

Public Document Pack

23 November 2018

Our Ref Letchworth 05.12.18
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

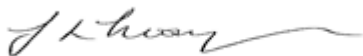
to be held in the

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

On

WEDNESDAY, 5TH DECEMBER, 2018 AT 7.30 PM

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. The Minutes will be published on 30 November 2018.	
3. MINUTES - 19 SEPTEMBER 2018 To take as read and approve as a true record the minutes of the meeting of this Committee held on the 19 September 2018. The Minutes will be published on 30 November 2018.	
4. 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.	
5. 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.	
6. PUBLIC PARTICIPATION To receive petitions and presentations from members of the public including: 1. Crystalites Majorettes 2. Wilbury Community Forum 3. Groundwork	

7. LETCHWORTH BID MANAGER

To receive a presentation from the Letchworth BID Manager.

**8. GRANTS & COMMUNITY UPDATE
REPORT OF THE COMMUNITIES MANAGER**

(Pages 1
- 8)

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.

**9. 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
5 DECEMBER 2018**

***PART 1 – PUBLIC DOCUMENT**

TITLE OF REPORT: GRANTS & 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.

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. Update on Community Engagement

8.1.1 Multicultural Event Summer 2019

Community Development Officer has been liaising with a local community group and representatives from one of the Sikh temples to discuss the possibility of working in partnership on a multicultural event to bring together different cultures via music and drumming. Although this project is only at the conceptual stages as present it would be aimed that, if possible it will coincide with the Letchworth Festival period.

8.1.2 Food Poverty Network Group

Officers from the Community Development team coordinated a meeting for any agencies involved in alleviating food poverty in Letchworth to attend and share knowledge, resources and experience.

The following organisations were invited to attend;

- Kings Community Church
- The Need Project
- The Salvation Army
- Food Bank Letchworth
- The Parish of Norton
- St Thomas Church (Kids Cook)
- St Pauls Church
- Best Before Café
- Norton Methodist Church
- Feed Up, Warm Up

The Food Poverty Group has met and set up a distribution list. The group's current membership is mainly serving the Letchworth and surrounding areas but some are starting to serve Hitchin too. At this time of year the groups are gearing up to provide Christmas hampers. They utilise food waste provided from Supermarkets or donations that people make whilst doing their shopping. They do need funds towards purchasing some of the luxury goods to put in the usual food parcels so that those in need can have something a bit special at Christmas.

8.1.3 Chairman's Volunteer Achievement Awards

Nominations are now open for NHDC's Annual Chairman's Volunteer Achievement Awards which launched on Thursday 15 November 2018. The awards celebrate the achievements of outstanding, praiseworthy individuals who volunteer their time to make a real difference in their local community.

Wilmott Dixon has kindly agreed to sponsor the awards and the Comet have agreed to be the media sponsor.

The five categories are:

- **Caring Award** – for someone's act or acts of kindness
- **Dedication Award** – for long service in voluntary or community work
- **Sporting Achievement Award** – to recognise a major contribution to sporting life
- **Green Award** – for helping to keep North Herts clean, safe and green
- **Young Star Award** – for a young person or young people who make a difference in their local community

Last year the Judges Special Recognition Award was introduced this provides the opportunity for the judges to reward someone from the nominations who has made an especially outstanding difference to their local community.

The deadline for nominating volunteers is midnight Friday 21st December 2018. The judging panel will meet on Thursday 10th January 2019 to choose award winners. The panel consists of Chairman of the Council John Bishop, Nick Gill from the Comet, Anne Taylor, NHCVS and Steven Roberts from Willmott Dixon.

Presentation of the awards will take place at a formal NHDC event to be held in February 2019 at Wymondley Priory Barns, which will consist of a sit down meal and award ceremony where each winner will receive a trophy.

For further information or to submit a nomination please follow the link to the North Hertfordshire District Council's website:

<https://www.north-herts.gov.uk/home/community/chairmans-volunteer-achievement-awards>

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 remaining 106 funding is used to cover the cost of 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) of the Constitution 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.

Any future grant funding allocated will be spent from the 2017/18 carry forward in the first instance.

There have been two meetings held this financial year on 6th June and 19th September where the committee agreed the allocation of £8,564 grant funding across 11 different local organisations. This leaves £9,932 in the 17/18 carry over amount.

There are no grant applications to consider at this meeting.

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

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		
			North Herts MS Society	£1,500	19.09.18	£1,500	£0		
			Letchworth Garden City Eagles Youth FC	£1,350	19.09.18	£1,350	£0		
			Wednesday Drop-In Club	£1,000	19.09.18	£1,000	£0		
			Letchworth Arts and Leisure Group	£500	19.09.18	£500	£0		
Total	£18,496			£8,564		£8,564	£0	£9,932	

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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