

Report of: Head of Stronger Communities

Report to: Outer South Community Committee
Ardsley and Robin Hood, Morley North, Morley South and Rothwell

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Outer South 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.

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 South this means that the money for Morley North and Morley South will be administered by Morley Town Council, whereas monies for Ardsley and Robin Hood and Rothwell will be administered by the Outer South Community Committee.
9. It was agreed at the Outer South Community Committee on the 27th November 2017 that CIL monies for Ardsley and Robin Hood and Rothwell would be and spent in the ward it was generated in.
10. It was agreed at the Outer South Community Committee on the 1st July 2019 that decisions being taken on the spending of CIL neighbourhood funds in respect of Ardsley and Robin Hood and Rothwell will be agreed by the Ward Councillors for the affected Ward as part of Member Ward briefings. The formal decisions for these matters would then need to be taken via officer delegated decision.
11. 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.
12. 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.
13. 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.

14. 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.
15. 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.
16. 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 2019/2020

17. The total revenue budget approved by Executive Board for 2019-2020 was **£124,750.00**. **Table 1** shows a carry forward figure of **£ 84,065.27** which includes underspends from projects completed in 2018-2019. **£ 51,232.68** represents wellbeing allocated to projects in 2018-2019 and not yet completed. The total revenue funding available to the Community Committee for 2019-2020 is therefore **£157,582.59**. A full breakdown of the projects approved or ring-fenced is available on request.
18. 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**.
19. The Community Committee is asked to note that there is currently a remaining balance of **£37,293.16**. A full breakdown of the projects is listed in Table 1 and is available on request.

TABLE 1: Wellbeing revenue 2019/2020

	£	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
INCOME: 2019-2020	£124,750.00	£31,187.50	£31,187.50	£31,187.50	£31,187.50
Balance brought forward from previous year	£ 84,065.27	£20,832.69	£21,103.93	£20,185.13	£21,943.52
Less projects brought forward from previous year	£ 51,232.68	£5,770.29	£15,093.46	£15,833.46	£14,535.47
TOTAL AVAILABLE: 2019-2020	£157,582.59	£46,249.90	£37,197.97	£35,539.17	£38,595.55
Area wide ring fenced projects	£				
Small grants	£5,000.00	£1,250.00	£1,250.00	£1,250.00	£1,250.00
Community Engagement	£1,500.00	£375.00	£375.00	£375.00	£375.00
Community Skips	£1,500.00	£375.00	£375.00	£375.00	£375.00
Rothwell Celebrations	£8,000.00				£8,000.00
Outer South Christmas Trees and Lights	£16,000.00	£4,000.00	£4,000.00	£4,000.00	£4,000.00
International Day of the Older Person	£2,000.00	£500.00	£500.00	£500.00	£500.00
Youth Summit	£2,000.00	£500.00	£500.00	£500.00	£500.00
Total spend: Area wide ring fenced projects	£36,000.00	£7,000.00	£7,000.00	£7,000.00	£15,000.00

Ward Projects	£	Ward Split			
		Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Money Buddies	£8,865.64	£2,216.41	£2,216.41	£2,216.41	£2,216.41
St George's Parade & Community Event	£1,500.00		£ 750.00	£ 750.00	
Going Places 2019/20	£3,500.00	£ 875.00	£ 875.00	£ 875.00	£ 875.00
OS Garden Maintenance Service	£28,000.00	£7,000.00	£7,000.00	£7,000.00	£7,000.00
Woodlesford Bowling Club – Winter green maintenance	£3,500.00				£3,500.00
Drighlington Summer Gala	£1,972.00		£986.00	£986.00	
Morley Arts Festival Development	£11,000.00		£5,500.00	£5,500.00	
Public Footpath Rothwell No. 36 surface improvement scheme	£1,500.00				£1,500.00
Thorpe, the Great Outdoors.	£868.99	£868.99			
Morley Town Centre Management	£10,000.00		£5,000.00	£5,000.00	
Friday Night Project	£1,919.00	£639.67	£639.67	£639.66	
Digital Access Points in OS Leeds 2020	£4,657.80	£1,164.45	£1,164.45	£1,164.45	£1,164.45
Grand Piano	£1,056.00		£528.00	£528.00	
Women in Sheds	£5,950.00		£2,975.00	£2,975.00	
Totals	£84,289.43	£12,764.52	£27,634.53	£27,634.52	£16,255.86
Total spend: Area wide + ward projects	£120,289.43	£19,764.52	£34,634.53	£34,634.52	£31,255.86
Balance remaining (Total/Per ward)	£37,293.16	£26,485.38	£2,563.44	£904.65	£7,339.69

Wellbeing, Capital and Youth Activity Fund projects for consideration and approval

20. There following projects are presented for Members' consideration:

21. Project Title: Period Products

Name of Group or Organisation: Leeds City Council

Total Project Cost: £ 65,000.00

Amount proposed from Wellbeing Funds 2019-2020: £ 2,000.00

Wards covered: Ardsley and Robin Hood, Morley North, Morley South and Rothwell

Project Description: The project aims to see free period products available in all community hubs, libraries & One Stops at 38 locations in total in the city. These will have

'Leeds' own branding and the packaging will include support available to tackle other areas that could affect those living in poverty.

We have been working closely with colleagues in Children's and Families directorate to create a sustainable and cost effective way to eliminate period poverty in Leeds by offering free products to all residents who are experiencing period poverty via schools and hubs/libraries.

Colleagues in Civic Enterprise Leeds are working with us to deliver the products to venues, this will help us ensure products are always available for people to access them when needed. This also eliminates any additional transport costs on the project.

Please note, although there has been discussion from central government to supply all high schools in the country with products, this would not include community hubs. They are also currently planning to deliver their scheme in a way that young people in Leeds have recognised would not be their preferred method.

Our project has spoken to young people to establish how they would feel comfortable accessing period products and they have stated they would like the opportunity to speak to staff in locations to learn about what other support is available to them if they need it.

We would have posters in all community hubs advertising free product is available in reception and staff in the community hubs would be supplied with a badge to wear, that matches the branding of the product, to easily indicate which staff are able to assist with giving out products and having further discussions with people regarding any further support they would need.

The branding was designed by running a competition among young people in the city (under 25), this was then shortlisted by adults and the winner was chosen by a group of young women who work with a local third sector organisation in Leeds. This means the branding was created, chosen and delivered by local young people in Leeds. Our chosen supplier has also offered to professionalise the design for free.

A local tech company based in Leeds has also agreed to work with us to design an app that would be available to help indicate where people can access products and offer other educational services for the app's users.

We will have unbranded product available in hubs from 28th October 2019. Branded product would be available early 2020, date to be confirmed.

The total cost for the project is £65,000, this is funded through a mix of internal and external funding (Wellbeing funding would make up a percentage of this). Each ward would be asked to contribute £500.

Community Committee Priorities:

Health & Wellbeing

Better Lives

Resilient Communities

Child Friendly City

22. Project Title: Litter Bins for Morley

Name of Group or Organisation: Cleaner Neighbourhoods Team

Total Project Cost: £1,680.00

Amount proposed Wellbeing Funds 2019-2020: £1,680.00

Wards covered: Morley North, Morley South

Project Description: Provision of 8 Litter Bins, to be placed at various locations around the Morley area to include (JC Springfield Road and also on Dewsbury Road and Tingley Common). The litter bins will be emptied by the Cleaner Neighbourhoods Team for the foreseeable future.

Community Committee Priorities:

Best City for Communities

- Neighbourhoods in Outer South are clean and attractive
- Have an asset base which is fit for purpose

Delegated Decisions (DDN)

23. Since the last Community Committee on Monday 23rd September 2019, the following projects have been considered and approved by DDN:

- a) Women in Sheds - Groundworks - £5,950.00

Declined Projects

24. Since the last Community Committee on Monday 23rd September 2019, no projects have been declined.

Monitoring Information

25. 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.

26. Detailed below is a project update that the Communities Team has received since the last meeting of the Community Committee on Monday 23rd September 2019:

Rothwell Summer Carnival 2019 - Rothwell & District Carnival Committee

This year's event held on 13th July 2019 built on the successes of previous years events and included:

- The Rothwell Beach and a Petting Farm both free and very popular
- A Climbing Wall and Bungee Trampolines
- Children's Entertainers – a Dash of Wonder
- Circus Skills Entertainers and Instructors
- The Greatest Showman Dancers
- Oulton Pro-Dance Dancers
- Market and Community Stalls
- Fun Fair Rides and Stalls
- Donkey Rides

- A Licensed Bar



Morley Arts Festival 2019 - Morley Arts Festival Committee

Morley Arts Festival has delivered its 14th Festival and has built a reputable positive track record of delivering an outstanding annual Festival.

Historically the Festival is attended by local people of all ages as well as visitors from across the UK.

The Festival has become fully inclusive and caters for all ages and varied interests through a various programme of activity, events, workshops, talks and walks. Morley Arts Festival continues to attract high profile speakers and celebrities as well as other less known artists that undoubtedly attract high numbers of audiences each year.

This year's festival theme was 'Explore', inspired by this year's 50th anniversary of the moon landings. We invited participants to 'explore' all arts and cultural experiences including the written and spoken word, live music, performing arts and theatre, visual arts exploring various materials, community art and more. The program included a number of enticing events and appearances which engaged new and established audiences.

This year's Festival took place 25/09/19 – 12/10/19 at a number of venues across the borough including Morley Town Hall, Woodkirk Academy, Morley Community Hub and Library, St Paul's Church, various business premises within Morley town centre including Cucina Bar and Restaurant, Topsy Cow bar and Artsbloc. Events and activities were scheduled at different times throughout each day and week to attract various audiences.

The Festival is delivered by the Director who is paid sub-contractor on a freelance basis. This year the Director was also tasked with delivering the internationally acclaimed schools programme in addition to the usual programming and directorship of the Festival.

With the support of a voluntary committee of 12, there was also a growing number of opportunities for Festival volunteers to get involved and support festival delivery as ambassadors, event marshalls and stewards.

35 live events were delivered over 18 days: A combination of walks, talks, workshops, theatre productions, comedy evenings, author talks and book signings, family events including Great Literature Bake Off and Mobile Planetarium. Skype and Screen Share were used for the first time this year allowing us use technology to receive a live talk from an author delivered from Southampton University

Approximately 2,500 participants of the Festival of which 600 were young people Further to individual participants the Festival also benefits the wider community by raising aspirations and contributes to the vitality of our town putting Morley on the map as a destination for arts and culture.



Youth Activities Fund Position 2019/2020

27. The total available for spend in the Outer South Community Committee in 2019/20, including carry forward from previous year, was **£91,487.24**.

28. The Community Committee is asked to note that so far, a total of **£62,217.00** has been allocated to projects, as listed in **Table 2**.

TABLE 2: Youth Activities Fund 2019/2020

	Total allocation	Ward Split 8-17 Population (9,841)			
		2,634	2,391	2,239	2,577
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Income 2019/2020	£54,210.00	£14,340.22	£13,250.17	£12,664.71	£13,954.90
Carried forward from previous year	£37,277.24	£7,891.92	£9,831.81	£9,831.81	£9,631.81
Total available (including brought forward balance) for schemes in 2018/2019	£91,487.24	£22,322.04	£23,081.97	£22,496.52	£25,586.71
Schemes approved in previous year to be delivered this year 2018/2019	£31,215.80	£6,466.46	£8,316.44	£8,316.45	£8,116.45
Total available budget for this year 2019/2020	£60,271.44	£15,855.58	£14,765.53	£14,180.07	£15,470.26

Projects 2019/2020	Amount requested from YAF	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Breeze Holiday Camps	£1,745.00			£872.50	£872.50
Canvas Club	£1,130.00		£565.00	£565.00	
DAZL	£4,620.00	£1,155.00	£1,155.00	£1,155.00	£1,155.00
Urban Arts Project	£3,920.00	£980.00	£980.00	£980.00	£980.00
Ardsley Reservoir Outdoor Activity Sessions	£1,900.00	£950.00		£950.00	
Little Free Libraries	£8,000.00	£2,000.00	£2,000.00	£2,000.00	£2,000.00
Mini Breeze	£14,400.00	£3,600.00	£3,600.00	£3,600.00	£3,600.00
Scouting For All	£3,582.00	£1,791.00			£1,791.00
West Leeds Activity Centre	£2,900.00	£725.00	£725.00	£725.00	£725.00
Youth Service OS	£20,020.00	£5,005.00	£5,005.00	£5,005.00	£5,005.00
Total spend against projects	£62,217.00	£16,206.00	£14,030.00	£15,852.50	£16,128.50
Remaining balance per ward	£735.53	£0.00	£735.53	£0.00	£0.00

Small Grants Budget 2019/2020

29. At the Community Committee on Monday 23rd September 2019 ward members allocated a small grants budget of **£5,000.00**. Approved small grants detailed in **Table 3**. It is proposed that the remaining Skips balance of **£128.06** and **£173.30** be moved from the Community Engagement Ringfence to cover the overspend.

TABLE 3: Small Grants 2019/2020

Project	Organisation/Dept	Ward (s)	Total cost of project	Amount requested
Morley's Got Games	LCC Libraries Team	Morley South	£258.94	£104.94
Cherubs Playgroup	St Andrew's Cherubs Playgroup	Morley South	£500.00	£500.00
Kidz 'n' Co	Kidz 'n' Co	All	£1,225.00	£500.00
East Ardsley Beavers	East Ardsley Beavers	Ardsley & Robin Hood	£497.52	£497.52
Social Club Trip	Jubilee and Hardy Court Social Club	Morley South	£500.00	£500.00
OultonFest 2019	Oulton with Woodlesford Sports and Social Club	Rothwell	£500.00	£500.00
PHAB	PHAB	Ardsley & Robin Hood and Morley South	£4,840.00	£198.90
First Steps	Lofthouse 2000 Brass Band	Ardsley & Robin Hood	£ 500.00	£ 500.00
Flambrough North Star & Christmas at Hillstones Harrogate	Morley Saint Peter Luncheon Club	Morley North	£ 1,000.00	£ 1,000.00
Gildersome Christmas Lights	Gildersome Parish Council	Morley North	£ 500.00	£ 500.00
Social Club Trip	Chartist Court Social Club	Morley South	£ 500.00	£ 500.00
Totals			£10,821.46	£5,301.36
Small grant remaining			-£301.36	

Community Skips Budget 2019/2020

30. At the Community Committee on Monday 1st July 2019 ward members allocated a skips budget of **£1,500.00**. Approved community skips detailed in **Table 4**.

TABLE 4: Community Skips 2019/2020

Location of skip	Date	Total amount	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Westwoodside Churwell, near the junction with Woodcross, the nearest post code is LS27 9JY	20/04/2019	£257.82		£257.82		
Westwoodside Churwell, near the junction with Woodcross, the nearest post code is LS27 9JY	01/05/2019	£298.32		298.32		
Pastures in rothwell	03/05/2019	£149.16				£149.16
Gildersome Meeting Hall	06/06/2019	£149.16		£149.16		
Springhead Park	12/07/2019	£149.16			£149.16	
Winthorpe Crescent	20/08/2019	£368.32	£368.32			
Total:		£1,371.94				
Skips remaining balance		£128.06				

Capital Budget 2019/2020

31. The Outer South Community Committee has a capital budget of **£67,137.00** 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 5**.

TABLE 5: Capital 2019/2020

	OS (£)	Ward split			
		Ardsley & Robin Hood	Morley North	Morley South	Rothwell
Remaining Balance March 2019	£49,208.00	£10,181.91	£3,720.22	£24,992.80	£10,313.07
Injection April 2019	£15,254.00	£3,813.50	£3,813.50	£3,813.50	£3,813.50
Starting Position 2019-2020	£64,462.00	£13,995.41	£7,533.72	£28,806.30	£14,126.57
Injection November 2019	£3,500.00	£875.00	£875.00	£875.00	£875.00
Total with November Injection 2019-2020	£67,962.00	£14,870.41	£8,408.72	£29,681.30	£15,001.57
Community Noticeboard for West Ardsley	£825.00	£825.00			
Remaining Balance	£67,137.00	£14,045.41	£8,408.72	£29,681.30	£15,001.57

Community Infrastructure Levy (CIL) Budget 2019/2020

32. The Community Committee is asked to note that there is **£37,076.24** total payable to the Outer South Community Committee with **£37,076.24** currently available to spend. The breakdown is as follows Ardsley and Robin Hood, **£35,639.97**, Rothwell, **£1,436.27**.

TABLE 6: CIL 2019/2020

	OS (£)	Ward split	
		Ardsley & Robin Hood	Rothwell
Starting Position 2019-2020	£37,076.24	£35,639.97	£1,436.27
Community Noticeboard for West Ardsley	£825.00	£825.00	
Remaining Balance	£36,251.24	£34,814.97	£1,436.27

Corporate Considerations

Consultation and Engagement

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

Equality and Diversity/Cohesion and Integration

34. 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

35. 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

36. 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

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

Risk Management

38. 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

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

Recommendations

40. Members are asked to:

- a. To note details of the Wellbeing Budget position (Table 1)
- b. To consider and determine Wellbeing proposals (paragraphs 21 - 22)
- c. To note details of the projects approved via Delegated Decision (paragraph 23)
- d. To note monitoring information of its funded projects (paragraph 26)
- e. To note details of the Youth Activities Fund (YAF) position (Table 2)
- f. To consider and determine top up of the Small Grants Budget (paragraph 29)
- g. To note details of the Community Skips Budget (Table 4)
- h. To note details of the Capital Budget (Table 5)
- i. To note details of the Community Infrastructure Levy Budget (Table 6)