

Report of: Head of Locality Partnerships

Report to: Outer East Community Committee

Cross Gates & Whinmoor, Garforth & Swillington,

Kippax & Methley, Temple Newsam

Report author: Senior Localities Officer – Bali Birdi **Telephone:** 07712 214727

Date: Tuesday 27 July 21 **For Decision**

Outer East Community Committee – Finance Report

Purpose of report

1. The 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 2020/21. It also provides the committee with an update on organisations funded by the Community Committee and how their project delivery will be affected by the Coronavirus pandemic.

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 East Community Committee the CIL money for Allerton Bywater Parish Council, Great and Little Preston Council, Kippax Parish Council, Ledsham Parish Council, Ledston Parish Council, Micklefield Parish Council and Swillington Parish Council will be administered by each individual Parish Council, whereas monies for Cross Gates & Whinmoor, Garforth, Methley and Temple Newsam will be administered by the Outer East Community Committee.
9. It was agreed at Outer East Community Committee on the 2 October 18 that CIL monies for Cross Gates & Whinmoor, Garforth, Methley and Temple Newsam 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, 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 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 the following 'minimum 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. 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 2020/21

16. The total revenue budget approved by Executive Board for 2021/22 was £93,440 for the Outer East Community Committee. Table 1 shows a carry forward figure of £75,527.39 which includes underspends from projects completed in 2020/21. Allocated wellbeing projects in 2020/21 is £6063.00 and not yet completed. The total revenue funding available to the Community Committee for 2021/22 is therefore £162,904.39. 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 so far, a total of £48,866.80 has been allocated to projects, as listed in Table 1.
19. The Community Committee is also asked to note that there is a remaining balance of £100,937.60 in the Wellbeing Revenue Fund.

20. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2021/22

	£				
INCOME:21/22	£93,440.00				
Balance brought forward from previous year	£75,527.39				
Less projects brought forward from previous year 20/21	£6,063.00				
TOTAL AVAILABLE: 21/22	£162,904.39				
Area wide ring fenced projects	£				
Small Grants- TBC	£4000				
Community Committee Public Engagement - TBC	£1500				
Tasking Team Initiatives - TBC	£5000				
Skips for Community Clean Ups - TBC	£2000				
Youth Summit - TBC	£600				
Total area wide ring-fenced projects	£13,100				
Remaining balance split equally across the wards	£149,804.39	£37,451.10	£37,451.10	£37,451.10	£37,451.10
		Ward Split			
Ward Projects	£	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
CCTV monitoring costs (£1k per camera) -TBC	£12,000.00	£3,000.00	£4,000.00	£2,000.00	£3,000.00
Christmas Lights Switch On Events, Motifs & Trees - TBC	£33,510.00	£13,800.00	£12,000.00	£7,210.00	£500.00
Garforth Main Street Bench	£1,060.00		£1,060.00		
Midsummer Night's Showcase	£500.00				£500.00
Kippax Defibrillators				£1,796.80	
Totals	£48,866.80	£16,800.00	£17,060.00	£11,006.80	£4,000.00
Total spend: Area wide + ward projects	£61,966.80				
Balance remaining (Total/Per ward)	£100,937.60	£20,651.10	£20,391.10	£26,444.30	£33,451.10

Projects for consideration and approval

Wellbeing Budget 2021/22

The following projects are presented for Members' consideration:

21. Project Title: Small Grants

Total Project Cost: £4,000 TBC

Amount Proposed £4,000 Wellbeing

Wards covered: Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam.

Community Committee Plan Priorities/Objectives

Best City For Communities

Best City For Children & Young People

Best City For Health & Wellbeing

22. Project Title: Community Committee Public Engagement

Total Project Cost: £1,500 TBC

Amount proposed £1,500 Wellbeing

Wards covered: Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam.

Community Committee Plan Priorities/Objectives

Best City For Communities

Best City For Children & Young People

Best City For Health & Wellbeing

23. Project Title: Tasking Team Initiative

Total Project Cost: £5,000 TBC

Amount proposed £5,000 Wellbeing

Wards covered: Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam.

Community Committee Plan Priorities/Objectives

Best City For Communities

Best City For Children & Young People

Best City For Health & Wellbeing

24. Project Title: Skips for Community Clean Ups

Total Project Cost: £2,000 TBC

Amount proposed £2,000 Wellbeing

Wards covered: Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam.

Community Committee Plan Priorities/Objectives

Best City For Communities

Best City For Children & Young People

25. **Project Title:** CCTV Monitoring Costs £1K per camera

Total Project Cost: £12,000 TBC

Amount proposed £12,000 Wellbeing

Wards covered: Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam.

Community Committee Plan Priorities/Objectives

Best City For Communities

Best City For Children & Young People

Best City For Health & Wellbeing

26. **Project Title:** Christmas lights switch on events, motifs & trees

Total Project Cost: £33,510.00 TBC

Amount proposed £33,510.00 Wellbeing

Wards covered: Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam.

Community Committee Plan Priorities/Objectives

Best City For Communities

Best City For Children & Young People

Best City For Health & Wellbeing

27. **Project Title:** Youth Summit

Total Project Cost: £600 TBC

Amount proposed £600 Wellbeing

Wards covered: Cross Gates & Whinmoor, Garforth & Swillington, Kippax & Methley, Temple Newsam.

Community Committee Plan Priorities/Objectives

Best City For Communities

Best City For Children & Young People

Best City For Health & Wellbeing

28. **Project title:** Grit Bin Refills

Name of Group or Organisation: Highways

Total Project Cost: £322.48

Amount Requested from Wellbeing 21/22 Budget: £322.48

Wards Covered: Cross Gates & Whinmoor

Summary: Grit Bin Refills.

Community Committee Plan Priorities/Objectives:

Best City for Health & Wellbeing

29. **Project title:** Grit Bin Refills
Name of Group or Organisation: Highways
Total Project Cost: £1064.04
Amount Requested from Wellbeing 21/22 Budget: £1064.04
Wards Covered: Kippax & Methley

Summary: Grit Bin Refills.

Community Committee Plan Priorities/Objectives

Best City for Health & Wellbeing

30. **Project title:** Grit Bin Refills
Name of Group or Organisation: Highways
Total Project Cost: £322.48
Amount Requested from Wellbeing 21/22 Budget: £322.48
Wards Covered: Garforth & Swillington

Summary: Grit Bin Refills.

Community Committee Plan Priorities/Objectives

Best City for Health & Wellbeing

31. **Project title:** Grit Bin Refills
Name of Group or Organisation: Highways
Total Project Cost: £483.72
Amount Requested from Wellbeing 21/22 Budget: £483.72
Wards Covered: Temple Newsam

Summary: Grit Bin Refills

Community Committee Plan Priorities/Objectives

Best City for Health & Wellbeing

32. Project title: Halliday Court Fencing & Benches Scheme
Name of Group or Organisation: Housing Leeds
Total Project Cost: £10,691
Amount Requested from Wellbeing 21/22 Budget: £10,691
Wards Covered: Garforth & Swillington

Summary: Halliday Court is a Retirement Life complex based in Garforth with 51 residents

To the front area of Halliday Court is a communal seating area and greenspace for the use of residents. Most recently this area has seen an increase in use by non-residents and local youths causing some level of ASB and nuisance for these older residents.

In an effort to try and combat this, the proposal is to install 42 meters of 1.2mtr high metal bow top fencing, as well as replace some old damage benches 5 in total.

All residents at Halliday Court have received a consultation letter outlining this work with no objections received.

Community Committee Plan Priorities/Objectives

Best City for Communities
Best City for Children & Young People
Best City for Health & Wellbeing

33. Project title: Leeds Money Buddies
Name of Group or Organisation: Burmantofts Community Projects
Total Project Cost: £16,454
Amount Requested from Wellbeing 21/22 Budget: £10,876
Wards Covered: Cross Gates & Whinmoor, Temple Newsam

Summary: Money Buddies provide a handholding, empowerment, emergency debt advice and financial capability service to the public. This **stabilises** their finances, maximises their income, improves their money skills and develops confidence with money and improves their well-being.

Funding is for 2 Money Buddies as follows and at request of Area Committee*

- One Money Buddy at Osmondthorpe Community Hub
- One Money Buddy at Swarcliffe Housing Office

The number of sessions attended will be 29 per centre should the service start week commencing July 19. Each session is for half a day 9-12pm or 1-4pm. The team will ensure that they will do everything possible to ensure that there is no gap in service provision, by training volunteers to become Money Buddies and they may attend sessions as part of their training programme. To access the service, clients can self-refer/ be referred by partners. The grant will contribute to the management, supervision, training, support and employment of the Money Buddy. The service is open to all residents from across the city to attend the sessions. The minimum number of clients seen in 1 session is 2 clients.

Community Committee Plan Priorities/Objectives

Best City For Business – Provides opportunities for people to get jobs or learn new skills for example - through volunteering

DDN

34. Since the last Community Committee on 9th March 21, there has been the following projects approved by DDN.

Garforth Main Street Bench - Wellbeing, Date of DDN -1/4/21

Midsummer Night's Showcase - Wellbeing, Date of DDN -17/6/21

WLAC Outer East Activity Programme - YAF, Date of DDN – 23/3/21

Breeze Summer Events - YAF, Date of DDN - 10/6/21

Leeds Rhinos - YAF, Date of DDN - 17/6/21

Garforth Litter Bins - Capital, Date of DDN – 29/4/21

Garforth SIDS - Capital, Date of DDN - 22/6/21

Garforth Barley Hill - CIL, Date of DDN -1/4/21

Kippax Defibrillators – Wellbeing, Date of DDN – 7/7/21

Declined Projects

35. Since the Community Committee on 9 March 21, the projects have been declined are:

a) Additional Area Resource for Outer East.

Youth Activities Fund Position 2021/22

36. The total revenue budget approved by Executive Board for 2021/22 was £50,760 for the Outer East Community Committee. Table 1 shows a carry forward figure of £60,326.33 which includes underspends from projects completed in 2020/21. Allocated wellbeing projects in 2020/21 is £24,833.60 and not yet completed. The total revenue funding available to the Community Committee for 2021/22 is therefore £86,252.73. A full breakdown of the projects approved or ring-fenced is available on request.

37. The Community Committee is also asked to note that there is a remaining balance of £56,854.73 in the Youth Activity Fund.

38. A full breakdown of the projects is available on request.

TABLE 2: Youth Activities Fund 2021/22

	£
INCOME:21/22	£50,760.00
Balance brought forward from previous year	£60,326.33
Less projects brought forward from previous year 20/21	£24,833.60
TOTAL AVAILABLE: 21/22	£86,252.73

Ward Projects	£	Ward Split			
		Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Total available budget for 21/22	£86,252.73	£21,563.19	£21,563.19	£21,563.19	£21,563.19
WLAC – Outer East Activity Programme	£6,800.00	£1,700.00	£1,700.00	£1,700.00	£1,700.00
Breeze Summer Events	£14,598.00	£3,649.50	£3,649.50	£3,649.50	£3,649.50
Leeds Rhinos	£8,000.00	£2,000.00	£2,000.00	£2,000.00	£2,000.00
Totals	£29,398.00	£7,349.50	£7,349.50	£7,349.50	£7,349.50
Balance remaining (Total/Per ward)	£56,854.73	£14,213.69	£14,213.69	£14,213.69	£14,213.69

Small Grants Budget 21/22

39. At the last Community Committee ward members approved a small grants budget of £4,000. There is currently a remaining balance of £3,492.65 detailed in Table 3.

TABLE 3: Small Grants 2021/22

Ward Projects	£	Ward Split			
		Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Total available budget for 21/22	£4,000.00				
PHAB Club	£507.35	£84.56	£84.56		£338.24
Balance Remaining	£3,492.65	£84.56	£84.56		£338.24

Skips Budget 2021/22

40. At the last Community Committee ward members approved a small skips budget of £2,000.

There is currently a remaining balance of £1,597.84 detailed in Table 4.

TABLE 4: Skips 2021/22

Ward Projects	£	Ward Split			
		Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Total available budget for 21/22	£2,000.00				
Growing Zone	£162.18			£162.18	
Incredible Edible	£239.98		£239.98		
Balance Remaining	£1,597.84		£239.98	£162.18	

Tasking Budget 2021/22

41. At the last Community Committee ward members approved a tasking budget of £5,000.

There is currently a remaining balance of £5,000.00 detailed in Table 5.

TABLE 5: Tasking 2021/22

Ward Projects	£	Ward Split			
		Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Total available budget for 21/22	£5,000.00				
Balance Remaining	£5,000.00	£1,250.00	£1,250.00	£1,250.00	£1,250.00

Capital Budget 2021/22

42. The Outer East Community Committee has a capital budget of £84,406.00 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 6.

TABLE 6: Capital 2021/22

	OE (£)	Ward split			
		Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Remaining Balance March 2019	£73,383.11	£16,780.28	£13,968.28	£23,567.28	£19,067.27
Injection March 2019	£12,245.89	£3,061.47	£3,061.48	£3,061.47	£3,061.47
Starting Position 2019-2020	£85,629.00	£19,841.75	£17,029.76	£26,628.75	£22,128.74
Injection November 2019	£3,200.00	£800.00	£800.00	£800.00	£800.00
Underspend from 2018-2019	£300.00	£300.00			
Total with November Injection 2019-2020	£89,129.00	£20,941.75	£17,829.76	£27,428.75	£22,928.74
Ninelands	£2,090.00		£2,090.00		
Chippies Quarry	£300.00	£300.00			
Cross Gates Whinmoor Ward Litter Bins	£2,100.00	£2,100.00			
Kippax Baths Fencing	£6,065.00			£6,065.00	
Injection March 2020	£9,600.00	£2,400.00	£2,400.00	£2,400.00	£2,400.00
Injection September	£1,100.00	£275.00	£275.00	£275.00	£275.00
Remaining balance 2020-21	£89,274.00	£21,216.75	£18,414.76	£24,038.75	£25,603.74
Injection March 2021	£11,400.00	£2,850.00	£2,850.00	£2,850.00	£2,850.00
Starting position 2021-22	£100,674.00	£24,066.75	£21,264.76	£26,888.75	£28,453.74
Garforth Litter Bins	£2,268.00		£2,268.00		
Garforth SIDS	£14,000.00		£14,000.00		
Remaining Balance	£84,406.00	£24,066.75	£4,996.76	£26,888.75	£28,453.74

Community Infrastructure Levy (CIL) Budget 2021/22

43. The Community Committee is asked to note that there is now £201,429.49 total available to the Outer East Community Committee. Members are asked to note the CIL allocation broken down by ward and summarised in Table 7.

TABLE 7: Community Infrastructure Levy (CIL) 2021/22

	OE (£)	Cross Gates & Whinmoor	Garforth & Swillington	Kippax & Methley	Temple Newsam
Budget as of April 20	£108,938.38	£35,392.36	£58,918.66		£14,627.36
Injection 1	£93,654.93	£15,775.33	£73,152.18	£696.56	£4,030.86
Injection 2	£3,104.04	£0.00	£3,104.04	£0.00	£0.00
Balance Remaining 20-21	£205,697.35	£51,167.69	£135,174.88	£696.56	£18,658.22
Garforth Barley Hill	£4,267.86		£4,267.86		
Balance Remaining 21-22	£201,429.49	£51,167.69	£130,907.02	£696.56	£18,658.22

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

45. 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

46. 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

47. 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

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

Risk Management

49. Risk implications and mitigation are considered on all wellbeing applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

Recommendations

50. Members are asked to consider/approve

- a. Details of the Wellbeing Budget position (Table 1) (paragraph 20)
- b. Wellbeing proposals for consideration and approval (paragraph 21 - 33)
- c. Details of the projects approved via Delegated Decision (paragraph 34)
- d. Details of the Youth Activities Fund (YAF) position (Table 2) (paragraph 38)
- e. Details Of Small Grants (Table 3) (paragraph 39)
- f. Details of Skips (Table 4) (paragraph 40)
- g. Details of Tasking Budget (Table 5) (paragraph 41)
- h. Details of the Capital Budget (Table 6) (paragraph 42)
- i. Details of the Community Infrastructure Levy Budget (Table 7) (paragraph 43)