

Report of the Strategic Director of Environment and Sport to the meeting of Bradford South Area Committee to be held on Thursday, 22 January 2015.

AU

Subject:

2014/15 Ward Budget Allocations

Summary statement:

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

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Portfolio:
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Overview & Scrutiny Area:
Corporate



1. SUMMARY

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

2. BACKGROUND

- 2.1 A report "Funding available for re-allocation by Bradford South Area Committee in 2014/15 to support the delivery of priorities identified in the Bradford South Area Committee Action Plan 2014-17 (Document K) was presented to Bradford South Area Committee on 27 June 2014. Within the key priorities to be addressed through the Area Initiative Funding, Bradford South Area Committee resolved to allocate funding to Ward Budgets equally 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 outline projects for consideration from Great Horton, Queensbury and Wyke Ward Budgets.

3. OTHER CONSIDERATIONS

- 3.1 In addition to the 2014/15 allocation of £10,000.00 per Ward, the following funding was rolled over from 2013/14 using the Better Use of Budgets process and agreed by the Executive: Great Horton, £2,281.00; Queensbury, £688.00; Royds, £1,527.00; and Wyke, £0.51.

4. FINANCIAL & RESOURCE APPRAISAL

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

Great Horton	£8,196.00
Queensbury	£4,888.00
Royds	£10,000.00
Tong	Nil
Wibsey	£10,000.00
Wyke	£2,236.51



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

Great Horton Ward (Appendix 1)	
Improvements at St Wilfrids Community Hall	£2,600.00
Continuation of Drugs in Lidget Green Project	£1,000.00
Friends of Brackenhill Park	£4,000.00
Cold Calling Control Zones	£ 596.00
Total	£8,196.00

Queensbury Ward (Appendix 2)	
Friends of Queensbury Cemetery	£ 500.00
Queensbury Cricket Club	£ 800.00
Asa Briggs Bowling Club (Parks)	£900.00
Asa Briggs Bowling Club (Committee)	£500.00
Queensbury Scouts	£650.00
Holy Trinity Church	£554.00
Dementia Friendly Communities/Green Dog Walking	£484.00
Queensbury Performing Arts	£500.00
Total	£4,888.00

Wyke Ward (Appendix 5)	
Bulb Planting Green Spaces	£ 275.00
Crime Prevention and Community Safety	£ 300.00
Community Safety Furnace Road/Albert Terrace	£ 300.00
Wyke Ward Activities Guide	£ 600.00
No Dog fouling Signs	£ 336.51
Wyke Security Cameras	£ 425.00
Total	£2,236.51

- 4.3 Projects and schemes supported can be either revenue or capital in nature.
- 4.4 Bradford Council has allocated this funding for the 2014/15 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 2014-17 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

- 7.7.1 The projects proposed will support community activity in Great Horton, Queensbury 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 2014-17.

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, 2 and 3 be approved.
- 10.2 That the Area Co-ordinator presents a report to a future meeting of Bradford South Area Committee on progress made on the development of this project.

11. APPENDICES

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



12. BACKGROUND DOCUMENTS

“Funding available for re-allocation by Bradford South Area Committee in 2014/15 to support the delivery of priorities identified in the Bradford South Area Committee Action Plan 2014-17” (Document K), Report to Bradford South Area Committee, 27 June 2014.

“2014/15 Ward Budgets” (Document Z), Report to Bradford South Area Committee, 25 September 2014.

“2014/15 Ward Budgets” (Document AD), Report to Bradford South Area Committee, 23 October 2014.

“2014/15 Ward Budgets” (Document AJ), Report to Bradford South Area Committee, 27 November 2014.



Ward Budget 2014/15 – Appendix to Area Committee

Ward: Great Horton	Ref: WBGH/04/14/15
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Project Title	Improvements at St Wilfrids Community Hall
Project Deliverer	Lidget Green Community Partnership
Aim of the project	This project is for the installation of a telephone line, internet connection and the replacement of soffit and gutters at St Wilfrids Community Hall, St Wilfrids Road. This facility is well used for activities for the local community and by a mixture of cultures, ages and genders
Total cost of the project	£2,600
Amount of allocation proposed	£2,600

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)
Installation of internet and telephone connection		£ 650
Replacement of guttering work		£1,950



Project Plan		
Description	Estimated start date	Estimated date of completion
Internet / telephone connection	February 2015	End of March 2015
Replacement of soffits, guttering and down pipes	February 2015	End of March 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Provision of improved communication facility for hall users and advice group	Feedback from users	Within 6 months of receipt of grant
More effective external materials and improved appearance of the Hall	Less first aid remedial work to the hall. Pride in the building – feedback from users	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	
Between £10,000 and £75,000	
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	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 2014/15 – Appendix to Area Committee

Ward: Great Horton	Ref: WBGH/05/14/15
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Project Title	Continuation of Drugs in Lidget Green Project
Project Deliverer	Crimestoppers Trust
Aim of the project	<p>This is a continuation of the Drugs in Lidget Green Project that was developed in partnership with Crimestoppers. The aim of this is to encourage the public to report issues regarding drug dealing to Crimestoppers</p> <p>The previous funding enabled for the campaign to be launched in March 2014. Since then a number of roadshows have been held, multi lingual leaflets delivered to residents and stickers promoting this campaign placed on litterbins across Lidget Green including Glenlee Road, Northside Terrace, Wheater Road and Necropolis Road areas. There is a shortage bin stickers and this funding will enable the purchase of additional stickers so that Scholemoor estate and the St Wilfrids Crescent area can be completed</p>
Total cost of the project	£1,000
Amount of allocation proposed	£1,000

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 printing of litter bin stickers		£1,000

Project Plan

Description	Estimated start date	Estimated date of completion
Printing stickers	2nd February 2015	20th February 2015
Visiting properties in the area in partnership with West Yorkshire Police to engage with local communities and promote this project	23rd February 2015	30th April 2015

Project benefits for the community/residents

Benefits	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 3 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 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

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 from previous application	
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)		



Appendix 1

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Great Horton	Ref: WBGH/06/14/15
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Project Title	Friends of Brackenhill Park
Project Deliverer	Bradford South Area Co-ordinator's Office, BMDC
Aim of the project	This project is to support the setting up of Friends of Brackenhill Park Group and also to undertake improvements at the park. The funding will assist with public liability insurance, venue hire for meetings, litter pickers, tabards for the Friends of Group and improvements at the Park including installation of metal benches, litter bins and a notice board.
Total cost of the project	£4,000
Amount of allocation proposed	£4,000

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)
Start up costs for group - public liability insurance, venue hire for meetings. Also purchase of litterpickers, tabards, gloves and bags		£1,000
Purchase and installation of metal benches, litter bins and a notice board		£3,000

Project Plan		
Description	Estimated start date	Estimated date of completion
Friends of Group set up and constituted	February 2015	End of March 2015
Items purchased and installed	March 2015	End of April 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Installation of new equipment	Feedback from residents	Within 6 months of receipt of grant
Friends of Group formed working with the Council to undertake improvements, activities and events at Brackenhill Park	Notes of meeting, consultation with residents, feedback from residents and events at the Park	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	
Between £10,000 and £75,000	
Quotations provided	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>



Appendix 1

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Great Horton	Ref: WBGH/07/14/15
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Project Title	Cold Calling Control Zones
Project Deliverer	West Yorkshire Joint Services
Aim of the project	This project is to set up new cold calling control zones and review existing zones in the Ward. The aim of this project is to prevent incidents of doorstep crime, rogue traders, nuisance callers and also raise awareness of this type of activity.
Total cost of the project	£596
Amount of allocation proposed	£596

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 397 Cold Calling Control Zone stickers, leaflets and 11 signs.		£596.00

Project Plan		
Description	Estimated start date	Estimated date of completion
Consultation with residents	February 2015	March 2015
Delivering stickers and leaflets to residents	March 2015	April 2015
Erecting signs	March 2015	April 2015
12 month consultation to get feedback from residents	March 2016	June 2016
Consultation with residents from existing zones	February 2015	June 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Launching of the zones	Support from residents	August 2015
Increase awareness of cold callers	12 month evaluation	12 months after launch
Enable residents to deal with cold callers confidently	12 month evaluation	12 months after launch
Reduce number of cold callers residents receive	12 month evaluation	12 months after launch
Increase reporting of cold callers	Police and Trading Standards databases	12 months after launch

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 checked="" type="checkbox"/>



Appendix 2

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Queensbury	Ref: WBQ/021415
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Project Title	Install disabled ramp to front of Asa Briggs Bowls Pavilion
Project Deliverer	Environment and Sport, Parks and Green Spaces
Aim of the project	To aid disabled members of the club and disabled members of the public to gain access and use the bowls pavilions facilities
Total cost of the project	£900
Amount of allocation proposed	£900

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)
Installation of Timber disabled ramp at front of pavilion.	£900 .00	

Project Plan

Description	Estimated start date	Estimated date of completion
Install disabled ramp at front of pavilion	End January 2015	February 2015



Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Benefit users of Bowls pavilion. Making access easier for disabled members and visitors	Use of pavilion and member usage	Six months after completion

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



Appendix 2

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Queensbury	Ref: WBQ031415
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Project Title	Providing activity & training equipment
Project Deliverer	18th Bradford South Queensbury Scout Group
Aim of the project	<p>To provide activity training equipment in order to supply a safe and well trained group towards outdoor & indoor character building skills.</p> <p>The facilities will be available across the whole group from 6 year olds to 18 year olds. 150 youths in total both male & female. The equipment will encourage environmental and adventurous skills. The facilities provided will also benefit the community as well as the scout group by promoting training facilities by our leaders eg archery, camping & expeditions.</p>
Total cost of the project	£650
Amount of allocation proposed	£650

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)
4 x sets of balancing bands and balls		£292
3 x sets of balance boards and blocks		£357



Project Plan		
Description	Estimated start date	Estimated date of completion
Training and activity equipment to develop skills	01/02/2015	31/03/2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Knowledge in the skills provided by the scout group to develop the spiritual, physical and knowledge of an individual.	By provision of badge work and awards system with stated standards.	Six months after purchase of equipment

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	
Between £10,000 and £75,000	
Quotations provided	Yes <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	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	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 2

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Queensbury	Ref: WBQ/051415
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Project Title	Start up and Project Costs
Project Deliverer	Friends of Queensbury Cemetery
Aim of the project	To set up a group to protect and improve the environment of Queensbury Cemetery and to reduce anti social behaviour including litter and dog fouling by working in partnership with Bradford Council.
Total cost of the project	£500
Amount of allocation proposed	£500

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A	N/A	N/A	N/A	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	N/A
Can this element of the project be delivered independently of other aspects of the project?	N/A	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	N/A

The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Purchase equipment, cover costs of stationery and meeting room hire for inaugural public meeting.		£500



Project Plan		
Description	Estimated start date	Estimated date of completion
First Public Meeting	January 2015	January 2015
Day of Action/Event	February 2015	March 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Increased safety for the benefit of all residents	Attendance at Friends of Cemetery Meetings Feedback from visitors to the Cemetery	July 2015
Decrease in litter and dog fouling	Council Wardens Ward Meetings Friends of Cemetery meetings	July 2015

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	
Between £10,000 and £75,000	
Quotations provided	Yes <input 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	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 2

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Queensbury	Ref: WBQ/081415
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Project Title	Security Shutters
Project Deliverer	Queensbury Cricket Club
Aim of the project	To deter vandalism and theft by increasing security at the club
Total cost of the project	£1,600
Amount of allocation proposed	£800

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Queensbury Cricket Club	300	X		
Queensbury Cricket Club	500	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)
Security Shutters	£1,380	£1,656



Project Plan		
Description	Estimated start date	Estimated date of completion
Fitting shutters	On confirmation of funding	February 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Greater Security	Reduction in attempted break –ins and vandalism	Six months after completion
Aesthetic	Appearance of the clubhouse – all shutters will match	Six months after completion
Sporting/Health	Free up club funds to be spent on cricket equipment	Six months after completion

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	
Between £10,000 and £75,000	
Quotations provided	Yes <input 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	On file	
2	Equal Opportunities Policy	On file	
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 2

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Queensbury	Ref: WBQ091415
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Project Title	Rain Shelters for Bowling Green
Project Deliverer	Asa Briggs Bowling Club
Aim of the project	To provide shelter for club members and visitors during inclement weather. Enhance the club facilities.
Total cost of the project	£900
Amount of allocation proposed	£500

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Club funds	£200	x		
Community Chest	£300		x	End March 2015

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)
Concrete Rain Shelter	£817.85	



Project Plan		
Description	Estimated start date	Estimated date of completion
Installation of Shelter	March 2015	March 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Encourage more people to play bowls for a longer period of time	Number of people registering to join the club	Six months after construction of shelter

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	
Between £10,000 and £75,000	
Quotations provided	Yes <input 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	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		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 2

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Queensbury	Ref: WBQ/101415
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Project Title	Performing Arts Pantomime
Project Deliverer	Queensbury Performing Arts
Aim of the project	A community project to benefit the whole village bringing together everyone within Queensbury from all age groups and abilities.
Total cost of the project	£2,000
Amount of allocation proposed	£500

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
Queensbury Performing Arts fundraising and ticket sales	£1,500	partially		March 2015

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)
Purchase equipment and materials		£2,000



Project Plan		
Description	Estimated start date	Estimated date of completion
Rehearsals and public performances	March 2015	March 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Community Cohesion	Numbers of people taking part and attending performances	Six months after performance
Increase in volunteers	Numbers of people taking part	Six months after performance
Learning new skills	Number of people trying new things and building on new skills learnt	Six months after performance

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	
Between £10,000 and £75,000	
Quotations provided	Yes <input 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	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 2

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Queensbury	Ref: WBQ/111415
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Project Title	Purchase of gardening tools
Project Deliverer	Holy Trinity Church
Aim of the project	To work in partnership with the newly formed Friends of Queensbury Cemetery to help keep the historical cemetery neat and tidy so visitors can be made welcome.
Total cost of the project	£554
Amount of allocation proposed	£554

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)
Petrol Brushcutter x 2		£500
Forestry helmet with visor and ear defenders x 2		£54

Project Plan

Description	Estimated start date	Estimated date of completion
Purchase of equipment	February 2015	February 2015



Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Increase volunteers helping to keep areas tidy	Numbers involved	Six months after grant awarded
Training for volunteers on use of tools	Numbers trained and certificated	Six months after grant awarded
More people feeling safe when visiting cemetery	Number of visitors	Six months after grant awarded

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	
Between £10,000 and £75,000	
Quotations provided	Yes <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	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		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 2

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Queensbury	Ref: WBQ/121415
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Project Title	Promote Dementia Friendly Communities and Green Dog Walking
Project Deliverer	Bradford South Area Co-ordinators Office
Aim of the project	To sustain the two initiatives that have begun in the Ward
Total cost of the project	£484
Amount of allocation proposed	£484

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)
Room Hire and purchase of materials	£484	



Project Plan		
Description	Estimated start date	Estimated date of completion
Room Hire for DFC meetings	February 2015	End March 2015
Purchase materials and publicity	February 2015	End March 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Continuation of two schemes which are benefitting the residents of Queensbury.	Attendance at meetings and residents signed up to the Green Dog Walking Scheme	Six months after 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	
Between £10,000 and £75,000	
Quotations provided	Yes <input type="checkbox"/>



Appendix 3

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Wyke	Ref: WB/WY07/1415
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Project Title	Bulb Planting – Green Spaces
Project Deliverer	Environment and Sport, Parks and Green Spaces, Bradford South
Aim of the project	Improve green open spaces across the Wyke Ward
Total cost of the project	£275.00
Amount of allocation proposed	£275.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A	N/A	N/A	N/A	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	N/A
Can this element of the project be delivered independently of other aspects of the project?	N/A	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	N/A



The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Purchase of spring bulbs and planting in Wyke Ward		£275.00

Project Plan

Description	Estimated start date	Estimated date of completion
Allocate sites across the Ward	January 2015	end of January 2015
Bulb planting	February 2015	March 2015

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Increase floral displays in the Wyke Ward	Public response to display	July 2015

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 checked="" type="checkbox"/>



Appendix 3

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Wyke	Ref: WB/WY08/1415
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Project Title	Crime Prevention and Community Safety
Project Deliverer	West Yorkshire Police
Aim of the project	<p>To promote personal safety and home safety among the local community, focusing particularly on elderly and vulnerable residents</p> <p>To ensure that elderly or more vulnerable people within the community are safe from distraction burglars and opportunist thieves.</p>
Total cost of the project	£300.00
Amount of allocation proposed	£300.00

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A	N/A	N/A	N/A	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	N/A
Can this element of the project be delivered independently of other aspects of the project?	N/A	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	N/A



The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Locking security jammer + stackers/ door chains/door handle alarms		£300.00

Project Plan

Description	Estimated start date	Estimated date of completion
Identify previous victims of crime and additionally those who may be vulnerable to Distraction Burglaries or opportunist thefts	January 2015	March 2015

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Reduction in Thefts and Burglaries involving the elderly and vulnerable	Crime Stats	July 2015

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 3

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Wyke	Ref: WB/WY09/1415
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Project Title	Community Safety Furnace Road Albert Terrace
Project Deliverer	Traffic & Highways
Aim of the project	To install bollard to stop through traffic on private access road To deter and prevent anti-social behaviour of the private access road being by vehicles driving through to dump materials and waste. The bollard will stop vehicles getting through and return both Furnace Road and Albert Terrace into cul-de-sacs.
Total cost of the project	£300.00
Amount of allocation proposed	£300.00

Match funded projects only

Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A	N/A	N/A	N/A	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	N/A
Can this element of the project be delivered independently of other aspects of the project?	N/A	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	N/A



The Ward Budget funding will be spent on the following		
Item	Total Cost (excluding VAT)	Total cost (including VAT)
To install and purchase bollard		£300.00

Project Plan		
Description	Estimated start date	Estimated date of completion
Carry out consultation with landowner and residents	January 2015	end of February 2015
Order and install bollard	January 2015	end of March 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
Increased safety for the benefit of all residents	Ward Meetings Council Wardens	July 2015
Decrease in fly tipping	Council Wardens Ward Meetings	July 2015

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 checked="" type="checkbox"/>



Ward Budget 2014/15 – Appendix to Area Committee

Ward: Wyke	Ref: WB/WY10/1415
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Project Title	Wyke Ward Activities Guide
Project Deliverer	Bradford South Area Co-ordinator's Office
Aim of the project	To cover the printing costs of the Wyke Ward Activities Guide that will be distributed across the Ward. This leaflet has been produced in response to work carried out by the Wyke Ward Dementia Friends Group and identified as a need to inform the wider community of activities that are on offer to adults across the Ward, that are also dementia friendly. It meets the following objectives: <ul style="list-style-type: none"> ➤ connects people and reduces isolation ➤ improves social cohesion ➤ raises awareness of Wyke working towards becoming a dementia friendly community ➤ helps to increase attendance for activities and projects across the Wyke
Total cost of the project	£600.00
Amount of allocation proposed	£600.00

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A	N/A	N/A	N/A	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	N/A
Can this element of the project be delivered independently of other aspects of the project?	N/A	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	N/A



The Ward Budget funding will be spent on the following

Item	Total Cost (excluding VAT)	Total cost (including VAT)
Printing costs for leaflet for 2000 colour copies for 2 print runs (£300.00 for 1000 A4 colour copies)		£600.00

Project Plan

Description	Estimated start date	Estimated date of completion
Collating information from community groups across the Wyke ward for the leaflet	5 January 2015	31 January 2015
Designing leaflet	Mid January 2015	Mid February 2015
Printing and distribution	Mid February	mid March 2015

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Reducing isolation	We will carry out follow up sampling of community groups and individuals to measure increased participation.	6 months after completion of the project
Improving social cohesion	We will carry out follow up sampling of community groups and individuals to measure increased participation.	6 months after completion of the project
Increasing attendance in the groups/projects around the ward.	We will carry out follow up sampling of community groups and individuals to measure increased participation.	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 2014/15 – Appendix to Area Committee

Ward: Wyke	Ref: WB/WY11.1415
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Project Title	'No Dog Fouling' Signs
Project Deliverer	Bradford South Area Co-ordinator's Office
Aim of the project	The aim of this project is to reduce dog fouling across the Ward with the purchase and installation of new 'No Dog Fouling' Signs. These signs will be erected in hotspot areas, which have been identified by Wardens and Ward Councillors. These signs will complement the signs already in existence, as part of the Dog Control Order legislation which are located at the gateways to the Ward. Council wardens will deliver leaflets in the areas where the signs are to be erected to encourage residents to report offenders, so that enforcement action can be taken.
Total cost of the project	£336.51
Amount of allocation proposed	£336.51

Match funded projects only				
Sources of Match Funding	Amount (£)	Secured	Not secured	Date by which funding will be secured
N/A	N/A	N/A	N/A	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	N/A
Can this element of the project be delivered independently of other aspects of the project?	N/A	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	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 "No Dog Fouling Signs"		£336.51

Project Plan

Description	Estimated start date	Estimated date of completion
Purchase and install signs in hotpot areas across the Ward	February 2015	March 2015

Project benefits for the community/residents

Benefits	How measured	To be reported to Area Initiative Team
Reduce requests for removal of dog fouling	Number of requests received for clean up of dog fouling	Within 6 months of installation of signs
Reduce complaints about dog fouling	Number of calls to Council Contact about dog fouling	Within 6 months of installation of signs

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 3

Ward Budget 2014/15 – Appendix to Area Committee

Ward: Wyke	Ref: WB/WY12/1415
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Project Title	Wyke Security Cameras
Project Deliverer	Bradford South Area Co-ordinator's Office
Aim of the project	To help to deter fly tipping across the Wyke Ward, working with the Enforcement Team. Cameras will be installed at identified hotspots, monitored and reported to enforcement, as the need arises
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	N/A	N/A	N/A	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	N/A
Can this element of the project be delivered independently of other aspects of the project?	N/A	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	N/A



The Ward Budget funding will be spent on the following		
Item	Total Cost (excluding VAT)	Total cost (including VAT)
3 cameras @ £109.00 each	£327.00	£392.40
16mg data cards/batteries		£ 32.60

Project Plan		
Description	Estimated start date	Estimated date of completion
Purchase of 3 cameras	4 week lead time from order	February 2015
Installation of cameras at hotspots	early March 2015	end of March 2015

Project benefits for the community/residents		
Benefits	How measured	To be reported to Area Initiative Team
To provide reassurance to residents in crime prevention, detection and allaying fear of crime	Feedback from Ward meetings and Ward councillors	6 months from installation date
Recorded images available to assist enforcement in the prosecution of offenders	Number of incidents assisted	6 months from installation date
to deter fly tipping across the Ward	Feedback from Council Contact and Council Wardens	6 months from installation date

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 checked="" type="checkbox"/>

