

**Report of: Martin Dean, Area Leader**

**Report to: Outer North West Community Committee - Adel and Wharfedale,  
Guiseley and Rawdon, Otley and Yeadon, Horsforth**

**Report author: Jenna Robinson 0113 378 5475, 07712214956**

**Date: 24<sup>th</sup> September 2018**

**For decision**

## **Finance Update Report for 2018/2019 Q2**

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### **Purpose of report**

1. This report provides the Community Committee with an update on the budget position for the Wellbeing fund for 2018/19, and the current position of the Small Grants and Skips pot, and the small grants and skips which have been approved since the last meeting.
2. This report provides and update on the Youth Activity Fund and the Youth Activity fund projects which have been approved since the last meeting.
3. Also attached at appendix 1 is the Finance Statement which provides members with details of the current financial and monitoring position of the Wellbeing Fund and the Youth Activity Fund.

### **Main issues**

4. 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 and equality

and diversity; and be unable to cover the costs of the project from other funds. 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 integration); 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.

5. 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.
6. The Outer North West Community Committee operates a pre-sift process for Wellbeing fund applications. This involves discussions with appropriate ward members for that particular project in the context of the current area priorities; where projects do not have support from all three ward members they are not progressed. All applicants are offered further discussions and feedback if helpful. In order to provide further assurance and transparency to all applicants where schemes do not garner support these will be reported to a subsequent Community Committee meeting for noting.
7. 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 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 (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.

8. Members are asked to review the minimum conditions as set out in above, 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.

## **9. Budget Statement 2018/19**

The Budget Statement for 2018/19 is included at Appendix 1 to this report. The statement details the overall budget position of all Wellbeing and Youth Activity Fund projects funded in the current financial year as well as those funded in previous years which still have funding left to spend.

## **10. Wellbeing Budget**

The Outer North West Community Committee has a Wellbeing allocation of £93,930 for the financial year 2018/19. The Community Committee have previously agreed that this allocation is split equally by the 4 wards (£23,482 per ward). Taking into consideration the bring forward from 2017/18 of £101,611 the total wellbeing spend is £195,541.

11. After deducting commitments of and taking into account the 2017/18 carry forward position, the Community Committee currently has £39,712 of funding available for allocation. This figure does not include the Youth Activity Fund still available to spend.

12. Table 1 includes details per ward of the total Wellbeing revenue available for allocation in 2018/19 including any carry forward from previous years, and the amount of Wellbeing Fund currently available to spend per ward.

13. Table 1 – Wellbeing Budget

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>
2018/19 allocation	£23,482	£23,482	£23,482	£23,482
Unallocated 2017/18	£8,352	-£1,188	£2,928*	-£2,706
Allocated to projects in 2018/19	£24,777	£10,621	£9635	£16,535
Current funds available to spend	£7,057	£11,673	£16,775	£4,240

- Includes ONW/16/13/LG Horsforth Counselling returned £2.600 as project did not go ahead.

**14. Pending Wellbeing Large Grant Projects for Consideration**

15. Otley Chevin Park Run (Otley and Yeadon)

Delivery organization	Otley Chevin Park Run
Revenue funds requested	£3,000
Details of match funding	£3,000 from Park Run organization
Project Details	<p>The fund will be used to start up organized free 5km timed runs, walks or jogs every Saturday morning where people of every ability can take part. The total cost of the project is £6,000.</p> <p>At the 25<sup>th</sup> June committee meeting, £1,500 was approved on the condition of a further £1,500 match funding which is yet to be confirmed.</p>
Previous wellbeing funding received	None

16. Money Buddies – Otley Library & One Stop Centre (Otley and Yeadon)

Delivery organization	Burmantofts Community Projects
Revenue funds requested	£2,476
Details of match funding	£2,875.60 from volunteer time
Project Details	<p>To cover management, supervision and training support and delivery of the money buddies service for 12 months in Otley Community hub.</p> <p>At 25<sup>th</sup> June committee meeting, this application was deferred for further information regarding postcode data. This information has been sent to members on the 13/07/18 and 31/08/2018.</p>
Previous wellbeing funding received	None

17. Provision of Speed Indication Device (SID) (Adel and Wharfedale)

Delivery organization	Arthington Parish Council – Provision of SID
Revenue funds requested	£3,965.52
Details of match funding	N/A
Project Details	<p>The fund will be used to pay for the installment of a speed indication device on Arthington Lane and cover ongoing costs.</p> <p>At the 25<sup>th</sup> June committee this was deferred for further information on other SIDs in the area.</p>
Previous wellbeing funding received	None

## **18. Wellbeing Budget – Small Grants & Skips**

Table 2 below details the amounts available for allocation on small grant and skips for 2018/19, the amount allocated this financial year and the remaining balances. There is currently £5,789 available for allocation on small grants and skips.

*19. Table 2 – Small Grant & Skip remaining balances (at 13/09/18)*

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Available for allocation 2018/19	£3,000	£3,000	£2,000	£2,000	£10,000
Total allocated 2018/2019	£698	£1065	£448	£2,000	£4211
Available to spend	£2302	£1935	£1552	£0	£5789

*20. Table 3 - Small Grants and skips approvals (6/06/2018- 13/09/2018)*

<b>Project</b>	<b>Organisation</b>	<b>Ward</b>	<b>Amount approved</b>
Irish Arts & Cultural Activities and Events in Headingley 2018-19	Irish Arts Foundation	Otley and Yeadon	£100
LCC Holtdale Action day skip x 2	Housing Leeds	Adel and Wharfedale	£250
8 <sup>th</sup> RadhaRaman Festival	RadhaRaman Society	Otley and Yeadon	£250
Otley Victorian Fayre skip	Otley Victorian Fayre	Otley and Yeadon	£96.50

## **21. Youth Activity Fund Budget**

The budget for the Outer North West Youth Activity Fund for 2018/19 was £70,307 including bring forward from 2017/18. The committee has since approved 11 new YAF projects totalling £47,198 including 10 YAF projects approved in 2017/18 totalling £22,148 this equates to a total spend of £69,346. The remaining budget for YAF is £961.

## **22. Wellbeing Budget – Capital Receipts Programme**

23. At its meeting on 17<sup>th</sup> July 2013, the council's Executive Board approved that future CRIS receipts available for allocation across wards, be allocated to the Community Committees based on the existing area wellbeing needs based formula.

23. As the capital programme is a 4 year rolling programme, existing funding will be rolled forward to 2018/19 under the current arrangements.

24. Table 4 below provides details of the amount of capital available to spend in 2018/19 per ward.

### **26. Table 4 Capital Remaining Balances**

	<b>Adel &amp; Wharfedale</b>	<b>Guiseley &amp; Rawdon</b>	<b>Horsforth</b>	<b>Otley &amp; Yeadon</b>	<b>Total</b>
Allocation currently available	£18,389	£16,765	£3,467	£16,394	£55,015

## **27. Community Infrastructure Levy (CIL)**

On the 21<sup>st</sup> October 2015 the council's executive board approved a process for the allocation of CIL in Leeds. Any planning application approved prior to the 6<sup>th</sup> April 2015 do not qualify for a CIL contribution. 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.

28. The Community Committee have previously agreed that any funds raised through CIL is retained by the ward or parish in which it is generated. There is currently £60,771 available to allocate.

29. **Corporate Considerations**

**Consultation and Engagement**

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

**Equality and Diversity / Cohesion and Integration**

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

**Council polices and City Priorities**

32. 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 2011 – 30
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

**Resources and value for money**

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

In order to meet the Community Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well Being budgets.

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

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

**Risk Management**

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



## **Conclusions**

36. The Outer North West Community Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to service. This report provides members with an update on the Wellbeing programme for 2018/19.

## **Recommendations**

37. The Outer North West Community Committee is asked to:
- Review the minimum conditions as set out in above, consider whether any amendments are required and approve such conditions for operation in 2018/2019.
  - Note the current budget position for the Wellbeing Fund for 2018/19 (Table 1) and attached at appendix 1.
  - Consider the pending Wellbeing large grant applications detailed at section 15-17 and note the approved late items from the last committee.
  - Note the small grants and skips remaining budget (Table 2) and those small grants and skips that have been approved since the last meeting (Table 3).
  - Note the current budget position for the Youth Activity Fund for 2018/19
  - Note the current budget position for the Capital Wellbeing Fund for 2018/19 (Table 4).
  - Note the current budget position for the CIL balance 2018/19 (Table 5).

## **Background information**

Appendix 1. The Budget Statement for 2018/19