

TITLE OF REPORT : CHAMPION NEWS & FINANCE REPORT

REPORT OF THE HEAD OF POLICY AND COMMUNITY SERVICES

1. SUMMARY

- 1.1 To advise the Committee of the activities and schemes with which the Community Development Officer has been involved.
- 1.2 To bring to the Committee's attention some important community based activities that will be taking place during the next few months.
- 1.3 To bring to the Committee's attention details of recent requests received for Area Committee Development Discretionary Grant Funding made by community groups and local organisations.
- 1.4 To advise the Committee on the current expenditure and balances of the Area Committee delegated budgets.

2. RECOMMENDATIONS

- 2.1 The Committee is asked to note the activities and schemes with which the Community Development Officer has been involved.
- 2.2 The Committee is asked to note the budgetary expenditure, balances and carry forwards within the Area Committee Development Budget Spreadsheet attached as Appendix 1.
- 2.3 The Committee acknowledges the recent Grant Award of £750 to Balstock Music Festival to cover publicity costs, security costs, St John Ambulance attendance costs, hire of inflatables and Public Liability Insurance.
- 2.4 The Committee considers a Grant Award of £1,250 to the Baldock Town Partnership to assist with the costs of putting on the events planned by the Partnership in the second half of 2013.

The funding will be used to cover publicity costs and also the cost for St John Ambulance to attend the events.

3. REASONS FOR RECOMMENDATIONS

- 3.1 To ensure that the Committee are kept informed of the work of the Community Development Officer.

- 3.2 This report is intended to inform Members of the financial resources available to the Committee. It draws attention to the current budgetary situation, assists in the effective financial management of the Area Committee's budget and ensures actions are performed within the Authority's Financial Regulations and the guidance in the Grants Policy.
- 3.3 The awarding of financial assistance to voluntary organisations and the use of discretionary spending allows the Committee to further the aims and Strategic Priorities of the Council.
- 3.4 Production of this report is a requirement of the 'Priorities for the District' in which the Community Development Officer is required to produce a formal report to the Area Committee 6 occasions per annum in line with the Civic Calendar.

4. ALTERNATIVE OPTIONS CONSIDERED

- 4.1 There are no alternative options being proposed other than those detailed within the text of this report. However in the course of debate at committee, Members may wish to comment and offer additional views on any of the items raised within this report.

5. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 5.1 Consultation with Members has occurred in connection with the allocation of funds for Community Projects.
- 5.2 Consultation with the respective officers and external agencies / groups has taken place with regard to the funding proposals for Area Committee Discretionary Development Funds.

6. FORWARD PLAN

- 6.1 This report does not contain a recommendation on a key decision and has not been referred to in the Forward Plan.

7. BACKGROUND

- 7.1 Members are asked to note the information detailed in Appendix 1 Area Committee Budget Spreadsheet, which relates to the Area Committee budget balances for the 2013/14 financial year.
- 7.2 The spreadsheet also details pre-allocated sums carried forward from the previous financial year 2012/13 including balances and past expenditure relating to the allocated and un-allocated budgets available to the Committee.
- 7.3 This report has been produced to keep Members informed of the work of the Community Development Officer for Baldock. This is a requirement of the 'Priorities for the District' in which the Community Development Officer is required to produce a report for members on 6 occasions per annum.

7.4 The Committee acknowledges the recent Grant Award of £750 to Balstock Music Festival to cover publicity costs, security costs, St John Ambulance attendance costs, hire of inflatables and Public Liability Insurance.

7.5 The Committee considers the Grant Award of £1,250 to the Baldock Town Partnership to assist with the costs of putting on the events planned by the Partnership in the second half of 2013.

These include the Baldock 10k in September, the Baldock Firework display in October, the Ashwell Half Marathon in November and the Baldock Christmas weekend in December.

The funding will be used to cover publicity costs and also the cost for St John Ambulance to attend the events.

7.6 Members are asked to note the funding applications currently being considered as detailed in the table below.

Ward	Project
Weston & Sandon	Funding Support for Clothall Village Hall Committee for the purchase of tables and chairs for the venue*.
Weston & Sandon	Funding Support for Wallington & Rushden Villages Halls for the purchase of curtains and blinds at the venues.
Arbury	Funding support for Caldecote Church Friends for the purchase of new website software
Baldock Town	Funding Support for Baldock Town Twinning Association to assist with the purchase of Baldock Town Twinning banners that can be used at Twinning events both in Baldock and the Twin towns of Eisenberg in Germany and Sanvignes-les-Mines in France
Baldock Town/ Baldock East/HCC Locality Budget	Funding support for the Friends of Hartsfield School Committee to assist with the costs for providing Paediatric First Aid Training courses to parents and voluntary helpers at Hartsfield School.

* tables and chairs from other facilities recently closed by the authority have been provided to the Clothall Village Hall trustees to enable them to demonstrate that the hall is now finished and ready to open. However, funding of just in excess of £6,000 is being retained by the authority pending their submission of proof of expenditure on the building (as required by Audit and planning for s106 elements). We are therefore seeking approval of this grant but only to be paid out subject to those requirements being fulfilled very shortly. Officers are also reviewing the management arrangements established in Trust for the original hall, in an effort to establish a means of opening the hall, providing both an income and facilities for the local community.

8. PROJECT/ACTIVITY/SCHEME DETAILS

8.1 Baldock Town & District Partnership

The Baldock Town & District Partnership (BTADP) has held one event since the July Area Committee. This was the August Farmers Market.

Farmers Markets

The monthly Farmers Market returned to Baldock High Street in March following a winter break. As with last year, the format has remained the same with the monthly market being held on the second Saturday of each month.

The Farmers Markets have been successful throughout the year, averaging 17 stalls (compared with 8 in 2012) with good footfall apparent both for market traders and local businesses alike.

At the time of writing this report the August Farmers Market event had not taken place. A verbal update will be provided at the meeting.

Weekly Markets

Since the July Committee meeting, one stall has left the market (haberdashery) while one new stall has joined (pet food and accessories)

The weekly market continues to operate with 7 regular stalls.

Memberships

Money generated from the BTADP Membership scheme has dipped considerably during 2013, dropping from £1,300 per month at the tail end of 2012 to £830 in August 2013. Factors for this decrease include businesses closing down or changing hands and others not renewing their subscription to the membership scheme.

The Baldock Town Centre Manager (TCM) is approaching local businesses to increase membership as the funds generated from monthly memberships is now crucial in securing salary for the TCM and maintaining his full time status.

Baldock Town Guide

The BTADP is working on a new Baldock Town Guide. This will include information about the locality, the history of Baldock and the businesses, sports clubs, community groups that are based in and around the town. It will also include a section on the BTADP with details of how to get involved and also the calendar of events for 2014.

The Town Guide will be complete by November 2013 with a circulation of 7500 copies planned. The Town Guide will also be available as a pdf.

Through the sale of advertising space in the publication, the Baldock Town Guide could generate income in the region of £5k for the BTADP.

Events

Future events planned by the BTADP include:

- Balstock Family Fun Day (Sat 14th Sept 2013)
- Ashwell 10k (Sun 15th Sept 2013)

- Baldock Firework Display (Sat 26th Oct 2013)
- Ashwell Multi-terrain Half Marathon (Nov tbc)
- Baldock Christmas weekend (Sat 30 Nov to Sun 1 Dec 2013)

8.2 **Baldock Fire Work Display**

The Baldock CDO is working with the BTADP and Tapps Garden Centre to organise a firework display for Baldock. This will be held on Saturday 26th October 2013 at Hartsfield School. Doors will open at 6.30pm and the firework display will be at close of the event at approximately 8.30pm.

As well as fireworks there will also be live music, inflatables, some children's fun fair rides, a barbecue and several stalls selling candyfloss, sweets and toffee apples.

The fireworks are being donated by Tapps Garden Centre who will also be co-ordinating the firework display from the field next to Hartsfield School. Tapps will employ qualified staff for the firework display and will carry out the necessary risk assessments. The firework display will be covered by Tapps Public Liability Insurance (PLI), whilst activities at Hartsfield will be covered by the schools PLI and the provider of the fun fair rides and inflatables.

This event will involve many local organisations, including the 41 Club who will marshal the event, the Hartsfield School PTA who will run the bar, the Baldock Scouts who will run the barbecue and litter picking and the BTADP who will be selling tickets on the gate.

All money raised from ticket sells will go to the BTADP while income generated from the bar and barbecue will go to the Hartsfield School PTA and the Scouts respectively. This will be an important income generator for the BTADP.

Tickets will be on sale from late September from M'Viron Phone Shop, Baldock Community Centre and Tapps Garden centre with prices in the region of £5 for a family ticket, £2 for an adult ticket and £1.50 for a child when booked in advance. Tickets on the gate will be £7 for a family ticket, £2.50 for adult ticket and £2 for a child ticket.

8.3 **Sale Drive**

The Baldock CDO continues to work closely with colleagues from Planning, Grounds Maintenance and Highways on a project to improve pedestrian safety at a path behind Sale Drive by improving the lighting in the area. Confirmation of the ownership of the relevant land and rights of use are under investigation by the authority's legal team to inform this work.

The Baldock CDO is currently waiting for costings from Hertfordshire Highways for both the installation of lighting at the location and also for formalising the footpath, subject to necessary permissions of access/use. On receipt of detailed costings the Baldock CDO will liaise with officers in Planning to ascertain whether adequate funding for the project is available from S106 monies.

8.4 **Baldock Fair**

The Baldock CDO has received confirmation from Hertfordshire Highways that the TTRO for the Baldock Fair has been processed.

All paperwork for the Baldock Fair, including the Health & Safety Event Plan, Risk Assessment and site plan was circulated to the North Herts Safety Advisory Group during July and no issues were raised.

During September, the Baldock CDO will be assisting the Fair organisers with all pre – event publicity which will include the distribution of advance warning letters to all effected businesses and households in Baldock, the distribution of discount vouchers to local schools in Baldock and the villages and the erecting of publicity boards promoting the fair in the parks around the town.

The Baldock Fair will be operating on Wednesday 2nd to Friday 4th October 2013 between the hours of 3pm and 10.30pm. The Baldock CDO and the Community Development Manager will be in attendance to oversee the pull on and take down of the Baldock Fair.

8.5 **Baldock Cellar Hatches**

The Baldock CDO can now confirm that work on both cellar hatches in Baldock is now complete and the works have been signed off by the Council.

8.6 **Ashwell 10k**

The Ashwell 10k will be held on Sunday 15th September and will use the same start and finish location as the Ashwell Half Marathon.

The Baldock CDO has assisted the event organisers with all necessary paperwork including the race permit application, the risk assessment and the and can confirm that no issues were raised by any members of the group.

The Baldock CDO has also liaised with Ashwell Parish Council about the event and will notify all residents of Bygrave and Ashwell about the race via an advance warning flyer that will be distributed during the first week of September.

This event, which is another income generator for the BTADP is expected to attract in the region of 300 runners, generating in the region of £4k for the partnership. At the through the sale of advertising space in the publication time of writing this report, there had been 30 entries to the run.

8.7 **Baldock Town Hall**

Agreement has been reached for the terms of transfer of the Baldock Town Hall, and relevant lease documents now signed by both the BTHG and NHDC.

A timeline for entry to the premises, necessary works to be carried out by NHDC, by the group/contractors etc is now under development in order that areas of the town hall can be brought into operation shortly.

A range of events are being planned, more details of which can be found on the group's website. Officers continue to assist with the Arts Council grant application for the Fireside Festival.

8.8 Baldock Pétanque

The Baldock CDO is working with the Community Development Manager and a local Pétanque group to try and identify a suitable venue in Baldock for the sport.

During August and September discussions will be held with the management of The Arena, Norton Road, Baldock.

9. LEGAL IMPLICATIONS

9.1 The Terms of Reference in relation to Area Committees confirm that they may establish and maintain relationships with outside bodies/voluntary organisations which includes discretionary grant aid/financial support. However, this does not include grants for district wide activities.

9.2 Section 1 of the Localism Act 2011 provides that the Council has power to do anything which it considers likely to promote or improve the economic, social or environmental well-being of its area. This would apply on the basis that financial assistance to voluntary and community organisations improves the economic, social or environmental well-being of the District or part of it.

9.3 Section 137 Local Government Act 1972 provides specific authority for the Council to incur expenditure on anything which is in the interests of and will bring direct benefit to its area. This includes a charity or other body operating for public service.

9.4 The Committee has delegated powers to administer funds from the budgets described.

10. FINANCIAL IMPLICATIONS

10.1 Members are asked to note the information detailed in Appendix 1 of the report, which relates to the Area Committee budget balances for the current financial year 2013/14.

10.2 The spreadsheet also details the pre-allocations carried forward from the previous financial year 2012/13 to the current financial year 2013/14.

11. RISK IMPLICATIONS

11.1 There are no risk entries that have been recorded on Covalent, the Council's Performance & Risk system. Individual events should have their own risk assessments in place to mitigate any health and safety issues.

12. EQUALITIES IMPLICATIONS

- 12.1 The Equality Act 2010 came into force on the 1st October 2010, a major piece of legislation. The Act also created a new Public Sector Equality Duty, which came into force on the 5th April 2011. There is a General duty, described in 12.2, that public bodies must meet, underpinned by more specific duties which are designed to help meet them.
- 12.2 In line with the Public Sector Equality Duty, public bodies must, in the exercise of its functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.
- 12.3 The projects which comprise the Community Development Officers' workload, and area committee funding assigned to community projects are assessed to ensure that they are as inclusive as possible to members of the local community. The only deviation to this is where a minority group may specifically receive funding or allocation of resources to address a particular area of need or 'gap' in provision.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 As the recommendations made in this report do not constitute a public service contract, the measurement of 'social value' as required by the Public Services (Social Value) Act 2012 need not be applied, although equalities implications and opportunities are identified in the relevant section at paragraphs 12.

14. HUMAN RESOURCE IMPLICATIONS

- 14.1 There are no pertinent Human Resource implications associated with any items within this report.

15. APPENDICES

- 15.1 Appendix 1 - Area Committee Development Budget Spreadsheet.
- 15.2 Appendix 2 – Area Committee Work Programme 2013/14.
- 15.3 Appendix 3 – Grant Report for Baldock Town Partnership.

16. CONTACT OFFICERS

- 16.1 Author: Ashley Hawkins (Community Development Officer – Baldock & District Area)
Telephone: 01462 474225
Email: ashley.hawkins@north-herts.gov.uk
- 16.1 Contributors: Shah Mohammed, Assistant Accountant
Telephone: 01462 474 4240
EMail: shah.mohammed@north-herts.gov.uk

Liz Green, Head of Policy & Community Services
Telephone: 01462 474230
Email: liz.green@north-herts.gov.uk

17. BACKGROUND PAPERS

- 17.1 Review of Policies and Procedures for Financial Assistance to Voluntary and Community Organisations, November 2002.

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