



**EXECUTIVE DECISION RECORD
Cabinet Member**

REF No: 63/23

A1 Service Area	Communities and Regulatory Services
A2 Title	Food Aid Fund
A3 Decision Taken By	Cabinet Member
A4 Chief Officer	Please print name: Thomas Deery Please sign name: T. Deery (Approval by email 25/09/23)
A5 Leader / Deputy Leader	Please print name: Cllr Simon Slater Please sign name: S. Slater (Approval by 22/09/23)
A6 Date of Decision	25 September 2023

Confidentiality

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.	NA

Conflict of Interest

Are there any conflicts of interest to declare? No



Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to? *(Please tick as appropriate)*

Scrutiny (Value for Money Council) Committee

Scrutiny (Regeneration Development and Market Hall) Committee

Scrutiny (Health and Wellbeing) Committee ✓

Scrutiny (Climate Change and Environment) Committee

B1 What is the Decision?	To provide six grant payments of £550 per month to support free food providers whose food stocks require replenishment.
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B2 What are the reasons for the Decision?

- The funding supports food providers who have seen an increase in demand and a reduction in donations. This gives these vital organisations additional resource during this period which is likely to see a continuing high level of demand.
- The funding will support 10 organisations, who will receive £550pcm for 6 months. The monthly rather than one off payments are designed to give providers some security of income, and enable them to plan for the entire winter period.
- A similar activity was undertaken earlier this year, but offered a one off payment in that instance (EDR no. 536.23)
- Applicants to the scheme need to set out how they meet the following conditions utilising the form at Appendix 1:
 - Based in East Staffordshire
 - Be a non-profit, community or charitable organisation which provides food for the community
 - Existing work which has involved giving food to those who need it
 - A need for funds to continue operations.
 - Describe how the funding will be used.
- Council officers will assess applications on a weekly basis, and successful applications are chosen up to the limit of the funding envelope.
- Successful applicants need to sign the condition of grant aid form at Appendix 2, and receive the first payment following receipt of the same.
- Food providers to email the receipts for items they have purchased with this fund and a record of the amount they have spent for monitoring purposes.
- The Council will not be asking the successful providers to introduce additional controls, they will simply issue food paid for by the Council alongside food which has been obtained from other sources.

B2 Alternative options considered and rejected?

This measure forms part of a package designed to alleviate cost of living pressures for affected

	households, therefore alternative options are being taken forward simultaneously.
B3 What are the contributions to Corporate Priorities?	Standing up for our Communities
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

Financial Implications

B5 What are the financial implications?	<p>The main financial issues arising from this decision are as follows:</p> <ul style="list-style-type: none"> • The budget for this service of £33,000 will be allocated from the resources set aside towards cost of living pressures in 2023/24. • A maximum sum of 6 x £550 pcm will be paid to each successful applicant upon demonstrating that they meet the conditions of the fund. • The service will terminate when all the funds available for the scheme have been expended.
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Revenue	2023/24	2024/25	2025/26
Food Aid Fund	£33,000		

The finance section has been approved by the following member of the Financial Management Unit:	<p>Please print name: Anya Murray</p> <p>Please sign name: A. Murray (Approval by email 21/09/23)</p>
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Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
B6.2 Has it got the appropriate approvals under those provisions?	Yes
B7 Is the Decision wholly in accordance with the Council's budget?	Yes
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
B7.2 Has it got the appropriate approvals under those provisions?	Yes

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none"> • Provide support to local services which are helping those in need.
B8.2 Negative (Threats): <ul style="list-style-type: none"> • None identified.
B8.3 The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.
B8.4 NA

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none"> • Support to those in need at a time of rising costs and inflation. • Support to local voluntary sector, many of whom have been engaged in this area of community service for several years.

B9 What are the Risk Assessment implications:

B9.2 Negative (Threats)

- None identified.

B9.3 The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

Legal Considerations

B10 What are the Legal Considerations:

B10.1 The main legal issues arising from this decision are as follows:

- By s24 of the Local Government and Elections (Wales) Act 2021, a local authority has a power of competence to do anything which an individual can do, which would include the provision of grant funding.

This section has been approved by the following member of the Legal Team

Please print name: Glen McCusker – Locum Solicitor

Please sign name: G. McCusker (Approval by email 14/09/23)

Sustainability Implications

B11 What are the Sustainability implications:

B11.1 The proposal would not result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures). The positive/negative impacts are set out below (please refer to guidance notes).

B11.2 NA

B11.3 NA

Health & Safety Implications

B12 What are the Health & Safety implications:

B12.1 A Risk Assessment has not been carried out and entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.

B12.2 Any financial implications to mitigate against these hazards and risks are considered above.

B12 What are the Health & Safety implications:

B12.3 NA

B12.3.1 NA

B12.3.2 NA

Key Decision

B13 Is this a Key Decision? No

Note: A Key Executive Decision is one where:

- 1. REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000**
- 2. CAPITAL – Any capital project with a value in excess of £150,000**
- 3. A decision which significantly affects communities living or working in an area comprising two or more wards.**

B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would seriously prejudice the public interest?

NA

B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?

NA

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to andrea.davies@eaststaffsbc.gov.uk