Community Committee

Leeds CITY COUNCIL

Report of:	**Area Leader**	
Report to:	**Inner North West Community Committee** **Headingley & Hyde Park, Little London & Woodhouse and Weetwood**	
Report author:	**Bali Birdi**	**Tel 07712 214727**
Date:	**20 June 2019**	**To note**

Inner North West 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 2019/20.

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. It was agreed at Inner North West Committee on the 2019/20 that CIL monies for Headingley & Hyde Park, Little London & Woodhouse, and Weetwood would be spent in the ward it was generated in.

9. 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.

10. 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.

11. 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.

12. 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.

13. 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.

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.

Associated Recommendation: Members are asked to review the minimum conditions as set out in paragraph 13 of this report, consider whether any amendments are required and approve such conditions for operation in 2019/2020. 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.

14. 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 2019/20

15. The total revenue budget approved by Executive Board for 2019/20 was **£108,070** for the **Inner North West Community Committee** . **Table 1** shows a carry forward figure of **£16,918.98** which includes underspends from projects completed in 2018/19. Allocated wellbeing projects in 2018/19 is **£8,393.71** and not yet completed. The total revenue funding available to the Community Committee for 2019/20 is therefore **£124,988.98.**

16. 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.

17. The Community Committee is asked to note that there is currently a remaining balance of **£**2,212.27.A full breakdown of the projects is listed in Table 1.

Table 1: Wellbeing revenue 2019/20

	£
INCOME:2019/20	**108,070**
Balance brought forward from previous year	**16,918.98**
Less projects brought forward from previous year	**8,393.71**
TOTAL AVAILABLE: 2019/20	**124,988.98**

Ward Projects	**£**
Small Grants & Skips	6,000.00
Communications Budget	1,500.00
Festive Lights	13,788.00
Womens Health Group	3,800.00
Little London Community Fun Day	2,000.00
Hyde Park Unity Day	5,000.00
Student Robberies	4,028.00
Leave Leeds Tidy	9,367.00
Woodhouse Connected	1,815.00
Everfit	2,875.00
Headingley Lit Fest	2,100.00
Steps2work	3,598.00
Eat well cafe	10,056.00
Homework session – Helping Hand	3,958.00
Additional Staff for Woodhouse Moor	10,000.00
Hyde Community Mural Project	2,670.00
The Law Group	5,000.00
Community Volunteering Project	8,003.00
Tackling Noise Nuisance from Properties	4,000.00
High School Youth Worker Support	8,280.00
Holiday Projects	4,345.00
Targeted Holiday Diversionary Activities	2,200.00
Totals	**114,383.00**
Balance remaining (Total/Per ward)	**2,212.27**

Wellbeing and Capital projects for consideration and approval

18. There are no projects for consideration.

Delegated Decisions (DDN)

19.Since the last Community Committee on 14 March 2019, there are no projects for consideration.

Declined Projects

20.Since the last Community Committee on 14 March 2019, the following projects have been declined:

a) Leeds Money Buddies

Monitoring Information

21.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.

22.Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee in 14 March 2019

Inter-Generational Mutuality Project
The project took place from the 1 April 2018 until 31 March 2019. The project was a great success with over 1878 individual attendees attending in the first quarter of the project.

Youth Activities Fund Position

23.The total available for spend in Inner North West Community Committee in 2019 including carry forward from previous year, was **£31,895.92**

24.The Community Committee is asked to note that so far, a total of **£27,417.00** has been allocated to projects, as listed in **Table 2**.

25.The Community Committee is also asked to note that there is an overspend of **£126.02** in the Youth Activity Fund. A full breakdown of the projects is available on request.

Table 2: Youth Activities Fund 2019

Income	**£**
Carried forward from previous year	**8,855.92**
Total available (including brought forward balance) for schemes in 2019	**31,895.92**
Schemes approved in previous year to be delivered this year 2019	**4,604.94**
Total available budget for this year 2019	**31,895.92**

Projects 2019	**Amount Approved**
Global Mash Up	**6,900.00**
Meanwood Streetwise Project	**2,817.00**
Weetwood youth Projects	**1,875.00**
Mini Breeze	**7,200.00**
Welcome Inn Youth Group	**8,625.00**
Total spend against projects	**27,417.00**
Remaining balance	**-126.02**

Small Grants Budget & Skips 2019/20

18. At the last Community Committee ward members approved a small grants budget of **£6,000**.There is currently a remaining balance of **£3.498.34** detailed in **Table 3**.

Table 3: Small Grants & Skips 2019/20

Project	Organisation/Dept	Ward (s)	Amount Approved
Money Buddies	Burmantofts Communtiy Project	Little London & Woodhouse, Headingley & Hyde Park	187.50
PHAB Club	Prince Philip Centre, PHAB Club	Little London & Woodhouse, Headingley & Hyde Park, Weetwood	331.51
Irish Arts and Cultural activities in Headingley 2019/20	Leeds Irish Arts Foundation	Headingley & Hyde Park	500.00
Nursery 40th Birthday Celebration	North Leeds Community Nursery	Headingley & Hyde Park	500.00
Sundaram Bhojan	Annapurna Group	Headingley & Hyde Park	500.00
Music Centre Summer School	ArtsForms LCC Children & Families	Little London & Woodhouse, Headingley & Hyde Park, Weetwood	353.74
Hollin Lane Allotments	Hollin Lane Allotments	Weetwood	128.91
		Totals	**2,501.66**
		Small Grant & Skips Remaining	**3,498.34**

Capital Budget 2019/20

19. The Inner North West Community Committee has a total capital budget of **£32,629.32** available to spend for 2019/20, as a result of new capital injections.

    There is currently a remaining balance of **£12,629.32** detailed in **Table 4**

Table 4 : Capital Budget 2019/20

Project	Organisation	Amount Approved
Stepping up for Melville Place	Woodhouse Ridge Action Group	15,000
Ireland Wood Community Garden	Ireland Wood Community Garden	5,000
	Amount Remaining	12,629.32

Community Infrastructure Levy (CIL) Budget 2019/20

20. The Community Committee is asked to note that as of May 2019 there is **£52,816.31** total available to the Inner North West Community Committee currently available to spend.

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

22. 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

23. 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

24. 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

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

Risk Management

26. 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

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

Recommendations

28. Members are asked to note:

a. Details of the Wellbeing Budget position (Table 1)
b. Monitoring information of its funded projects (paragraph 22)
c. Details of the Youth Activities Fund (YAF) position (Table 2)
d. Details of the Small Grants & Skips Budget (Table 3)
e. Details of the Capital Budget (Table 4)