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Our Ref Letchworth 19.09.18
Your Ref.
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To: Members of the Committee: Councillor Gary Grindal, Councillor Helen Oliver, Councillor Daniel Allen, Councillor Kate Aspinwall, Councillor Julian Cunningham, Councillor Terry Hone, Councillor David Levett, Councillor Ian Mantle, Councillor Paul Marmont, Councillor Lynda Needham, Councillor Sue Ngwala, Councillor Mike Rice and Councillor Deepak Sangha

You are invited to attend a

MEETING OF THE LETCHWORTH COMMITTEE

to be held in the

**COUNCIL CHAMBER, COUNCIL OFFICES,
GERNON ROAD, LETCHWORTH GARDEN CITY**

On

WEDNESDAY, 19 SEPTEMBER, 2018 AT 7.30 PM

(PRECEDED BY LETCHWORTH TOWN TALK 6.30PM TO 7.15PM)

Yours sincerely,



Jeanette Thompson
Service Director – Legal and Community

Agenda **Part I**

Item	Page
1. APOLOGIES FOR ABSENCE	
2. MINUTES - 6 JUNE 2018 To take as read and approve as a true record the minutes of the meeting of this Committee held on the 6 June 2018. These Minutes are to follow	
3. NOTIFICATION OF OTHER BUSINESS Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of the business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chairman will decide whether any item(s) raised will be considered.	
4. CHAIRMAN'S ANNOUNCEMENTS Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or Declarable Interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wished to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.	
5. PUBLIC PARTICIPATION To receive petitions and presentations from members of the public including: 1. North Herts MS Society; 2. Wednesday Drop In Club; 3. Letchworth Garden City Eagles Youth Football Club; 4. Letchworth Arts and Leisure Group.	
6. LETCHWORTH GARDEN CITY BID MANAGER To receive a presentation from Patricia Saunders, Letchworth BID Manager, regarding activities, events and issues in Letchworth Garden City Town Centre.	

7. GRANTS AND COMMUNITY UPDATE
REPORT OF THE COMMUNITIES MANAGER

(Pages 1
- 12)

To update the Committee on the activities and actions of the Communities Officer, to advise on the current expenditure and balances of the delegated budgets and to consider applications for grant funding.

8. WARD MATTERS AND OUTSIDE ORGANISATIONS - MEMBERS' REPORTS

To receive any oral reports from Members regarding Ward matters and Outside Organisations.

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**LETCHWORTH COMMITTEE
19 SEPTEMBER 2018**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF REPORT: GRANTS AND COMMUNITY UPDATE

REPORT OF THE COMMUNITIES MANAGER

EXECUTIVE MEMBER FOR COMMUNITY ENGAGEMENT AND RURAL AFFAIRS

PRIORITY: ATTRACTIVE AND THRIVING / PROSPER AND PROTECT / RESPONSIVE AND EFFICIENT

1. EXECUTIVE SUMMARY

- 1.1 To advise the Committee on the current expenditure and balances of the Area Committee budgets.
- 1.2 To bring to the Committee's attention details of recent requests received for Area Committee Grant Funding, made by community groups and local organisations, which conform to the Authority's Grants Policy approved by Cabinet on June 14th 2016.
- 1.3 To advise the Committee of the activities and schemes with which the Community Officer has been involved.

2. RECOMMENDATIONS

- 2.1 That the Committee endorses the actions taken by the Community Officer to promote greater community capacity and well-being for Letchworth.
- 2.2 That the Committee be recommended to consider the provision of grant funding to the organisations outlined below:-
- 2.3 To Garden City Eagles FC £1350 towards the cost of a new set of goal posts as outlined in 8.1.1
- 2.4 To North Herts Multiple Sclerosis Society £1,500 towards purchase an specialist exercise bike for their physiotherapy sessions based at Hadleigh as outlined in 8.1.2

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|-----|--|
| 2.5 | To Wednesday Drop In £1000 towards the cost venue hire, insurance and outings as outlined in 8.1.3 |
| 2.6 | To Letchworth Arts & Leisure Group £500 towards the Nordic Walking Poles as outlined in 8.1.4 |

3. REASONS FOR RECOMMENDATIONS

- 3.1 To ensure the Committee is kept informed of the work of the Community 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 by assisting in the effective financial management of the Area Committee's budget. This ensures that all actions are performed in line with the Authority's Financial Regulations, the Council's Constitution, and the guidance of the existing Grants policy as agreed by Cabinet in June 2016.
- 3.3 The awarding of financial assistance to voluntary organisations and the use of discretionary spending allows the Committee to further the aims of the Corporate Plan.

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 included within this report.

5. CONSULTATION WITH RELEVANT MEMBERS AND EXTERNAL ORGANISATIONS

- 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 bodies/groups has taken place with regard to funding proposals for Area Committee 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 Letchworth Area Committee Budget Spread sheet, which relates to the Area Committee budget balances for 2018/19.

8. RELEVANT CONSIDERATIONS

8.1 Grant Applications

8.1.1	Applicant	<u>Letchworth Garden City Eagles YFC</u>
	Project	Purchase Goal Posts
	Sum requested	£1,350
	Total project cost	£2,373.20
	Match funding	£1,023.20
	Annual expenditure	£75,049
	Funds held	£9,618
	Previous support	£5,000 awarded October 2014 towards extension to club room facility
	NHDC Policy met	Yes
	Strategic objective met	Attractive & Thriving and Prosper & Protect

Letchworth Garden City Eagles YFC are a youth football club with approximately 500 players with junior teams from under 7's to under 18's. The numbers of players are continuously rising and the club need to reconfigure their pitches to create 2 new 9 a side and 11 a side pitches as they are currently at full capacity and there is severe fixture congestion on some home match days. Having extra pitches and goals will help to reduce the problems and allow the children to play at Pixmore rather than on pitches elsewhere in the town. The goals that will be hopefully funded via this application will be used by the under 14s and under 16's teams.

The club is volunteer led and offers the opportunity to play football to a wide range of children many of who come from deprived backgrounds. The club provides a scheme of financial support for families in need.

8.1.2	Applicant	<u>North Herts Multiple Sclerosis Society</u>
	Project	Purchase of a specialist exercise bicycle
	Sum requested	£740
	Total project cost	£12,720
	Match funding	£8,000
	Annual expenditure	£26,964.44
	Funds held	£26,568.13
	Previous support	None
	NHDC Policy met	Yes
	Strategic objective met	Attractive & Thriving and Prosper & Protect

North Herts MS Society is requesting £740 towards the total of £4,480 cost of a specialist exercise bicycle.

The group are trying to raise £12,720 towards a range of physiotherapy methods for the group who meet weekly at Hadleigh a sheltered housing scheme in Letchworth.

Their members are drawn from across North Herts District to attend and undertake activities such as Neuro Physiotherapy, Pilates and Occupational Therapy. The addition of the specialist exercise bicycle will be a huge help to their members' health and wellbeing enabling them to stay stronger for as long as possible when living with a condition such as MS.

The group have fundraised £8,000 towards these activities but are requesting that NHDC provide the necessary funding to purchase the exercise bicycle.

As their members attend from all areas of North Herts officers have split this grant by a per capita percentage and the sums being requested from each Area Committee are:

Hitchin	£1,500
Letchworth	£1,500
Baldock & District	£740
Royston & District	£740

A contribution from the Southern Rural Area Committee is not being requested as very few people attend from that area.

This organisation receives no Rate Support or other formal benefits from NHDC.

This organisation has never received an NHDC grant in the past.

8.1.3	Applicant	<u>Wednesday Drop In Club</u>
	Project	Venue hire, insurance and outings
	Sum requested	£1,000
	Total project cost	£4,000
	Match funding	£3,500
	Annual expenditure	£3,955.72
	Funds held	£3,356.60
	Previous support	£1,000 in June 2016 for venue hire and insurance
	NHDC Policy met	Yes
	Strategic objective met	Attractive & Thriving and Prosper & Protect

The Wednesday Drop In Club provides a weekly drop-in facility for those with long term mental health problems and learning difficulties.

Originally set up by the Friendship Scheme for Mental Health which was part of the Herts Partnership NHS Trust for Mental Health before disbanding some years ago, it is now run solely by volunteers who understand the needs of the members. The volunteers have build up trust and confidence to provide valuable support to help members cope with day-to-day living in the community.

The club provides a lunch and social interaction as well as help and advice where needed.

They are requesting grant funding to assist with the hire of the venue for one year and the cost of public liability insurance.

8.1.4	Applicant	<u>Letchworth Arts & Leisure Group</u>
	Project	Nordic Walking Poles
	Sum requested	£500
	Total project cost	£895
	Match funding	£395
	Annual expenditure	£23,891
	Funds held	£29,945
	Previous support	None
	NHDC Policy met	Yes
	Strategic objective met	Attractive & Thriving and Prosper & Protect

Letchworth Arts & Leisure Group (LALG) is a not for profit local community group offering a wide range of activities

They are applying for funding towards setting up a Nordic Walking group aimed at older people. Nordic walking is recognised by the NHS as a good form of full body exercise and can be adapted to those with some moderate mobility issues such as the elderly and those with arthritis.

Walking groups are proven to improve physical fitness as well as offering social connectivity and reducing the risk of loneliness.

The weekly activities will be provided free of charge, (other Nordic Walking Groups in North Herts operate on a fee paying basis)

The organiser of this group will work with other local groups and businesses to support their walks, using their premises for car parking and refreshments.

The cost of setting up this group include specialist training for the walk leader and purchase of the Nordic Walking poles. LALG have funded the volunteer training and they are requesting £500 to purchase the equipment. This will enable the activity to be offered free and means that people can try out the activity without any personal outlay.

8.2 **Update on Community Engagement**

8.2.1 Best Before Café

The Best Before Café received funding at the last meeting in June and commenced operating once a week presently at Mrs Howard Hall.

The project has been a huge success with a wide range of people attending the café, networking, sharing ideas and taking away the food on offer.

The food is donated from Tesco and Lidl from items that are to near to the best before date to put out on the shelves.

Fresh items such as bread, cakes, cut flowers, fruit and vegetables are available. They also take fresh fruit and veg from the community where someone has grown their own but has a surplus to their requirements .

8.2.2 Cycle Rack Project

This project is almost complete with three or four more locations to be completed.

Locations

- District Council Offices – Rowland Way
- Town Centre Locations to be agreed with Letchworth Garden City Heritage Foundation and Herts County Council – the pathway to the Arena Car Park on the side of Walkwell Clinic and the Broadway side of Town Hall Car Park
- Icknield Infant School

8.3 **Discretionary Section 106 Capital funds for Letchworth**

Sustainable transport - £94,000

Public realm - £4,200

Play space - £18,719

Informal open space - £12,666

Community Centres - £10,372

The remainder is waste collection which is straight forward transfer to more bins, affordable housing which is spent throughout the District, health which goes to the CCGs or money received for a particular project already identified in the S106 agreements.

8.4 **Highways Matters**

This section is included within the community update report for each committee cycle to facilitate debate and enable appropriate feedback on any of the proposed or listed Highways related schemes.

Any new proposals or revised schemes will be forwarded to the respective Herts County Councillor for consideration who will in turn report back and advise the Committee accordingly.

9. **LEGAL IMPLICATIONS**

9.1 The Area Committees also have delegated power under section 9.8.1 (a) & (b) to allocate discretionary budgets and devolved budgets within the terms determined by the Council and outlined in the current Grant Policy agreed by Cabinet in June 2016. Section 9.8.2 (g) of the Constitution in respect of Area Committees' Terms of Reference provides that they may: "establish and maintain relationships with outside bodies/voluntary organisations operating specifically with the area including, where appropriate, the provision of discretionary grant aid/financial support etc. but excluding grants for district-wide activities".

9.2 Chapter 1, s1-8 of the Localism Act 2011 provides a General Power of Competence which gives local authorities the powers to do anything provided that it is not specifically prohibited in legislation.

- 9.3 Section 137 of the 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.

10. FINANCIAL IMPLICATIONS

- 10.1 As outlined in Appendix 1; the discretionary grant budget for 2018/19 is £13,700 plus £1,800 donated from members allowances which totals £15,500
£18,496 was carried forward from the 2017/18 financial year therefore, providing a total of £32,196 available.
Grant funding allocated at this meeting will be spent from the 2017/18 carry forward in the first instance.

At the last meeting in held on the 6th June the committee agreed the allocation of £4,214 grant funding. This leaves £14,282 in the 17/18 carry over amount.

If Members are minded to agree all the grants put forward for consideration in this report the total funding allocated will be: £4,350, leaving a remainder of £25,432 for allocation at the three further meetings scheduled for the civic year.

11. RISK IMPLICATIONS

- 11.1 There are no relevant risk entries that have been recorded on Pentana Performance, the Council's performance and risk system. Individual events should have their own risk assessments in place to mitigate any health and safety issues. Whenever a request for grant funding for equipment is received, the recipient of the funding will be advised to obtain insurance for the item to avoid a repeat request for funding in the event of the equipment being stolen or damaged. There are no pertinent risk implications for the Authority associated with any items within this report.

12. EQUALITIES IMPLICATIONS

- 12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their 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.
- 12.2 Area committee funding is awarded to community groups that clearly demonstrate positive impact on the community and wider environment. The projects outlined in this report seek to advance equality of opportunity and foster good relations.

13. SOCIAL VALUE IMPLICATIONS

13.1 The Social Value Act and “go local” policy do not apply to this report.

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 - 2018/19 Financial Year Budget Sheet

16. CONTACT OFFICERS

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17. BACKGROUND PAPERS

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

17.2 Review of Grant Policy Cabinet June 2016

Letchworth Budget 2018/19

<u>SUMMARY/ TOTALS</u>	<u>Funding</u>	<u>Allocated</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated Budget</u>
<u>Discretionary Grants brought forward from 2017/18</u>	£18,496	£4,214	£3,968	£246	£14,282
<u>Discretionary Grants 2018/19</u>	£15,500	£0	£0	£0	£15,500
Total	£33,996	£4,214	£3,968	£246	£29,782

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Letchworth Budget 2018/19

DISCRETIONARY BUDGETS

	<u>Funding</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated</u>		
Funds Brought Forward from 17/18	£18,496	Norton Bowls Club	£500	06.06.18	£500	£0			
		Transition Towns Letchworth	£300	06.06.18	£300	£0			
		Headway - therapeutic support groups	£1,500	06.06.18	£1,500	£0			
		Best Before Café	£576	06.06.18	£576	£0			
		Crystalites Majorettes	£750	06.06.18	£750	£0			
		Wilbury Community Forum	£342	06.06.18	£342	£0			
		Ashwell Baldock and Letchworth Scouts	£246	06.06.18	£246	£0			
Total	£18,496		£4,214		£4,214	£0	£14,282		

DISCRETIONARY BUDGETS

	<u>Funding</u>	<u>Project</u>	<u>Allocated</u>	<u>Date</u>	<u>Spent</u>	<u>Outstanding</u>	<u>Unallocated</u>	<u>Comments</u>	
2018/19									
Base Budget	£13,700								
Trf of Members Allowances	£1,800								
Total	£15,500		£0		£0	£0	£15,500		

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