



RECORD OF DELEGATED DECISION (OFFICER)

1. Decision Reference No.	CEX209
2. Name/Title of Officer	Michelle Howard Director for Housing and Communities
3. Email address of Officer	mhoward@melton.gov.uk
4. Title / Subject Matter:	Platinum Jubilee Grants Scheme
5. Type of Decision: (The decision will be published in its entirety unless it contains exempt information as described in Section 1.4 of the Council's Access to Information Rules)	Public
6. Key Decision?	No
7. Decision Taken: 1. To implement a one-off Queens Platinum Jubilee Small Grants Scheme from 4 th April 2022, with a closing date of 25 th April 2022 2. To issue grants to successful applicants in accordance with the grant criteria	
8. Reasons for Decision: On 9 March 2022, Cabinet approved a report on the Allocation of Community Grants 2022/23. This included a recommendation to establish a one-off Platinum Jubilee Small Grants Scheme. Melton Borough Council's Platinum Jubilee Small Grants Scheme is designed to support communities across Melton celebrate Her Majesty the Queen's Platinum Jubilee in 2022. A budget of £7,130 is available to support a range of community projects as part of the Platinum Jubilee celebrations. Eligible community groups, charities and parish councils organising events and projects can apply to this fund for financial support to help make their local celebrations a success. Applications of between £70 and £700 can be made by eligible groups. Guidance, application form and timeline have been agreed with the Portfolio Holder.	
9. Authority / Legal Power: (Please detail where your authority comes from e.g. Committee Minute, Constitution or Legal power i.e. what enables you to take this course of action)	

On 9 March 2022, Cabinet approved a report on the Allocation of Community Grants 2022/23. This included a recommendation to establish a one off Platinum Jubilee Small Grants Scheme:

3) **DELEGATED** authority to the Director of Housing and Communities, in consultation with the Portfolio Holder for Climate, Access and Environment, to develop and implement a Platinum Community Grants Scheme for Melton

This decision notice enacts that decision.

10. Background Papers attached?

(Background papers are to be attached (unless exempt))

[Cabinet report – Allocation of Community Grants 2022/23](#)

Queens Platinum Jubilee Grant Scheme Guidance

Queens Platinum Jubilee Grant Application Form

11. Alternative options available / rejected:

(Briefly summarise what other options, if any, are available or considered and why they were rejected.)

None – this decision is in line with the decisions made by Cabinet on 9th March 2022.

12. Implications:

Legal	<p>The Council has the power to award grants to organisations using its general power of competence in section 1 of the Localism Act 2011. In exercising the power the Council must satisfy its public law duties. In essence this means that in making the decision the Council must have taken into account only relevant considerations, followed procedural requirements, acted for proper motives and not acted unreasonably.</p> <p>It is noted that the guidance, application form and timeline have been agreed with the Portfolio Holder and this application of this is essential if the Council is to defend any challenge to its decision-making process.</p> <p>Legal Approval 31 March 2022</p>
Finance	<p>A budget of £7,130 has been agreed for the Queens Platinum Jubilee Small Grants Scheme.</p> <p>£5,090 is coming from a c/fwd from 2021/22 from the underspend within the community grants budget and a further £2,040 is coming from the 2022/23 budget which wasn't allocated in bidding process for that financial year. This is in line with cabinet approval at its meeting on the 9th March 2022</p> <p>Finance Approval 31 March 2022</p>
HR	<p>There are no HR implications arising from this decision.</p>

13. Signature of Decision Maker with

Michelle Howard
Director for Housing and Communities

authority to sign (See Section 9):	
14. Consultation with:	Councillor Alison Freer Portfolio Holder for Climate, Access and Environment
15. Date:	31st March 2022

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