

Report of the Director of Environment & Sport to the meeting of Bradford South Area Committee to be held on Thursday, 28 November 2013.

AN

Subject:

2013/14 Ward Budget Allocations

Summary statement:

This report outlines proposed projects in Great Horton, Queensbury, Royds and Wyke Wards and requests decisions on funding.

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Portfolio:

Safer & Stronger Communities

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Overview & Scrutiny Area:

Corporate



1. SUMMARY

This report outlines proposed projects in Great Horton, Queensbury, Royds and Wyke Wards and requests decisions on funding.

2. BACKGROUND

- 2.1 A report "Funding available for allocation by Bradford South Area Committee in 2013/14 to support the delivery of priorities in the Bradford South Area Committee Action Plan 2011-14" (Document BH) was presented to Bradford South Area Committee on 28 March 2013. Within the key priorities to be addressed through the Area Initiative Funding, Bradford South Area Committee resolved to allocate funding to Ward Budgets for each of the six Wards in Bradford South.
- 2.3 Prior to consideration by Bradford South Area Committee, projects and schemes require the support of Ward Councillors. They are developed in line with the approved process and presented to the Area Committee for consideration.
- 2.4 Appendices 1, 2, 3 and 4 outline projects for consideration from Great Horton, Queensbury, Royds and Wyke Ward Budgets.

3. OTHER CONSIDERATIONS

- 3.1 Asa Briggs Bowling Club, Ward Budget ref WBQ/06/1314 has previously submitted a similar Community Chest application for this project which was considered by the Grants Advisory Group on 28 September 2013. On the advice of the Grants Advisory Group, this application was not funded. The reason given was: "That the responsibility for completely or partially undertaking the cutting of this bowling green by Asa Briggs Bowling Club should be considered as part of a wider strategy for the care and maintenance of bowling greens. It would not, therefore, be appropriate to support, in isolation, the purchase of a lawnmower for Asa Briggs Bowling Club.
- 3.2 The situation has not changed since the meeting of the Grants Advisory Group and as a consequence the Officer Recommendation will be that this Ward Budget application should not be funded.

4. FINANCIAL & RESOURCE APPRAISAL

- 4.1 The balance available for allocation by Ward is as follows:

Great Horton	£16,744.00
Queensbury	£14,668.00
Royds	£3,687.00
Tong	£17,928.00
Wibsey	£0.00
Wyke	£2,005.00



4.2 The cost of funding requests in the attached appendices is as follows:-

Great Horton (Appendix 1)	
Lidget Green Community Partnership - Replacement of floor at St Wilfrid's Community Hall	£4,000.00
Great Horton Cricket Club - To assist in the construction of new changing rooms/pavilion.	£1,000.00
Library Service, Bradford Council Great Horton Village Hall - Purchase of equipment	£3,500.00
Bereavement Services - Installation of bench at Scholemoor Cemetery	£750.00
Crimestoppers - Drugs Project in Great Horton Ward	£2,213.00
BMDC Youth Service - To support new Youth Provision at Great Horton Village Hall	£2,500.00
Total	£13,963.00

Queensbury Ward (Appendix 2)	
18 th Bradford South Queensbury Scout Group	£500.00
Queensbury History Society	£500.00
Asa Briggs Bowling Club	£500.00
Holy Trinity Church	£2,000.00
Queensbury Celtic FC	£500.00
Total	£4,000.00

Royds Ward(Appendix 3)	
Woodside Community Neighbourhood Group – Woodside Respite Project	£1,080.00
Woodside Community Neighbourhood Group – Health & Nutrition Project	£1,080.00
Total	£2,160.00



Wyke Ward (Appendix 4)	
Small Highways Projects (Traffic & highways)	£1,000.00
West Yorkshire Police - Wyke Safer Communities	£349.49
Green Dog Walkers' Campaign	£230.00
Bradford South Area Co-ordinator's Office - Positive Minds (Dementia Friendly Communities)	£425.00
Total	£2,004.49

4.3 Projects and schemes supported can be either revenue or capital in nature.

4.4 Bradford Council has allocated this funding for the 2013/14 financial year. Funding allocated for projects and staff costs in future years cannot be confirmed by Bradford South Area Committee.

4.5 Staffing Support will be provided from within the existing resources of the Neighbourhood and Customer Service, other Council Services and Partners.

5. RISK MANAGEMENT AND GOVERNANCE ISSUES

5.1 There are no significant risks and governance issues arising from the proposed recommendations in this report.

6. LEGAL APPRAISAL

6.1 This work relates directly to the Local Government Act 2000 and to the Duty of Well-being placed upon the Council to promote and improve the well-being of the District.

7. OTHER IMPLICATIONS

7.1 EQUALITY & DIVERSITY

Projects and schemes supported will promote fairness and inclusion while supporting Bradford South Area Committee's commitment to equal opportunities for all.

7.2 SUSTAINABILITY IMPLICATIONS

Resources available to Bradford South Area Committee, described in this report, and used to support Bradford South Area Committee Action Plan 2011-14 will directly support the delivery of the District's Sustainable Community Strategy.



7.3 GREENHOUSE GAS EMISSIONS IMPACTS

Actions to assist in identifying the greenhouse gas impacts of potential projects to be funded through the Ward Budget Allocations will be undertaken. These will include a consideration of for example energy efficiency opportunities in purchasing new equipment or refurbishing or modifying buildings.

7.4 COMMUNITY SAFETY IMPLICATIONS

7.4.1 A key aspect of this work relates to supporting the Safer Communities Strategy, the Council's obligations under Section 17 of the Crime and Disorder Reduction Act 1998 and the work of the Safer Communities Partnership.

7.5 HUMAN RIGHTS ACT

7.5.1 No direct implications arising from the Human Rights Act.

7.6 TRADE UNION

7.6.1 No direct Trade Union implications arise from this report. .

7.7 WARD IMPLICATIONS

8.7.1 The projects proposed will support community activity in Great Horton, Queensbury, Royds, Tong and Wyke Wards.

7.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)

7.8.1 Ward Budgets enable Bradford South Area Committee to directly allocate resources to projects and schemes, proposed by Ward Councillors, which will directly impact on supporting priorities within the Bradford South Area Committee Action Plan 2011-14.

8. NOT FOR PUBLICATION DOCUMENTS

None.

9. OPTIONS

9.1 That Bradford South Area Committee adopts the recommendations outlined in this report.

9.2 That Bradford South Area Committee adopts the recommendations outlined in this report, with amendments.

9.3 That Bradford South Area Committee decides not to accept the recommendations outlined in this report.



10. RECOMMENDATIONS

- 10.1 That the proposed projects outlined in Appendices 1, 3 and be approved.
- 10.2 That the proposed projects outlined in Appendix 2, with the exception of project Asa Briggs Bowling Club (ref no: WBQ/06/1314), be approved.
- 10.3 That the Asa Briggs Bowling Club (ref no: WBQ/06/1314) application be forwarded to the Assistant Director Sport & Leisure Service in order that it can be considered as part of any wider strategy for the care and maintenance of bowling greens
- 10.4 That the Area Co-ordinator presents a report to a future meeting of Bradford South Area Committee on progress made on the development of these projects.

11. APPENDICES

Appendix 1 – Great Horton Ward Budget Project Outline
Appendix 2 – Queensbury Ward Budget Project Outline
Appendix 3 – Royds Ward Budget Project Outline
Appendix 4 – Wyke Ward Budget Project Outline

12. BACKGROUND DOCUMENTS

“Funding available for allocation by Bradford South Area Committee in 2013/14 to support the delivery of priorities identified in the Bradford South Area Committee Action Plan 2011-14” (Document BH), Report to Bradford South Area Committee, 28 March 2013.

“2013/14 Ward Budget Allocations” (Document L), Report to Bradford South Area Committee, 27 June 2013.

“2013/14 Ward Budget Allocations” (Document W), Report to Bradford South Area Committee, 25 July 2013.

“2013/14 Ward Budget Allocations” (Document AC), Report to Bradford South Area Committee, 26 September 2013.



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Great Horton	Ref: WBGH/01/13/14
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Project Title	Replacement of flooring at St Wilfrid’s Community Hall
Project Deliverer	Lidget Green Community Partnership
Aim of the project	<p>St Wilfrid’s Church Community Hall is the only public space in Lidget Green and has been described as a ‘Community Hub’. The hall is used on a daily basis by a mixture of culture, age and gender, including Anand Milan Community Association (3 days per week), Methodist Homes Live at Home Scheme, Lidget Green Community Partnership Seniors Group and After School club, Bradford Council Youth Service, The Laco Project (Eastern European Social Group), Elected Members surgeries, polling station, together with Karate and Ju Jitsu clubs and various other functions.</p> <p>Consequently the hall needs constant repair and upgrading. Over the last two years a phased refurbishment has been undertaken including work by various volunteers.</p> <p>The mail hall flooring was laid approximately 25 years ago and now needs replacing together with remedial work to the original surface which is showing ‘distress’ in places. Similar necessary repairs to the original surface of the smaller adjacent room have also been identified by the contractors providing quotations. This area will then need the replacement flooring.</p>
Total cost of the project	£6,000.00
Amount of allocation proposed	£4,000.00

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Great Horton Community First Funding	1,500.00		X	November 2013
St Wilfrid’s Church	500.00	X		



**Further information –
About the match funded projects**

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	X	
Can this element of the project be delivered independently of other aspects of the project?		X
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	X	

The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Removal and disposal of existing floor covering, re-screeding floor		
Supply and installation of new floor covering including contingency of approx. £200		£5,500.00
Redecoration and remedial works		£500.00

Project Plan

Description	Estimated start date	Estimated date of completion
All above work to be completed	3rd January 2014	31st January 2014

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Floor surface of well used Community hall will be safer for all users, particularly the various elders groups and sports groups.	Quality off new floor as opposed to poor condition of present one. Feedback from users	Within 3 months of receipt of grant
Floor surface will be more easily cleaned by volunteers	Feedback from volunteers	Within 3 months of receipt of grant



Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

X

Between £10,000 and £75,000

Quotations provided

Yes

No

Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	X	
2	Equal Opportunities Policy	X	
3	Health & Safety Policy	X	
4	Safeguarding Policy	X	
5	Latest independently inspected or audited accounts	X	
6	Annual budget projection	X	
7	Names and addresses of the Management Committee or Governing Body	X	
8	Public Liability Insurance (copy of current policy)	X	



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Great Horton	Ref: WBGH/02/13/14
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Project Title	Construction of new changing rooms / pavilion
Project Deliverer	Great Horton Cricket Club
Aim of the project	To construct new changing rooms / pavilion at Great Horton Cricket Club, Ewart Street, BD7
Total cost of the project	£66,810.00
Amount of allocation proposed	£1,000.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Grant application for building (Lottery Funding)	40,000.00		x	June 2014
Sponsorship	3,000.00		x	March 2014
Individual pledges	4,500.00		x	April 2014
Fundraising events	19,310.00		x	May 2014

**Further information –
About the match funded projects**

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	X	
Can this element of the project be delivered independently of other aspects of the project?	X	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	X	



The Ward Budget funding will be spent on the following			
Item	Total Cost (excluding VAT)	Total cost (including VAT)	
Planning and building control fee		£580.00	
Architects fee		£480.00	
Project Plan			
Description	Estimated start date	Estimated date of completion	
Planning approval	January 2014	End of February 2014	
Raise funds	January 2014	June 2014	
Work undertaken	July 2014	September 2014	
Project benefits for the community/residents			
Benefits	How measured	To be reported to Area Initiative Team	
Improved changing facilities for club members	Facility built and feedback from users	September 2014	
Procurement checks for all project deliverers			
Type of organisation			
Community / Voluntary	<input checked="" type="checkbox"/>	Statutory <input type="checkbox"/>	
Procurement Thresholds and requirements			
Below £10,000	x		
Between £10,000 and £75,000			
Quotations provide	Yes <input checked="" type="checkbox"/>	No	
Organisation checks for Community and Voluntary Organisations Project Deliverers			
	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	X	
2	Equal Opportunities Policy	X	
3	Health & Safety Policy	X	
4	Safeguarding Policy	X	
5	Latest independently inspected or audited accounts	X	
6	Annual budget projection	X	
7	Names and addresses of the Management Committee or Governing Body	X	
8	Public Liability Insurance (copy of current policy)	X	



Appendix 1

Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Great Horton	Ref: WBGH/03/13/14
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Project Title	Provision of equipment for Great Horton Village Hall
Project Deliverer	Library Service, Bradford Council
Aim of the project	To purchase equipment for the use of community groups and organisations using the Great Horton Village Hall, Beldon Road, BD7.
Total cost of the project	£3,500.00
Amount of allocation proposed	£3,500.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
n/a				

Further information – About the match funded projects

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	n/a	
Can this element of the project be delivered independently of other aspects of the project?	n/a	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	n/a	



The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
20 Chairs x £100 each	£2,000.0	
12 Tables x £40 each	£480.00	
1 electric cooker	£500.00	
1 microwave oven	£75.00	
1 kettle	£20.00	
1 microphone	£15.00	
Curtains for kitchen area	£70.00	
Contingency	£340.00	

Project Plan

Description	Estimated start date	Estimated date of completion
Order and purchase of equipment	1 December 2013	31 March 2014

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
New equipment for centre users	Feedback from users	Within 6 months of receipt of grant

Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

Between £10,000 and £75,000

Quotations provided

Yes

No



Appendix 1

Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Great Horton	Ref: WBGH/05/13/14
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Project Title	Installation of bench at Scholemoor Cemetery, BD7
Project Deliverer	Bereavement Services, Bradford Council
Aim of the project	To provide a bench to be situated by the baby graves in Scholemoor Cemetery, BD7. This has been requested by bereaved families who have children buried in this section.
Total cost of the project	£750.00
Amount of allocation proposed	£750.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
n/a				

Further information – About the match funded projects

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	n/a	
Can this element of the project be delivered independently of other aspects of the project?	n/a	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	n/a	



The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Purchase and installation of bench	£750.00	

Project Plan

Description	Estimated start date	Estimated date of completion
Order and installation of bench	9 December 2013	31 March 2014

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
A place to sit for bereaved families and visitors to the cemetery	Feedback from users	Within 6 months of receipt of grant

Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

X

Between £10,000 and £75,000

Quotations provided

Yes

No



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Great Horton		Ref: WBGH/06/13/14
Project Title	Drugs Project in Lidget Green	
Project Deliverer	Crimestoppers Trust	
Aim of the project	<p>Crimestoppers has been approached by Great Horton Ward Safer Communities Partnership with a view to running a new drugs campaign in the Lidget Green area. This will be in partnership and with the assistance of other agencies involved with the Safer Communities Partnership.</p> <p>The campaign will encourage the public to contact Crimestoppers to report any information they may know regarding those involved in drugs dealing, if they don't wish to go to the police. It will also serve as a warning to those in the community who are involved in drug dealing, that the enforcement agencies are aware of the issues and are working hard to tackle to problem and bring those involved to justice.</p> <p>Crimestoppers can assist with the gathering of intelligence from the community using a variety of means, including:</p> <ul style="list-style-type: none"> • Publicity materials for local delivery in priority areas • Support of Crimestoppers staff and volunteers • Links with partner agencies • Engagement with those members of the communities who may not otherwise engage with the police • Media engagement <p>Crimestoppers will work collaboratively with the Great Horton Ward Safer Communities Partnership to run this campaign and achieve the following:</p> <ul style="list-style-type: none"> • Increase the awareness and confidence in Crimestoppers • Create a successful medium for raising awareness of drugs dealing in Lidget Green and what the community can do to improve the problem. • Reduce the amount of drug dealing in Lidget Green • Increase the amount of information received about drugs dealing, criminals committing the offences, and the links to other individuals or groups involved in the commission of these offences • Increase the actionable information to the police and information which can lead to an arrest. 	
Total cost of the project	£2,213.00	
Amount of allocation proposed	£2,213.00	



Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
n/a				

Further information – About the match funded projects		
Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	n/a	
Can this element of the project be delivered independently of other aspects of the project?	n/a	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	n/a	

The Ward Budget funding will be spent on the following		
Item	Total Cost (excluding VAT)	Total cost (including VAT)
Multilingual leaflets		£500
Translation costs		£400
Poster creation, printing and distribution		£1000
Project management fee (approx. 20%)		£413

Project Plan		
Description	Estimated start date	Estimated date of completion
Design and print poster / leaflets	December 2013	January 2014
Community engagement events / roadshows	Mid January 2014	31 st March 2014



Project benefits for the community/residents

Benefit	How measured	To be reported to Area Initiative Team
Community engagement: Proactive work in the community increasing public reassurance and improving confidence in the police. Communities feeling safer knowing their concerns are being taken seriously and being acted on	A number of community events / street pacts organised with partners. Feedback from residents.	To be reported within 6 months of receipt of grant
Reduction of offences: Through custodial sentences/police action due to Crimestoppers information or potential exposure of criminals due to Crimestoppers and police activity and publicity.	Information received by Crimestoppers following the launch of the campaign. Arrests and charges, and other sanctioned detections, reported by the police as a result of information received from Crimestoppers.	To be reported within 6 months of receipt of grant

Procurement checks for all project deliverers

Type of organisation	
Community / Voluntary <input checked="" type="checkbox"/>	Statutory <input type="checkbox"/>
Procurement Thresholds and requirements	
Below £10,000	X
Between £10,000 and £75,000	
Quotations provided	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>



Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association		X
2	Equal Opportunities Policy		X
3	Health & Safety Policy		X
4	Safeguarding Policy		X
5	Latest independently inspected or audited accounts		X
6	Annual budget projection		X
7	Names and addresses of the Management Committee or Governing Body		X
8	Public Liability Insurance (copy of current policy)		X



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Great Horton	Ref: WBGH/07/13/14
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Project Title	New Youth Provision at Great Horton Village Hall
Project Deliverer	Youth Service, Bradford Council
Aim of the project	<p>This funding is to support the new youth provision at Great Horton Village Hall, Beldon Road. The sessions have recently commenced on Monday evenings and are attracting a large number of young people. The funding will be for the following projects: -</p> <ul style="list-style-type: none"> • Arts and Crafts equipment & Project - The aim of this project will be to design a community feel to the boards which cover the windows at the front of the Village Hall, this project will aim to cater for all people accessing the Hall, children, young people and adults, the designs will be of a tasteful nature and aim to use murals which reflect the community, no graffiti will be used for this. (Libraries have given permission). • Street & Gypsy dance sessions - Both males and females have expressed large interest in the above sessions up to 20 young people are keen to get involved in these dance sessions as they reflect their cultural backgrounds. • Environment Project - This project will allow young people to develop the green space at the front of the building to either grow plants or vegetables (Libraries have given permission). • Mentoring & Leadership Project - We currently have 3 young people who are Senior Members to our sessions, these young people help out with signing in, setting up, tidying away, they are also instrumental in supporting staff to overcome any language barriers faced, we have a group of 10 young people including the Senior Members who will go and watch a performance on the issues of Child Sexploitation. This group would then support and devise their own DVD to support the Mentoring and leadership within the project. They are looking to take on a more active role within the centre which will include additional support for the many 11/12 year old young people who the provision attracts. The project will also look to support young people currently not in mainstream education, links have already been established with the Travellers/migrants Team at Future House, this links need to be established more now to support young people back into the schooling system. • Purchase of equipment – Music Keyboard, amplifier and microphone for music performances during Monday Night sessions Christmas party - for young people to have fun



Total cost of the project	£2,500.00			
Amount of allocation proposed	£2,500.00			
Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
n/a				
Further information – About the match funded projects				
Please tick yes or no to the following questions			Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?			n/a	
Can this element of the project be delivered independently of other aspects of the project?			n/a	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)			n/a	

The Ward Budget funding will be spent on the following		
Item	Total Cost (excluding VAT)	Total cost (including VAT)
Keyboard	£100.00	
Amplifier	£120.00	
Microphone	£30.00	
Educational resources & courses (Mentoring/Leadership Programme)	£750.00	
Christmas Party	£300.00	
Dance Tutor @ 1hour per week for 20 sessions, £25 per hour	£500.00	
Arts & Crafts materials (Arts Projects)	£400.00	
Environmental Project	£300.00	



Project Plan		
Description	Estimated start date	Estimated date of completion
Organise and run above projects. Purchase equipment as detailed.	December 2013	March 2014

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
To encourage Eastern European young people to be active citizens within their community, young people to lead on all projects including increased awareness in relation to ongoing issues of Child Sexploitation	Estimating 200 young people to be involved in all projects. Attendance list and feedback from young people.	within 6 months of receipt of grant

Procurement checks for all project deliverers	
Type of organisation	
Community / Voluntary <input type="checkbox"/>	Statutory <input checked="" type="checkbox"/>
Procurement Thresholds and requirements	
Below £10,000	X
Between £10,000 and £75,000	
Quotations provided	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Queensbury	Ref: WBQ/04/1314
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Project Title	Toilet renovation Stage 1 flooring
Project Deliverer	18 th Bradford South Queensbury Scout Group
Aim of the project	It will be an improvement to community facilities, an ongoing staged improvement to the whole building and improved facilities for all the community including the 200 youngsters who use the building each week from nine different groups. An improved base for training youngsters in projects closely tied with the Bradford South.
Total cost of the project	£1,374.48p
Amount of allocation proposed	£500.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Donations	£500.00	yes		
Scout funds	£374.48	yes		

**Further information –
About the match funded projects**

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?		X
Can this element of the project be delivered independently of other aspects of the project?		
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)		



Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	On file	
2	Equal Opportunities Policy	On file	
3	Health & Safety Policy	On file	
4	Safeguarding Policy	On file	
5	Latest independently inspected or audited accounts	✓	
6	Annual budget projection	✓	
7	Names and addresses of the Management Committee or Governing Body	✓	
8	Public Liability Insurance (copy of current policy)		✓
9	Where an organisation employs staff: Employers Liability Insurance (photocopy of certificate)	n/a	
10	Where an organisation employs staff: Grievance & Disciplinary procedure	n/a	
11	Complaints procedure	n/a	
12	Where an organisation employs staff: Sample contracts of employment	n/a	



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Queensbury	Ref: WBQ/05/1314
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Project Title	Exhibition of Queensbury History and WW1
Project Deliverer	Queensbury History Society
Aim of the project	To commemorate and inform the people of Queensbury about the 133 lives lost in WW1 and the impact on a small close knit village. To exhibit some new material researched and donated since the 150 years celebration. To provide an interesting community event and hopefully engage people with where they live and reduce the loss of identity for Queensbury. Many older people attended the 150 years exhibition and some came every day to meet with people and reminisce. There will be refreshments and a crèche, provided by the children's centre making the event fully inclusive.
Total cost of the project	£1,500.00
Amount of allocation proposed	£500.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Surplus from previous event	£345.00	yes		
Raffles and donations	ongoing			End of this financial year

**Further information –
About the match funded projects**

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	✓	
Can this element of the project be delivered independently of other aspects of the project?		✓
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)		✓



The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Hire of Victoria Hall		£634.00

Project Plan

Description	Estimated start date	Estimated date of completion
Description	Estimated start date	Estimated completion date
Payment to Victoria Hall	On receipt of funding	No later than end March 2014

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Sharing history and connecting people to where they live Reduce isolation and loneliness Bring attention to Victoria Hall and its importance within the community	Visitor book comments and numbers attending Increased interest in the history of Queensbury	Six months from completion

Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

Between £10,000 and £75,000

Quotations provided

Yes

No



Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	On file	
2	Equal Opportunities Policy	On file	
3	Health & Safety Policy	On file	
4	Safeguarding Policy	On file	
5	Latest independently inspected or audited accounts	✓	
6	Annual budget projection	✓	
7	Names and addresses of the Management Committee or Governing Body	✓	
8	Public Liability Insurance (copy of current policy)		✓
9	Where an organisation employs staff: Employers Liability Insurance (photocopy of certificate)	n/a	
10	Where an organisation employs staff: Grievance & Disciplinary procedure	n/a	
11	Complaints procedure	n/a	
12	Where an organisation employs staff: Sample contracts of employment	n/a	



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Queensbury	Ref: WBQ/06/1314
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Project Title	Purchase of mower
Project Deliverer	Asa Briggs Bowling Club
Aim of the project	To supplement council maintenance of bowling green and enhance facilities of club members, visiting clubs and local residents of all ages who use the green.
Total cost of the project	£1,600.00
Amount of allocation proposed	£500.00

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Donations	£800	yes		

Further information – About the match funded projects		
Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?		✓
Can this element of the project be delivered independently of other aspects of the project?		✓
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)		✓

The Ward Budget funding will be spent on the following		
Item	Total Cost (excluding VAT)	Total cost (including VAT)
Purchase of mower	£1,600.00	



Project Plan		
Description	Estimated start date	Estimated date of completion
Description	Estimated start date	Estimated completion date
Purchase of mower	December 2013	December 2013

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Users being able to play on quality green	Feedback from members and visiting bowlers as to quality and standard of the surface, giving a positive reflection on council amenities.	After six months

Procurement checks for all project deliverers	
Type of organisation	
Community / Voluntary <input checked="" type="checkbox"/>	Statutory <input type="checkbox"/>
Procurement Thresholds and requirements	
Below £10,000	<input checked="" type="checkbox"/>
Between £10,000 and £75,000	<input type="checkbox"/>
Quotations provided	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>



Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	✓	
2	Equal Opportunities Policy	✓	
3	Health & Safety Policy	✓	
4	Safeguarding Policy	✓	
5	Latest independently inspected or audited accounts	✓	
6	Annual budget projection	✓	
7	Names and addresses of the Management Committee or Governing Body	✓	
8	Public Liability Insurance (copy of current policy)	✓	
9	Where an organisation employs staff: Employers Liability Insurance (photocopy of certificate)	n/a	
10	Where an organisation employs staff: Grievance & Disciplinary procedure	n/a	
11	Complaints procedure	n/a	
12	Where an organisation employs staff: Sample contracts of employment	n/a	



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Queensbury	Ref: WBQ/07/1314
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Project Title	Kitchen area
Project Deliverer	Holy Trinity Church
Aim of the project	To fit small kitchen area with a sink and a hand basin with hot water. This would include free standing kitchen units and worktops also a boiler for drinks.
Total cost of the project	£2,207.00
Amount of allocation proposed	£2,000.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Donations	£207	yes		
Free labour equivalent to £703				

**Further information –
About the match funded projects**

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	✓	
Can this element of the project be delivered independently of other aspects of the project?	✓	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	✓	

The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Kitchen cupboards, work tops, sink, all fittings and water heater		£2,000.00



Project Plan		
Description	Estimated start date	Estimated date of completion
Description	Estimated start date	Estimated completion date
Fitting of kitchen area	January 2014	March 2014

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
We provide a monthly drop in for people and occasional lunches, having a kitchen area would be much safer for children and make food preparation, etc more hygienic and safer.	This addresses isolation and encourages community cohesion	After six months
We provide groups for pre school children and their carers and for adults and families who can become isolated. Kitchen equipment would make these groups safer and enable us to serve the community better.	Young parents are often isolated and coming to meet together encourages friendship and combats isolation.	After six months
In 2014 we are hoping to begin a craft group for older people.	This will combat isolation, engender community spirit, provide worthwhile activities and items which are made will be given to those in need.	Six months after the group is established

Procurement checks for all project deliverers	
Type of organisation	
Community / Voluntary <input checked="" type="checkbox"/>	Statutory <input type="checkbox"/>
Procurement Thresholds and requirements	
Below £10,000	<input checked="" type="checkbox"/>
Between £10,000 and £75,000	<input type="checkbox"/>
Quotations provided	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>



Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	✓	
2	Equal Opportunities Policy	✓	
3	Health & Safety Policy	✓	
4	Safeguarding Policy	✓	
5	Latest independently inspected or audited accounts	✓	
6	Annual budget projection	✓	
7	Names and addresses of the Management Committee or Governing Body	✓	
8	Public Liability Insurance (copy of current policy)		✓
9	Where an organisation employs staff: Employers Liability Insurance (photocopy of certificate)	n/a	
10	Where an organisation employs staff: Grievance & Disciplinary procedure	n/a	
11	Complaints procedure	n/a	
12	Where an organisation employs staff: Sample contracts of employment	n/a	



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Queensbury	Ref: WBQ/08/1314
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Project Title	Improving the environment at QCFC
Project Deliverer	Queensbury Celtic FC
Aim of the project	<p>We intend to further landscape the areas near the entrance to our facilities. This will involve laying topsoil ready for planting/turfing/seed sowing in the Spring plus further safety fencing. This will make the area cleaner and greener for the hundreds of people from the local community who use our facilities on a daily year round basis. Appropriate fencing and better surfaces will also make the grounds safer for users. Making the area safer and more attractive will, in turn further promote access to the facilities offering physical activity, outdoor exercise and recreational opportunities, especially for younger people and their families.</p> <p>We believe improving the environment will also help reduce anti-social behaviour amongst young people by making it a more pleasant place for young people to be.</p> <p>By making the area more attractive and safer we hope we will be increasing the potential for further use of our facilities for community events (e.g. this year already used for Queensbury Community Picnic, Children’s Centre multi-cultural days, Queensbury Primary School sports events etc).</p>
Total cost of the project	£1250.00
Amount of allocation proposed	£500.00

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
A local councillor has offered to match fund	£500			TBC
Contribution in kind – volunteer work	£250	yes		



**Further information –
About the match funded projects**

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	✓	
Can this element of the project be delivered independently of other aspects of the project?	✓	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	✓	

The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
12 jumbo bags of top soil for landscaping – including delivery	£420	£504

Project Plan

Description	Estimated start date	Estimated date of completion
Description	Estimated start date	Estimated completion date
Delivery of topsoil	2 December 2013	2 December 2013
Spreading of topsoil	2 December 2013	1 February 2014 (depending on weather)

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Promotion of physical activity, outdoor exercise and recreation	Numbers participating in such activities at QCFC	6 months after completion
Improvement in external facilities for young people	Completion of works	6 months after completion
Greener, cleaner area	Completion of works	6 months after completion



Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

✓

Between £10,000 and £75,000

Quotations provided

Yes

No

Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	On file	
2	Equal Opportunities Policy	On file	
3	Health & Safety Policy	✓	
4	Safeguarding Policy	On file	
5	Latest independently inspected or audited accounts	✓	
6	Annual budget projection	✓	
7	Names and addresses of the Management Committee or Governing Body	On file	
8	Public Liability Insurance (copy of current policy)	✓	



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: ROYDS	Ref: WBR2013/14.03
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Project Title	Woodside Community Neighbourhood Group
Project Deliverer	Woodside Respite
Aim of the project	<p>This scheme will provide respite sessions for foster parents and guardians of disabled and challenging young people. The project will provide a break for these carers from their duties by giving the young people a change of pace and scenery. These sessions will also give the participants the opportunity to mix with other young people from the wider community, gain independence and engage in creative, recreational activities such as arts & crafts. These sessions will be offered to families in the Royds area, who will be identified via local knowledge of partners such as the local schools, Children Centres and from Sandale Community Centre's Junior Youth Club, who have over twenty looked after young people registered.</p> <p>Transport via minibus will be made available to bring young people to-and-from sessions if required, and also to allow offsite activities (such as a park picnics) to take place.</p> <p>We will run two sessions a week, one during the week in the evenings and the other on Saturdays. Sessions will be over a 12 week period and last 2 hours each.</p>
Total cost of the project	£1,080.00
Amount of allocation proposed	£1,080.00

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A				



The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)																																																																																																																			
2 workers will be paid £10 each per session. We are having 24 sessions		£480.00																																																																																																																			
Room Hire - £10 per session		£240.00																																																																																																																			
Transport - £5 per session		£120.00																																																																																																																			
Arts & Crafts Materials, Play items budget		£240.00																																																																																																																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Item description</th> <th style="text-align: center;">Item code</th> <th style="text-align: center;">Cost per item</th> <th style="text-align: center;">Units</th> <th style="text-align: center;">Total cost</th> </tr> </thead> <tbody> <tr> <td>Artline Poster</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Markers 4mm Coloured</td> <td>744964</td> <td>£9.50</td> <td style="text-align: center;">1</td> <td style="text-align: right;">£9.50</td> </tr> <tr> <td>Kaleidoscope paper Assorted Pack A4</td> <td>114804</td> <td>£2.15</td> <td style="text-align: center;">4</td> <td style="text-align: right;">£8.60</td> </tr> <tr> <td>Kaleidoscope Assorted Pack A2</td> <td>114782</td> <td>£7.50</td> <td style="text-align: center;">2</td> <td style="text-align: right;">£15.00</td> </tr> <tr> <td>Your Price Glue Sticks</td> <td>716472</td> <td>£3.70</td> <td style="text-align: center;">2</td> <td style="text-align: right;">£7.40</td> </tr> <tr> <td>Bargain Box of Glitter</td> <td>330590</td> <td>£12.95</td> <td style="text-align: center;">3</td> <td style="text-align: right;">£38.85</td> </tr> <tr> <td>bic kids visa felt tip asst pk18</td> <td>709654</td> <td>£2.88</td> <td style="text-align: center;">4</td> <td style="text-align: right;">£11.52</td> </tr> <tr> <td>Wiggly Eyes Stack Pack</td> <td>303993</td> <td>£6.85</td> <td style="text-align: center;">2</td> <td style="text-align: right;">£13.70</td> </tr> <tr> <td>Painting Disc Set</td> <td>713953</td> <td>£16.95</td> <td style="text-align: center;">2</td> <td style="text-align: right;">£33.90</td> </tr> <tr> <td>Silver Paper A4</td> <td>11054X</td> <td>£1.95</td> <td style="text-align: center;">4</td> <td style="text-align: right;">£7.80</td> </tr> <tr> <td>Gold Paper A4</td> <td>110531</td> <td>£1.95</td> <td style="text-align: center;">5</td> <td style="text-align: right;">£9.75</td> </tr> <tr> <td>Bronze Paper A4</td> <td>117897</td> <td>£1.95</td> <td style="text-align: center;">4</td> <td style="text-align: right;">£7.80</td> </tr> <tr> <td>Pastelli Jumbo Crayons Pot Of 48</td> <td>70735X</td> <td>£4.49</td> <td style="text-align: center;">2</td> <td style="text-align: right;">£8.98</td> </tr> <tr> <td>Recycled Cartridge Paper - Various A2</td> <td>112488</td> <td>£8.75</td> <td style="text-align: center;">1</td> <td style="text-align: right;">£8.75</td> </tr> <tr> <td>White Drawing Cartridge Paper</td> <td>11250X</td> <td>£3.05</td> <td style="text-align: center;">2</td> <td style="text-align: right;">£6.10</td> </tr> <tr> <td>Collage Boxes</td> <td>318361</td> <td>£6.35</td> <td style="text-align: center;">2</td> <td style="text-align: right;">£12.70</td> </tr> <tr> <td>Sponge Brush Pack</td> <td>331317</td> <td>£2.50</td> <td style="text-align: center;">4</td> <td style="text-align: right;">£10.00</td> </tr> <tr> <td>Short Handle Flat Hog Brushes</td> <td>745944</td> <td>£3.75</td> <td style="text-align: center;">4</td> <td style="text-align: right;">£15.00</td> </tr> <tr> <td>Children's Glue</td> <td>713376</td> <td>£1.40</td> <td style="text-align: center;">5</td> <td style="text-align: right;">£7.00</td> </tr> <tr> <td>Papershapers</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Safety Scissors</td> <td>313769</td> <td>£7.65</td> <td style="text-align: center;">1</td> <td style="text-align: right;">£7.65</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td style="text-align: right;">£240.00</td> </tr> </tbody> </table>	Item description	Item code	Cost per item	Units	Total cost	Artline Poster					Markers 4mm Coloured	744964	£9.50	1	£9.50	Kaleidoscope paper Assorted Pack A4	114804	£2.15	4	£8.60	Kaleidoscope Assorted Pack A2	114782	£7.50	2	£15.00	Your Price Glue Sticks	716472	£3.70	2	£7.40	Bargain Box of Glitter	330590	£12.95	3	£38.85	bic kids visa felt tip asst pk18	709654	£2.88	4	£11.52	Wiggly Eyes Stack Pack	303993	£6.85	2	£13.70	Painting Disc Set	713953	£16.95	2	£33.90	Silver Paper A4	11054X	£1.95	4	£7.80	Gold Paper A4	110531	£1.95	5	£9.75	Bronze Paper A4	117897	£1.95	4	£7.80	Pastelli Jumbo Crayons Pot Of 48	70735X	£4.49	2	£8.98	Recycled Cartridge Paper - Various A2	112488	£8.75	1	£8.75	White Drawing Cartridge Paper	11250X	£3.05	2	£6.10	Collage Boxes	318361	£6.35	2	£12.70	Sponge Brush Pack	331317	£2.50	4	£10.00	Short Handle Flat Hog Brushes	745944	£3.75	4	£15.00	Children's Glue	713376	£1.40	5	£7.00	Papershapers					Safety Scissors	313769	£7.65	1	£7.65	Total				£240.00		
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Project Plan		
Description	Estimated start date	Estimated date of completion
Advertisement of project through existing provisions, social media, word of mouth	December 2013	Ongoing throughout project
Project Delivery	January 2014	March 2014

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Engagement with other young people	Observation / Session Sheets / Case study	End of project evaluation report
Independence and engagement in recreational activities	Observation / Feedback from participants.	End of project evaluation report
Positive rest break for primary carers	Feedback from carers post-session	End of project evaluation report

Procurement checks for all project deliverers	
Type of organisation	
Community / Voluntary <input checked="" type="checkbox"/>	Statutory <input type="checkbox"/>
Procurement Thresholds and requirements	
Below £10,000	<input checked="" type="checkbox"/>
Between £10,000 and £75,000	<input type="checkbox"/>
Quotations provided	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>



Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	√	
2	Equal Opportunities Policy	√	
3	Health & Safety Policy	√	
4	Safeguarding Policy	√	
5	Latest independently inspected or audited accounts	√	
6	Annual budget projection	√	
7	Names and addresses of the Management Committee or Governing Body	√	
8	Public Liability Insurance (copy of current policy)	√	
9	Where an organisation employs staff: Employers Liability Insurance (photocopy of certificate)	√	
10	Where an organisation employs staff: Grievance & Disciplinary procedure	√	
11	Complaints procedure	√	
12	Where an organisation employs staff: Sample contracts of employment	√	



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: ROYDS	Ref: WBR2013/14.04
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Project Title	Cook and Eat
Project Deliverer	Woodside Community Neighbourhood Group
Aim of the project	<p>The project will promote healthy eating on a budget. 2 cook & eat sessions per week to develop skills that can improve the quality of life of low-income families and older people.</p> <p>A day time session for older people as they feel safer coming out during the day. The second session will be in the evenings so families with children can attend. This is because we want to promote positive relationships in the family by including both parents and children in the programme. Participating parents will also be enrolled in an e-learning Food Hygiene course.</p> <p>We aim to do this through a programme to help improve health and nutrition. Participants will have the opportunity, in a relaxed environment, to develop the cooking and food preparation skills necessary to create healthy tasty meals.</p> <p>This project will support both priorities in section 3(Health and Wellbeing Inequalities) of the Bradford South Area Committee Plan for Royds Ward 2013/14. It also meets the broader health improvement aims of the Bradford Food Strategy. Work has already been undertaken with the Good Food Ward Team and Trading Standards, who have ran sessions on healthy options and financial management, and that information will be used in this programme.</p> <p>Both sessions will take place weekly, lasting for a period of two hours each and the programme will for last 12 weeks.</p> <p>The area's most deprived families will be invited, with particular attention paid to looked-after children in local families. Participants will be identified via developed local knowledge, and from current attendees of the Junior Youth Club provision and the attendees of the local Bingo group and Luncheon Club.</p>
Total cost of the project	£1,080.00
Amount of allocation proposed	£1,080.00



Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A				

The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Cook & Eat Session – Cost of kitchen and main hall.		£480.00
Older People (Days) – 12 sessions		
Families (Evenings) – 12 sessions		
(£20/session [£10/hr]) 24 sessions		
Produce for Cook & Eat sessions (£20/session)		£360.00
£10 per session for worker – 24 sessions.		£240.00
Total		£1,080.00

Project Plan

Description	Estimated start date	Estimated date of completion
Advertise provision through existing sessions and social media	December 2013	Ongoing throughout project
Project Delivery	January 2014	March 2014

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Improved knowledge of healthy eating habits and benefits of eating healthy fresh food. Also how to cook basic food and make healthy meals	Session sheets / tasting of meals and overall engagement	End of project evaluation report
Better ability to prepare food hygienically	Parental completion of e-learning food hygiene course	End of project evaluation report



Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

Between £10,000 and £75,000

Quotations provided

Yes

No

Organisation checks for Community and Voluntary Organisations Project Deliverers

	Copies of policies/documents required from Community Groups and Voluntary organisations	Provided	To follow
1	Constitution / Memorandum or Articles of Association	<input checked="" type="checkbox"/>	
2	Equal Opportunities Policy	<input checked="" type="checkbox"/>	
3	Health & Safety Policy	<input checked="" type="checkbox"/>	
4	Safeguarding Policy	<input checked="" type="checkbox"/>	
5	Latest independently inspected or audited accounts	<input checked="" type="checkbox"/>	
6	Annual budget projection	<input checked="" type="checkbox"/>	
7	Names and addresses of the Management Committee or Governing Body	<input checked="" type="checkbox"/>	
8	Public Liability Insurance (copy of current policy)	<input checked="" type="checkbox"/>	
9	Where an organisation employs staff: Employers Liability Insurance (photocopy of certificate)	<input checked="" type="checkbox"/>	
10	Where an organisation employs staff: Grievance & Disciplinary procedure	<input checked="" type="checkbox"/>	
11	Complaints procedure	<input checked="" type="checkbox"/>	
12	Where an organisation employs staff: Sample contracts of employment	<input checked="" type="checkbox"/>	



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Wyke	Ref: WB/WY04/1314
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Project Title	Safe passage of pedestrians and to maintain vehicular access to Francis Close
Project Deliverer	Traffic & Highways South Team
Aim of the project	<p>To stop vehicles from running through narrow back alley leading to Francis Close, between Clare Road and Hanson Mount, Wyke.</p> <p>From Towngate, Clare Road is signed as a no through road, except for cyclists; this will ensure this unsuitable route is maintained for local access only.</p> <p>This pedestrian back alley way links Clare Road to Hanson Mount and has access to Francis Close for 2 houses. Although Clare Road has a 'no through road' sign at the junction with Town Gate, vehicles are using this narrow back alley way as a short cut. Concerns have been raised by the residents that this route is unsuitable for any motor vehicles. It does maintain access to Francis Close from Clare Road and Hanson Mount is unsuitable for motor vehicles. It is a local route used by pedestrian for local access only.</p> <p>All the 11 residents have been consulted: 8 of these have responded and are happy for cycle dismount barriers to be erected.</p>
Total cost of the project	£1000.00
Amount of allocation proposed	£1000.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A				



**Further information –
About the match funded projects**

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?		
Can this element of the project be delivered independently of other aspects of the project?		
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)		

The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Consult and arrange for cycle dismount barriers to be erected		£1000.00

Project Plan

Description	Estimated start date	Estimated date of completion
Description	Estimated start date	Estimated completion date
Consultation, site visit, arrange for works to be implemented before 30/3/2014.	ASAP	30/03/14

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Back alley way is returned to the pedestrians who regularly walk along this route	Feedback from the residents	30 March 2014



Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

Between £10,000 and £75,000

Quotations provided

Yes

No



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Wyke	Ref: WB/WY05/1314
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Project Title	Commercial Burglary Reduction
Project Deliverer	West Yorkshire Police
Aim of the project	To supply Datatag property marking kits to small businesses in the Wyke Ward. It is aimed at those businesses that have been subject to attack. This will allow them to mark up their IT and other valuables in an attempt to dissuade offenders, improve security and allow identification of high value property, if stolen.
Total cost of the project	£349.90
Amount of allocation proposed	£349.90

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A				

**Further information –
About the match funded projects**

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?		
Can this element of the project be delivered independently of other aspects of the project?		
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)		



The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
10 Datatag property marking kits	£291.58	£349.90

Project Plan

Description	Estimated start date	Estimated date of completion
Description	Estimated start date	Estimated completion date
10 Datatag property marking kits	Early December 2013	31 December 2013

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Reduction in Commercial Burglary including repeat offences	Crime figures	March 2014

Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

Between £10,000 and £75,000

Quotations provided

Yes

No



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Wyke	Ref: WB/WY06/1314
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Project Title	Bradford South Area Co-ordinator's Office
Project Deliverer	Green Dog Walkers' Campaign
Aim of the project	<p>To start to change public attitudes across the Wyke Ward, so that it becomes socially unacceptable to leave dog fouling about. This will ultimately lead to a reduction in dog fouling.</p> <p>Bradford Council is introducing the Green Dog Walkers, which is an original project initiated by Falkirk Council. It is a non-confrontational friendly way to change attitudes about dog fouling in the Bradford district.</p> <p>The aim is to encourage community groups in the Wyke Ward to work with Bradford South Area Co-ordinator's Office to implement the campaign. The group would look to sign up pledgers to the Green Dog Walkers. The groups would be provided with a toolkit comprising of armbands, 'pledge' brochures, stickers and dog poo disposal bags. The aim is to get dog walkers who DO clean up and are quite willing to take the pledge to wear the armband or for their dogs to wear the Green dog walkers logo collar. In turn, they would then spread the word and encourage other dog walkers to take the pledge.</p> <p>Early findings from Falkirk Council demonstrate that dog fouling has decreased and the demand for additional dog poo bags has increased.</p>
Total cost of the project	£230.00
Amount of allocation proposed	£230.00



Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A				

Further information – About the match funded projects		
Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	N/A	
Can this element of the project be delivered independently of other aspects of the project?	N/A	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	N/A	

The Ward Budget funding will be spent on the following		
Item	Total Cost (excluding VAT)	Total cost (including VAT)
Purchase of Green Dog Walkers Toolkits to include: Pledge brochures, bin stickers. Armbands, dog logo collars, dog poo bags		£230.00

Project Plan		
Description	Estimated start date	Estimated date of completion
Purchase Green Dog Walker Toolkits	mid December 2013	Mid January 2014
Contact community groups/local schools	mid January 2014	mid February 2014
Provide toolkits to community groups	end of February 2014	30 March 2014



Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Reduction in dog fouling	Feedback from the residents/ Statistics from the Clean Team	6 months after completion of the project
Cleaner parks, play areas and footpaths	Dog Poo Surveys Feedback from the Community	6 months after completion of the project
Less risk of catching diseases from dog fouling	Feedback from users and Parks Department especially on recreation areas	6 months after completion of the project

Procurement checks for all project deliverers

Type of organisation

Community / Voluntary

Statutory

Procurement Thresholds and requirements

Below £10,000

Between £10,000 and £75,000

Quotations provided

Yes

No



Ward Budget 2013/14 – Appendix to Area Committee

«Area_Committee» Ward: Wyke	Ref: WB/WY07/1314
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Project Title	Creating dementia friendly communities and raising awareness of mental health issues
Project Deliverer	Bradford South Area Co-ordinator's Office
Aim of the project	<p>To inform and advise local the local community, to include retail shops and businesses in raising awareness and creating dementia friendly communities.</p> <p>Dementia sufferers, and their carers, indicate that helping them to stay part of their community is made much easier and sustainable where neighbours, members of the public, businesses and organisations have a caring and understanding attitude towards Dementia.</p> <p>The Alzheimer's Society is currently seeking to work with Area Committees in the next 18 months to engage, educate and empower local communities to create sustainable commitments to the support of people suffering from dementia and those who care for them.</p> <p>The key to developing Dementia friendly communities is to promote a widespread understanding of the condition and the issues that surround it particularly with respect to the way we go about our daily lives and business.</p> <p>The funding would be for a variety of actions/events within the Wyke Ward for communities to work in partnership with the Alzheimer's society and Bradford South Area Co-ordinator's Office are to create dementia friendly communities:</p> <ul style="list-style-type: none"> • Arrange a community event and find out what people would want to see and contribute to making their area more dementia friendly • Pull together local voluntary, faith, and business organisations to get them to sign up to become more dementia friendly. • Hold a dementia awareness session at a local business forum •



	<ul style="list-style-type: none"> • Ensure local activities are accessible to vulnerable older people and those with dementia • Put on an awareness raising event to help everyone understand how they can be more supportive to people living with dementia • Have an intergenerational event with a local school and people living with dementia. • Identify people with dementia to do mystery shopping trips to local shops or services, or walk round the neighbourhood to tell you about local problem areas and then seek to tackle these.
Total cost of the project	£425.00
Amount of allocation proposed	£425.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A				

Further information – About the match funded projects

Please tick yes or no to the following questions	Yes	No
Would the allocation from the Ward Budget enable a distinct element of the project to be delivered?	N/A	
Can this element of the project be delivered independently of other aspects of the project?	N/A	
If only this element of the project funded by the Ward Budget was delivered independently of other aspects of the project, would this then become a viable and sustainable project in its own right? (would the community be able to use the facility)	N/A	

The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Publicity, room hire, Information leaflets, awareness sessions		£425.00



Project Plan		
Description	Estimated start date	Estimated date of completion
Organising 2 Road show events in the Wyke Ward	31 January 2014	30 March 2014
Purchasing Publicity leaflets, information	Early December 2014	Mid December 2014
Providing information to local shops and retailers/GP practices	Mid January 2014	30 March 2014
Liaising with local schools and community groups	Early January 2014	30 March 2014

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Increased awareness of dementia across all communities	Feedback from Community organisations and local businesses Questionnaires	September 2014
Number of local businesses who sign up for awareness sessions	Feedback from Alzheimer's Society	September 2014

Procurement checks for all project deliverers	
Type of organisation	
Community / Voluntary <input type="checkbox"/>	Statutory <input checked="" type="checkbox"/>
Procurement Thresholds and requirements	
Below £10,000	
Between £10,000 and £75,000	
Quotations provided	Yes <input type="checkbox"/> No <input type="checkbox"/>

