

**LETCHWORTH COMMITTEE  
7 JANUARY 2019**

**PUBLIC DOCUMENT**

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

**REPORT OF: THE POLICY & COMMUNITY ENGAGEMENT MANAGER**

**EXECUTIVE MEMBER: COMMUNITY ENGAGEMENT**

**COUNCIL 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 Committee Grant budgets.
- 1.2 To bring to the Committee's attention details of recent requests received for Committee Grant Funding, made by community groups and local organisations.
- 1.3 To advise the Committee of the activities and schemes with which the Community Engagement officers have been involved in.
- 1.4 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 considers allocating funding from their discretionary community budget towards the projects below:
- 2.2 **£2,000** to Letchworth Festival 2020 towards setting up staging for next years' arts and culture as outlined in 8.1.1.
- 2.3 That the Committee endorses the actions taken by the Community Engagement team 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 Engagement Team.
- 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 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 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 the amount of 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. Letchworth Committee Budget Spread sheet, which relates to the Committee budget balances for 2019/20. The spreadsheet also details pre-allocated sums carried forward from the previous financial years, including balances and past expenditure.

## 8. RELEVANT CONSIDERATIONS

### 8.1 Grant Applications

#### 8.1.1

<b>Applicant</b>	<b>Letchworth Garden City Festival Committee</b>
<b>Project</b>	Stage Hire
<b>Sum requested</b>	£2,000
<b>Total project cost</b>	£5,312
<b>Match funding</b>	<b>£5,750 has been applied for and not yet secured</b>
<b>Annual expenditure</b>	£5,114.09
<b>Funds held</b>	£3,186.28
<b>Previous support</b>	£13,700 since 2009 the last grant they received was £1,500 in December 2016
<b>NHDC Policy met</b>	Yes
<b>Strategic objective met</b>	Attractive and Thriving

Letchworth Festival is a celebration of the whole community- put on by local people for local people. It emphasises the thriving and diverse community found in Letchworth by showcasing local talent (musicians, artists, performers; from school children via the art competition to senior citizens in the ukulele band). Many events are held across the town including Broadway Cinema, The Cloisters, Howard Park, The Outdoor Pool and William Church, all of which introduce new people to local architecture and outdoor spaces.

The finale is a family music festival in Howard Park and the stage is the largest cost-£2,491.20 provided by Concept, a previously used and reputable company.

The Chair of the festival Hilary Kemp tells us:

*“The situation is that we have NO confirmed funding yet for this year ie 2019/2020 in order to stage the festival in June 2020.*

*We are in the process of applying to the Arts Council (that takes 6 weeks for the sub £15k grant application) so we probably won't know whether we have been successful in that request until January at the earliest.*

*We have also not applied to the Heritage Foundation yet either. I was hoping to stagger the requests to NHDC and the Heritage so that we knew the outcome of one before requesting the second.*

*But we have to bear in mind that we need to spend the majority of the budget approx 2 months in advance of the Festival (printing and banner costs 2 months ahead, insurance has to be in place 2 months in advance, stage hire at least a month in advance...) . So it doesn't leave us that much leeway for applying or sourcing alternative funds if we are unsuccessful with this application.*

*So just to be clear... the funding is what we aim to ask for, not what we have had it confirmed that we will receive. We have a strike rate of about 50% with grants, based on past years experience (generally closer to 20% success rate for sponsorship, which is always really hard to secure).”*

**Community Officers recommend the consideration of this application as if the funding requested is agreed it will encourage other funders to support the festival. The match funding appears to exceed the total project cost because the staging is a small part of the overall cost for the festival.**

**For instance; the Festival Committee are applying to the Arts council for a 'pleasure palace' programme which involves bringing the festival activities to the outlying estates and using the community facilities.**

**If the local authority is seen to support the Festival it is more likely that the Arts Council will follow suit.**

## **8.2 Community Engagement and update on Previous Grants awarded**

### Letchworth Garden City Eagles Football Club

This group were awarded £1,350 at the Area Committee meeting in September 2018 to purchase new goals. A year on and the new goals have enabled the club to be more flexible in terms of pitches, for example double marking a pitch so it can be played on by 9 v 9 or 11 v 11. Goal sizes will vary for the two formats but with movable goals that can be rolled into position this is no longer a problem. .

Since 2018/19 season the number of registered junior players has continued to grow, particularly in the older age groups; the club has almost reached capacity at its home ground now.

### The Wednesday Drop In Club

The Wednesday Drop In Club was awarded a grant of £1000 in September 2018 to go towards room hire and excursions. The club continues to meet each week and the grant funds provided by the Letchworth Committee have been utilized as intended to keep the Club running.

A Christmas lunch was enjoyed by members at The Broadway Hotel last December and excursions arranged to the coast during the summer. The biggest expense the Club incurs is for room hire with grant aid utilized to meet the shortfall. All costs are kept under review with appropriate steps taken to minimize outgoings with a significant reduction obtained in our insurance premium during the past year.

The club are grateful to NHDC Letchworth Committee for their continued support and interest in the Club.

### Letchworth Nordic Walking Group

The Nordic Walking group were awarded £500 in December 2018. The group is going well with 23 members and an average of 8 walkers per week. The grant funded 2 sets of trainer poles. They offer taster sessions at £5 and this will be used to purchase sundry equipment (straps and paws for poles). All instruction and walks are free to members.

### 8.2.1 Policy and Community Engagement Team

The team have been continuing to engage and network with local community groups and initiatives. For example:

- We supported and liaised with the Electoral Team and YC Herts to run a Democracy Day event in the Council Chambers for 31 young people from North Herts.
- We collated and distributed a range of Half Term activities available to families and in particular those who are disadvantaged.
- Collated and distributed a list of food provision places across the district during the half term (when families on free school meals particularly struggle).
- Attended Families First stakeholder meeting.
- Coordinated the North Herts Youth Action Networking meeting.
- Continue to administer the Engage North Herts Face Book Group now have 250 members.
- Working with Howard Garden Social & Day Care Centre to provide funding for the building – either CFCGF or S106 in addition to Community Grant funding for new shutters on the entrance.
- Liaising with partners to assist with the set up of a Christmas Café targeting people who find it a difficult time of year. £1000 funding has been allocated by the Letchworth Committee to purchase equipment and resources. The team are assisting partners to liaise and to find a suitable town centre location.
- Resolve drug and alcohol service received funding from Letchworth Committee towards the cost of their new premises based in Letchworth Town Centre.
- We helped YC Herts to secure a new venue for a meeting night for local young people, at the Howard Garden Social Centre.

### 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.

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 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 Committee budget 2019/20

The agreed budget for this financial year is £11,000 in line with the 20% reduction in grant budgets as agreed by full council.

The carry over amount from 2018/19 was £17,732 of which £12,852 (with £1,800 allocated for 2020) has been used.

This leaves £3,080 in the carry over amount and these funds will be utilised prior to spending the 19/20 budget.

The total grant funding applied for in this round equates to **£2,000**. Therefore, if members are minded to agree these applications this would use up the remaining 2018/19 budget and start to utilise the 2019/20 budget, leaving a figure of £12,080 ( $£11000 + £3,080 - £2000$ ) for the next round of meetings.

## **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” 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 - 2019/20 financial year budget sheet

### **16. CONTACT OFFICERS**

16.1 Author: Lea Ellis, Assistant Community Engagement Officer  
Email: [lea.ellis@north-herts.gov.uk](mailto:lea.ellis@north-herts.gov.uk) ext.: 4830

Contributors: Reuben Ayavoo, Policy & Community Engagement Manager  
Email: [reuben.ayavoo@north-herts.gov.uk](mailto:reuben.ayavoo@north-herts.gov.uk)

Claire Morgan, Community Engagement Team Leader  
Email: [claire.morgan@north-herts.gov.uk](mailto:claire.morgan@north-herts.gov.uk)

Katie Staddon, Assistant Community Engagement Officer  
Email: [katie.staddon@north-herts.gov.uk](mailto:katie.staddon@north-herts.gov.uk)

Karen Pulham, Assistant Accountant  
Email: [Karen.pulham@north-herts.gov.uk](mailto:Karen.pulham@north-herts.gov.uk)

Yvette Roberts, Legal Officer)  
Email: [Yvette.roberts@north-herts.gov.uk](mailto:Yvette.roberts@north-herts.gov.uk)

Kerry Shorrocks, Corporate Human Resources Manager  
Email: [Kerry.shorrocks@north-herts.gov.uk](mailto:Kerry.shorrocks@north-herts.gov.uk)

Tim Everitt, Performance & Risk Officer  
Email: [tim.everitt@north-herts.gov.uk](mailto:tim.everitt@north-herts.gov.uk)

### **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.