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Contact:  
democracy@welhat.gov.uk  
Democratic Services

28 November 2023

You are requested to attend a meeting of the WELWYN HATFIELD BOROUGH COUNCIL GRANTS BOARD to be held on Wednesday 6 December 2023 at 7.00 pm in the Council Chamber, Council Offices, The Campus, Welwyn Garden City, Herts, AL8 6AE.

**AGENDA**  
**PART 1**

1. **SUBSTITUTION OF MEMBERS**

To note any substitution of Board Members made in accordance with Council Procedure Rules.

2. **APOLOGIES**

To note any apologies.

3. **MINUTES**

To confirm as a correct record the Minutes of the meeting held on 26 July 2023 (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. **2024/25 ANNUAL COMMUNITY GRANTS** (Pages 3 - 8)

To receive a report of the Executive Director of Place.

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 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 9 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.

## **PART II**

9. ANNUAL COMMUNITY GRANTS 2024-25 (Pages 9 - 174)
  
10. ANY OTHER BUSINESS OF A CONFIDENTIAL OR EXEMPT NATURE AT THE DISCRETION OF THE CHAIRMAN

Circulation: Councillors M.Siewniak (Chairman) S.McNamara  
M.Birleson (Vice-Chairman) B.Sarson  
L.Chesterman J.Skoczylas  
R.Lass F.Wachuku  
D.Jones

D.Bell (Executive Member, Resources)

Head of Community and Housing Strategy (S.Chambers)  
Community Partnership Support Officer (G.DaCamara)  
Press and Public (except Part II Items)

**If you require any further information about this Agenda please contact Democratic Services, Governance Services on or email – [democracy@welhat.gov.uk](mailto:democracy@welhat.gov.uk)**

# Agenda Item 6

## Part I

Main author: Joyce Guthrie

Executive Member: Cllr Max Holloway

All Wards

WELWYN HATFIELD BOROUGH COUNCIL  
GRANTS BOARD – 6 DECEMBER 2023  
REPORT OF THE EXECUTIVE DIRECTOR (PLACE)

### 2024/25 ANNUAL COMMUNITY GRANTS

#### **1 Executive Summary**

- 1.1 The annual grants for 2024/25 opened on 2<sup>nd</sup> October and closed on 2<sup>nd</sup> November 2023. Twenty two applications have been received for consideration for Annual Grants for financial year 2024/25.
- 1.2 £73,000 is anticipated to be ring fenced for the distribution of Annual Grants payments for the financial year 2024/25.

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

- 2.1 Members of the Grants Board are asked to consider the Annual Community Grant applications (as referred to in the Part II report) and make a recommendation to Cabinet in accordance with the council's priorities and criteria.
- 2.2 To ensure that the fund is available widely, the maximum amount that will be supported through this fund will be £20,000 per organisation.

#### **3 Explanation**

- 3.1 There are twenty two applications totalling £276,203.00 for Annual Grants 2024/25 to be reviewed. That is £203,203.00 over the total amount of funds available.

<b>Organisation/Charity name:</b>	<b>Amount seeking:</b>
17th WGC Rangers	<b>£500.00</b>
Crusaders Skate Hockey Club	<b>£3,305.00</b>
First Garden Cities Homes	<b>£11,960.00</b>
First People Housing CIC	<b>£16,000.00</b>
Forever Young People	<b>£17,760.00</b>
H'arts in Mind	<b>£6,000.00</b>
Hatfield Foodbank	<b>£5,000.00</b>
Herts Disability Sports Foundation	<b>£15,012.00</b>
I Picture This	<b>£6,720.00</b>
Ludwick Family Centre	<b>£10,900.00</b>
One YMCA	<b>£19,506.00</b>
Panshanger FC Club	<b>£20,000.00</b>
Pets in Need	<b>£20,000.00</b>
Red Kite Rape & Sexual Assault Services	<b>£20,000.00</b>
Resolve	<b>£19,670.00</b>
Sowing Seeds Family Hub	<b>£7,630.00</b>
Sporting Aid CIC	<b>£7,000.00</b>
Sporting Inspirations CIC	<b>£8,740.00</b>
Together for Welwyn Garden City	<b>£500.00</b>
Welwyn Hatfield Community Voluntary Services (CVS)	<b>£20,000.00</b>
Welwyn Hatfield Women's Refuge & Support Services (WHWR)	<b>£20,000.00</b>
Welwyn Rugby Football Club	<b>£20,000.00</b>
<b>Total amount seeking:</b>	<b>£ 276,203.00</b>

- 3.2 Please see Part II report for the details regarding each of the Grant applications.
- 3.3 The budget expected to be made available for Annual Grants for the financial year 2024/25 is £73,000. This is subject to the Council's annual budget-setting processes.
- 3.4 The total value of all twenty-two application exceeds the budget available. Members are reminded that they are not able to award more than £73,000.
- 3.5 Members are able to fully fund, part fund or not fund at all any of the applications that have been received.
- 3.6 It should be noted that applications can only be considered by members of the Grants Board if the organisation meets all the essential criteria. Some of those key criteria are list as follows:
  - 3.6.1 Applications must come from an organisation that is incorporated or an unincorporated charity or a voluntary/community/not-for-profit group.
- 3.7 At least 50 per cent of the organisation's members/clients/users must live or work in the borough of Welwyn Hatfield. The organisation must be able to provide monitoring information on its membership/users.
- 3.8 The organisation must be committed to Equal Opportunities and have an Equalities Policy in place (where applicable). However, organisations may target some or all of its activities at specific groups, where the intention is to address discrimination or disadvantage.
- 3.9 The organisation must be sustainable and able to show budgetary information. They also must be able to provide recent audited/independently examined accounts or projected income/expenditure figures (in the case of organisations that are less than a year old) to demonstrate its need for financial assistance.
- 3.10 Detail costs for the applicant must be provided within the application and it should be noted that within the criteria it is highlighted what can and what cannot be funded through the Annual Grant fund.

### **Implications**

#### **4 Legal Implication(s)**

- 4.1 A Service Level Agreement is entered into between the council and each successful grant applicant.

## **5 Financial Implication(s)**

- 5.1 The applications received total £276,203.00 which is more than the available budget of £73,000. Members of the Grant Board are asked to consider the applications set out in Part II of this report and agree funding.
- 5.2 Members are not able to exceed the total budget available.
- 5.3 Grants awarded are subject to agreement from the Council's Cabinet during the budget setting process for financial year 2024/25.

## **6 Risk Management Implications**

- 6.1 There is a risk related to providing grants to voluntary organisations in that there is the possibility that the organisation could go into administration and as such the funding would be lost. There is also the possibility that organisations do not spend the grant provided on the agreed projects or costs as per their applications.
- 6.2 The risks are mitigated as much as possible through the application process, where information is provided about the organisation, its governance and financial structures and the reason it has applied for funding. All successful grant applicants sign up a service level agreement with the council which sets out the terms of the grant and also what information is to be provided to monitor the outcomes. The information provided includes evidence on where the funding was spent.

Risk Score Likelihood Low; Impact Medium. Overall risk score Low.

## **7 Security & Terrorism Implication(s)**

- 7.1 In complying with the Prevent duty Local Authorities need to ensure that publicly owned resources do not provide a platform for extremists and are not used to disseminate extremist views.

## **8 Procurement Implication(s)**

- 8.1 There are no procurement implications. The funds will be issued as grant payments.

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

- 9.1 There are no climate change implications

## **10 Human Resources Implication(s)**

- 10.1 There are none arising from this report.

## **11 Health and Wellbeing Implication(s)**

- 11.1 Providing grants to community organisations for the benefit of Welwyn Hatfield residents assists the council in meeting its objectives to improve the health and wellbeing of the borough.

## **12 Communications Plan**

- 12.1 All successful organisations are required to actively promote the Council when market their event or project.
- 12.2 The Council will also put out a press release detailing the successful applicants and highlighting some of the projects/initiatives that the Council is supporting through this round of Grants.

## **13 Link to Corporate Priorities**

- 13.1 The subject of this report is linked to several of the council's recently adopted priorities especially around a sense of community where people feel safe.

## **14 Equality and Diversity**

- 14.1 An EqIA was not completed because this report does not propose changes to existing service-related policies or the development of new service-related policies.
- 14.2 Those organisations applying for a council grant are required to produce evidence of their commitment to equality and diversity.

Name of author	Joyce Guthrie
Title	Assistant Director, Leisure, Community & Cultural Services
Date	21 <sup>st</sup> November 2023

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