

11 March 2008

Our ref: Letchworth/Mar08
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To: Members of the Letchworth Committee of North Hertfordshire District Council (Councillors D. Levett (Chairman), Melissa Davey (Vice-Chairman), S. Bloxham, John Booth, J.M. Cunningham, Gary Grindal, T.W Hone, Arthur Jarman, David Kearns, Lorna Kercher, Ian Mantle and Mrs. L.A. Needham)

You are invited to attend a

MEETING OF THE LETCHWORTH COMMITTEE

to be held in

**COMMITTEE ROOM 1, DISTRICT COUNCIL OFFICES,
GERNON ROAD, LETCHWORTH GARDEN CITY**

on

WEDNESDAY, 19 MARCH 2008

at

7.30p.m.

Yours sincerely,



David Miley
Democratic Services Manager

AGENDA PART I

| ITEM | PAGE |
|--|------|
| 1. APOLOGIES FOR ABSENCE | - |
| 2. MINUTES To take as read and approve as a true record the minutes of the special meeting of this Committee held on the 23 January 2008. | - |
| 3. NOTIFICATION OF OTHER BUSINESS Members should notify the Chairman of other business which they wish to be discussed by the Committee at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency. The Chairman will decide whether any item(s) raised will be considered. | - |
| 4. CHAIRMAN'S ANNOUNCEMENTS Members are reminded that any declarations of interest in respect of any business set out in the agenda, should be declared as either a prejudicial or personal interest and are required to notify the Chairman of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a prejudicial interest should leave the room and not seek to influence the decision during that particular item. | - |
| 5. PUBLIC PARTICIPATION Presentations from: <ul style="list-style-type: none">▪ Rap Aid▪ Friends of Norton Common▪ Letchworth Settlement▪ MIND Yourself▪ Rhapsode | - |
| 6. LETCHWORTH COMMITTEE DEVELOPMENT & AREA VISIONING BUDGETS 2007/2008 REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT & CULTURAL SERVICES <i>The report contains the current budget balances for the Committee, and applications for grants as follows:</i> <ul style="list-style-type: none">▪ Friends of Norton Common▪ Letchworth Settlement▪ MIND Yourself▪ NHDC - Grounds Maintenance▪ Letchworth Yvonne Savage Club▪ Willbury Youth Provision▪ Rhapsode <i>The report also contains recommendations regarding revenue and capital visioning budgets as follows:</i> <ul style="list-style-type: none">• Westbury• Norton Common | 1 |

7. CHAMPION NEWS

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REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

A summary of the activities undertaken by the Community Development Officer for Letchworth Garden City since the meeting of the Committee held on 23 January 2008 and events taking place in the future.

The dates for Letchworth Area Committee Meetings in the Civic Year 2008/2009 will be confirmed as soon as they have been agreed

The next date for the Letchworth Area Committee meeting has provisionally been set for Wednesday 4 June 2008

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**LETCHWORTH AREA COMMITTEE
19 MARCH 2008**

PART 1 – PUBLIC DOCUMENT

AGENDA ITEM No

6

TITLE OF REPORT: LETCHWORTH AREA COMMITTEE DEVELOPMENT & AREA VISIONING BUDGETS 2007/08

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

1. SUMMARY

- 1.1 To advise the Committee on the current expenditure and balances of the Area Committee delegated budgets.
- 1.2 To bring to the Committee's attention details of recent requests received for Area Committee Development Discretionary Grant Funding made by community groups and local organisations.
- 1.3 To ask the Committee to consider projects for funding from the Area Committee delegated budgets.

2. FORWARD PLAN

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

3. BACKGROUND

- 3.1 Not applicable

4. ISSUES – FUNDING DECISIONS TO BE MADE

- 4.1 A spreadsheet showing detailed spend to date of the Area Development budget is enclosed as Appendix 1.
- 4.2 Nine grant requests have been made for the Area Committee to consider:
 - 1. **Friends of Norton Common** – Support funding for purchasing tools to clean and improve Norton Common
 - 2. **Letchworth Settlement** – Support funding for a Youth Drama Festival.

3. **Mind Yourself** – Support funding for drop-in service and leisure activities for people with mental illness.
4. **NHDC Grounds Maintenance** – Support funding for hanging baskets and pyramid planters throughout the Town Centre.
5. **Letchworth Yvonne Savage** - Club for Visually Impaired People – Support funding for hire of premises.
6. **Wilbury Youth Provision** - Support funding for a range of youth diversionary activities in the area.
7. **Rhapsode** – Support funding for art workshops in local primary schools.
8. **Westbury Area focused projects** - Support funding for future activities and initiatives in the area.
9. **Norton Common Management Plan** - Support funding for projects and actions contained within the plan.

5. LEGAL IMPLICATIONS

- 5.1 The Committee has delegated powers to administer funds from the budgets described.
- 5.2 There are no other legal implications pertinent to this report.

6. FINANCIAL AND RISK IMPLICATIONS

- 6.1 Members are asked to note the information detailed in Appendix 1 of the report, which relates to the Area Committee budget balances for the current financial year 2007/08.
- 6.2 The spreadsheet also details the pre-allocations carried forward from the previous financial year 2006/07 to the current financial year 2007/08.
- 6.3 In addition, the spreadsheet includes the balances relating to allocated Visioning Budgets available within the Letchworth area.

7. HUMAN RESOURCE AND EQUALITIES IMPLICATIONS

- 7.1 There are no human resource and equalities implications pertinent to this report.

8. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

- 8.1 Consultation with Members has occurred in connection with the allocation of funds for Community Projects.
- 8.2 Consultation with the respective officers and external agencies/groups has taken place with regard to funding proposals for Area Committee Discretionary Development Funds.

9. RECOMMENDATIONS

- 9.1 The Committee is asked to note the budgetary expenditure, balances and carry forwards from the Development Budgets and the Visioning Budgets.
- 9.2 That the Committee notes and acknowledges the amounts of uncommitted Visioning, Development Discretionary Funds within each respective Budget and considers the allocation of those funds to projects and initiatives.
- 9.3 That the Committee allocate a grant of £150 as support funding associated with the purchase of tools for the Friends of Norton Common.
- 9.4 That the Committee allocate a grant of £500 as support funding associated with the development and delivery of a Youth Drama Festival by the Letchworth Settlement.
- 9.5 That the Committee allocate a grant of £500 as support funding associated with drop-in service and leisure activities provided by the Mind Yourself.
- 9.6 That the Committee allocate a grant of £3,520 as support funding associated with the supply and maintenance of hanging baskets and pyramid planters throughout the town centre.
- 9.7 That the Committee allocate a grant of £320 as support funding associated with hire of premises for Letchworth Yvonne Savage Club for Visually Impaired People .
- 9.8 That the Committee re-allocates the £5,000 available under “Youth Initiatives – Spring Road Scout Hut” to funding youth provisions in the Wilbury Area.
- 9.9 That the Committee allocate a grant of £640 as support funding associated with art workshops by Rhapsode
- 9.10 That the Committee considers the possible allocation of Revenue Visioning Funds to future projects and activities in the Westbury Area.
- 9.11 That the Committee considers the possible allocation of Capital Visioning Funds to assist in the implementation of the actions and objectives outlined in the Norton Common Management Plan.

10. REASONS FOR RECOMMENDATIONS

- 10.1 The allocation of funds will improve the services provided by local organisations and groups that are available and accessed by members of the community.

11. ALTERNATIVE OPTIONS CONSIDERED

- 11.1 Not applicable.

12. APPENDICES

- 12.1 Appendix 1 – Spreadsheet of Committee Delegated Budgets 2007/08.
- 12.2 Appendix 2 – Friends of Norton Common Grant Form
- 12.3 Appendix 3 – Letchworth Settlement Grant Form
- 12.4 Appendix 4 – Mind Yourself Grant Form
- 12.5 Appendix 5 – NHDC Grounds Maintenance Grant Form
- 12.6 Appendix 6 - Letchworth Yvonne Savage Club for Visually Impaired People Grant Form
- 12.7 Appendix 7 – Rhapsode Grant Form

13. CONTACT OFFICERS

- 13.1 Ashuk Ahmed
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- 13.2 Lois Stewart
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Letchworth Budget 2007/2008

| <u>SUMMARY/ TOTALS</u> | <u>Funding</u> | <u>Allocated</u> | <u>Spent</u> | <u>Outstanding</u> | <u>Unallocated Budget</u> |
|------------------------------------|-----------------------|-------------------------|---------------------|---------------------------|----------------------------------|
| <u>Revenue Visioning</u> | £34,513 | £30,308 | £17,194 | £13,114 | £4,205 |
| <u>Capital Visioning</u> | £120,100 | £103,745 | £28,000 | £75,745 | £16,355 |
| <u>Jackmans Improvement</u> | £2,828 | £2,828 | £2,828 | £0 | £0 |
| <u>Small Area Grants</u> | £21,256 | £20,801 | £17,796 | £3,005 | £455 |
| <u>Discretionary</u> | £45,814 | £45,000 | £39,416 | £5,584 | £814 |
| <u>General Town Centre</u> | £9,430 | £5,910 | £5,910 | £0 | £3,520 |
| Total | £233,941 | £208,592 | £111,144 | £97,448 | £25,349 |

Letchworth Budget 2007/2008

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Code

| <u>REVENUE VISIONING</u> | <u>Funding</u> | <u>Year Allocated</u> | <u>Project</u> | <u>Allocated</u> | <u>Date</u> | <u>Spent</u> | <u>Outstanding</u> | <u>Unallocated</u> | <u>Comments</u> |
|---|----------------|-----------------------|---|------------------|-------------|----------------|--------------------|--------------------|-----------------|
| Preallocated amount C/F from 2006/07 | £28,753 | 2005/2006 | Grange Regeneration Group | £500 | 09.11.05 | £500 | £0 | | |
| Unallocated amount C/F (Projects reallocated from 0607) | £950 | 2004/2005 | Youth Council | £2,000 | 22.12.04 | £50 | £1,950 | | |
| Less Grange Youth Wing overspend | -190 | 2005/2006 | Grange Youth Wing | £10,000 | 14.12.05 | £10,190 | £-190 | | |
| Plus Norton Road, Speed Calming reallocated to Base | £5,000 | 2006/2007 | Street Planting | £5,000 | 05.07.06 | £2,861 | £2,139 | | |
| | | 2006/2007 | Youth Initiatives, Spring Rd Scout Hut | £5,000 | 07.03.07 | £0 | £5,000 | | |
| | | 2006/2007 | Toddler & Youth Groups - Jackmans Library | £6,263 | 07.03.07 | £2,843 | £3,420 | | |
| | | 2007/2008 | St Georges Church - Youth Project | £750 | 18.04.07 | £750 | £0 | | |
| | | 2007/2008 | 3 Dog Waste Bins | £795 | 23.01.08 | £0 | £795 | | |
| | | | | | | | | | |
| | | | | | | | | | |
| Total | £34,513 | | | £30,308 | | £17,194 | £13,114 | £4,205 | |

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| <u>CAPITAL VISIONING</u> | <u>Funding</u> | <u>Year Allocated</u> | <u>Project</u> | <u>Allocated</u> | <u>Date</u> | <u>Spent</u> | <u>Outstanding</u> | <u>Unallocated</u> | <u>Comments</u> |
|--------------------------|-----------------|-----------------------|-----------------------------------|------------------|-------------|----------------|--------------------|--------------------|-----------------|
| Capital Visioning | £120,100 | | Youth Facility - Jackmans Estate | £30,000 | 02.10.06 | £0 | £30,000 | | |
| | | | Grange Community Garden Project | £45,745 | 13.12.06 | £0 | £45,745 | | |
| | | | Letchworth Open Air Swimming Pool | £28,000 | 13.12.06 | £28,000 | £0 | | |
| | | | | | | | | | |
| | £120,100 | | | £103,745 | | £28,000 | £75,745 | £16,355 | |

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| <u>JACKMAN'S IMPROVEMENT</u> | <u>Funding</u> | <u>Year Allocated</u> | <u>Project</u> | <u>Allocated</u> | <u>Date</u> | <u>Spent</u> | <u>Outstanding</u> | <u>Unallocated</u> | <u>Comments</u> |
|------------------------------|----------------|-----------------------|---------------------------------|------------------|-------------|---------------|--------------------|--------------------|-----------------|
| Brought forward | £2,828 | | Underpass Mural Jackmans Estate | £2,828 | 07.03.07 | £2,828 | £0 | | |
| | | | | | | | | | |
| Total | £2,828 | | | £2,828 | | £2,828 | £0 | £0 | |

DEVELOPMENT BUDGETS

| SMALL AREA GRANTS | Funding | Project | Allocated | Date | Spent | Outstanding | Unallocated | Comments |
|---|----------------|--|------------------|-------------|----------------|--------------------|--------------------|--|
| Preallocated amount C/F from 0607 | £7,786 | Underpass Mural on Jackmans Estate | £172 | 07.03.07 | £172 | £0 | | Originally allocated £737, underspend of £565 reallocated. |
| less underpass mural on Jackmans Estate | -£565 | Jackmans Community Gardens | £2,312 | 07.03.07 | £2,312 | £0 | | |
| | | Toddler & Youth Groups - Jackmans Library | £737 | 07.03.07 | £737 | £0 | | |
| | | Winter Festival | £2,500 | 07.03.07 | £2,500 | £0 | | |
| | | Allotments - Norton Rd | £300 | 07.03.07 | £300 | £0 | | |
| | | Tree Works | £1,200 | 07.03.07 | £0 | £1,200 | | |
| | | | | | | | | |
| Base Budget 2007/08 | £13,470 | Tree Works | £1,800 | 07.03.07 | £0 | £1,800 | | |
| plus underpass Mural on Jackmans Estate reallocated | £565 | Letchworth Arts Centre | £5,910 | 02.10.06 | £5,910 | £0 | | |
| | | Buddhist Community Centre | £880 | 18.04.07 | £875 | £5 | | |
| | | Rap Aid Festival | £2,250 | 06.06.07 | £2,250 | £0 | | |
| | | Willian Village Hall | £520 | 06.06.07 | £520 | £0 | | |
| | | Letchworth Rugby Club | £950 | 25.07.07 | £950 | £0 | | |
| | | Friends of Mrs Howard Gardens Group | £250 | 17.09.07 | £250 | £0 | | |
| | | Wednesday Drop In Club | £500 | 21.11.07 | £500 | £0 | | |
| | | Letchworth African Caribbean Harmony Group | £520 | 23.01.08 | £520 | £0 | | |
| | | | | | | | | |
| Total | £21,256 | | £20,801 | | £17,796 | £3,005 | £455 | |

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| Discretionary Budgets | Funding | Project | Allocated | Date | Spent | Outstanding | Unallocated | Comments |
|---|----------------|--|----------------|----------|----------------|---------------|-------------|--|
| Preallocated Funds Brought Forward from 06/07 | £21,448 | Hanging Baskets/Planters | £8,939 | 08.03.06 | £8,939 | £0 | | Originally allocated £9010, £71 underspend reallocated |
| Less Projects reallocated | -373 | Tree Maintenance and additional Watering | £3,000 | 05.07.06 | £3,000 | £0 | | |
| | | North Herts Book Festival | £300 | 01.02.07 | £300 | £0 | | |
| | | Replace Bench on South View | £371 | 07.03.07 | £371 | £0 | | Originally allocated £400, £29 underspend reallocated |
| | | Replace Bench on Spring Rd | £371 | 07.03.07 | £371 | £0 | | Originally allocated £400, £29 underspend reallocated |
| | | Dog Bin on William Rd | £206 | 07.03.07 | £206 | £0 | | Originally allocated £450, £244 underspend reallocated |
| | | Jackmans Community Gardens | £2,688 | 07.03.07 | £2,688 | £0 | | |
| | | Works on Rushby Meade Scout Base | £5,000 | 07.03.07 | £5,000 | £0 | | |
| | | Allotments - Norton Rd | £200 | 07.03.07 | £300 | £-100 | | |
| | | | | | | | | |
| Base Budget 2007/08 | £23,250 | Additional Opening Hours - Letchworth Outdoor Pool | £5,175 | 15.03.07 | £0 | £5,175 | | |
| CCTV Temple Rec Gardens Reallocated back to base budget | £1,216 | Letchworth Arts Centre | £11,830 | 02.10.06 | £11,825 | £5 | | |
| less allotment overspend | £-100 | Letchworth Settlement | £650 | 18.04.07 | £650 | £0 | | |
| plus Hanging Baskets/Planters reallocated | £71 | TRUST Recycling Project | £1,000 | 18.04.07 | £1,000 | £0 | | |
| Plus Bench on South View reallocated | £29 | Grange Improvement Forum | £1,000 | 25.07.07 | £1,000 | £0 | | |
| Plus Bench on Spring Rd reallocated | £29 | Town Twinning | £1,000 | 19.09.07 | £1,000 | £0 | | |
| Plus Dog Bin on William Road reallocated | £244 | Haselfoot Lighting | £500 | 19.09.07 | £0 | £500 | | |
| | | Buddhist Community Centre | £750 | 23.01.08 | £750 | £0 | | |
| | | Letchworth Mind | £420 | 23.01.08 | £416 | £4 | | |
| | | Rap Aid | £600 | 23.01.08 | £600 | £0 | | |
| | | Norton Common Bowling Green | £1,000 | 23.01.08 | £1,000 | £0 | | |
| | | | | | | | | |
| Total | £45,814 | | £45,000 | | £39,416 | £5,584 | £814 | |

| GENERAL (TOWN CENTRE) | Funding | | Project | Allocated | Date | Spent | Outstanding | Unallocated | Comments |
|-----------------------|---------------|--|------------------------|---------------|----------|---------------|-------------|---------------|----------|
| Base Budget 2007/08 | £9,430 | | Letchworth Arts Centre | £5,910 | 02.10.06 | £5,910 | £0 | | |
| Total | £9,430 | | | £5,910 | | £5,910 | £0 | £3,520 | |

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TITLE OF REPORT: CHAMPION NEWS - LETCHWORTH AREA COMMITTEE

REPORT OF THE HEAD OF COMMUNITY DEVELOPMENT AND CULTURAL SERVICES

1. PURPOSE OF REPORT

- 1.1 To advise the Committee of the activities and schemes with which the Community Development Team has been involved.
- 1.2 To bring to the Committee's attention some important community based activities that will be taking place during the next few months.

2 THE FORWARD PLAN

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

3. PROJECT/ ACTIVITY/ SCHEME DETAILS

3.1 Over 50s Seminar

Community Development Officers are working in partnership with Letchworth Garden Heritage Foundation towards promoting a seminar in May 2008 inviting agencies and community/ voluntary groups that work with the 50 plus community.

The aim of the seminar will be to carry out updated research on the needs of the elderly, identify gaps in provision and help in the organisation and future development of appropriate services aimed at the older community.

The Council perspective will be district wide, while the Foundation's scope will necessarily be Letchworth.

3.2 Wilbury Youth Issues

The area around the shops on Bedford Road has recently become a cause for concern with the local residents, shop keepers and the Police, mainly due to the presence/behaviour of groups of young people that regularly use the area as a meeting place.

A meeting was held on 29th January 2008 attended by representatives from 10 different agencies as well as local members. Arising from the meeting a number of actions have taken place.

A mobile CCTV camera has been installed outside the shops on a temporary basis. This has led to a significant reduction in the number of young people congregating and in the incidents of anti social behaviour.

(As background information on this matter, there are seven mobile cameras that can be moved around North Herts and at present two such cameras cover the Letchworth area, including the one in Wilbury).

The meeting discussed a range of possible options and the following were agreed subject to funding and other resources:

- Purchase mobile CCTV camera and posts for exclusive use for Letchworth in identified crime hot spots or areas suffering from youth nuisance / anti social behaviour.
- Run Brazilian soccer coaching schemes, to engage young people and work with them to identify and address their needs.
- Start one or two 'youth drop-in' evenings from the community centre or a combination of 'youth drop-in sessions' and detach youth work in the area, subject to availability and further discussion with the Wilbury Hall (Community Centre) management committee.
- When the MUGA in Norton Common is ready for use, implement a similar strategy as Groundworks on Westmill (Hitchin) and encourage greater usage and participation by young people from Wilbury.

A multi-agency led Community Partnership Surgery has been set up and will take place every 2nd & 4th Thursday of each month at St Thomas Church between 6.30 to 7.30pm. Representatives from local Housing Associations, Council Officers, Neighbourhood Police, Crime Prevention Panel and ward Councillors will be available to discuss any issues that arise..

3.3 **Grange Youth Provision**

The Youth Wing's Management Committee continue to meet on a regular basis to develop the provision of activities for young people on the Grange.

The group still needs volunteers to come forward to continue to enhance the services provided and endeavours to seek further funding and equipment. One action to improve the services and attract more young people is the recent purchase of a 32" flat screen digital LCD TV to be used in the youth club.

The group has recently applied for and successfully obtained external funding to extend and renovate the kitchen within the youth club.

The Management Committee is looking to achieve Trust status and has formally adopted a revised constitution based on the model provided by the Charity Commission.

Unfortunately, within the past three weeks, a considerable amount of vandalism to the exterior of the Youth Wing occurred, including a break-in to the club where music equipment was stolen and later found smashed close to the building.

Community Development Officers arranged for the front of the building to be

boarded up to make the building secure and safe. The Management Committee has temporarily suspended youth activities at the club until a way forward has been agreed.

The lights for the MUGA and the Community Garden (outside the Youth Club) have been connected and were fully operational as of Saturday 23rd February.

3.4 **Letchworth Youth Council**

As part of the Letchworth Youth Action Group, a multi-agency partnership, which supports activities for Young People in Letchworth, officers are continuing to assist the Letchworth Garden City Council and other partners in the formation of a representative Youth Forum / Council for Letchworth.

A questionnaire survey was carried out at both secondary schools. 44 young people from Highfield and 53 from Fearnhill returned completed questionnaires and expressed an interest to play a part in being on a Youth Council for the Town.

A meeting has been arranged for Tuesday 11th March in the Council Chamber where all these young people, as well as representatives from other local youth based agencies, will be invited to formally consider and advise on the setting up of a Youth Council for Letchworth.

3.5 **Rap-Aid**

Rap Aid have launched their projects based at Mrs Howard Hall starting from January 08.

Their services will provide a range of innovative activities and opportunities for young people, including a young people led media project (subject to funding).

The group is working towards developing Mrs Howard Hall as the focal point for young people's services in the Town..

Rap-aid Festival:

The group has provisionally put together a plan to promote a week long festival, which will take place from 26th July to 2nd August 2008. Activities will take place at Mrs Howard Hall, Howard Gardens and end with a live music festival at the Broadway Gardens.

The draft programme is as follows:

Saturday 26th July **Letchworth Lions** fun day

Sunday 27th July **Food, Drink and Culture Festival**

Monday 28th July **Nutrition and Health Festival**

Tuesday 29th July **Children's Festival** day on Howard Gardens

- Wednesday 30th **Sports & Games Festival** day on Howard Gardens
- Thursday 31st July **Teenage and Young People's Festival** day predominantly on Howard Gardens & the paddling pool area of the park.
- Friday 1st August **Performance Evenings and DJ Nights**
- Saturday 2nd August The **Rap-Aid Letchworth Festival** day comprising 2 live music stages featuring local and known artists on Broadway Gardens and Colonnade, variety of food from around the world, funfair rides and attractions, possibly a Continental Market on Leys Avenue.

3.6 **Westbury Action Group**

Officers are supporting the possible formation of a Community Association group for the Westbury area, similar in style to the JIG & GIF organisations.

An open evening was arranged on 14th January 2008 inviting the local community to take an active part in what happens in the Westbury. Held at Westbury Primary School, there were a number of community development professionals in attendance offering advice and assistance.

Over 50 local residents attended, resulting in 15-20 residents signing up to be involved in the formation of Westbury Action Group (WAG).

The group next meets on Monday 10th March 2008 at 7.30pm at the Westbury School.

3.7 **Letchworth African Caribbean Harmony Group**

A new group has been established in Letchworth to mainly serve the needs of African Caribbean elderly community. Since its inception the group has had several meetings with an average turn out of 12-15 members. The Community Development Officer is supporting the group with hosting meetings and funding applications.

3.8 **Jack Wilkinson Memorial Garden**

Jackmans Improvement Group (JIG) is hoping to develop a Community Garden Project in Kyrkeby, which will involve clearing up the site, developing hard landscaping (pathways & paving), soft landscaping (amenity grass, wildflower meadow, trees and shrubs), and to protect and carry out on going maintenance. The project will also involve installation of seating so that it will provide a peaceful and attractive place for local people to sit and enjoy the environment. Opening of the project will be celebrated with a community engagement / fun day with a range of activities and opportunities for people of all ages / backgrounds.

Funding has been raised for the project from different sources, including £5k from NHDC, £7k from WREN and £2.5K from the Town Council. However, there's still a shortfall and officers from NHDC are supporting the group with external funding applications.

3.9 Jackmans Youth Provision

The Jackmans Improvement Group with partner agencies are continuing to develop the services and facilities currently being provided.

Pool tables, Air Hockey & Table Tennis Tables, plus other multi-media equipment have been purchased in direct response to requests by local young people.

Herts County Council have assigned a number of part time Youth Workers to deliver activities during the dedicated evenings of operation. In addition, the Youth Service has recently assigned a Development Officer to assist in the practicalities behind running the youth facility.

All other partner agencies including NHDC continue to give the project support and assistance. Jackmans Improvement Group (JIG) is also delivering sessions for the younger age groups at the centre.

3.10 Wednesday Drop-in Club- Self evaluation Form

The group has successfully completed the purchase of a mini bus with 2 wheelchairs access and has provided the self evaluation form along with copies of receipt and press release.

The group received a grant of £1,000- from the Letchworth Area Committee towards the total cost of £27,568.

3.11 North Hertfordshire Highways – Joint Member Panel

Members of the Letchworth Area Committee are requested to review the information presented at Appendix A and the Chairman is requested to lead a debate on potential highway projects and or traffic management schemes associated with the themes identified at 1.1 (8) Appendix A in the Letchworth Area that could be considered for joint funding with the JMP Discretionary Budget 2008 – 2009.

4. CONSULTATION WITH EXTERNAL ORGANISATIONS AND WARD MEMBERS

4.1 Consultation has taken place with the respective agencies, organisations and ward members with regards to the activities and events mentioned in section 3 of the report.

5. RECOMMENDATIONS

- 5.1 That the Committee endorses the actions taken by the Community Development Officer to promote greater community capacity and well - being for Letchworth Garden City.
- 5.2 That the Committee with consideration to the information provided at Appendix A provide to the Projects Officer – Planning Control or Letchworth Committee Administrator (preferably by email) any such schemes or projects that could be considered for joint matched funding with the JMP Discretionary Budget for 2008-2009.

6. CONTACT OFFICERS

- 6.1 Ashuk Ahmed, Community Development Officer - Letchworth x4225
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- 6.2 Stuart Izzard, Senior Community Development Officer, x4854
e-mail stuart.izzard@north-herts.gov.uk

NORTH HERTFORDSHIRE HIGHWAYS PARTNERSHIP – JOINT MEMBER PANEL DISCRETIONARY BUDGET 2008-2009 – POTENTIAL PROJECTS OR SCHEMES

- 1.1 Members attention is drawn to minute 39 of the Joint Member Panel Meeting (JMP) held on 28 January 2008 where under items (3), (4) and (8) it was resolved that in the next cycle of Committee meetings an officer be requested to present a report in the next cycle of Committee meetings for Members to identify:
- (3) *...road safety measures that could be joint funded within the Joint Member Panel Discretionary Budget for the next and ensuing financial years;*
 - (4) *.... schemes in each area that could be put forward for joint funding in the JMP Discretionary Budget for 2008-2009 in accordance with the agreed themes;*
- And*
- (8) *.....indicate the following themes with which specific schemes which could be proposed for joint funding:*
 - 1. Minor re-surfacing works;*
 - 2. Road safety schemes;*
 - 3. Maintenance of verges;*
 - 4. Enhancement of town centres and village centres;*
 - 5. Maintenance of rural highways;*
 - 6. Referrals from NHDC Area Committees for works;*
 - 7. Maintenance in town centres.*
- 1.2 Thus, in light of resolution (3) and above Members are requested to list potential schemes that could be put forward for joint funding in the JMP Discretionary Budget for 2008-2009 in accordance with the 7 themes listed in resolution (8) above:
- 1.3 The proposed schemes listed by the Area Committee will then be forward to the North Herts Highways (HHP) District Manager who will then assess each of the schemes, in line with the agreed procedure set out between NHDC and HHP. Those schemes that are considered feasible and satisfy the above themes would then be reported back to the Area Committee together with outline cost estimates to prioritise and agree match funding from their discretionary budgets in the new civic year.
- 1.4 The amount to be put forward as part of the JMP Discretionary Budget for 2008-2009 contribution is yet to be finalised and will be reported at the JMP meeting in 21 April 2008, and will be reported together with the proposed outline schemes to the Area Committees.
- 2007-2008 Agreed Schemes:**
- 1.5 For information the agreed 2007-2008 JMP Discretionary budget of £100,000 is the entire discretionary budget funding available to the JMP Panel and must support all costs associated with the approved schemes, i.e. works, design, consultation plus any investigations and feasibility studies.

APPENDIX A

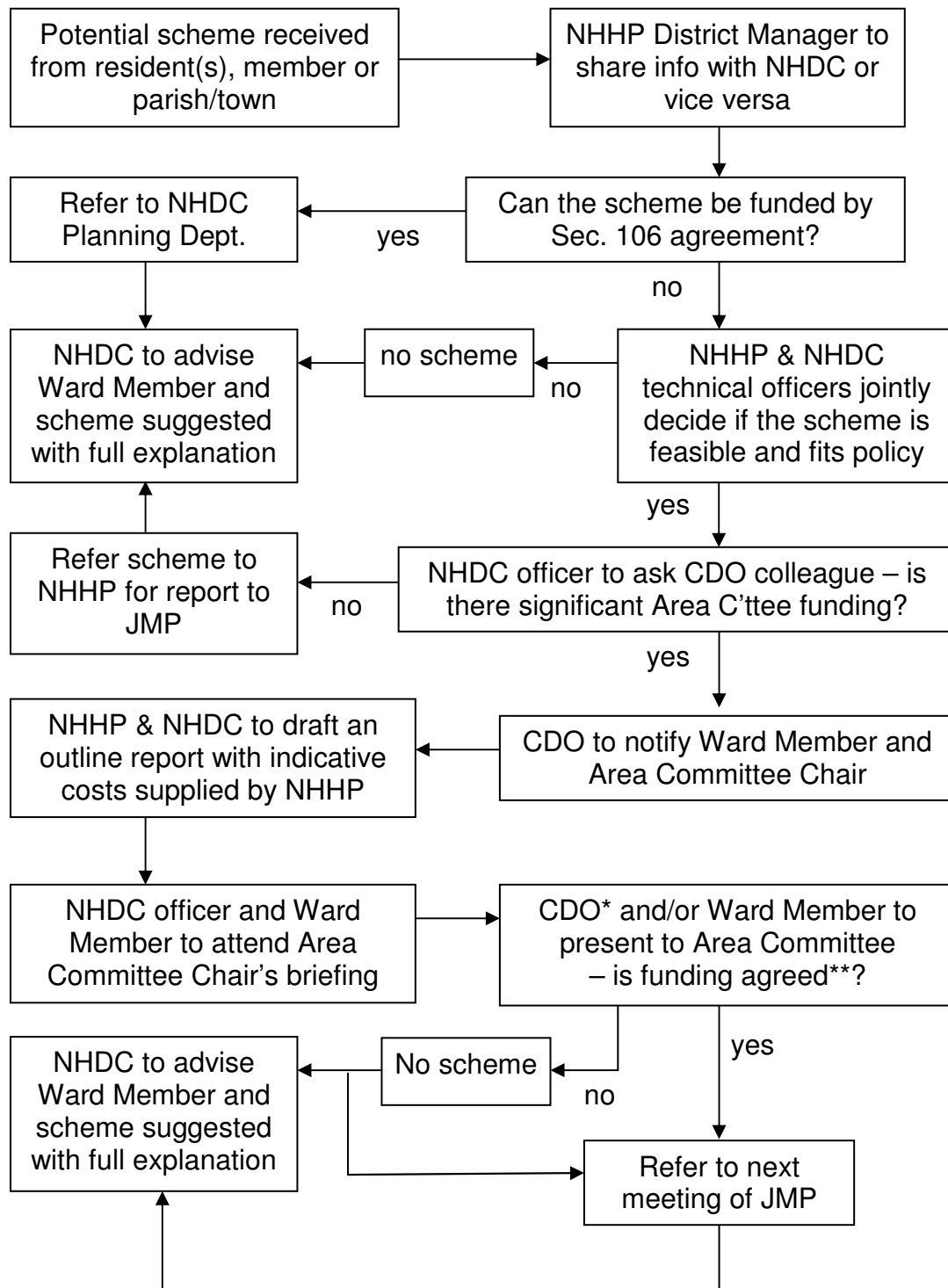
- 1.6 The following schemes listed below are the agreed schemes for 2007-2008 as presented to the JMP on 28 January 2008:

| | | |
|----|---|--|
| a) | A10 London Road, Royston - VA Sign (design fee) | 2,000 |
| b) | Verge Protection Works | 40,000 |
| c) | Jacksons Lane, Reed - New footway | 8,250 |
| d) | Maintenance of VA signs | 1,000 |
| e) | Norton Road/Pond Lane - Waiting restrictions (Baldock AC) | 1,000 |
| f) | Evaluation of VA sign sites (Hitchin AC) | 500 |
| g) | The Maples - Waiting restrictions (Hitchin AC) | 3,000 |
| h) | A602/Sunnyside Road - Right turn ban (Hitchin AC) | 3,000 |
| i) | Briary Lane/Sun Hill - Waiting restrictions (Royston AC) | 5,000 |
| j) | B656 Codicote speed limit extension (S Rural AC) | 2,000 |
| k) | Rock Road Royston - Extension of waiting restrictions | 3,000 |
| l) | Footway Surfacing Package | 31,250 |
| | Total - approved schemes | |
| | | (Budget = £100,000) <u>£100,000</u> |

In conclusion:

- 1.7 Members are therefore requested to list PROJECTS or SCHEMES in Letchworth that they wish to put forward for inclusion in the JMP Discretionary budget for 2008-2009 at the Letchworth Committee meeting or alternatively they either email Louise Symes, Projects Manager in Planning Services (louise.symes@north-herts.gov.uk) direct with their proposals or pass to the Letchworth Committee Administrator by Friday 11 April 2008.

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* CDO may be replaced by NHDC engineer or other officer if the report is very technical or complex

** Funding agreed = Area Committee agree the proportion or maximum they will fund and delegate decision on exact figures to NHDC Officers

All decisions and outcomes to be recorded for learning purposes