

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]

SERVICE DIRECTORATE: Legal and Community

1. DECISION TAKEN

1.1 The approval of the allocation **Hitchin Community Grant Budgets** funding of:

1.1.1 **£2,058** to Home-start Herts grant towards funding support for a family currently waiting for support in Hitchin. Home-start Herts has also applied to Baldock and Letchworth area forum – see item 8.3.

1.1.2 **£1,050** to North Herts College towards delivering a community event called ‘The Big Draw’.

2. DECISION TAKER

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

3. DATE DECISION TAKEN:

18 March 2024

4. REASON FOR DECISION

4.1 The **Hitchin Area Forum** held on 5 March 2024 considered funding applications from Home-start Herts and North Herts College 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.

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 Hitchin Forum Members in a public meeting on 5 March 2024. Members are in favour and recommend that the Hitchin Area Community Grant budget should be used for this purpose. The meeting notes are available to view [\(CLICK HERE\)](#)

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 Hitchin Area Forum on 5 March 2024. The report with the application details is set out under item 5, available on the Council's website [CLICK HERE](#)
- 8.2 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 and 1.1.2.
- 8.3 The grant application 1.1.1 has also applied to Baldock and Letchworth Area Forums. They have received funding from Baldock Area Forum (£2,060) and have been recommended funding by Letchworth Area Forum (£2,060).

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 There is total resource of £16,096 for Hitchin area Community Grants budget for 2023/24.
- 10.2 Community grant payments totalling £10,841 have been made to date.
- 10.3 The remaining budget, available for community grants for the Hitchin area for 2023/24 now stands at £5,255. After the above allocation detailed in 1.1.1-1.1.2, the remaining budget will be £2,147 to carry forward into the 2024/25 budget, subject to approval from Cabinet.

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

22.03.24

Signature of Acting Service Director Consulted



Date: 18.03.2024

Signature of Executive Member for Community and Partnerships



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