

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 **[NO]**

SERVICE DIRECTORATE: Legal and Community

1. DECISION TAKEN

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

1.1.1 **£400** to Garden City Samba towards funding for several free performances that are offered to local charities and good causes.

1.1.2 **£2,500** to Letchworth Garden City Bowls Club towards a stairlift for current and potential new members.

1.1.3 **£2,060** to Home-start Herts 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. Home-start Herts has also applied to Baldock and Hitchin area forum – see item 8.2.

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:

13 March 2024

4. REASON FOR DECISION

4.1 The **Letchworth Area Forum** held on 28 February 2024 considered funding applications from Garden City Samba, Letchworth Garden City Bowls Club, and Home-start Herts, 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 Letchworth Area Forum Members in a public meeting on 28 February 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 28 February 2024. The report with the application details is set out under item 4, available on the Council's website [\[CLICK HERE\]](#).
- 8.2 The grant application 1.1.3 has also applied to Baldock and Hitchin Area Forums. They have received funding from Baldock Area Forum (£2,060) and have been recommended funding by Hitchin Area Forum (£2,058).
- 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 Acting Service Director on applications 1.1.1, 1.1.2, and 1.1.3.

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, a previous 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 **£8,072** has been allocated to date in 2023/24, leaving **£5,612** available to allocate for community grants.
- 10.5 The grant applications for this meeting total **£4,960**. If the grants are awarded as outlined in 1.1.1, 1.1.2, and 1.1.3, the remaining balance will be **£652**. This will be carried 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](#)

16.3 Letchworth Area [Forum](#) – 28 February 2024

17. APPENDICES

17.1 See website links above.

NOTIFICATION DATE

14.3.24



Signature of Acting Service Director Consulted

Date: 13.3.2024

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**