

**Report of: The West North West Area Leader**

**Report to: The Outer West Community Committee – Calverley & Farsley; Farnley & Wortley; Pudsey**

**Report author: Harpreet Singh 336 7862**

**Date: 18 July 2018**

**For decision**

## **Finance Update Report**

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### **Purpose of report**

1. This report provides the Outer West Community Committee with an update on the budget position for the Wellbeing Fund and Youth Activities Fund for 2018/19 and the current position of the Small Grants and skips pots.
2. The report provides an update on the Wellbeing Fund, Youth Activity Fund, Small Grants and Skips that have been approved since the last meeting.

### **Main issues**

3. Community 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.
4. The Outer West Community 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 funding 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 Community Committee meets to agree which projects will be supported in the year ahead. These projects are then monitored and assessed by the Community Committee throughout the year to ensure they are fully meeting their objectives.
5. In addition, the Outer West Community Committee receives a sum of Youth Activity Fund funding.

6. The Community Committee also received an allocation of Capital Funding in 2018/19.
7. The Wellbeing Fund Large Grant programme supports the social, economic and environmental wellbeing of a Community Committee area by funding projects that contribute towards the delivery of local priorities. A group applying to the Wellbeing fund must fulfil various eligibility criteria including evidencing appropriate management arrangements and finance controls are in place; have relevant policies to comply with legislation and best practice e.g. safeguarding, equality and diversity; and be unable to cover the costs of the project from other funds.
8. Projects eligible for funding 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 (including Trans), marital status, race, ethnic origin, age, sexual orientation or disability; under the Public Sector Equality Duty the Council must have due regard to the need to **eliminate** discrimination, advance **equality** of opportunity and **foster** good relations between different people when carrying out their activities. Funding for projects specifically targeted at certain groups is allowed under the Equality Act provided there is a clear evidence base for doing so (such as activities to promote women's health through sport projects or a project targeted at people with hearing impairments, or one for new migrants to help them integrate). Further advice on these can be given on a case by case basis if required. 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.
9. A budget statement for 2018/19 is included at **Appendix 1** to this report.

Wellbeing Revenue Budget Statement 2018/19

10. The Outer West Community Committee received an allocation of **£112,390** for the 2018/19 financial year. This funding has now been committed to **22** projects for 2018/19. Taking into account the balance following the funding round there is **£15,416** still available for allocation for Wellbeing Revenue in the 2018/19 budget.
11. **Table 1** below outlines the Wellbeing Applications which have been received / approved since the last meeting of the Outer West Community Committee. The table also includes details of a project that was deferred at the funding round in February. The project summary at Appendix 2 provides further information about the project as requested by members at the funding round.

Table 1: Wellbeing Revenue Received / Approved

<b>Project Name</b>	<b>Organisation / Department</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
Leeds LGBT+ Sport Fringe Festival	LGBT+ Sport Fringe Festival	£2,000	Considered by DDN

More Than Food - Disability Advice Services Lower Wortley	Leeds North and West Foodbank	£2,968	To be considered Appendix 2
Rodley Christmas Lights – Top up	Local Community Event – Leeds Lights	£651	To be considered Appendix 3

12. Should members agree to fund the above projects the remaining balance available for allocation for Wellbeing Revenue in the 2018/19 budget would be **£9,797**.

#### Small Grants & Skips

13. **Table 2** below outlines those Small Grant applications that have been received or approved since the last meeting of the Outer West Community Committee. **Table 3** outlines those skips that have been approved since the last meeting.

Table 2: Small Grants Received and / or Approved

<b>Project Name</b>	<b>Organisation / Department</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
Calverley Carnival	Calverley Project 2000	£500	£500
Holiday Play Schemes for children with Disabilities	Aireborough Supported Activities Scheme	£435	£435
The Great Pudsey Get Together	Pudsey Community Hub	£500	£500

Table 3: Skip Approvals

<b>Project Name</b>	<b>Organisation / Department</b>	<b>Amount Approved</b>
Calverley Allotments Clean Up	Calverley Allotments	£140
Crimbles Allotment Clean Up	Crimbles Allotment Association	£95
Swinnow Community Centre Clean Up	Swinnow Community Centre	£140

14. Taking these into account, there is **£5,939** still available for allocation for Small Grants and for Skip Hire in the 2018/19 budget. The Community Committee are asked to note the current position of the budget and those grants and skips that have recently been approved.

## 2018/19 Wellbeing Capital Projects

15. In addition to Wellbeing revenue the Community Committee also receives an allocation of capital funding. The latest update from the Council's Finance Department shows there is **£32,400** in capital monies available for allocation in 2018/19.
16. Table 4 below outlines the applications which have been received / approved since the last meeting of the Outer West Community Committee. The table includes details of a project that was deferred at the funding round in February. The project summary at Appendix 4 provides further information about the project as requested by members at the funding round.

Table 4: Wellbeing Capital Received / Approved

<b>Project Name</b>	<b>Organisation / Department</b>	<b>Amount Requested</b>	<b>Amount Approved</b>
Irrigation Project	Stanningley Sports & Amateur Rugby League	£2,500	To be considered Appendix 4

17. Should members agree to fund the above projects the remaining balance available for allocation for Wellbeing Capital in the 2018/19 budget would be £29,900.
18. Members are requested to approve changes to a project that was funded last year. The 24th South West Leeds (Farnley) Scout Group were approved £14,400 for refurbishment to their Scouts Hut. Whilst their original application was for a total of £28,800 and included an array of building works, they have requested to use the majority of the funds towards repairs to their roof.

## 2018/19 Youth Activities Fund

19. In 2018/19, the Outer West Community Committee received a sum of **£42,020** 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.
20. This funding has now been committed to 6 projects for 2018/19. Taking into account the balance following the funding round there is **£5,855** still available for allocation for Youth Activities Fund in the 2018/19 budget.
21. Table 5 below outlines those Youth Activity Fund applications that have been received or approved since the last meeting of the Outer West Community Committee.

Table 5: Youth Activity Fund Projects Received / Approved

Project Name	Organisation / Department	Amount Requested
Outer West Music Workshops	DJ School UK	£2,880 (Appendix 5)

22. Should members agree to fund the above project the remaining balance available for allocation for Youth Activities Fund in the 2018/19 budget would be **£2,975**. Members are asked to consider the application noted in **Table 5** and at **Appendix 5** of this report.

Minimum Conditions for taking of Delegated Decisions outside of Community Committees

23. Sometimes urgent decisions may need to be made in between formal Community Committee meetings regarding the administration of Wellbeing and Youth Activity budgets which have been allocated to the Committee. Concurrently with the Committee, designated officers have delegated authority from the Director of Communities and Environment to take such decisions. 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, and;
- c. details of any decisions taken under such delegated authority will be reported to the next available community committee meeting for members' information.

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.

Community Infrastructure Levy (CIL)

24. On the 21<sup>st</sup> October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. As part of this payment schedule, Leeds City Council retains up to 70-80% centrally, 5% for administration and 15-25% goes to a Community Committee or the relevant Town or Parish Council. This 15-25% of the CIL receipt (25% if there is an adopted neighbourhood plan, 15% if there isn't) is known as the 'Neighbourhood Fund'. In the absence of a Town or Parish Council, the Neighbourhood Fund element of CIL is allocated to the Community Committee.
25. Members, representing all 3 outer west wards, met on the 10th November 2017 to discuss the process they wish to use for allocating the Community Committee element of the Neighbourhood Fund in outer west. The recommendation is that any funds raised through CIL, is retained by the ward in which it is generated.
26. Future reports will begin to include information on the CIL.

## **Corporate considerations**

### **a. Consultation and Engagement**

27. The Community Committee has previously been consulted on the projects detailed within the report. The Youth Activity Fund application rounds are promoted through the Breeze Culture Network and local providers, with consultation from children and young people being taken into account through the Youth Engagement Panels.

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

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

#### **c. Council policies and City Priorities**

29. 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:

- 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

### **d. Resources and value for money**

30. Aligning the distribution of Community Committee Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

#### **e. Legal Implications, Access to Information and Call In**

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

#### **f. Risk Management**

32. 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**

33. Wellbeing funding 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 2016-17.

## Recommendations

34. The Committee is asked to:
35. Note the current budget position for the revenue Wellbeing Fund for 2018/19 at **Appendix 1** and note or consider applications that have been approved / received since the last meeting at **Table 1**
36. Note the current budget position for the small grants and skips and those applications that have been approved since the last meeting at **Table 2 and 3**
37. Note the budget position for the Capital Wellbeing Fund for 2018/19 and note or consider applications that have been approved / received since the last meeting at **Table 4**
38. Consider the amendment to the Farnley Scout Hut refurbishments project
39. Note the current budget position for the Youth Activities Fund for 2018/19 and note or consider applications that have been approved / received at **Table 5**
40. To review the minimum conditions as set out in **point 23** of this report, consider whether any amendments are required and approve such conditions for operation in 2018/2019. 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.

## Background information

1. None