



AGENDA ITEM NO. 7

St George Neighbourhood Partnership Tuesday 26th March 2013

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 note applications supported from contingency (listed in part 3)**
- 4. The Neighbourhood Committee is asked to approve the subgroup member's recommendation.**
- 5. Note the Wellbeing Panel Summary Appraisal Sheets.**
- 6. The Neighbourhood Committee (NC) is asked to approve wellbeing applications received since December 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	Yes	Yes
09/08/12	Link Age	Set-up a film club for older members of the community	928.50	18,691.50	Yes	Yes
03/09/12	BCC Youth Links	Engage young people in positive activities during the holiday period	937	17,754.50	Yes	Yes
28/09/12	MAVIS Friendship Club	Provide transportation for elderly community members to engage in social activities	1,000	16,754.50	No	Ongoing
12/10/12	Butler House Tenants Association	A daytime garden party to celebrate 50 years of Butler House	999	15,755.50	Yes	
12/10/12	Meadowvale CA	The money will be used to organise family Halloween Party.	200	15,555.50	Yes	
18/10/12	Friend of St George Park	Transportation for injured wildlife from St George Park	858	14,697.50	No	Ongoing
16/11/12	St George CA	Replace flooring in the main hall	3000	11,697.50	Yes	Yes
13/12/12	Kensington Road Residents Association	Nursery Works: Kensington Rd residents to improve the environment in their neighbourhood	£540	11,157.50	Yes	
10/01/13	Phoenix 52	The spring clean flower project is a project aiming to tackle and reduce litter, by raising awareness. Group asked for £5,000	£1,050	10,107.50	No	
		Total expenditure to date	£10,892.50			

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

Amount committed by the Neighbourhood Committee but not yet paid:

NP Date	Name of Group	Brief Description	Amount Requested £	Balance £
Carry forward				£10,107.50
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	5,107.50
Total amount committed			£5,000	
Total				£5,107.50

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 projects shown below have been supported during the last quarter using this process. No decision required.

N0	Name of Group	Brief Description	Amount Requested £
1	Meadowvale CA	Halloween Party	£200
2	St Aidan with St George Church	St George Community Fair is an annual community based event organised by the group. The purpose is to provide a focus for the community and bring the community together to network.	£405
Total amount committed via this process			£605

Total amount available to spend £4,702.50

Part 4: Fast-track process review

3. The Wellbeing sub-group were asked at the last St George Neighbourhood Partnership meeting to recommend a new fast track process.
4. A recommendation was circulated to all Partnership members on email on Thursday, 21st February; no suggestions for amendments have been received. A copy of that recommendation is shown in appendix 1. We ask that members of the Partnership agree to move to this new process.
5. There is also a list of grants agreed via the fast track process for this financial year. This is shown in appendix 2.

Part 5: Note the Wellbeing Panel Summary Appraisal Sheets.

6. The Wellbeing Subgroup met on Monday 18th February 2013. The group assessed four applications. A summary and appraisal sheets for these applications are shown in appendices 3 to 7.

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

7. In addition, between the period of December 2012 and March 2013 the St George NP received the following applications. When considering these applications, councillors are advised to refer to the Wellbeing Subgroup Appraisal Assessment.

NO	Name of Group	Brief Description	Amount Requested £	Recommended
1	Wesley Memorial Methodist	Wesley Memorial Methodist is looking to improve the facilities available at the Church. The group will use this money to replace their current wooden trestle tables with Gopak folding tables.	£1,000	Yes
2	Redfest	Redfest is aiming to build on last year's successful Redfest event the group organised. The aim is to bring the community together to celebrate local talent and take part in a variety of activities. The event is estimated to cost £14,239.92. The group will use the funding to pay for the main stage.	£2,640	Yes
3	St George Pre School	The preschool would like to improve the outside play area making it accessible all year round. To achieve this the group would like to cover some of the busy play area's with all weather grass matting. The money will be used to pay for the all weather grass matting, mesh and grass seed.	£3,330.91	Yes
4	Church Road Action Group	The aim of the group is to work together to improve the look and feel of the area in order for people to enjoy shopping locally. The money will be used to pay for hanging baskets for 5 lampposts	£1,250	Yes

8. If the Neighbourhood Committee approves the Wellbeing subgroup's recommendation, total payment of £8,220.91, the Neighbourhood Partnership will have £16,481.59 remaining in the Wellbeing Budget for 2013/14 financial year.

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.

Proposals from the SGNP Wellbeing Sub-Group for a fast track process

18th February 2013

At the SGNP (St George Neighbourhood Partnership) meeting of 11th December 2012 members voted to retain a fast track process for the allocation of Wellbeing funds. They asked the Wellbeing sub-group to review the current process and make recommendations for a future process.

The current process

The original aim of the fast track process was so “community led organisations can access this money quickly when they need it most”.

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*

Currently fast track applications are sent to councillors only and the Wellbeing sub-group are advised of the application after the decision. The remaining members of the Neighbourhood Partnership are advised in the notes sent out before a Neighbourhood Partnership meeting.

Recommendations for a process to take effect from 26/3/2013:

Granting a wellbeing application via a fast track process is only to be considered in **truly exceptional circumstances.**

Fast track applications are only to be processed in a real case of need. Fast track applications should not be processed simply because the applicant has missed the deadline for applying for funding. Examples of “need” given by the Wellbeing sub-group include:

- a group having unexpectedly lost funding that they had previously been promised, where they are committed to delivering a project by a certain date
- the premises that a group use suddenly being unusable due to a fire or criminal damage
- a new group starting up where impetus could be lost and the group fail if they do not rapidly carry out an initial, successful project.

The maximum total that can be awarded to fast track applications between the quarterly St George Partnership meetings will be £1,000. This is a reduction from the current £2,000.

When an application is proposed for “fast tracking” we propose:

1. Fast track applications are circulated, on receipt, by the Neighbourhoods team to councillors and members of the Wellbeing sub-group. The Wellbeing sub-group agree their recommendations within 5 working days and return them to the Neighbourhoods team for forwarding to the councillors and inclusion in the notes for the next Neighbourhood Partnership meeting, using the same appraisal sheet they use at present.
2. the councillors, after the receipt of the recommendations or being advised that the sub-group have failed to make a recommendation within the five working day time limit, then

have 5 working days to make their decision. A minimum of 2 councillors have to approve the fast track application for it to be granted (as at present). If the councillors fail to make a decision in 5 working days the application will be rejected.

Fast Track Payments agreed from the Wellbeing Fund by St George Councillors for 2012

Date of SGNP meeting	Organisation	Item	Amount (£)
June 2012	Kensington Rd Residents Association	Hanging Baskets for Jubilee celebration	648
September 2012	Council Youth Services team	Youth support work	937
September 2012	Friends of St George Park	Travel costs for specialists to treat and rescue wildfowl injured in St	858
December 2012	Mavis Club	Transport costs for 15 elderly people to attend activities in Kingswood for 9 weeks	1000
December 2012	Meadow Vale Community Association	Community Halloween Party	200
December 2012	Butler House Residents Association	50th Anniversary of Butler House celebration.	999
Total for 2012			4,642.00

**Summary of applications considered by the Wellbeing sub-group for the
March 2013 SGNP meeting**

1. Balance of funding after fast track applications

After the allocation of funding at the last St George Neighbourhood Partnership meeting £5,107.50 left to be allocated.

The councillors have approved 1 “fast track” application. This was for £405 to support the 9th March Community Fair at St Aidans Church for publicity, signage, programmes and raffle tickets (proceeds to go to the Children's Hospice Southwest).

This leaves £4,702.50 for allocation. This is less than the total amount applied for but the sub-group believes that further funding will be allocated in the next financial year, starting this April, and recommend that the councillors agree that this additional funding, when it becomes available, is used to address the shortfall.

2. Wellbeing sub-group appraisal of applications

The Wellbeing sub-group reviewed four grant applications. Please see the appraisal sheets with the meeting notes for the sub-groups recommendations.

a) Church Road Lamppost hanging baskets

This was an application for £1,250 from the Church Rd Action Group for 5 hanging baskets for Church Rd to enhance the look of the street and complement baskets put up by shop owners.

b) Redfest

This is an application for £2,640 for a main stage at the Redfest festival in St George Park on Saturday 3rd August. Three quotations were supplied; the grant is for the amount of the lowest quote.

c) Wesley Tables

This is an application from the Wesley Memorial Church for £1,000 to buy 10 folding tables for use in their meeting rooms and halls which are regularly hired out to community groups. Their existing tables are heavy pieces of wood mounted on trestle legs. These tables are not only unwieldy but are now affected by woodworm.

Wellbeing Fund Appraisal Top Sheet



**St George
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Appendix 4

1. Name of Project/Application: Wesley Tables

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

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

2. Is the organisation eligible? Yes

3. Can the project be delivered within the timescale and budget? Yes

4. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium or High.

No.	Question	Rating
a.	Is there a need for the project?	HIGH
b.	Impact on our Neighbourhood priorities/action plan	
b(i)	Providing or improving community facilities, activities and services	HIGH
b(ii)	Stopping dog fouling, litter and flytipping	NONE
b(iii)	Improving the environment and its appearance: Parks, green spaces and the neighbourhood including shopping areas	NONE
b(iv)	Addressing traffic & transport issues	NONE
b(v)	Promoting community cohesion and engagement	MED
c.	Is it fully inclusive to all residents?	MED
d.	Is the project targeting the "hard to reach" community we are trying to engage with in our Neighbourhood Partnership?	NONE
e.	Does the project represent good value for money?	HIGH

5. Recommended Grant: £1,000

6. Special Conditions:

1. Photos of the new tables in use to be supplied as part of the monitoring report.

The amount requested reflects the price given for this brand of folding tables on the manufacturer's website.

d) St George Pre-School

This is an application for £3,330.91 to supply and install 114.8 sq metres of all weather grass matting, mesh, and grass seed. The grounds around St George Pre-School are extremely muddy and this work would allow children to be encouraged to play outside and to avoid mud being brought into the building. The work would be carried out by Bristol City Council contractors and the land owners, Bristol City Council, have given permission for this work to be done. The constitution for St George Pre-School clearly shows parents and guardians ability to be involved in the running of the Pre-School and their voting rights.

Wellbeing Fund Appraisal Top Sheet



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Appendix 5

1. Name of Project/Application: Redfest

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

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

2. Is the organisation eligible? Yes

3. Can the project be delivered within the timescale and budget? Yes

4. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium or High.

No.	Question	Rating
a.	Is there a need for the project?	HIGH
b.	Impact on our Neighbourhood priorities/action plan	
b(i)	Providing or improving community facilities, activities and services	MED
b(ii)	Stopping dog fouling, litter and flytipping	NONE
b(iii)	Improving the environment and its appearance: Parks, green spaces and the neighbourhood including shopping areas	LOW
b(iv)	Addressing traffic & transport issues	NONE
b(v)	Promoting community cohesion and engagement	HIGH
c.	Is it fully inclusive to all residents?	HIGH
d.	Is the project targeting the "hard to reach" community we are trying to engage with in our Neighbourhood Partnership?	NONE
e.	Does the project represent good value for money?	HIGH

5. Recommended Grant: £2.640

6. Special Conditions:

1. If the St George Neighbourhood Partnership supply a banner this is to be hung on the main stage
2. The St George Neighbourhood Partnership logo to be included in publicity, programmes and any post event publicity.
3. A4/A5 posters in .pdf format to be supplied to the Neighbourhood Development Officer for distribution to their contacts by email so they can be printed and displayed in community noticeboards and venues. Redfest to review the design of these posters with the Equalities Team. This is to address legibility issues raised about posters for previous posters for Redfest events.

Wellbeing Fund Appraisal Top Sheet



**St George
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Appendix 6

1. Name of Project/Application: St George Pre-School

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

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

2. Is the organisation eligible? Yes

3. Can the project be delivered within the timescale and budget? Yes

4. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium or High.

No.	Question	Rating
a.	Is there a need for the project?	HIGH
b.	Impact on our Neighbourhood priorities/action plan	
b(i)	Providing or improving community facilities, activities and services	HIGH
b(ii)	Stopping dog fouling, litter and flytipping	NONE
b(iii)	Improving the environment and its appearance: Parks, green spaces and the neighbourhood including shopping areas	NONE
b(iv)	Addressing traffic & transport issues	NONE
b(v)	Promoting community cohesion and engagement	NONE
c.	Is it fully inclusive to all residents?	NO
d.	Is the project targeting the "hard to reach" community we are trying to engage with in our Neighbourhood Partnership?	NO
e.	Does the project represent good value for money?	

5. Recommended Grant: £3,330.91

6. Special Conditions:

- 1) 3 estimates must be provided
- Question e) Does the project represent good value for money? could not be answered by the sub-group because they did not have site of the estimates for this work at the time of the meeting.
- 2) Before and after photos plus photos of the work in progress to be included in the monitoring report.
- 3) Evidence must be given that the landowner's permission is not needed or that the landowner has given permission for the works.

Wellbeing Fund Appraisal Top Sheet



**St George
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Appendix 7

1. Name of Project/Application: Church Rd - Lamp Post Hanging Baskets

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

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

2. Is the organisation eligible? Yes

3. Can the project be delivered within the timescale and budget? Yes

4. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium or High.

No.	Question	Rating
a.	Is there a need for the project?	LOW
b.	Impact on our Neighbourhood priorities/action plan	
b(i)	Providing or improving community facilities, activities and services	LOW
b(ii)	Stopping dog fouling, litter and flytipping	NONE
b(iii)	Improving the environment and its appearance: Parks, green spaces and the neighbourhood including shopping areas	MED
b(iv)	Addressing traffic & transport issues	NONE
b(v)	Promoting community cohesion and engagement	LOW
c.	Is it fully inclusive to all residents?	HIGH
d.	Is the project targeting the "hard to reach" community we are trying to engage with in our Neighbourhood Partnership?	NONE
e.	Does the project represent good value for money?	LOW

5. Recommended Grant: £1,250

6. Special Conditions:

1. Photos of the hanging baskets to be supplied as part of the monitoring report.