# **RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY**

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| **PART 1 – PUBLIC DOCUMENT** |

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| Any interest to declare/ or conflict and any dispensation granted [*if applicable]* |

**SERVICE DIRECTORATE:** Legal and Community

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| **1. DECISION TAKEN**  The provision of funding of **£528** to ‘North Herts CVS’ (supporting and developing the voluntary sector in North Herts) used to provide extra support to the Letchworth Community during the coronavirus pandemic.  **2. DECISION TAKER**  Executive Member - Community Engagement- Cllr Judi Billing, in consultation with the Service Director: Legal and Community (under section 9.8.2 (h) and 14.6.9(b)(iii) 5 of the Constitution).  **3. DATE DECISION TAKEN:**  2 April 2020 |

**4. REASON FOR DECISION**

4.1 This grant application has been received in between the Letchworth Committee Meetings and as it is time sensitive (in response to the Covid-19 outbreak) It cannot be considered at the next meeting taking place in June/July 2020. Therefore, it is considered appropriate to progress the application via a delegated decision.

4.2 The Chair and the Vice Chair of the Letchworth Committee have been consulted and have provided email evidence of their support to provide £528 from Letchworth Committee’s development budget in order to fund this application.

**5. ALTERNATIVE OPTIONS CONSIDERED**

There are no alternative options being proposed other than those detailed within the text of this report.

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

6.1 Consultation with Chair and Vice Chair of the Letchworth Area Committee has taken place.

6.2 Consultation with the respective officers and external bodies/groups has taken place with regards to this funding proposal via Area Committee Grant Funds.

**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 **Applicant: North Herts CVS**

Supporting and developing the Voluntary Sector in North Herts by:

- Providing advice and guidance

- Training

- Services such as DBS checking, Payroll etc

- Minibus hire

- Networking Events

- New alerts and updates

They also run a variety of community projects including a transport scheme, respite playscheme, Reach Out (matching training volunteers to those discharged from hospital) and the #TeamHerts Volunteering project.

This funding will be used to provide extra support to the North Herts Community during the coronavirus pandemic. We will do this by:

- Training volunteers via webinars to ensure they understand risks, safeguarding and health and safety when supporting those affected.

- A small emergency fund to reimburse volunteers expenses where they have delivered emergency supplies to those in need (this will avoid cross contamination from money handling)

- Cover additional phone costs from undertaking telephone befriending where we can no longer support people face to face

- Supporting the North Herts VCS with regular updates and working with them to ensure they have the correct policies in procedures in place

- Look for funding opportunities that will support the VCS groups who are now struggling to survive because of the impact of COVID-19

Operating costs for the project:

* £900 Training webinars
* £800 voluntary sector support
* £450 to cover extra (befriending) phone calls
* £1000 Emergency fund to reimburse volunteer expenses

**TOTAL £3150**

Previous Support: yes

NHDC Policy met: Yes

Strategic Objectives met: Build Thriving and Resilient Communities

Respond to challenges to the environment

**9. LEGAL IMPLICATIONS**

1. The Terms of Reference in relation to Area Committees confirm that they may establish and maintain relationships with outside bodies/voluntary organisations which include discretionary grant aid/financial support but excluding grants for district-wide activities. The Committee has delegated powers, as a body, 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 January 2020.
2. Section 1 of the Localism Act 2011 provides a General Power of Competence which gives local authorities the powers to do anything: -

* An individual may generally do
* Anywhere in the UK or elsewhere
* For a commercial purpose or otherwise, for a charge or without a charge
* Without the need to demonstrate that it will benefit the authority, its area or person’s resident or present in its area.

9.3 Section 137 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.

9.4 The decision taker signing the Decision Notice has delegated authority to take such a decision in accordance with the North Hertfordshire District Council Constitution under section under section 9.8.2 (h) and 14.6.9(b)(iii) 5 in relation to Community engagement, including financial assistance and grants to external organisations.

**10. FINANCIAL IMPLICATIONS**

10.1 The agreed budget for 19/20 financial year is £11,000 in line with the 20% reduction in grant budgets as agreed by full council.

The Letchworth Committee has spent £10,472 from this year’s allocation which leaves **£528** to be utilised in the budget.

The **£528** provided for North Herts CVS will utilise the remaining amount from the 2019/20 budget.

**11. RISK IMPLICATIONS**

11.1 Officers have identified the key risks relating to the scheme and have recorded these on the Council’s risk register. These risks include the failure of applicants to obtain required joint funding for projects and failure of relevant facility management committees to manage approved works effectively. This could lead to funding not being released, funding not being used appropriately and subsequently, the standard of facilities failing to improve. The agreed qualifying criteria and implementation process, including the release of any approved funding, aim to manage and control the risks. In addition, officers will work closely with the facilities approved for funding from the project definition stage through project implementation to completion.

**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 All projects that are assigned area committee funding are assessed to ensure that they do not negatively impact on any part of the local community. The only deviation to this is where a minority or marginalised group may specifically receive funding or allocation of resources to address a particular area of need or ‘gap’ in provision*.*

**13. SOCIAL VALUE IMPLICATIONS**

13.1 The Social Value Act and “go local” policy do not apply to this decision.

**14. HUMAN RESOURCE IMPLICATIONS**

14.1 There are no pertinent Human Resource implications associated with any items within this report.

**15. BACKGROUND PAPERS**

Officers have received and approved the grant application, mission statement and accounts.

## NOTIFICATION DATE

**03.04.2020**

**Signature of Executive Member Decision taker**

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**Date ………30.3.2020…………………………..**

**Signature of Service Director: Legal and Community**

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**Call-in does not apply to NON-EXECUTIVE DECISIONS**

**In respect of Executive Decisions, as per section 6.3.11(b) of the Constitution ‘Call-In and Urgency’, the call-in procedure does not apply when the decision being taken is urgent. For the purposes of the current Coronavirus pandemic, this decision is considered to be urgent (as normal meetings and the decision-making process has been suspended). The Chair of Council has been informed and agrees that the decision is a reasonable one in the circumstances and is to be treated as a matter of urgency.**