



**AGENDA ITEM NO. 6**

**St George Neighbourhood Partnership  
Tuesday 11<sup>th</sup> December 2012**

**Report of:** Abdul Razak Dahir – Area Co-ordinator,  
Neighbourhoods & City Development Directory

**Title:** Wellbeing Report

**Contact Telephone Number:** 0117 9036409

**RECOMMENDATION**

- 1. Note financial report for 2012/13**
- 2. Note amount committed by the Neighbourhood Committee but not yet paid.**
- 3. The Neighbourhood Committee (NC) is asked to approve applications supported from contingency (listed in part 3)**
- 4. The Neighbourhood Committee is asked to approve the recommendation to end the fast-track process for Wellbeing applications.**
- 5. Note the Wellbeing Panel Summary Appraisal Sheets.**
- 6. The Neighbourhood Committee (NC) is asked to approve wellbeing applications received since September 2012 (listed in part 6).**

## Part 1: Financial Report to date

### St George NP Wellbeing Budget

Date	Organisation	Description	Amount £	Balance £	Completed	Monitored
		2011/12 Carry over	£1,000	£1,000		
		2012/13 Wellbeing allocation	£20,000	£21,000		

10/07/12	Redfest	Organise free community arts festival in St George Park	1,380	19,620		
09/08/12	Link Age	Set-up a film club for older members of the community	928.50	18,691.50		
03/09/12	BCC Youth Links	Engage young people in positive activities during the holiday period	937	17,754.50		
28/09/12	MAVIS Friendship Club	Provide transportation for elderly community members to engage in social activities	1,000	16,754.50		
12/10/12	Butler House Tenants Association	A daytime garden party to celebrate 50 years of Butler House	999	15,755.50		
12/10/12	Meadowvale CA	The money will be used to organise family Halloween Party.	200	15,555.50		
18/10/12	Friend of St George Park	Transportation for injured wildlife from St George Park	858	14,697.50		
16/11/12	St George CA	Replace flooring in the main hall	3000	11,697.50		
		<b>Total expenditure to date</b>	<b>9,302.5</b>			

**Part 2: Amount Committed by the NC but not paid yet**

<b>Amount committed by the Neighbourhood Committee but not yet paid:</b>				
<b>NP Date</b>	<b>Name of Group</b>	<b>Brief Description</b>	<b>Amount Requested £</b>	<b>Balance £</b>
Carry forward				£11,697.50
26/06/12	Kensington Road Residents Association	The aim of this project is to compliment the efforts of Kensington Rd residents to improve the environment in their neighbourhood and enter the 'Bristol in Bloom' and the R.H.S 'Its Your Neighbourhood' competitions. The money will be used to pay for 3 hanging baskets.	£540	11,157.50
11/09/12	BCC and Meadowvale CA	We would like to commission an independent firm of architects to review the possible options for the future use and development of Meadow Vale Community Centre.	£5,000	6,157.50
Total amount committed			£5,540	
Total				£6,157.50

**Part 3: The NC is asked to approve applications supported from contingency**

1. In June 2010, the partnership agreed to process applications under £1,000, which require an urgent response (i.e. before the next SGNP meeting), via an "exceptional circumstance" process. This involves councillors being asked via email whether they would approve the grant and allows the SGNP to react quickly to support needs that have to be met between SGNP meetings.

2. The project shown below has been supported using this process.

<b>N0</b>	<b>Name of Group</b>	<b>Brief Description</b>	<b>Amount Requested £</b>
1	Butler House Tenants Association	Butler House 50 <sup>th</sup> Birthday Garden Party	£999
2	Meadowvale CA	Halloween Party	£200
3	Mavis Friendship Club	Provide transportation for elderly community members with ill health or reduce mobility to socialise in an evening event twice a week.	£1,000
Total amount committed via this process			£2,199

**Total amount available to spend £3,958.50**

#### **Part 4: Stop the fast-track process**

3. In June 2010, the Neighbourhood Partnership put in place a mechanism to fast-track Wellbeing applications, which meet specific criteria. The main reasons for this was lack of awareness of the Wellbeing Budget in the St George NP area and the capacity of small community groups/organisations co-ordinating their activities to meet strict deadlines.
4. The process was put in place to encourage community groups access the Wellbeing Budget. The intention was to withdraw the procedure once the take up improves.
5. The St George Neighbourhood Partnership Wellbeing Budget has now been operating for 2 years. The likelihood of most community groups operating in the NP area finding out about its existence is much higher than when it was first introduced.

6. The number of community groups accessing the Wellbeing Budget increased from 2 community/voluntary groups in 2009/10 to 17 community/voluntary groups in 2011/12.
7. For the second year running the St George NP is on schedule in spending its annual Wellbeing Budget.
8. However there is a concerning sign that some of the groups are becoming too dependant in using this process. It is therefore hereby recommended to withdraw this process from April 2013.

**Part 5: Note the Wellbeing Panel Summary Appraisal Sheets.**

9. The Wellbeing Subgroup met on Monday 29<sup>th</sup> November 2012. The group assessed 2 applications. A summary and appraisal sheets for these applications are shown in appendices 1 to 2.

**Part 6: The NPC is asked to approve Wellbeing applications.**

10. In addition, between the period of Sept 2012 and December 2012 the St George NP received the following applications. When considering these applications, councillors are advised to refer to the Wellbeing Subgroup assessment.

NO	Name of Group	Brief Description	Amount Requested £	Recommended
1	Friends of Kingsway Youth Centre	Cooking @ Kingsway is a project aiming to educate young people about healthy eating courses, cooking lessons and budgeting skills. The money will be used to upgrade existing kitchen at the Kingsway Youth Centre.	£3,600	No (Application withdrawn)
2	Phoenix 52	The spring clean flower project is a project aiming to tackle and reduce litter, by raising awareness of its impact on the environment and wildlife. The money will be used to pay for an artist, venue hire for workshops, materials, etc.	£5,000	No

## Legal Information

When councillors decide how the wellbeing fund is spent they should have due regard to the public sector equality duty that applies to all public bodies. This duty is contained in the Equality Act 2010 and came in to force on 6 April 2011. It replaces previous equality duties under the Sex Discrimination, Race Relations and Disability Discrimination Acts.

The duty means that councillors are required to have due regard to the need to :

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited under the Act
- Promote equality of opportunity between different groups
- Foster good relations between people from different groups

The duty covers the following protected characteristics:

- Disability
- Sexual orientation
- Age
- Gender reassignment
- Religion and belief
- Sex
- Race
- Pregnancy and maternity

It also applies to marriage and civil partnership, but only in respect of the requirement to eliminate discrimination and harassment.

**Summary of applications considered by the Wellbeing sub-group for the  
December 2012 SGNP meeting**

**1. Balance of funding after fast track applications**

After the allocation of funding at the last St George Neighbourhood Partnership meeting £8,356.50 was left to be allocated. This takes into account an adjustment where £108 was allowed for VAT for a grant application made by Kensington Rd Residents Association which was later found not to be needed so has been returned to the balance of funds available.

The councillors have approved 3 “fast track” applications.

£1,000 for transport for 15 elderly people in Bristol to continue to attend Mavis club activities in Kingswood, South Glos for 9 weekly visits while they seek other funding for regular transport. This includes 6 residents of St George.

£200 for Meadow Vale Community Association for a community Halloween Party.

£999 to Butler House Residents Association to celebrate the 50<sup>th</sup> anniversary of Butler House.

This leaves £6,157.50 for allocation.

**2. Wellbeing sub-group recommendation to end or change the fast track process**

The Wellbeing sub-group would like to point out that the original process for fast track applications agreed and documented in the notes and minutes of the meetings of June 2010 and September 2010 were:

- *Details of applications to be circulated to all Neighbourhood Partnership members, not just the Councillors*
- *a summary of the members of the Neighbourhood Partnership’s comments to be circulated to members by the Neighbourhood Co-ordinator*
- *Grant approved once agreement is received from at least 2 Councillors*
- *Max £2,000 between meetings*

The Wellbeing sub-group notes that this process is not being followed with members of the Neighbourhood Partnership, including the Wellbeing sub-group being unaware of the applications and the councillors’ decisions until after the decision has been taken. This seems to contradict the aim of Neighbourhood Partnerships to more widely reflect

residents' priorities and concerns and allow them to influence councillors' decisions. In addition the £2,000 limit has been exceeded by £199.

The original aim of the fast track process was so "community led organisations can access this money quickly when they need it most". Those applications that come through the fast track process do not seem to be examples of great urgency nor need, therefore the Wellbeing sub-group would like to recommend that the fast track process be ended.

If the Partnership does not agree to end the process then there is a clear need to improve the process.

### **3. Wellbeing sub-group appraisal of applications**

The Wellbeing sub-group reviewed two grant applications.

#### **a) Cooking @ Kingsway**

This was an application from the Friends of Kingsway Youth for £3,600 to fit out the kitchen at the Kingsway Youth Centre with a stainless steel electric cooker, a kitchen cooker hood, pay for electrical work to install the equipment and remove units and to buy induction cookware. The aim was then to give healthy eating courses, cooking lessons and to promote budgeting skills among young people.

The sub-group recommend the rejection of this application. Please see the appraisal documents include in the notes of the St George Neighbourhood Partnership meeting of 11<sup>th</sup> December, 2012, for the reasons for this recommendation.

The sub-group would welcome a new application that satisfactorily covers all the issues they raised. They have been informed that since their meeting the application has been withdrawn.

#### **b) The Spring Clean Flower Project**

This is a project proposed by the Phoenix52 Community Arts project. They have asked for £5,000 to run a series of workshops with adults and schoolchildren in St George to make giant Spring flowers from litter and rubbish, educating all in the merits of recycling and impacts on wildlife and the surroundings of litter. The intention is to display the flowers along Church Rd hung from shop fronts and lamp posts as a semi-permanent exhibition, the Church Rd in Bloom exhibition.

The sub-group recommend this application is rejected. Please see the appraisal documents include in the notes of the St George Neighbourhood Partnership meeting of 11<sup>th</sup> December, 2012, for the reasons for this recommendation.

### **4. Change of membership of the Wellbeing sub-group**



Richard Curtis now has increased calls on his time from his other volunteer activities and has resigned from the Wellbeing sub-group. The sub-group are extremely grateful to Richard for all the work he has done and the input he has given to grant recommendations. We would welcome other residents of St George as members of the Wellbeing sub-group. Two volunteers came forward at the last Forum meeting and the sub-group will be inviting to their next meeting as observers.

# Wellbeing Fund Appraisal Top Sheet



**St George  
Neighbourhood  
Partnership**  
*Grow Our Community*

**1. Name of Project/Application:** Cooking @ Kingsway

## 2. Names of Wellbeing sub-group members appraising this application

Susan Acton-Campbell, Jo Curtis, Richard Curtis, Tina Hooper, Carmel Williams, Rob Acton-Campbell

**2. Is the organisation eligible?** No - no bank account and no agreement with another group to use theirs.

**3. Can the project be delivered within the timescale and budget?**  
Insufficient information.

## 4. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium or High. **The panel were unable to rate this application - see Special Conditions for the reasons.**

No.	Question	Rating
a.	Is there a need for the project?	
<b>b.</b>	<b>Impact on our Neighbourhood priorities/action plan</b>	
<b>b(i)</b>	Providing or improving community facilities, activities and services	
<b>b(ii)</b>	Stopping dog fouling, litter and flytipping	
<b>b(iii)</b>	Improving the environment and its appearance: Parks, green spaces and the neighbourhood including shopping areas	
<b>b(iv)</b>	Addressing traffic & transport issues	
<b>b(v)</b>	Promoting community cohesion and engagement	
c.	Is it fully inclusive to all residents?	
d.	Is the project targeting the "hard to reach" community we are trying to engage with in our Neighbourhood Partnership?	
e.	Does the project represent good value for money?	

**5. Recommended Grant: £ 0**

## 6. Special Conditions:

The sub-group recommend the rejection of this application because the following information was not provided so a judgement cannot be formed of the value of the project:

1) 3 quotes have not been provided for this work so the sub-group could not take a view on the quality of the equipment or professional carrying out the work. The sub-group usually use the quotes to check the professional qualification of the contractors/suppliers and for any published comments on the quality of their work/products and value for money. The only basis for the costs came from Derek Pickup, Estate Development director of the Creative Youth Network. This was referred to in the application as "**the quote for the works are obtained by our landlords who you lease the**

**building from which is Creative Youth Network”.**

- 2) As the building is not owned by Friends of Kingsway Youth we have no guarantee that they and other groups with access to the kitchen will continue to be given access to the building by the Creative Youth Network. It would be a waste of the Partnership's money if the building were suddenly closed.
- 3) We are told in the application that about 70 young people have been attending Kingsway youth club over the last year. The Kingsway Youth Club is in Kennard Rise which, while it is in the ward of St George East, is very close to the boundary with South Gloucestershire. The application gives us no figures of the number and percentage of Kingsway Youth Club users who are resident in St George.
- 4) This application is supposed to come from the Friends of Kingsway Youth. We are surprised that a figure for this work is coming from their landlord and that a member of the landlord organisation responded when a request was made by a member of the Neighbourhoods team for comparative quotes. This seems to imply the application is actually from the Creative Youth Network and not the Friends of Kingsway Youth. The response to the request for quotes was that these would be supplied when the grant was awarded, the Creative Youth Network were too busy to supply them. This is not an acceptable sequence of events and does not meet the conditions of the grant.
- 5) We would anticipate that new, sealed flooring would be needed in such a kitchen to meet health and safety requirements. This was not included in the application nor was it mentioned as part of the project.
- 6) 6 sessions with a professional worker to provide a healthy eating course was priced at £150. While this was not included in the funding being requested this seemed remarkably cheap to the sub-group and cast some doubt on the other figures provided.
- 7) No information was given about who would fund the maintenance and repairs of the equipment.
- 8) No information was given about what would to this equipment if the Friends of Kingsway wound up their affairs.
- 9) The Friends of Kingsway Youth do not currently have a bank account although they hope to do so shortly, nor have they made arrangements with a third party to use their bank account. This is not acceptable under the conditions of the grant.

The sub-group would welcome a new application that satisfactorily covers all these issues.

# Wellbeing Fund Appraisal Top Sheet



**St George  
Neighbourhood  
Partnership**  
*Grow Our Community*

**1. Name of Project/Application:** Spring Clean Flower Project

**2. Names of Wellbeing sub-group members appraising this application**

Susan Acton-Campbell, Jo Curtis, Richard Curtis, Tina Hooper, Carmel Williams, Rob Acton-Campbell

**2. Is the organisation eligible? Possibly not - the aims of the organisation in their terms of reference are to support areas outside St George and do not mention St George. The group itself is based outside St George.**

**3. Can the project be delivered within the timescale and budget?  
Insufficient information.**

**4. Panel Rating**

For each question the appraisal panel has rated the application as None, Low, Medium or High. **The panel were unable to rate this application - see Special Conditions for the reasons.**

No.	Question	Rating
a.	Is there a need for the project?	
b.	<b>Impact on our Neighbourhood priorities/action plan</b>	
b(i)	Providing or improving community facilities, activities and services	
b(ii)	Stopping dog fouling, litter and flytipping	
b(iii)	Improving the environment and its appearance: Parks, green spaces and the neighbourhood including shopping areas	
b(iv)	Addressing traffic & transport issues	
b(v)	Promoting community cohesion and engagement	
c.	Is it fully inclusive to all residents?	
d.	Is the project targeting the "hard to reach" community we are trying to engage with in our Neighbourhood Partnership?	
e.	Does the project represent good value for money?	

**5. Recommended Grant: £ 0**

**6. Special Conditions:**

The sub-group recommend the rejection of this application because the following information was not provided so a judgement cannot be formed of the value of the project:

This is a project proposed by the Phoenix52 Community Arts project. They have asked for £5,000 to run a series of workshop with adults and schoolchildren in St George to make giant Spring flowers from litter and rubbish, educating all in the merits of recycling and impacts on wildlife and the surroundings of litter. The intention is to display the flowers along Church Rd hung from shop fronts and lamp posts as a semi-permanent exhibition, the Church Rd in Bloom exhibition.

The sub-group recommend this application is rejected because:

1) 3 quotes have not been provided for the work and this includes a single item of £3,000 for artists' fees to carry out the work with no breakdown into hours or number of people and how they will be allocated.

2) Phoenix52 is not a St George based organisation and its aims are to benefit neighbourhoods outside St George. The grant application does not show

- how much of the St George part of Church Rd would benefit from this project, there are only a small number of business on the St George part of Church Rd before the junction with Chalks Rd and as the road continues uphill business become sparse.

- whether local traders have been consulted

- which schools would be involved to ensure children benefitting came mainly from St George

- whether the venues for workshops would be in St George.

- how they would involve adults that came from St George

3) the application says that the "flowers" hanging from shopfronts and lamp posts depend "on what permissions we can get from the relevant bodies". This sounds as if little consultation and research has been done.

The sub-group recommend that Phoenix52 meet and consult with the Area Environment Officer, Denise James, with the aim of creating a project that is more likely to succeed and would supply the base information to create a successful grant application.