

RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted for the Officer or Executive Member
[NO]

Any conflict with any Member of the Panel and the bodies concerned **[YES – Cllr Simon Bloxham, Cllr Daniel Allen and Cllr Amy Allen. However, they declared their interest in relation to grant 1.1.2 and did not vote. Cllr Daniel Allen also declared his interest in relation to grant 1.1.4 and did not vote]**

SERVICE DIRECTORATE: Legal and Community

1. DECISION TAKEN

1.1 The approval of the allocation **Letchworth Community Grant** funding of:

1.1.1 **£1,060** to Cruse towards funding for a Bereavement Support Group to be held in Letchworth. The group would be held once a month for a total of 6 months.

1.1.2 **£2,165** to Friends of Norton Common towards the cost of new equipment for members.

1.1.3 **£613** to GreenCare towards the cost of 500 vegetable plug plants and a fruit cage to expand their production of vegetables at their Standalone Farm site so that they can increase their vegetable sales and thus become more self-sufficient.

1.1.4 **£1,500** to Resolve for funding towards the costs of their key workers who take group therapy sessions and individual casework; acupuncture and counselling therapy costs and operational running costs including IT and premises costs. Resolve has also applied to all other Area Forums – see item 8.2.

2. DECISION TAKER

2.1 Cllr Alistair Willoughby, Executive Member for Community and Partnerships, in consultation with the Service Director – Legal and Community.

3. DATE DECISION TAKEN:

13 February 2024

4. REASON FOR DECISION

4.1 The **Letchworth Area Forum** held on 24 January 2024 considered funding applications from Cruse, Friends of Norton Common, GreenCare, Home-start Herts and Resolve, and recorded their recommendation to the Executive Member for Community and Partnerships for the formal commitment of Community Grant funds via the delegated authority process.

4.2 Majority voted to defer the Home-start Herts grant proposal. Recommended to be deferred to the next Letchworth Area Forum meeting.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 There are no other reasonable alternative options.

6. CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)

- 6.1 Consultation has taken place with the Letchworth Forum Members in a public meeting on 24 January 2024. Members are in favour and recommend that the Letchworth Area Community Grant budget should be used for this purpose.

7. FORWARD PLAN

- 7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

8. BACKGROUND/ RELEVANT CONSIDERATIONS

- 8.1 The grant applications were considered by the Letchworth Area Forum on 24 January 2024. The report with the application details is set out under item 5, available on the Council's website [[CLICK HERE](#)].
- 8.2 The grant application 1.1.4 has also applied to Baldock, Hitchin, Southern Rural and Royston Area Forums. They have received funding from Baldock Area Forum (£1,500) and Royston Area Forum (£915) and have been recommended funding by Hitchin Area Forum (£1,500) and Southern Rural Area Forum (£500).
- 8.3 This delegated decision confirms that the recommendation made by the Area Forum members was accepted by the Executive Member for Community & Partnerships, and Service Director on applications 1.1.1, 1.1.2, 1.1.3 and 1.1.4.

9. LEGAL IMPLICATIONS

- 9.1 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 14.6.9(b)((ii)A of the constitution, in consultation with the Service Director: Legal & Community. That decision will be subject to a five clear working day call-in period, following publication in the Members Information Service (MIS) and on the Council's website.

10. FINANCIAL IMPLICATIONS

- 10.1 At the start of this financial year, the carry over community grant budget for Letchworth from 2022/23 was £84. However, the grant allocated to a project by Wilbury and Icknield Parents Association (WISPA) of £2000 was re paid as the group no longer needed the funds as the project didn't happen, this provided an amended carry over of £2,084.
- 10.2 The 2023/24 base budget is £11,000 in addition to the £2,084 carry over the available budget was £13,084. The grants so far, this financial year have been using up the 2022/23 carry over and equate to £1,884. This left a remainder of £200 in the 2022/23 budget to utilise.
- 10.3 Also, the grant allocated to a project by Garden City Samba of £600 was re paid as the group no longer needed the funds as the project didn't happen.
- 10.4 £1,884 has been allocated to date in 2023/24, leaving £11,800 available to allocate for community grants.
- 10.5 The grant applications for this meeting total £5,338. If the grants are awarded as outlined in 1.1.1, 1.1.2, 1.1.3 and 1.1.4, the remaining balance will be £6,462.

11. RISK IMPLICATIONS

- 11.1 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.
- 11.2 There are no relevant risk entries that have been recorded on Ideagen 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 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.

13. SOCIAL VALUE IMPLICATIONS

- 13.1 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.

14. ENVIRONMENTAL IMPLICATIONS

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

15. HUMAN RESOURCE IMPLICATIONS

- 15.1 The activities of the Community & Partnership team are covered by existing budgets.

16. BACKGROUND PAPERS

- 16.1 Terms of Reference for Area Forums, see section 9 Constitution page: <https://www.north-herts.gov.uk/council-constitution>.
- 16.2 [Community Grants Policy, 9th May 2023](#)

17. APPENDICES

- 17.1 See website links above.

NOTIFICATION DATE

16.2.24

Signature of Service Director Consulted



Date: 13.2.24

Signature of Executive Member for Community and Partnerships

A handwritten signature in black ink, consisting of several stylized, overlapping loops and lines.

Decision Taker

Please Note: that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.
Call-in does not apply to NON-EXECUTIVE DECISIONS