | 8.96%                        | £10,086.17             |
| <b>Subtotal West/ North West</b> |                              | <b>£41,830.61</b>      |
| Inner North East                 | 9.00%                        | £10,140.70             |
| Inner East                       | 14.57%                       | £16,404.60             |
| Outer North East                 | 6.23%                        | £7,019.09              |
| <b>Subtotal East/ North East</b> |                              | <b>£33,564.39</b>      |
| <b>Total – All Areas</b>         | <b>100.00%</b>               | <b>£112,591.76</b>     |

- 3.9 In addition to CRIS, the Area Support Team has completed a financial review of previously funded Wellbeing Capital projects approved between 2004/05 to 2013/14. Taking into account a number of project under spends, this has identified

an additional amount of **£9,100** of Capital funding available for reallocation. Combined with the Inner North West CRIS allocation of **£13,510** this gives a total of **£22,610** of Capital funding available to the North West (Inner) Area Committee. Members are asked to consider how they would like to allocate this funding?

3.10 Wellbeing Budget – Small Grants & Skips

3.11 **Table 1.** below outlines those Small Grant applications that have been approved since the last Area Committee meeting. **Table 2.** outlines those skips that have been approved since the last meeting. Taking these into account, there is **£8,235** still available for allocation for Small Grants and **£2,281** still available for Skip Hire in the 2013/14 budget. The Area Committee are asked to note the current position of the budget and those grants and skips that have recently been approved.

**Table 1: Small Grant Approvals (15/6/13 – 02/09/13)**

| Project Name                                 | Organisation /Department                                 | Amount Requested | Amount Approved |
|--|--|------------------|-----------------|
| Visit to Holocaust Museum                    | Council of Christians and Jews, Leeds Branch             | <b>£350</b>      | <b>£350</b>     |
| Children's Scarborough Trip                  | Hawksworth Wood Community Association                    | <b>£500</b>      | <b>£500</b>     |
| Health and Wellbeing                         | Bentley Court Sheltered Housing                          | <b>£500</b>      | <b>£500</b>     |
| Bentley Court Sheltered Housing              | Cardigan Centre  | <b>£500</b>      | <b>£500</b>     |
| Restoration stone work Millennium steps      | Rosebank Millennium Green Trust                          | <b>£500</b>      | <b>£500</b>     |
| Open XS Cluster Healthy Relationship Project | Open XS Cluster and Leeds City Council Domestic Violence | <b>£500</b>      | <b>£500</b>     |

**Table 2: Skip Approvals (15/6/13 – 02/09/13)**

| Location                             | Ward       | Number of Skips | Amount Approved |
|--------------------------------------|------------|-----------------|-----------------|
| Queenswood Tenants & Res Association | Headingley | <b>1</b>        | <b>£130</b>     |

3.12 Youth Activity Fund

3.13 In 2013/14, the North West (Inner) Area Committee received a sum of £17,884 Youth Activity Fund. This fund is to commission sports and cultural activity for young people age 8-17. **Table 3.** below lists those projects agreed for Youth Activity Fund Support.

**Table 3: Youth Activity Fund – Projects for Consideration**

| Project Name     | Organisation /Department          | Amount Requested | Amount Approved |
|------------------|-----------------------------------|------------------|-----------------|
| Back Yard Breeze | LCC Out of School Activities Team | <b>£3,600</b>    | <b>£3,600</b>   |

3.14 2014/15 Wellbeing Funding Commissioning

3.15 The Area Committee is asked to consider how to organise the process for receiving applications and how to commission projects from the 2014/15 Wellbeing revenue budget.

3.16 The 2013/14 process

3.17 In 2013 the Area Committee conducted an open application round, widely publicised through the Yorkshire Evening Post, social media and our own database of local contacts.

3.18 The application window opened on 1<sup>st</sup> December 2012 and closed on 1<sup>st</sup> February 2013, giving groups two months to submit their project proposals. The Committee received a total of 53 applications totalling £516,613. This was £297,327 over the budget available.

3.19 Members met on 19<sup>th</sup> February 2013 at a workshop to discuss all the application forms in detail and recommend those that should be put forward for approval at Area Committee. A pack containing summaries of all the projects was put forward to Members a week prior to the workshop.

3.20 At the Area Committee meeting on 7<sup>th</sup> March, 27 projects were approved totalling £218,721.

3.21 Members were asked to comment on the process and requested that greater emphasis be put on projects for children and young people, with possible changes to the commissioning process to take account of the City Priorities Plan themes. Members also requested to have more influence over the type of applications coming forward.

3.22 The 2014/15 process

3.23 Taking into account feedback from Members, it is proposed to hold ward briefings in November prior to the opening of the commissioning round. This will give Members the opportunity to consider the type of schemes they would encourage applications from. Appropriate organisations will then be sought to develop suitable proposals.

3.24 The commissioning round is proposed to take place with the following key milestones:

- **19<sup>th</sup> September 2013:** Area Committee to consider the details of the proposed commissioning round and timescales.
- **24<sup>th</sup> October 2013:** Area Committee to consider the 2014/15 Wellbeing priorities.
- **November 2013:** Area Support Team to meet with Members in ward briefings to discuss potential applications.
- **1<sup>st</sup> December 2013:** Commissioning round begins. All previous applicants, Area Committee and forum contacts will be informed. A press release will be produced announcing the launch of the commissioning round.

- **31<sup>st</sup> January 2014:** Commissioning round ends. Deadline for all Wellbeing Fund applications.
- **w/c 3<sup>rd</sup> March 2014 (date to be confirmed):** Members briefing to review all applications and recommend those that should be put forward for Area Committee approval.
- **27<sup>th</sup> March 2014:** Area Committee meets to approve 2014/15 Wellbeing Fund allocations.
- **1<sup>st</sup> April 2014:** All successful applicants notified and organisations begin implantation of project activity.

3.25 In an effort to ensure that projects are able to begin spending funds in April, applications put forward to the Area Committee for approval will be notified prior to the meeting.

3.26 It should be noted that at the point of writing this report, it is unclear what level of funding will be available for the Area Committee to allocate at the March meeting. Should an announcement on Wellbeing allocations to Area Committee by Full Council not be forthcoming in time for the 27<sup>th</sup> March Area Committee, then it will be recommended that the Area Committee postpone its decision on Wellbeing allocations until the next available meeting.

3.27 The Area Committee is asked to approve the dates for the 2014/15 Wellbeing fund applications round and agree to hold ward briefings prior to the start of the commissioning round.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 The Area Committee has previously been consulted on the projects detailed within the report. Local priorities are set through the Area Business Plan process and the commissioning round began with a communication to all Area Committee contacts.

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

4.2.1 All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Area 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.

### **4.3 Council policies and City Priorities**

4.3.1 Projects submitted to the Area 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
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan

- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

#### **4.4 Resources and value for money**

- 4.4.1 Aligning the distribution of Area Committee Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.
- 4.4.2 In order to meet the Area Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well Being budgets.

#### **4.5 Legal Implications, Access to Information and Call In**

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

#### **4.6 Risk Management**

- 4.6.1 Risk implications and mitigation are considered on all well-being applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

### **5 Conclusions**

- 5.1 The North West (Inner) Area Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to services. This report provides members with an update on the Wellbeing programme for 2013-14.

### **6 Recommendations**

- 6.1 The North West (Inner) Area Committee is asked to:
- Note the current budget position for the Wellbeing Fund for 2013/14 (Appendix 1).
  - Note the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting (**Table 1** and **Table 2**).
  - Note the additional **£22,610** Capital available for allocation and consider how this should be spent.
  - Note the current position of the Youth Activity Fund and those projects supported through this fund (**Table 3**).
  - Approve the process and timescales for the Wellbeing commissioning round for 2014/15.

### **7 Background documents<sup>1</sup> - None**

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.