

**ROYSTON COMMITTEE  
2 DECEMBER 2020**

**\*PART 1 – PUBLIC DOCUMENT**

**TITLE OF REPORT: GRANTS & COMMUNITY UPDATE**

REPORT OF THE POLICY & COMMUNITY ENGAGEMENT MANAGER

EXECUTIVE MEMBER: COMMUNITY ENGAGEMENT

COUNCIL OBJECTIVES: BUILD THRIVING AND RESILIENT COMMUNITIES

**1 EXECUTIVE SUMMARY**

- 1.1** To advise the Committee on the current expenditure and balances of the Committee Grant budgets.
- 1.2** To advise the Committee of the activities and schemes with which the Community Engagement officer has been involved in.
- 1.3** To bring to the Committee's attention some important community-based activities that will take place during the next few months.

**2 RECOMMENDATIONS**

- 2.1** That the Committee be recommended to consider allocating funding from their discretionary community budget towards the projects below.
- 2.2** **£796** to 1<sup>st</sup> Royston Scouts to assist with the costs of purchasing new tents that can be used for training and learning experiences during the Pandemic such as tent pitching and then for camps throughout 2021 and beyond as outlined in 8.1.1.
- 2.3** **£795** to 7<sup>th</sup> Royston (Barkway) Scouts to assist with the costs of purchasing new tents and equipment that can be used for training and learning experiences during the Pandemic such as tent pitching and outdoor cooking and then for camps throughout 2021 as outlined in 8.1.2.
- 2.4** **£902** to Melbourn Area Youth Development to assist with the costs for running the youth provision via Groundwork East and venue hire costs at Melbourn Recreation Ground Pavilion as outlined in 8.1.3.
- 2.5** That the Committee note the refund of £438 into the Royston Base Budget 2020/21 against the payment made in April for the Free After 3pm Parking Initiative in Royston. This refund

reflects 3.5 months when the carparks were under-utilised due to the Covid-19 Pandemic. More detail is outlined in 8.2.1.

- 2.6** That the Committee be recommended to endorse the actions taken by the Community Engagement Officer to promote greater community capacity and well-being for Royston.

### **3. REASONS FOR RECOMMENDATIONS**

- 3.1 To ensure the Committee is kept informed of the work of the Community Engagement 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 January 2020.
- 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 Council 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 regarding funding proposals for Committee Funds.

### **6. FORWARD PLAN**

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

### **7. BACKGROUND**

- 7.1 With reference to the Council's Constitution, Section 9.3 Area Committees will include budgets for the purpose of providing grants and discretionary budgets that may be used within the area of the Committee for economic, social and environmental well-being. Under the current grant criteria there is no upper limit outlined for grant funding to be allocated which can be decided at the Committee's discretion.

7.2 Members are asked to note the information detailed in Appendix 1. Royston Area Committee Budget Spread sheet, which relates to the Area Committee budget balances for 2020/21. The spreadsheet also details pre-allocated sums carried forward from the previous financial year, including balances and past expenditure.

7.3 Funding available for the Committee to allocate during 2020/21 is summarised below:

	2019/20 Carry Forward	2020/21 Base Budget	Total Budget Remaining
<b>Royston</b>	£0	£5,138	£5,138*

*\*Total budget remaining includes the refund of £438 from the Free After 3pm Parking Initiative*

## 8. RELEVANT CONSIDERATIONS

### 8.1 Grant Applications

#### 8.1.1

<b>Applicant Project</b>	<b>1<sup>st</sup> Royston Scouts</b> Funding support to assist with the costs of purchasing new tents that can be used for training and learning experiences during the Pandemic such as tent pitching and then for camps throughout 2021.
<b>Sum requested</b>	£796
<b>Total project cost</b>	£1,592
<b>Match funding</b>	£796 from Group Reserves
<b>Previous support</b>	Yes, £500 in 2005 to assist with costs for replacement windows, £910 in 2004 for a storage solution and £600 in 2003 for new flooring. Total award of £2,010.
<b>NHDC Policy met</b>	Yes
<b>Council objective:</b>	Build thriving and resilient communities

1st Royston Scouts is applying for funding for the purchase of 8 replacement tents that will be used by 85+ Scouts, Cubs and Beavers. The tents will be used for tent building exercises when allowed during the Pandemic and then for 5-6 Outdoor camping events during the year.

1st Royston Scouts is a registered charity and has been in operation since 1910. The group is made up of 9 Volunteer Committee Members and 34 volunteers. This is the first time since 2005 that the group has approached the Committee for funding support. Like many organisations in 2020, the Scouts has been affected by the Covid-19 Pandemic. The group has been unable to collect subscriptions for the year but still have to pay annual membership fees to the Scout Organisation and running costs on their premises. The building is also in need of a new kitchen which will heavily eat into the organisation's reserves. Whilst the group cannot currently meet due to lockdown restrictions, once lockdown is lifted the group will be using the tents for outdoor training and learning experiences and then in 2021 for camps. The group is putting in 50% match funding. The application is criteria compliant.

8.1.2

<b>Applicant Project</b>	<b>7th Royston (Barkway) Scouts</b> Funding support to assist with costs for the purchase of equipment including 1- and 2-man tents, lightweight cookers, lanterns, storage containers, buzz saws and water containers.
<b>Sum requested</b>	£795
<b>Total project cost</b>	£1,590
<b>Match funding</b>	£795 from Group Fundraising
<b>Previous support</b>	No
<b>NHDC Policy met</b>	Yes
<b>Council objective:</b>	Build thriving and resilient communities

7th Royston (Barkway) Scout Group is seeking funding support from Royston & District Committee for the purchase of equipment including 1- and 2- man tents, lightweight cookers, lanterns, storage containers, buzz saws and water containers. This equipment will be used for training and learning experiences once lock down is lifted such as tent pitching and outdoor cooking. Following lockdown and into 2021, the equipment will be used for camping events. The Group currently hold camping events on 40+ days of the year.

7th Royston (Barkway) Scout Group is a registered charity and has been operating since 1910. The group moved to Barley from Barkway in 1980. The group is made up of 10 Volunteer Committee members and 14 Volunteers. Whilst the group has 90 plus members, approximately 45 are from the Royston Area with the remaining coming from East Herts (Buntingford and Chipping). Due to the breakdown of members, the Royston Community Engagement Officer requested that the group applied for funding for half of the equipment costs and not £1090 as originally requested. This is the first time that the Group has approached the committee for funding. The application is criteria compliant and the group is providing 50% match funding. As with other groups, the 7th Royston (Barkway) Scouts Group has been affected by the Pandemic which has seen a dramatic drop in subscription fees.

8.1.3

<b>Applicant Project</b>	<b>Melbourn Area Youth Development</b> Funding support to assist with costs for running a series of workshops for young people starting in early 2021. Funding will be for 2, six-week workshops for young people aged 13-19
<b>Sum requested</b>	£902
<b>Total project cost</b>	£9,529
<b>Match funding</b>	£8,627 shared proportionally between Melbourn, Meldreth, Shepreth and Foxton Parish Councils.
<b>Previous support</b>	No
<b>NHDC Policy met</b>	Yes
<b>Council objective:</b>	Build thriving and resilient communities

Melbourn Area Youth Development (MAYD) is applying for funding from the Royston & District Committee to assist with costs for running a series of workshops for young people

starting in early 2021. Funding will be for 2, six-week workshops for young people aged 13-19. The Youth Club usually meets on Tuesday evenings (term time) but is operating on-line during lockdown. The sessions are run by Groundwork East. MAYD is funded proportionally between Melbourn, Meldreth, Foxton & Shepreth Parish Councils. Membership from the Youth Club comes from students at Melbourn Village College of which 14% come from Royston. MAYD is seeking funding support from the Royston & District Committee to cover the costs of sessions for those attending from Royston. Funding is for both the costs of using Groundwork East for delivering the Youth service and running costs at the Pavilion. With 78 young people from Royston currently studying at Melbourn Village College, this same figure can access the Youth Club provided by MAYD.

MAYD is a club that was set up in 2012. The MAYD provides a Youth project for young people aged 13-19 at Melbourn Recreation Ground Pavilion on a weekly basis during term time. As well as the funding support to assist with costs for running the Youth Club sessions that are administered by Groundwork East, the funding also covers the hire of the Pavilion on Melbourn Recreation Ground. The MAYD is also keen to have involvement /representation on the joint committee from a member of the Royston & District Committee. I have advised the joint committee that the Royston & District Committee only has a small budget and that whilst it may be possible to provide funding support this year, this may not be possible on a regular basis. The application is criteria compliant.

## **8.2 Community Engagement Updates**

### **8.2.1 Free After 3pm Parking Initiative in Royston**

At the October Royston Committee meeting Members requested that the Royston Community Engagement Officer (CEO) investigated the possibility of a refund for the Free After 3pm Parking Initiative in Royston considering the Covid-19 Pandemic. The CEO has liaised with Parking Services and it has been agreed to reduce the annual rate by 3.5 months for this year only. As a result of this the Royston & District Committee has received a refund of £437.50 which has been added to the 2020/21 base budget. Therefore, the contribution from the Committee for the 2020/21 financial year is £1062.50. The contribution will return to £1500 next year.

As well as the Royston Committee, there are also contributions from the two Hertfordshire County Councillors and Royston First. For the current year, each County Councillor will contribute £1062.50 (compared with £1500) and Royston First will contribute £4621.88 (compared with £6525).

### **8.2.2 Hand Sanitiser for local community groups**

During October the Royston CEO promoted on behalf of North Herts CVS, free hand sanitiser for local community groups. As a result of this several groups approached the Royston CEO requesting hand sanitiser. This included local Scout & Guide Groups, Royston BMX, Royston Food Bank, Royston v Coronavirus and Barley Assist. The Royston CEO delivered sanitiser to all groups.

The North Herts CVS received additional sanitiser from Auto Glynn in November and the Royston CEO will continue to liaise with local groups to ensure they have adequate supply during the Covid-19 Pandemic.

#### 8.2.3 Community Facilities Capital Projects Fund

In March 2020, the Royston Royal British Legion was awarded £49,431 towards costs for the refurbishment of the building.

The refurbishment works commenced in October and are expected to be concluded by the end of November. The Royston CEO has carried out several site inspections during the works to check on progress and has released funding accordingly.

The project includes replacing the Male and Female toilets in the Members Area, replacing the flat roof and enhancing the foyer area.

#### 8.2.4 Bus Shelters

Since the October Royston & District Committee meeting the Royston CEO has been liaising with Royston Town Council and the contractor Clear Channel on the bus shelter project in Royston.

At the start of October the Royston CEO arranged a site visit with representatives from North Herts District Council, Hertfordshire County Council, Royston Town Council and the contractor Clear Channel to look at the feasibility of installing a bus shelter on Melbourn Street near to Royston Town Hall.

Several options were considered, and Clear Channel were requested to provide costings both for dig works to check the suitability of the site and the installation of the shelter. Costings were received during early November and funding was allocated from the S106 Sustainable Transport monies.

A purchase order was submitted by Royston Town Council mid-November for the works and it is hoped that the installation will take place during the first quarter of 2021.

During January 2020, Royston Town Council submitted a Purchase Order for the installation of a bus shelter at Icknield Walk. This project was delayed due to the Covid-19 Pandemic but it is envisaged that the shelter will be installed prior to the end of 2020.

#### 8.2.5 Bicycle Racks

The Royston CEO continues to work with the NHDC Transport Officer and colleagues at North Herts District Council, Hertfordshire County Council and Royston Town Council on the installation of bike racks within the town.

Since the October Royston & District Committee Meeting, Hertfordshire County Council have installed new bike racks at 3 locations within the town centre. Bike racks have been installed along the High Street opposite Morenos Café and Co-op Funeral Care and on Upper King Street near to the Jolly Postie Public House.

In terms of the proposed bike racks being installed by NHDC using funding from the Herts County Council Department for Transport (DfT) Emergency Active Travel Fund,

this has been delayed until suitable sites have been identified. A site on Fish Hill had been proposed but was scrapped when services were identified at the location by contractors. A second site was identified by the Park Gates to Priory Memorial Gardens on Fish Hill but it is still unknown who owns this land.

During September a site visit was held to discuss the bicycle rack and shelter proposed for the Market Hill Car park area. This project is being funded by S106 Sustainable Transport monies and funding has been allocated.

This project is still ongoing, and the next stage is to appoint a contractor who can install the shelter.

Royston Town Council will be responsible for the ongoing maintenance of the bicycle racks.

#### 8.2.6 Working with Youth Connexions

The Royston CEO continues to liaise with colleagues from Youth Connexions who are running on-line sessions with young people in Royston. Youth Connexions have also been engaging with Young People in Royston at various locations around the town as part of their out-reach work.

The Royston CEO has asked Youth Connexions to gauge interest from the young people in being involved in both Royston Youth Council, North Herts Youth Council and Democracy events organised by NHDC. Royston Youth Council was due to be operational from 2020 but was delayed due to the Covid-19 Pandemic and will now be formally set up by May 2021. North Herts Youth Council is well established but not currently represented by young people from Royston.

#### 8.2.7 Barkway Remembrance Service

The Royston CEO provided event support, including advice on a Covid-19 specific Risk Assessment to Barkway Parish Council for its Remembrance Day Service on Sunday 8<sup>th</sup> November. It was originally planned to hold the event on Barkway Recreational Ground but due to issues around social distancing the event was moved to the Church.

#### 8.2.8 Additional Outside Classroom at Therfield First School

The Royston CEO has been liaising with the Headteacher at the school as well as officers at NHDC Planning & Conservation and Hertfordshire County Council. The Royston CEO was able to identify £10k within Hertfordshire County Council's S106 Education funding which could be utilised for the project.

The Herts County Council S106 Education funding was released in November.

The building work is well under way and is expecting to be completed by end of December.

#### 8.2.9 Trinity Life Church Community Facility Project

The Royston CEO has had initial discussions with Cate Hall from Trinity Life Church regarding a potential Community Facilities Capital Projects Funding Stream application. The Church has recently purchased The Old School House in Market Hill and are looking

at a refurbishment project to create a new community hub for the town which can be used for the Make Lunch Project as well as numerous other community groups. The Royston CEO will assist the group with the application form and will provide support with regards to other sources of funding.

#### 8.2.10 Developer Contributions / s106 & other Capital Funding projects

- The Royston CEO has worked with external groups and colleagues in the Planning Department in the potential utilisation developer contributions and other sources of capital funding available. Under s106 of the Town and Country Planning Act 1990, as amended, contributions/obligations can be sought from developers towards the costs of providing community and social infrastructure, the need for which has arisen as a result of a new development taking place. This funding is commonly known as 'Section 106'.

#### **Projects Completed:**

- Fencing project at side of Coombes Community Centre to address anti-social behaviour
- Fencing project at Royston BMX to address anti-social behaviour

#### **Projects in process:**

- Enhancement of sporting facilities at Royston Heath with the Conservators.
- The possibility of seeking a new venue for Royston Scouts currently based at Roysia School.
- Enhanced provision of Bus Shelters at potential sites within the town
- Provision of cycle racks around Royston Town Centre.
- Youth / Spectator Shelter to address anti-social behaviour around Coombes Area
- Resurfacing and lighting project on Public Right of Way Land linking Ivy Farm with Green Drift. (this project is still on the work programme for 2020/21 but may be delayed due to the Covid-19 Pandemic)
- A505 Cycle Path project
- Access and Disability Discrimination Act (DDA) improvements to Royston Town Hall
- All weather Hockey pitch for Royston
- Barkway PC re the installation & disabled access to the Recreation Ground & Pavilion

If members have any projects in mind which may potentially benefit from utilising capital funds derived via the Planning process, please contact the Community Engagement Officer to investigate further possibilities.

The Community Engagement Team is also collating a database of future requirements in terms of community need across the District in preparation & response to potential developments arising from the Local Plan.

Such perceived need will be communicated to planning officers to assist when negotiating any new planning obligation with prospective developers. Similarly, if Members have any suggestions of suitable projects or possible future requirements within their wards please inform the Community Engagement Officer.



### **8.3 Highways Matters**

- 8.3.1 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.
- 8.3.2 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 Sections 9.8.1 (a) and 9.8.1 (b) of the Council's Constitution in respect of the Area Committees' Terms of Reference, notes the following:- To allocate discretionary budgets within the terms determined by the Council and to allocate devolved budgets and activities within the terms determined by the Council. This is outlined in the current Grant Policy agreed by Cabinet in January 2020. Section 9.8.2 (h) of the Constitution in respect of Area Committees' Terms of Reference notes 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 if 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 Committee budget 2020/21.
- 10.2 The agreed base budget for this financial year is £6,000. This has been maintained at the same level as 19/20, following full council's agreement to reverse the planned efficiencies. Funding left to allocate is £5,138.
- 10.3 Members are asked to note that if full funding requested by Grant Applicants is awarded at the December meeting and the £1500 is allocated from the base budget for the Free After 3pm Parking Initiative, the Committee will have £1,145 budget remaining to allocate at the final meeting of the Committee cycle in March 2021.

### **11. RISK IMPLICATIONS**

- 11.1 There are no relevant risk entries that have been recorded on Pentana Risk, 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” requirements do not apply to this report.

## **14. ENVIRONMENTAL IMPLICATIONS**

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

## **15. HUMAN RESOURCE IMPLICATIONS**

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

## **16. APPENDICES**

- 16.1 Appendix 1 - 2020/21 Financial Year Budget Sheet.

## **17. CONTACT OFFICERS**

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**18. BACKGROUND PAPERS**

- 18.1 Review of Policies and Procedures for Financial Assistance to Voluntary and Community Organisations, November 2002.
- 18.2 Review of Grant Policy Cabinet January 2020.