

NORTH HERTFORDSHIRE DISTRICT COUNCIL



20 February 2024

Our Ref Letchworth Area Forum 28 February 2024
Contact. Community & Partnerships
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To: Members of the Committee: Councillors Tom Plater (Chair), Sean Prendergast (Vice-Chair), Amy Allen, Daniel Allen, Simon Bloxham, Mick Debenham, Terry Hone, David Levett, Ian Mantle, Daniel Marsh, Sean Nolan, Tamsin Thomas and Phil Weeder

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE LETCHWORTH AREA FORUM

to be held in the

**NORTH HERTS COUNCIL, COUNCIL OFFICES, GERNON RD,
LETCWORTH GARDEN CITY, SG6 3JF**

On

WEDNESDAY, 28TH FEBRUARY, 2024 AT 7.30 PM

Yours sincerely,

Jeanette Thompson
Service Director – Legal and Community

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda **Part I**

Item		Page
1.	APOLOGIES FOR ABSENCE	
2.	CHAIR'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 Chair 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, wishing 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.	
3.	PUBLIC PARTICIPATION - GRANT APPLICATIONS To consider community grant applications for recommendation to the Executive Member for Community and Partnerships.	
4.	GRANTS & COMMUNITY UPDATE To provide the Forum with an update to ensure Members are kept informed of the work of the Community and Partnerships Team.	(Pages 3 - 16)
5.	PRESENTATION - MANAGING FLOOD RISK Presentation by Resilientogther.	
6.	PRESENTATION - POLICE UPDATE Presentation by North Herts Safer Neighbourhood Team	
7.	WARD MATTERS & OUTSIDE ORGANISATIONS To receive any verbal reports from Members and members of the public regarding Ward matters and Outside Organisations.	
8.	FUTURE AREA FORUMS To discuss topics for future meetings.	

REPORT (FOR RECOMMENDATION & NOTING BY AREA FORUM)

LETCHWORTH AREA FORUM
DATE 28 FEBRUARY 2024

*PART 1 – PUBLIC DOCUMENT

SERVICE DIRECTORATE: LEGAL & COMMUNITY

1. EXECUTIVE SUMMARY

- 1.1 To advise the Area Forum on the current expenditure and balances of the Community Grant budget.
- 1.2 To bring to the Forum's attention details of recent requests received for Community grant funding, made by community groups and local organisations.
- 1.3 To enable Forum Members to make recommendations to the Executive Member for Community & Partnerships on grant applications.
- 1.4 To advise the Forum of the activities and schemes with which Community & Partnerships officers have been involved in and some important community-based activities that will take place during the next few months.

2. RECOMMENDATIONS

That the Area Forum:

- 2.1 Considers and notes the information within this report.
- 2.2 Makes recommendations to the Executive Member for Community & Partnerships on the grant applications detailed below.
- 2.3 Garden City Samba - **£400** towards funding for several free performances that are offered to local charities and good causes.
- 2.4 Letchworth Garden City Bowls Club - **£2,500** towards a stairlift for current and potential new members.
- 2.5 Home-start Herts - **£2,060** towards the cost of funding support for a family currently waiting for support in Letchworth, with weekly, 1:1 home-visiting support and operational running costs.

3. BACKGROUND/ RELEVANT CONSIDERATIONS

- 3.1 The community grant base budget for Letchworth Area Forum 2023/24 is **£11,000**
- 3.2 The grant budget carried over from 2022/23 is **£84**.
- 3.3 In addition, Letchworth Area Committee grants previously awarded to Wilbury & Icknield Schools Parents Association and Garden City Samba, totalling **£2,600**, were paid back to the Council during the year, meaning a total resource available to the Letchworth Area Forum for community grants in 2023/24 of **£13,684**.

3.4 **£8,072** has been allocated to date in 2023/24, leaving **£5,612** available to allocate for community grants.

4. LEGAL IMPLICATIONS

4.1 Following the decision of Full Council on 18 April 2023, an Area Forum shall consider applications for community grants in its area and make recommendations to the Executive Member for Community & Partnerships on them. The Executive Member has delegated authority to make these Executive decisions under section 14.6.8(b)(ii)A 5 of the constitution, in consultation with the Service Director: Legal & Community. That decision will be subject to a 5 clear working day call-in period, following publication in the Members Information Service (MIS) and on the Council's website.

4.2 Other issues raised in this report are for information and noting and therefore no direct legal implications arise.

5. FINANCIAL IMPLICATIONS

5.1 As outlined in Appendix 1, and under item 3.4, the remaining Community Grant budget available is **£5,612**.

5.2 If the applications outlined in Appendices 2, 3, and 4 are recommended and approved, there would be **£652** available to carry forward into the 2024/25 budget, subject to approval from Cabinet.

6. RISK IMPLICATIONS

6.1 Good risk management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.

6.2 There are no relevant risk entries that have been recorded on Ideagen Risk Management, 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.

7. EQUALITIES IMPLICATIONS

7.1 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.

7.2 Community Grant funds are 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.

8. SOCIAL VALUE IMPLICATIONS

8.1 The Social Value Act and "go local" policy do not apply to the matters contained within this report, as there are no recommendations on procurement.

9. ENVIRONMENTAL IMPLICATIONS

9.1 There are no known Environmental impacts or requirements that apply to this report.

10. HUMAN RESOURCE IMPLICATIONS

10. The activities of the Community & Partnerships team are covered by existing budgets.

11. BACKGROUND PAPERS

11.1 Terms of Reference for Area Forums, Section 9 of Council Constitution updated May 2023.

11.2 Community Grants Criteria Policy May 2023.

12. APPENDICES

12.1 Appendix 1. Letchworth Community Grant Budget 23-24

12.2 Appendix 2. Garden City Samba

12.3 Appendix 3. Letchworth Garden City Bowls Club

12.5 Appendix 4. Home-start Herts

12.6 Appendix 5. Community Updates

13. CONTACT OFFICERS

13.1 Author

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LETCWORTH AREA FORUM

SUMMARY FINANCIAL POSITION 2023/24

<u>Original Budget</u> <u>2023/24</u>	<u>Carry Forward</u> <u>Budget 2022/23</u>	<u>Grants Repaid*</u>	<u>Total Funding</u> <u>2023/24</u>	<u>Grants</u> <u>Allocated</u>	<u>Unallocated Budget</u>
£11,000	£84	£2,600	£13,684	£8,072	£5,612

FUNDED PROJECTS

<u>Project</u>	<u>Forum Date</u>	<u>Grant Allocated</u>
North Herts 50 Plus Forum - advertising & minibus hire.	05-Jul-23	£884
Headway Hertfordshire - peer support group sessions.	05-Jul-23	£1,000
Sadie Centre - defibrillator and cabinet.	20-Sep-23	£850
Cruse - Bereavement Support Group session once a month for a total of 6 months	24-Jan-24	£1,060
Friends of Norton Common - new equipment for members.	24-Jan-24	£2,165
GreenCare - vegetable plug plants and fruit cage.	24-Jan-24	£613
Resolve - group therapy sessions and individual casework.	24-Jan-24	£1,500
TOTAL LETCWORTH AREA FORUM		£8,072

* Grants Repaid in 2023/24:

<u>Grant Recipient</u>	<u>Grant Value</u>
Wilbury & Ickneild Schools Parents Association	£2,000
Garden City Samba (GCS)	£600

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Appendix 2: Garden City Samba

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Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6031			
Name of Organisation	Garden City Samba			
Organisation Type	Registered charity			
Ward	Covers the whole of North Herts			
Project Type	Community Samba Group			
Green option considered?	/			
NHC Councillor involvement that may constitute a conflict of interest	None that we are aware of.			
Previous financial support within six years	<p>Yes – £1,285 - Video training resources for band members. - 2021-22</p> <p>They also received £600 in a Delegated Decision back in January 2023. This was towards covering fees for six new members to join their group at their concessions rate, thereby enabling the participants to attend free of charge.</p> <p>They did not spend the money as the project never happened and they gave the money back.</p>			
Documentation reviewed and approved*	Safeguarding	Yes	Accounts	Yes
	Demonstrates clear governance	Yes		
Total applied for	£400	Total project cost	£1,200	
Officer Summary				
<p>As part of giving back to the local community, each year Garden City Samba (GCS) like to give several free performances. These are offered to local charities and good causes, and for whom their normal performance fee would be unaffordable. Examples of free performances they gave last year are the <i>Stand-By-Me</i> children’s bereavement charity, the <i>Letchworth Make Lunch</i> food project and a <i>Letchworth Lions</i> event raising money for Ukraine. Although these events were offered free to the clients, GCS do still incur costs, such as rehearsal costs, music director fees, instrument wear and tear and travel to and from the gig.</p> <p>They estimate that a typical gig costs GCS around £200, depending on location. Honouring a commitment to perform for free may also mean that they must turn down an alternative paid performance request for the same day, which results in a loss of income for the band. Nevertheless, they would like to increase the number of free performances they are able to offer in the year ahead.</p> <p>This year they'd like to commit to a minimum of six free performances, which would cost them around £1200. This will approximately have an impact on 1200 people based on six events with an average of 200 people attending each event. Between April & December 2024. Typically, they perform with a group of around 20 drummers, bringing Brazilian carnival music full of colour & high energy to local events, which consistently goes down well with the public and organisers.</p>				

*Funding will only be released on receipt and approval of all supporting documentation

Appendix 2: Garden City Samba

A very popular feature is that they offer an element of audience participation when they present performances. For their finale, they invite members of the public to come & join them & within 10 minutes they are drumming along with them. They take an extra stock of around 30 percussion instruments for the public to use, including ones suitable for young children.

Appendix 3: Letchworth Garden City Bowls Club

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Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6028		
Name of Organisation	Letchworth Garden City Bowls Club		
Organisation Type	Sports club		
Ward	Covers the whole of Letchworth		
Project Type	Stairlift		
Green option considered?	/		
NHC Councillor involvement that may constitute a conflict of interest	None that we are aware of.		
Previous financial support within six years	Yes - £1,000 Funds towards ditch repair - 2021-22		
Documentation reviewed and approved*	Safeguarding	Yes	Accounts
	Demonstrates clear governance	Yes	
Total applied for	£2,500	Total project cost	£3,770

Officer Summary

The Bowls Club is a very active local sports and social group. The Clubhouse is built so that changing facilities, storage, and toilets are on ground level and the social area, bar and kitchen and a viewing area are on the first floor accessed by a steep flight of stairs. The physical structure and arrangement of facilities cannot be changed, and the Club needs a stairlift to allow access to the essential facilities on the first floor. Currently members with disabilities cannot access the refreshment area, or social events or shelter in comfort. A stairlift would give accessibility and allow full enjoyment of club activities and encourage new members.

They took advice from local people and other local groups and decided that they wanted to use a local firm. Three quotes have been obtained from local firms, all of which have provided testimonials and have track records of several years' experience. The firm that they have chosen to use, if they are successful in raising the funding required, is Herts Stairlifts Ltd, who submitted the lowest quote and will also provide a 2-year warranty and a lifetime parts warranty. They have also approached the Letchworth Garden City Heritage Foundation for the remaining funding needed for the stairlift. This will be considered at a meeting on 15th March.

Several of their current membership have restricted access to the full facilities and activities offered by the club. The club is very keen to expand the membership by offering physical and social activities to older members of the community and those with disabilities. The stairlift will enable the Club to do this. Currently the Club has 31 members. They hold an open day each year when they hope to attract new members. The next open day is provisionally planned for May 2024.

The Bowls Club is a community space for residents. It provides a sporting activity with training and support for all ages but tends to be a popular sport for older people. They believe it is a valuable leisure activity which supports the physical and mental health of their members by keeping them active and involved. They provide opportunities for friendly competitions within the club, and formal matches with other clubs across Hertfordshire and Bedfordshire from beginners to county players. They also provide activities such as quizzes, Friday night pizza socials and other evening

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Appendix 3: Letchworth Garden City Bowls Club

events during the year, which is why a stairlift is essential for both members and guests when they host competitions.

Appendix 4: Home-start Herts

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Version	Issue Date	Changes
1.0	NA	First Draft (BE)

Reference	6027		
Name of Organisation	Home-start Herts		
Organisation Type	Registered Charity		
Ward	Covers the whole of Letchworth		
Project Type	Family support		
Green option considered?	/		
NHC Councillor involvement that may constitute a conflict of interest	None that we are aware of.		
Previous financial support within six years	2018/19 - £5,000 support families in need.		
Documentation reviewed and approved*	Safeguarding	Yes	Accounts
	Demonstrates clear governance	Yes	
Total applied for	£2,060	Total project cost	£2,060
Officer Summary			
<p>Home-Start Hertfordshire (HSH) are engaged with 21 families across North Hertfordshire. 14 are receiving active support and a further 7 have had their initial assessment and are waiting for support to commence. 3 of the families waiting for support are located in Letchworth. This funding would support 1 of those families in need of support.</p> <p>Their early intervention, preventative model provides significant social value and exceptional return on investment; it is well evidenced that early interventions are effective in reducing the number of families and children that go on to need high-cost interventions from service such as children’s services, mental health services, youth offending provision, education welfare and others.</p> <p>Home-start Herts receive referrals from agencies such as Social Services to fill gaps in provision and work one on one with families in a more intensive way than the statutory authorities can. This vulnerable family is struggling and needs support with the complex issues they are facing. HSH offers early intervention, because they know children’s future outcomes are impacted in these desperate situations. The cost to support one family for up to 9 months is £2,060.</p> <p>Through a tailored package, support is delivered by a trained and skilled volunteer Family Mentor. The family will be provided with weekly support for 2-3 hours, for up to 9 months. Their Family Mentor will build a trusted relationship with the family in the surrounding of their own home. Here they feel safe and secure, so that they can learn to face the challenges they are experiencing, learn some coping strategies and help parents build their confidence to support their children. They have successfully received funds from the Baldock Area Forum (£2,060) and are also applying for funds from the Hitchin Area Forum (£2,058). Across all three Area Forums they are asking for £6,178.</p>			

*Funding will only be released on receipt and approval of all supporting documentation

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Districtwide Community Updates
<ul style="list-style-type: none">• The Community Investment Fund has now closed. Successful grant applicants have been informed.• Coordinating voluntary support response to Asylum Seekers based in North Herts.• The winners of the North Herts Heroes awards have all been contacted and filming is underway. The Awards ceremony will take place at the Chair's Civic event on Friday 1st March.• Co-ordinating various local and district wide Network Groups including Youth Action, Food Provision, Arts and Culture and Green and Growing Group.• Continuing to facilitate NHC Councillors' Community Surgeries.• Sharing and disseminating information on social media and to mailing lists, keeping in touch with the community, voluntary, statutory, and non-statutory agencies.• The Community Partnership Team met with the Royal British Legion and Letchworth BID to discuss this year's Letchworth Remembrance Day Parade and how they can recruit more members from across North Herts.• Holocaust Memorial Day hybrid event took place in the North Herts Council Chamber and can be viewed on the Council's YouTube channel.
Area Community Updates
<ul style="list-style-type: none">• Meeting with the Jackmans Community Centre about their roof and a potential food pantry with Settle and Letchworth Garden City Heritage Foundation.• Also linking up the Jackmans Community Centre team with Create Community.• Attended the Letchworth - What is your part to play in the future of Letchworth? hosted by Letchworth Garden City Heritage Foundation.• Meeting with Letchworth Garden City Heritage Foundation, Garden Square Shopping Centre, and Letchworth BID as part of the Town Centre Strategy Group.• Attending a key stakeholders Grange Recreation Ground workshop that the Planning Policy Team are hosting.• Attended a Fenners building meeting hosted by Letchworth Garden City Heritage Foundation.• Met with Letchworth Bid and local events manager to discuss a potential family friendly music event at Broadway Gardens.• Meeting planned with the Howard Garden Social Centre team for an update.• John O'Conner will be at the Bee Part of It event at Howard Park on the 23rd of March. They will be there promoting the bee corridor.

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