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Please ask for:  
Suzanne Hulks

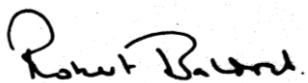
**\*PLEASE NOTE DATE**

7 October 2016

Dear Councillor

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL GRANTS BOARD to be held on **Wednesday**, 19th October, 2016 at 6.30 pm in the Council Chamber, Council Offices, The Campus, Welwyn Garden City, Herts, AL8 6AE

Yours faithfully



Director (Governance)

**AGENDA  
PART 1**

1. SUBSTITUTION OF MEMBERS

To note any substitution of Members made in accordance with Council Procedure Rules 19-22.

2. APOLOGIES

To note any apologies.

3. MINUTES

To confirm as a correct record the Minutes of the meeting held on 6 June 2016 (previously circulated).

4. NOTIFICATION OF URGENT BUSINESS TO BE CONSIDERED UNDER ITEM 7

5. DECLARATIONS OF INTEREST BY MEMBERS

To note declarations of Members' disclosable pecuniary interests, non-disclosable pecuniary interests and non-pecuniary interests in respect of items on the Agenda.

6. COMMUNITY GRANTS 2016 (Pages 3 - 6)

Report of the Executive Director which provides details of the applications for Annual Community Grants.

7. SUCH OTHER BUSINESS AS, IN THE OPINION OF THE CHAIRMAN, IS OF SUFFICIENT URGENCY TO WARRANT IMMEDIATE CONSIDERATION:

8. EXCLUSION OF PRESS AND PUBLIC

The Board/Committee is asked to resolve:

That under Section 100(A) (2) and (4) of the Local Government Act 1972, the press and public be now excluded from the meeting for Item 8 on the grounds that it involves the likely disclosure of confidential or exempt information as defined in Section 100(A)(3) and Paragraph 3 (private financial or business information) of Part 1 of Schedule 12A of the said Act (as amended).

In resolving to exclude the public in respect of the exempt information, it is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

9. ANNUAL COMMUNITY GRANT APPLICATIONS (Pages 7 - 102)

Circulation: Councillors D Bennett (Chairman) I Dean  
H Bower J Fitzpatrick  
L Chesterman

Executive Board  
Press and Public (except Part II Items)

**If you require any further information about this Agenda please contact Suzanne Hulks, Governance Services Unit on 01707 357467, fax 01707 357257 or email – [s.hulks@welhat.gov.uk](mailto:s.hulks@welhat.gov.uk)**

# Agenda Item 6

Part I  
Item No: 0  
Main author: Tracy Fortune  
Executive Member: Duncan Bell  
All Wards

## WELWYN HATFIELD BOROUGH COUNCIL GRANTS BOARD – 19 OCTOBER 2016 REPORT OF THE DIRECTOR (FINANCE & OPERATIONS)

### COMMUNITY GRANT APPLICATIONS - 19 OCTOBER 2016

#### **1 Executive Summary**

- 1.1 Eight applications from voluntary groups have been received for Annual Community Grants (Appendix A).

#### **2 Recommendation(s)**

- 2.1 Members of the Grants Board are asked to consider the Annual Community Grant applications (Appendix A) and allocate the funding in accordance with the Council's priorities and criteria.

#### **3 Explanation**

- 3.1 Members of the Grants Board are asked to decide how the provisional grants budget of £198,270 will be allocated between the Annual Grants and Small Community Grants for 2017/18.
- 3.2 There is a proposed growth item in the budget for 2017/18 for an additional £4,000 to fund Small Community Grants to bring the total Small Community Grants budget to £24,000 of the total allocation. There has also been a proposal as part of the budget setting work for 2017/18 that £75,000 be ring fenced as a Grant to the Citizens Advice Bureau.
- 3.3 This is subject to formal approval by Cabinet and Full Council in January and February 2016 respectively. Should there be any changes to the 2017/18 budgets on Community Grants, the Grants Committee will review the decisions taken on the awards in the March 2017 Committee.
- 3.4 This leaves a remaining budget of £99,270 to be allocation for Annual Community Grants.

#### **4 Financial Implication(s)**

- 4.1 Of the 2017/18 budget is £198,270 for Annual and Small community grants, once removing the ring fenced £75,000 for Citizens Advice Bureau and the £24,000 for the Small Grant Budget this will leave an available budget of £99,270.
- 4.2 Annual Community Grant applications total £176,151 exceeding budget for Annual Community grants by £76,881.

## **5 Link to Corporate Priorities**

5.1 Welwyn Hatfield Borough Council Grants Board looks to support projects which help achieve Council's Corporate Priorities. Applications for community grants need to contribute to at least one of the following:

1. Maintain a safe and healthy community:
2. Protect and enhance the environment:
3. Meet the borough's housing needs:
4. Help build a strong local economy:
5. Engage with our communities and provide value for money:

## **6 Legal Implication(s)**

6.1 There are none arising from this report.

## **7 Climate Change Implication(s)**

7.1 There are none arising from this report.

## **8 Risk Management Implications**

8.1 There are none arising from this report.

## **9 Explanation**

9.1 Please see Appendix A for the summary of Annual Community Grant applications and project details.

## **10 Equality and Diversity**

10.1 I confirm that an Equality Impact Assessment has been carried out of the Council's Community Grant policy. In addition, all applications submit a Diversity monitoring form along with stating in their applications that they are committed to equal opportunities and have an equalities policy in place.

Name of author	Tracy Fortune (01707 357219)
Title	Financial Accountant
Date	04/10/2016

Appendices

A Application Annual Community Grants

Background papers:  
Annual Community Grant Applications

Organisation	Funding required for:	Application amount	Funding agreed	WH residents	Corporate priorities met	Organisation status	Specific target groups	Diversity monitoring form	Accounts/ bank statement	Strategic/ Business plan (not included in members pack)	Budgetary information	Previous Funding
Age Uk Douglas Tilbe	The funding will be used for Salary Costs for the project leader/supervisor, activity assistants (permanent and casual staff to cover absences). The funding will also support the time spent on the operational management of the centre by the Head of Active Ageing. This will also be used towards staff non salary costs such as recruitment, training and travel expenses.	£47,008		Approximately 100 people each with capacity for 120 (40 per day, three day week)	Maintain a safe and Healthy Community, Engage with our communities and provide value for money	Charity	Elderly	Provided	Accounts till March 2015 and bank statements, 2016 arriving October	Received	Provided for 16/17	2016-2017 £25,000 2015-2016 £25,500 2014-2015 £25,500
Hatfield and District Age Concern	Used towards the centres operating and maintenance costs including salaries, provisions, utilities, refuse collection, repairs and maintenance, audits, inspections and insurance.	£14,000		Approximately 180 including diners, carers and clubs/ groups	Maintain a safe and healthy Community	Charity	Elderly	Provided	Bank Statements and Accounts for year end March 2016	Business Plan 2017-18	Provided for 16/17	2016-2017 £12,750 2015-2016 £12,750 2014-2015 £12,750 SCG 2015-16 £600
Mind in Mid Herts	The funding would be used to cover the salary costs of the part-time manager, part-time mental health out-reach worker and the Part-time Volunteer Co-Coordinator. Also the training and travel costs associated with the project.	£26,632		75 local residents will be supported by this project – 100% of the total people using the service.	Maintain a safe and healthy Community	Charity	People who have suffered mental and emotional distress.	Provided	Bank statement alongside summary of accounts 15/16	Business plan for 2016-2019	Provided for 16/17	2016-2017 £24,000
Resolve	The grant would be used to pay rent and estimated utility costs for a year for a unit from which the outreach project can work from based in Hatfield Town Centre	£15,000		Since April 2008 Resolve has assisted almost 300 people directly.	Maintain a safe and Healthy Community, Engage with our communities and provide value for money, Meet the boroughs housing needs, Help build a strong local community	Charity	Rehabilitation of people who suffer from substance/ alcohol misuse problems	Provided	Bank statement alongside summary of accounts for year end 2016	Strategic Plan 2016-2019	Provided for 16/17	2015-2016 £5,000 2014-2015 £5,000
Saint John of God Hospitaller Services	To cover the running costs of Digsweil Horticultural Centre for adults with learning disabilities in 2017, such as water rates, gas and electric bills, insurance and phone bills.	£25,566		Around 100 adults with learning disabilities and a further 100 local residents and volunteers	Maintain a safe and Healthy Community, Engage with our communities and provide value for money	Charity	Elderly and people with a learning disability	Provided	Bank statement and accounts for year end December 2015	Received	Provided for 16/17	
Welwyn Hatfield Community and Voluntary Service	To support the two projects: 1) £1,800 towards maintenance of Car Scheme Vehicle 2) £12,145 towards the operation of the volunteer centre including a part time co-ordinator at £9,145 p.a.	£13,945		Community as a whole	Maintain a safe and Healthy Community, Engage with our communities and provide value for money, Help build a strong local community, Protect and enhance the environment	Charity	Community groups and individuals and helping with networking	Provided	Bank Statements and Accounts for year end March 2016	Strategic Plan 2014-2016	Provided for 16/17	2016-17 £5,838 2015-2016 £10,200 2014-2015 £10,200
Women's Refuge	The grant funding covers the salary costs of the Outreach and resettlement service, the proportion of the Child Support Service salary costs not covered by the grant from HCC Children's Service and the remainder of other salary costs not covered by other funding.	£34,000		Approximately 200-250	Maintain a safe and health community, Meet the Boroughs Housing Needs, Engage with communities and provide value for money	Charity	Women and Children	Provided	Annual Report 15/16 accounts and Bank Statements	Business plan for 2015/17	Provided for 16/17	2016-2017 £32,000 2015-2016 £34,000 2014-2015 £32,000
<b>Total of applications October 2016</b>		<b>£176,151</b>	<b>0.00</b>									

Annual and Small Community Grants Budget 17/18  
CAB Ring Fenced Amount 17/18  
Small Grant Budget 17/18  
Remaining Annual Community Grant Budget

£198,270  
£75,000 See Below  
£24,000  
£99,270

Organisation	Funding required for:	Application amount	Funding agreed	WH residents	Corporate priorities met	Organisation status	Specific target groups	Diversity monitoring form	Accounts/ bank statement	Strategic/ Business plan (not included in members pack)	Budgetary information	Previous Funding
Citizens Advice Bureau	Used to pay towards the core costs of running the organisation, ensuring the residents of Welwyn Hatfield have an advice service to drop in or to telephone when needing assistance to find solutions to their problems. No service restriction to any groups	£162,689		2,961 people at the drop in and 1,384 by phone. Around 84 residents helped each week.	Maintain a safe and Healthy Community, Engage with our communities and provide value for money, Meet the boroughs housing needs, Help build a strong local community	Charity	Anyone requiring Advice	Provided	Annual accounts for March 2015 and Bank Statements	Business Development Plan May 2015	Provided for 16/17	2016-2017 £75,913 2015-2016 £80,750 2014-2015 £80,750

Ring Fenced Application for Citizens Advice Bureau

£75,000

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By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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