



**St George Neighbourhood Partnership
Wednesday 25th March 2015**

Report of: Operation, Environment, Traffic & Transport and Wellbeing subgroups.

Title: Subgroup Reports

Recommendation:

- 1- **Neighbourhood Budget:** The Neighbourhood Committee (NC) is asked to ringfence Wellbeing Grant fund and devolve Clean and Green to Neighbourhood Officer and Minor Signing and Aligning Budget to Senior Traffic Engineer.
- 2- **Operation Subgroup:** NP to approve revised membership process and Terms of Reference for the NP and Communication subgroup.
- 3- **Environment:** NC to approve proposal to ringfence Section 106 to Troopers Hill Field and Dundridge Park.
- 4- **Traffic and Transport:** NC to approve funds to drop two kerbs along Dundridge Lane.
- 5- **Wellbeing:** NC is asked to approve Wellbeing applications received since December 2014.
- 6- **Green Capital:** NP is asked to approve the revised Green Capital application from Protect a Pup and £6,202.01, the remaining amount, to support the Green Mapping project.

Part 1: Neighbourhood Budget

- 1- Full council meeting on Tuesday 17th Feb 2015 approved the 2015/16 City Council Budget. This means from 1st April 2015, the St George Neighbourhood Partnership will receive total devolved Neighbourhood Budget of £38,647 for 2015/16.
- 2- The table shown below shows proposal to manage the 2015/16 Neighbourhood Budget, which is based on previous years expenditure pattern and the St George Neighbourhood Partnership Plan. The NC is asked to approve this proposal.

2015/16 Neighbourhood Budget Amount			£38,647
Type of Fund	Description	Amount ringfenced £	Running amount
Clean and Green	NC to devolved this money to Neighbourhood Officer to carry out works needed between Neighbourhood Partnership meetings. Decision to spend the money will rest with the Neighbourhood Officer, however will consult Environment subgroup and Neighbourhood Committee members.	£1,500	£37,147
Environment Fund	NC to agree to ringfence this money for environmental improvements and to progress NP Plan priorities. The environment subgroup members to make recommendations in how to spend the money. NC to make decisions.	£2,600	£34,547
Minor Signing and Aligning	NC to devolve this money to Neighbourhood Officer to carry out works needed between Neighbourhood Partnership meetings. Decision to spend the money will rest with the Neighbourhood Officer, however will consult Environment subgroup and Neighbourhood Committee members.	£1,200	£33,347
Wellbeing Grant	NC to agree the ringfencing of this money to support local community/voluntary organisations to progress NP Plan priorities. The Wellbeing subgroup members to assess grant applications and make recommendations to the NP. NC to make final decisions.	£17,400	£15,947
Remaining Neighbourhood Budget to allocate 2015/16			£15,947

Part 2: Operation subgroup

- 3- The operation subgroup met on Thursday 29th Jan 2015. The group focused on developing membership structure and mechanism for the public to join the NP membership in time for the NP Annual General Meeting (AGM) in June 2015.
- 4- The group is aware that the Neighbourhoods Team are working on a citywide Terms of Reference for Neighbourhood Partnerships across the city, hence did not review the Terms of Reference per say. The group is recommending making necessary changes to the Terms of Reference to ensure suitable mechanism is in place ahead of the AGM meeting.
- 5- Appendix 1 shows the NP revised Terms of Reference, with supporting documentation for proposed Membership Structure as shown Appendix A.
- 6- The group also considered the newly formed Communication subgroup Terms of Reference and suggested minor changes.
- 7- The NP member is hereby asked to approve the draft Terms of Reference for the Communication subgroup shown in appendix 2.

Part 3: Environment

- 8- The Environment Sub-Group met on 26th February.
- 9- Various issues regarding maintenance of green spaces were discussed, these are recorded in the notes of the meeting that will be distributed to those present and are published on the website at www.stgeorgenp.org.uk/subgroups/environment/
- 10- No new issues of particular concern were raised.

- 11- Having reviewed spending from the Clean & Green budget the meeting agreed that any remaining balance should be used to replace tree stumps, where street trees have been felled. It is intended to add a list of known tree stumps to the website.
- 12- Rob Acton-Campbell presented tables showing how the £138,000 of devolved Section 106 (S106) money available for parks & green space improvement could be allocated to the NP Plan priorities if the spread of spending envisaged in the Green Infrastructure Investment Plan adopted by the NP in December 2011 were followed (see www.tinyurl.com/SGGSIP).
- 13- The priorities taken from the NP Plan are those that seem appropriate for the use of S106 grants.
- 14- Post meeting the tables have been revised to take account of some of the issues raised and are shown in Appendix 3. These tables are not intended to be a firm spending commitment but to act as a guide and information in discussions on S106 allocations.
- 15- The NP is asked to give its view as to the following:
 - a) Should the NP aim to allocate all the S106 money to the current NP Plan priorities?
 - b) Should the above spread of money based on the percentages agreed in December 2011 as shown in the tables be generally followed?
 - c) Should Meadow Vale open space be given a higher priority given that this is linked to a larger scheme that also envisages redeveloping the Community Centre?
 - d) Should any other priorities from the NP Plan be given higher priority for S106 spending.
- 16- Any final decisions on the use of S106 funding will be made by the Neighbourhood Committee.

Request for Release of Devolved Section 106 Money

- 17- Following discussions at the Environment Sub-Group, the Neighbourhood Committee is asked to release the following sums of devolved Parks Section 106 money from the total of £135,690.77 currently available.

NP Plan Priority	Activity/Description of works	Amount £	Running Balance £
	<u>2015/16 Section 106 (Amount available)</u>	<u>£135,690.77</u>	
Environment: P1	This money is to be used as part funding for an improved play area in Dundridge Park (St George East)	£15,000	Amount remaining in the kitty
Environment: P1	This money is to be used as part funding for an improved play area in Troopers Hill Field (St George West)	£15,000	
Total		£30,000	

- 18- Both these schemes are shown as priorities in the Neighbourhood Partnership Plan and are supported by Friends of Dundridge Park and Friends of Troopers Hill respectively. Both have been discussed with the Council's Play officer John Knowlson and initial plans have been (or are being drawn up) for each site.
- 19- In the case of Dundridge Park discussions about improving the play area were stimulated by the Council removing the existing swings last year, they have now been replaced but residents consider the range of play facilities available to be inadequate for the size of the park.
- 20- At Troopers Hill Field a local resident (& parent) approached Cllrs Stone and Milestone along with Friends of Troopers Hill about improving play facilities on the Field. The Friends group were pleased to receive this approach since they have been seeking to find a local parent to lead on this issue.
- 21- In both sites the S106 money would be used as seed funding or match funding to secure other grants. Both projects would cost of the order of £70 - 80,000 including fencing and an allowance to provide a path from the nearest entrance.

- 22- The S106 funding would only be used once the balance of funding has been secured but early release is necessary so that potential funders can be approached with confidence that the funding is available without the need for further reference to the Committee.
- 23- It is suggested that this money is released on condition that designs are finalised and the balance of funding secured within two years. If this is not achieved then the NC would need to reconsider the spending of the money.

Equalities Impact Assessment:

- 24- The purpose of these schemes is to improve opportunities for play for children in St George and to reduce the distance from home at which facilities are available. This will help to increase the level of physical activity for children in the area benefiting health and wellbeing. Consultation will be carried out to confirm the age range of children for which facilities are most wanted.
- 25- These schemes are not envisaged to have a negative impact on any of the characteristics protected under the Equalities Act.
- 26- More detailed Equalities Impact Assessments will be produced as the plans are developed and will be shared with NP members.

Part 4: Traffic & Transport:

- 27- The Traffic and Transport subgroup met on Tuesday 24th Feb 2015. The group learnt that highways team are overwhelmed with backlog of previous schemes. They now have extra resourced to enable them deal with the back log. For more information see agenda item 6.
- 28- Subsequently both the Lyppiatt Rd and Bryants Hill feasibility studies the NP supported March 2014 were not ready to be progressed. Hence the subgroup recommends delaying decision to select the one scheme promised per year until both or one of the feasibility studies is delivered.
- 29- However the subgroup supported proposal to spend £3,000 from the Neighbourhood Budget in order to complete the new Chicane gate installed in Dundry Park end of last year.

NP Plan Priority	Activity/Description of works	Amount £	Running Balance £
2015/16 Neighbourhood Budget available			£15,947
NP Ref	Drop 2 kerbs on Dundridge Lane in order to improve access to Dundridge park for all park users.	£3,000	£12,947
Remaining Neighbourhood Budget			£12,947

Equalities Impact Assessment:

- 30- An Equalities Impact Assessment Checker has been completed, see appendix 4. The location for the dropped kerb is determined by the recently installed chicane funded by the NP. The aim is to improve access to the park for people living close to the vicinity near the chicane gate.
- 31- The purpose of the dropped kerbs is to remove barrier for people with pushchairs or disability. By dropping the kerbs all members of the community will be able to access the park using the newly installed chicane along Dundridge Lane.
- 32- This scheme is not envisaged to have a negative impact on any of the protected characteristics identified in the 2010 Equalities Act.

Part 5: Wellbeing Grant:

Balance of Wellbeing funding

- 33- The total amount of Wellbeing grant available for 2014/15 financial year is £2,656.92, if the NC approves above recommendation (see part 1 above), amount available from 1st of April 2015 will be £17,400 for the 2015/16 financial year.
- 34- Five applications were received, asking for a total of £6,540 see panel appraisal sheets shown appendix 5-9.

Name of group	Description of works	Amount £ requested	Approved	Running Balance £
<u>2015/16 Wellbeing Grant available</u>				<u>£20,056.92</u>
Friends of Kingsway Youth	The group would like to develop Youth Night in Studio 5 at the Kingswood Estate. It involves having two hour session per week for young people of the age of 8-13 years. The funds will be used to pay for equipment and supporting volunteers.	£400	Yes subject to conditions	£19,656.92
Meadowvale Community Association	The purpose of this project is to commission a landscape/playscape design company to prepare a design plan including a budget price and artist's sketch of Speedwell Meadow Open Space, using the result of local consultations. The funds will be used to pay the design company.	£1,500	Yes up to £1,800 subject to conditions	£17,856.92
Playing out CIC	This project is aiming to recruit and train up to 3 local residents who already have experience of Playing Out in their own street. It is hoped this approach will lead to at least ten more streets Playing Out regularly in the area, particularly in the harder to reach parts of the neighbourhood. The money will be used to pay for training, engagement and promotional material.	£1,200	Yes subject to conditions	£16,656.92
Friends of St George Park	The group would like to buy materials to help publicise the group and their activities, to attract greater participation including volunteering. Materials include a gazebo, folding table, display boards, 6 chairs, banners and stationery.	£500	Yes subject to conditions	£16,156.92
Redfest	The group is seeking support for a free community festival event, which has become very popular in St George. The funds will be used to pay for the main stage.	£2,940	Yes subject to conditions	£13,216.92
Total		£6,540		

Membership of the Wellbeing sub-group

- 35- Tina Hooper, a resident of St George East, has served as a member of the Wellbeing sub-group since 2011. Unfortunately her increasing workload means she can no longer give her time to volunteering with the Wellbeing sub-group so she has resigned. We would like to thank Tina for all the time and thought she has contributed.
- 36- The Wellbeing sub-group currently has four vacancies. Anyone with a strong interest in St George would be very welcome to join.

Changing priorities for St George

- 37- The priorities for Wellbeing funding should now change to reflect the St George Neighbourhood Partnership plan. To make the grant applications easy to complete the Wellbeing sub-group propose that the guidelines for the grant application contain a summary of the plan's aims similar to the one shown in the appendix 10. This will change to reflect the Neighbourhood Partnership Plan as it changes and develops. The Neighbourhood Partnership is asked to approve this approach.

Availability of funding in St George

- 38- Over the past 4 years the ward of St George West has been fortunate enough to be allocated over £35,000 of government funding to be allocated as small grants. 22 groups have been supported to run 27 projects using nearly 6,000 volunteer hours and attracting nearly £16,000 of match-funding not taking into account the value of the volunteer hours. The end of this Community First funding will mean increased pressure on the Wellbeing fund.
- 39- The Wellbeing sub-group have considered whether there are ways to improve the allocation of Wellbeing funding to make it go as far as possible and be spent for the greatest benefit to the community. They are currently unable to think of changes that would continue to make the fund welcoming to the community groups the Wellbeing fund aims to support.

Part 6: Green Capital:

- 40- Following the NP member's request, Protect a Pup and Summerhill Infants Green Capital applicants were re-invited to respond to the Wellbeing subgroup's questions.
- 41- Only Protect a Pup took advantage of this opportunity and responded to the subgroup's queries and attended the Wellbeing subgroup meeting. Appendix 11 shows the Wellbeing Subgroup's appraisal.
- 42- The NP members are asked to approve Protect a Pup application summarised in the table shown below:

Name of group	Description of works	Amount £ requested	Approved	Running Balance £
Green Capital Fund				£10,000
Protect a Pup	<p>The aim of this project is to encourage dog owners to take a more responsible role for their dogs' behaviour. The group would like to provide low cost/free dog neutering or spaying (£3,500) and set up information stalls and distribute leaflets and dog waste bags to encourage responsible dog ownership.</p> <p>Neutering or spaying dogs will prevent unwanted dogs which will not only prevent animal suffering, but also prevent anti-social behaviour such as marking territory, roaming, hormonal aggression; behaviours which surround irresponsible dog ownership.</p>	£3,797.99	Yes subject to conditions	£6,202.01
Total		£3,797.99		£6,202.01

- 43- As previously discussed the Neighbourhood Partnership is asked to approve the remaining £6,202.01 to contribute to the Green Map project for Bristol East. £838.50 was approved to allocate to this project at the last SGNP meeting of Wednesday 17th December.
- 44- If approved the project will have total budget of £7,040.51 from the St George NP.

St George Neighbourhood Partnership

Terms of Reference March 2015

Introduction:

The 14 Neighbourhood Partnerships in Bristol are each unique, having developed in response to local needs, in different ways and at different rates. The distinctiveness of Neighbourhood Partnerships is acknowledged and this document seeks to provide a stronger foundation for this distinctiveness to grow and develop.

However, there is a general view that some consistency is needed so that Neighbourhood Partnerships can step up to their expanding role, as a Neighbourhood approach in Bristol is strengthened significantly. However this is not an attempt to standardise, but a framework which sets a “floor” and a “core” which all can recognise.

Throughout, maximum discretion and flexibility is built in, so that each NP can make its own decisions to suit the local realities of its own neighbourhood.

1. Name

a. The name of the Neighbourhood Partnership shall be **St George Neighbourhood Partnership** and it will cover the wards of

- a) St George East
- b) St George West

known as “the Neighbourhood”.

2. Purpose

The **St George Neighbourhood Partnership** (hereafter “the Partnership”) aims to improve the quality of life for residents in the neighbourhood so that satisfaction levels increase, and also increase civic pride, community cohesion and community involvement by:

- Developing local solutions to local problems wherever possible
- Encouraging public, private and community and voluntary organisations to work together to deliver improvements to residents’ quality of life.
- Tackling deprivation and discrimination in the neighbourhood, and promoting

- equality of opportunity for all those living or working there.
- Considering proposed decisions of the Neighbourhood Committee and influencing such so as to use resources to best meet the needs of the neighbourhood.
- Receiving reports from service delivery bodies and influencing service priorities within the neighbourhood in accordance with identified needs and priorities
- Actively engaging with local people across the neighbourhood, seeking their views and active participation in improving their quality of life. This includes seeking the views and participation of residents that are hard to reach.
- Co-ordinating community engagement, approving an annual multi-agency community engagement plan for the Neighbourhood, accompanied by a local communication strategy to raise awareness of engagement opportunities as widely as possible, in accordance with the Bristol Community Engagement framework.
- Considering regularly the results of community engagement activities, ensuring that wherever possible action is taken in response to the issues raised

3. **We Value:**

- Civic pride, protecting our public realm and making it better
- Respect and Compassion
- Aspiration, energy, enthusiasm and creativity
- Personal responsibility and accountability
- Community development / involvement and 'grass-roots' action

4. **Membership of the Neighbourhood Partnership**

- The membership composition of the Partnership is as attached **Appendix A**
- All Members of the Partnership agree to abide by the Code of Conduct which can be downloaded from www.stgeorgenp.org.uk/about-us/policies-procedures
- The size and composition of the Neighbourhood Partnership should be confirmed and recorded at the Annual Meeting. The size of the Partnership is for local decision, but for practical reasons, it is recommended to number approximately 20 in total, excluding officers of statutory bodies.
- The Partnership may co-opt up other resident members during the year to provide specialist expertise from the time of the appointment to the next Annual meeting.
- The quorum for meetings of the Neighbourhood Partnership will be half of the voting members, to include at least two ward councillors.
- Observers are always welcome at Neighbourhood Partnership meetings, which are public partnerships, of course subject to the capacity of the venue.

5. **Officers of Statutory Bodies**

- The following officers are expected to attend all meetings of the Neighbourhood Partnership in a non voting capacity to provide support and assistance as required:
 - Bristol City Council Neighbourhood Partnership Coordinator (or their representative)
 - The Neighbourhood Police Inspector (or their representative)
 - Avon and Somerset Fire and Rescue
 - A representative of the most relevant Children and Young People's

Partnership (CYPP)

- Officers of other bodies (e.g. Environment Agency, Registered Social Landlords) may choose to attend Neighbourhood Partnership meetings if aspects of the agenda are relevant to them, or if invited by the Neighbourhood Partnership.

6. Neighbourhood Committees

Neighbourhood Committees are committees of Bristol City Council. They comprise the councillors elected to serve the wards within the Neighbourhood. Neighbourhood Committee meetings will normally take place jointly with meetings of the Neighbourhood Partnership. All Neighbourhood Committee members will also be members of the Neighbourhood Partnership.

Neighbourhood Committees have delegated power to take a range of council decisions relating to their respective Neighbourhoods (eg. expenditure of certain council budgets). Neighbourhood Partnerships may consider matters that are to be decided by its Neighbourhood Committee and may seek to influence the Neighbourhood Committee as to how it exercises its powers. The Neighbourhood Committee must take into account any relevant views of the Neighbourhood Partnership, but the final decision is taken by the councillors in the Neighbourhood Committee.

7. Working arrangements

- a) The Neighbourhood Partnership will meet in public at least four times per year, but may of course choose to meet more frequently. (*see guidance note 2*)
- b) One of these meetings will include an Annual General Meeting, for which the quorum shall be at least eight voting members.
- c) The Partnership will elect a Chair and Vice Chair from it's membership at the Annual meeting, by simple majority of those present and eligible to vote. (In the event of a tie, each shall take each office for 6 months.)
- d) The Partnership may elect other officers as it decides are required (eg treasurer, secretary etc.)
- e) The Partnership may establish sub groups, task groups etc as required and not limited to Neighbourhood Partnership members only.
- f) Minutes of the meetings will be taken by Bristol City Council officers and made public (on the website of both the Council and Bristol Partnership) within one month of the Partnership meeting.
- g) An agenda showing time and place of the meeting will be published (as above) at least two weeks prior to the Partnership meeting.
- h) All meetings will be open to the public, unless there is a specific reason (such as data protection) and formal vote to allow closed session. This should be avoided wherever possible.

8. Complaints

Anyone wishing to make a complaint about the NP may put their concerns in writing to Bristol City Council, Democratic Services Section, Room 220, Council House, College Green, Bristol BS1 5TR or by email to democratic.services@bristol.gov.uk .

Complaints about councillors or any person employed by a statutory agency should be submitted in the usual way to the council or the relevant agency.

The Chief Executive of Bristol City Council, or her representative, may access any records held by a Neighbourhood Partnership on receipt by the Chair/ Vice Chair of a written request setting out why such a request is made. Such documents will be made available within a reasonable period, and not longer than 14 days.

Neighbourhood Partnership Terms of Reference - Guidance notes

1. Name: The Neighbourhood Partnership name will be decided by the Neighbourhood Partnership at its Annual meeting
2. Frequency of meetings: Based on current practice, up to 6 meetings per year can be supported by the Council, in terms of room rental and note-taking, although it is expected that most will opt for 4 per year. This will be reviewed at the end of the year.

Neighbourhood Partnership membership

3. Resident representatives from wards: It is recommended that such representatives are agreed where possible by the relevant Neighbourhood Forum prior to the Partnership AGM. It is hoped that such representatives may be from local residents or community organisations, but they may be individual Neighbourhood Forum nominees .
4. Each Neighbourhood Partnership should decide at its Annual meeting the number and composition of other members not set out within the framework Terms of Reference. The following are given as examples, being already in place in some NPs:-
 - *Voluntary or community sector*
 - *Local businesses*
 - *Environmental groups*
 - *More resident representatives than specified*
5. Some Neighbourhood Partnerships keep a simple register of all voluntary, community and faith organisations and local businesses that become members of the Partnership (providing they agree to support it's aims and values). This assists communication and also enables an election process if needed to select NP representatives. Membership will be free.
6. These registered voluntary, community and faith organisations and local businesses are invited to nominate representatives to the Neighbourhood Partnership, in accordance with the categories decided by the Partnership usually at the annual meeting (*for example: 2 voluntary sector representatives and 1 business representative*). An election will be held if the numbers of nominees exceeds places available. In the interests of securing the broadest possible input, community organisations should be discouraged from "upping" their representation by seeking nomination in more than one section – ie as a resident representative and as a voluntary sector
7. The Bristol Equalities Forum will nominate a representative from the Neighbourhood who will seek to make a contribution for all equalities groups. Support will be provided.
8. Neighbourhood Partnerships may also wish to consider co-options in order to make the partnership more balanced eg by gender, age, ethnicity, geography.
9. The officers (Chair, Vice-Chair etc) can be elected from any member of the Neighbourhood Partnership. *Community empowerment is likely to be greater when the Chair is from a community organisation*. This may result in a different Neighbourhood Committee Chair (who must be a ward councillor by law) and Neighbourhood Partnership Chair sitting on the same Neighbourhood Partnership. Partnerships may wish to consider making them the Chair and Vice Chair of the NP, although this is not prescribed.
10. Theme groups may be convened by the Neighbourhood Partnership and will be expected to report to the Neighbourhood Partnership and, if directed, to the Neighbourhood Forums. All theme group recommendations must be agreed by the

Neighbourhood Partnership before they are actioned, unless they are explicitly empowered to act by the Neighbourhood Partnership.

Note on Community engagement, Neighbourhood Forums and PACTS

As part of the new Bristol Community Engagement Framework, the Council and the Police have agreed to merge their community engagement mechanisms (Neighbourhood Forums/ PACTs). This is on the basis that

1. Neighbourhood Forums/ PACTS will be held at ward level, four times per year.
2. The Police will provide administrative support and provide a note taking service.
3. The Neighbourhood Partnership may decide that other formats are more effective for enabling resident engagement than a standard meeting format. Whilst it will need to ensure that agreed elements, such as progress updates from previous, or consultation activities are retained, the emphasis should be on providing opportunities that provide the greatest level of engagement. (*For example, neighbourhood walkabouts with agencies in attendance, market place drop in sessions, or meetings led by young people, may from time to time be deemed more appropriate formats.*)
4. Twice a year, the Partnership will receive a report highlighting the issues raised during community engagement activities in the Neighbourhood.

The Partnership has lead responsibility for the quality of community engagement in its neighbourhood, and is advised to regularly consider how it may improve further.

St George Neighbourhood Partnership

Membership for June 2015 onwards (To be approved by 25/03/2015)

Members of the partnership:

- Councillors;
- Community Group Representatives;
- Business Representatives;
- Young People;
- St George East Residents;
- St George West Residents.

In addition to above council officers, Police, Fire Service and Health representatives are also invited to attend but are non voting. At least 8 voting members (including at least 2 Councillors) need to be present to make meetings quorate.

	Who	Max	Notes
A	Ward Councillors		
	St George West	2	As elected
	St George East	2	As elected
B	Residents of St George		If more than 4 applications for either ward then applicants to select four reps from amongst themselves in advance of the meeting, draw lots if not resolved who would join the partnership.
	St George West	4	
	St George East	4	
C	Young People	6	Young people must be St George residents and be the age of 16 to 25 subject to Youth Forum rules. If more than 6 applications then applicants to select six reps from amongst themselves in advance of the meeting, draw lots if not resolved who would join the partnership.
D	Representatives of St George Community/voluntary & faith groups	No limit	Groups nominate individuals to be members of the Partnership as their representatives. Groups must operate in St George (or a larger area of which St George is a significant part).
E	Representatives of Local businesses	No limit	Individuals who own or manage a business in St George. Nominations as for Community Groups.
F	Sub-Group Champions	5	Champions of sub-groups are elected each year and automatically become additional NP members (if not already members).

All members must attend BCC equalities training within 6 months of joining the Partnership (limit to be extended by the Chair if the member made reasonable efforts to attend but BCC couldn't arrange suitable dates). Members are encouraged to become NP equalities champions.

Membership is renewed at each AGM, vacancies can be filled between AGMs. Applications must be submitted at least four weeks before the AGM or meeting at which membership will take effect.

All members automatically become members of the Operations sub-group. Membership of other sub-groups (Wellbeing, Traffic & Transport, Environment, Communications and Development) is

open to all St George residents as well as NP members, subject to any limits on numbers set by the Partnership.

Subgroup Champions:

Name of subgroup	Champion
Communication: May also cover Community Engagement and may be community development.	TBC
Development: (covers Community Buildings and Facilities; Housing, Planning and Major Projects; Employment, Training and Economic Development)	TBC
Environment	Rob Acton-Campbell
Operations	NP Chair
Traffic and Transport	Cllr Fabian Breckels
Wellbeing	Susan Acton-Campbell
NP Plan Theme Champions (Themes not covered by sub-groups)	
Families, Young People and Older People	TBC
Active Citizen, Community Cohesion and Development	Philip Bird
Crime & Community Safety	Grenville Johnson



Terms of Reference Communications SubGroup

For consideration by the St George Neighbourhood Partnership, 25 March 2015

Objective

To improve and encourage public knowledge, support and engagement with the Neighbourhood Partnership and its meetings and work.

To promote relevant community organisations and events taking place within the NP area and/or of interest to those residing in the NP area.

Membership

The membership of the SubGroup should ideally include people with a cross-section of skills and experience applicable to Communications.

The SubGroup members should reside within the NP area or be nominated by an organisation operating within the NP area.

It is anticipated that members of the SubGroup will be tasked action points to undertake between meetings. Members, therefore, should recognise that their commitment is more than just attending meetings of the SubGroup.

Changes to membership of the SubGroup shall be included in reports to NP meetings.

SubGroup Champion

The SubGroup membership shall each year (at the SubGroup meeting prior to the NPs AGM) appoint a 'Champion'. The term of office shall be until the end of the SubGroup Meeting held immediately before the next NP AGM. If the 'Champion' resigns, the SubGroup shall appoint a new Champion (appointment until meeting before next AGM).

The Champion shall ...

- a. Chair and lead meetings of the SubGroup, and shall call meetings (both physical and virtual) of the SubGroup.
- b. Prepare a report for each NP meeting on the work of the SubGroup and, where applicable, speak to the report at NP meetings.
- c. Support SubGroup members (particularly new members)
- d. Act as a point of contact for NP members and BCC officers in matters relating to the SubGroup's work
- e. Act as a point of contact for those wishing to join the SubGroup and ensure that all SubGroup members are aware of planned meetings, and that venues for meetings are appropriate

Meetings

The number of SubGroup meetings shall be agreed by the SubGroup members, and is not expected to exceed four physical meetings a year. The SubGroup membership may decide for some of their meetings to hold a 'virtual' meeting (i.e. conference call, Skype etc) rather than meeting face-to-face. The NP Co-ordinator (or other relevant BCC representative) is to be invited to SubGroup Meetings. Meetings of the SubGroup do not need to be held in public.





Authority

The SubGroup has no authority to spend funds or incur costs on behalf of the NP or BCC.

Sub Group Responsibilities

Internet

The SubGroup shall appoint a "WebTeam" from amongst the SubGroup membership. The WebTeam shall manage the NPs website, Facebook and Twitter in accordance with the NPs Internet Protocol (as adopted 25 June 2013).

The SubGroup shall review the NPs Internet Protocol at their first meeting after each AGM and make any recommendations for changes to the NP.

Community Notice Boards

The NP has a series of Community Notice Boards around the NP area.

The SubGroup shall ...

- a. Make recommendations for new locations for Community Notice Boards.
- b. Help to recruit volunteers to help maintain content within each notice board.
- c. Create posters for the Community Notice Board to help promote the work of the NP
- d. If requested, assist the NP team to distribute posters etc to those maintaining notice board content
(NB: SubGroup members may additionally volunteer to maintain individual community notice boards)

Neighbourhood Forum Meetings

- a. Help the Neighbourhood Officer in the planning and delivery of the NFs.
- b. Help promote and publicise NF meetings

Media

If so requested by the NP Chair or NP Co-ordinator (and not without that request) shall circulate media statements and/or news releases etc on the work or decisions of the NP. (Where applicable, this may be done in conjunction with the media relations staff at Bristol City Council.)

Logo

Assume 'ownership' of the NP logo and advise on its use by BCC and organisations supported by the NP.

Neighbourhood Partnership Plan

The subgroup shall take the lead on the Community Engagement section of the Neighbourhood Partnership plan and report to the Neighbourhood Partnership on progress against the various priorities in that section.

Other

Such other duties as may be appropriate to help achieve the objectives of the SubGroup.

Operations SubGroup
29.01.15



	Status	Allocated S106
Children's Play		
CP2.1a Extend fence St George Park CPG	DONE	£11,785.00
CP3 Enhance the use of other green spaces for play		
CP3a Mini goalposts Rodney Rd	DONE	£1,100.00
CP3b Mini goalposts Plummers Hill	DONE	£1,100.00
CP3c Mini goalposts Meadow Vale	DONE	£1,100.00
Teenage Provision		
T1 Wheels-park St George Park		
T1b 2 x Seating & bin @ wheels park	DONE	£2,915.00
T2 MUGA St George Park		
T2a Resurface & lights MUGA	DONE	£30,000.00
Formal Green Space		
FS1 River path adjacent to the housing at Butler's Walk		
FS1a Dog bins River Avon Trail (4)	Cancelled	
FS1b Benches River Avon Trail (2)	Cancelled	
FS1c Sign Post River Avon Trail	DONE	£1,420.00
Natural Green Space		
NS2a Scrub management at Meg Thatchers	DONE	£1,824.00
NS3 Footpaths in natural green space to be improved		
NS3b Seating alongside walkway at Meg Thatchers	HOLD	£1,860.00
NS4 Management of St George Park lake and the island for wildlife		
NS4c Silt testing & analysis	DONE	£900.00
NS4d Fishing Signage - markings	DONE	£690.00
NS5 All green spaces - potential for creating wildlife areas		
NS5b Spring bulbs & wildflower plugs	DONE	£2,556.00
NS5c Community Garden - Senti Site Box	DONE	£946.00
Informal Green Space		
IS1 Seating, litter and dog waste bins in all sites		
IS1a Seating & bins Rodney Rd (3 seats, 1 bin)	DONE	£3,800.00
IS1b Seating & bins Plummers (3 seats, 2 bin)	DONE	£5,269.00
IS1c Bin Gladstone Street	DONE	£650.00
IS1b Seating Meadow Vale (2 seats)	DONE	£3,052.00
IS2 Improve entrances		
IS2a Replace locked gate, Clyde Rd PROW to Plummers Hill	DONE	£1,244.50
IS2b Dundridge Park Chicane	DONE	£1,600.00
IS4a Troopers Hill Field Footpath	DONE	£10,710.00
Other Issues applicable throughout St George		
SG3 Community notice boards and interpretation boards		
SG3a New Notice board near lake - general	DONE	£1,300.00
SG3a New Notice board near lake - fishing, park group	DONE	£1,000.00
SG3b Notice board Rodney Rd	DONE	£1,500.00
SG3c Notice board Plummers Hill	DONE	£1,500.00
SG3d Notice board Meadow Vale	DONE	£1,500.00
Totals		£91,321.50

	Status	Allocated S106
	Mtg Figures	Actual
Section 106 allocated Dec 2011	£2,544.50	£2,544.50
Section 106 allocated 26 Jun 2012	£10,084.00	£10,084.00
Section 106 allocated 11 Sept 2012	£56,000.00	£49,297.00
Section 106 11 Dec 2012	£21,610.00	£18,579.00
Section 106 26 Mar 13	£4,500.00	£3,565.00
Section 106 25 June 13	£5,652.00	£5,652.00
Section 106 24 June 14	£1,600.00	£1,600.00
	£101,990.50	£91,321.50

St George
Neighbourhood Partnership Plan
Proposed Allocation of Devolved Parks S106 Funds

Total Section 106 Available (as Jan 15 report)			£138,244.84
Priorities from NP Plan			
Theme	Priority	Brief Description	Total Proposed Spend
1	2	Improve access all spaces	£28,000.00
1	4	Improve Meadow Vale	£15,000.00
1	6	Parking Furber Rd - Highways S106?	£0.00
1	7	Gladstone, remove play & benches	£2,500.00
3	2	Play Dundridge & Troopers Hill Field	£30,000.00
3	3	Play Furber Rd/Meg Thatchers	£12,000.00
3	4	Play Meadow Vale	£18,000.00
3	5	Play Colebrook - consultation only in plan	£0.00
5	1	St George Park Wildlife	£15,000.00
5	2	Other natural space improvements	£17,500.00
Total Proposed Spending Priorities in NP Plan			£138,000.00

St George
Neighbourhood Partnership Plan
Proposed Allocation of Devolved Parks S106 Funds

Priorities from NP Plan			Proposed Spending Split by Area (see key below)				
Theme	Priority	Brief Description	A St G Pk	B North	C Central	D South	Total Proposed Spend
1	2	Improve access all spaces	£2,000.00	£10,000.00	£10,000.00	£6,000.00	£28,000.00
1	4	Improve Meadow Vale		£15,000.00			£15,000.00
1	6	Parking Furber Rd - Highways S106?			£0.00		£0.00
1	7	Gladstone, remove play & benches				£2,500.00	£2,500.00
3	2	Play Dundridge & Troopers Hill Field				£30,000.00	£30,000.00
3	3	Play Furber Rd/Meg Thatchers			£12,000.00		£12,000.00
3	4	Play Meadow Vale		£18,000.00			£18,000.00
3	5	Play Colebrook - consultation only in plan			£0.00		£0.00
5	1	St George Park Wildlife	£15,000.00				£15,000.00
5	2	Other natural space improvements		£3,500.00	£7,000.00	£7,000.00	£17,500.00
Total Proposed Spending Priorities in NP Plan			£17,000.00	£46,500.00	£29,000.00	£45,500.00	£138,000.00
Previous Projects funded by S106 as Investment Plan			£52,092.00	£21,165.50	£3,684.00	£14,380.00	£91,321.50
Total Spend (previous & proposed)			£69,092.00	£67,665.50	£32,684.00	£59,880.00	£229,321.50
Percentage on total spend (incl previous)			30.1%	29.5%	14.3%	26.1%	
Target Percentage (from Investment Plan)			30.0%	25.0%	20.0%	25.0%	

- A St George Park
- B North - Hudds Vale, Plummers Hill, Meadow Vale, Rodney Rd, Primrose Lane
- C Central - Meg Thatchers, Furber Rd, Colebrook Rd
- D South - Troopers Hill, Dundridge Park, River Avon Trail, Magpie Bottom, Gladstone St

St George
Neighbourhood Partnership Plan
Proposed Allocation of Devolved Parks S106 Funds

Priorities from NP Plan			Proposed Spending Split by Type of Facility				
Theme	Priority	Brief Description	Children's Play & Sport	Teenage	Natural Space	Park Furniture & Access	Total Proposed Spend
1	2	Improve access all spaces				£28,000.00	£28,000.00
1	4	Improve Meadow Vale				£15,000.00	£15,000.00
1	6	Parking Furber Rd - Highways S106?				£0.00	£0.00
1	7	Gladstone, remove play & benches				£2,500.00	£2,500.00
3	2	Play Dundridge & Troopers Hill Field	£30,000.00				£30,000.00
3	3	Play Furber Rd/Meg Thatchers	£12,000.00				£12,000.00
3	4	Play Meadow Vale	£13,000.00	£5,000.00			£18,000.00
3	5	Play Colebrook - consultation only in plan	£0.00				£0.00
5	1	St George Park Wildlife			£15,000.00		£15,000.00
5	2	Other natural space improvements			£17,500.00		£17,500.00
Total Proposed Spending Priorities in NP Plan			£55,000.00	£5,000.00	£32,500.00	£45,500.00	£138,000.00
Previous Projects funded by S106 as Investment Plan			£15,085.00	£32,915.00	£9,776.00	£33,545.50	£91,321.50
Total Spend (previous & proposed)			£70,085.00	£37,915.00	£42,276.00	£79,045.50	£229,321.50
Percentage on total spend (incl previous)			30.6%	16.5%	18.4%	34.5%	
Target Percentage (from Investment Plan)			30.0%	15.0%	20.0%	35.0%	

Appendix 4



Bristol City Council Equality Impact Relevance Check

This tool will identify the equalities relevance of a proposal, and establish whether a full Equality Impact Assessment will be required. Please read the guidance prior to completing this relevance check.

What is the proposal?	
Name of proposal	Dundridge Lane drop kerb
Please outline the proposal.	The NP recently funded a chicane gate to be installed a new location. The kerbs of the side of the chicane gate and the opposite side of the road will need to be dropped in order to enable Pushchair and wheelchair users to cross the road safely.
What savings will this proposal achieve?	N/A
Name of Lead Officer	Andrew Spicer

Could your proposal impact citizens with protected characteristics? (This includes service users and the wider community)
Please outline where there may be significant opportunities or positive impacts, and for whom.
This will impact positively on elderly community members, people with pushchair and wheelchair users. It will also reduce the risk of crossing the road dangerously.
Please outline where there may be significant negative impacts, and for whom.
It is not envisaged this will have a negative impact.

Could your proposal impact staff with protected characteristics? (i.e. reduction in posts, changes to working hours or locations, changes in pay)
Please outline where there may be significant opportunities or positive impacts, and for whom.
N/A
Please outline where there may be negative impacts, and for whom.
N/A

Is a full Equality Impact Assessment required?
Does the proposal have the potential to impact on people with protected characteristics in the following ways: <ul style="list-style-type: none"> Negative impact on access to or participation in a service, levels of representation in our workforce, or

- reducing quality of life (i.e. health, education, standard of living) ?

Please indicate yes or no. If the answer is yes then a full impact assessment must be carried out. If the answer is no, please provide a justification.

It will have a positive impact.

Service Director sign-off and date:

Equalities Officer sign-off and date:

Wellbeing Fund Appraisal Top Sheet



**St George
Neighbourhood
Partnership**
Grow Our Community

1. Name of Project: Studio 5 Youth Night
Applicant: Friends of Kingsway Youth
 £400 for materials and volunteer expenses to run 40x2-hour weekly sessions for young people aged 8-13. These sessions would provide a range of activities ranging from arts and crafts to cookery, from sport to informal education.

2. Names of Wellbeing sub-group members appraising this application
 Susan Acton-Campbell, Philip Bird, Judith Price, Lorraine Millard, Denise James, Pete Franklin

3. Is the organisation eligible? Yes

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

5. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium, High or Not Applicable.

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

6. Recommended Grant: £400

7. Special Conditions:

1. A sample signing in sheet and a list giving a count of young people attending against each date and photos of a selection of sessions.
2. St George Neighbourhood Partnership logo to be on all publicity for Studo 5 Youth Nights.

Wellbeing Fund Appraisal Top Sheet



**St George
Neighbourhood
Partnership**

Grow Our Community

1. Name of Project: Speedwell Meadow Green

Applicant: Meadow Vale Community Association

Up to £1,800 for a design and costing work to improve the resources in Meadow Vale Open Space (also known as the Nursery Park) for people of all ages. This report would then be used as basis to obtain funding.

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

Susan Acton-Campbell, Philip Bird, Judith Price, Denise James, Pete Franklin

3. Is the organisation eligible? Yes

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

5. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium, High or Not Applicable.

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	Med
b(ii)	Stopping dog fouling, litter and flytipping	N/A
b(iii)	Improving the environment and its appearance: Parks, green spaces and the neighbourhood including shopping areas	Med
b(iv)	Addressing traffic & transport issues	Med
b(v)	Promoting community safety, cohesion and engagement	Med
c.	Is it fully inclusive to all residents?	Low
d.	Is the project targeting the "hard to reach" community we are trying to engage with in our Neighbourhood Partnership?	Low
e.	Does the project represent good value for money?	U*

U* = unable to come to a conclusion. If redevelopment happens as a result of this project it is extremely good value. If the report is never actioned then it will be poor value.

6. Recommended Grant: up to £1,800

7. Special Conditions:

1. Before 25th March Meadow Vale Community Association will advise Abdulrazak Dahir whether they will be taking up the quotation from Bristol City Council's Landscapes team.
2. If the Landscapes team are not awarded the contract Abdulrazak Dahir will provide a contact in the Parks team to act as liaison for the selected designers so that proposals made for this Council owned piece of land are feasible and costings take into account such issues that equipment include a maintenance and servicing charge and some equipment items can only be from selected from a council approved range.

Wellbeing Fund Appraisal Top Sheet



**St George
Neighbourhood
Partnership**
Grow Our Community

1. Name of Project: Playing Out CIC

Applicant: Playing Out CIC

£1,200 for training for 3 residents of the St George Neighbourhood Partnership area, paying them for 80 hours of work promoting Playing Out and community events and meetings and some publicity.

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

Susan Acton-Campbell, Philip Bird, Judith Price, Lorraine Millard, Denise James, Pete Franklin

3. Is the organisation eligible? Yes

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

5. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium, High or Not Applicable.

No.	Question	Rating
a.	Is there a need for the project?	Med
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	N/A
b(iii)	Improving the environment and its appearance: Parks, green spaces and the neighbourhood including shopping areas	N/A
b(iv)	Addressing traffic & transport issues	N/A
b(v)	Promoting community safety, cohesion and engagement	High
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?	Med
e.	Does the project represent good value for money?	High

6. Recommended Grant: £1,200

7. Special Conditions:

1. Let Abdulrazak Dahir know which streets take up Playing Out as a result of this project and the resultant number of volunteers helping and children playing.

Wellbeing Fund Appraisal Top Sheet



Appendix 8

1. Name of Project: Get set for 2015 - Friends of St George Park
Name of Applicant Friends of St George Park
 £500 for materials to help publicise the group and their activities, to attract greater participation including volunteering. Materials include a gazebo, folding table, display boards, 6 chairs, banners and stationery.

2. Names of Wellbeing sub-group members appraising this application
 Susan Acton-Campbell, Pete Franklin, Judith Price, Denise James, Lorraine Millard, Philip Bird

3. Is the organisation eligible? Yes

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

5. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium, High or Not Applicable.

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

6. Recommended Grant: £500

7. Special Conditions:

- Please supply a photo/s of the gazebo, chairs, table, display boards and banners in use with your monitoring report.
- Supply details of promotional activities to webteam@stgeorgenp.org.uk so the St George Neighbourhood Partnership can help promote events.
- On the first use of the display board please include one item on the display board acknowledging funding of the items from the St George Neighbourhood Partnership, using their logo.

Wellbeing Fund Appraisal Top Sheet



**St George
Neighbourhood
Partnership**
Grow Our Community

1. Name of Project: Redfest

Applicant: Redfest

£2,940 to pay for the main stage at St George Park on Saturday 1st August which will form part of the free entertainment for the final day of Redfest, a community music and arts festival.

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

Susan Acton-Campbell, Philip Bird, Judith Price, Lorraine Millard, Denise James, Pete Franklin

3. Is the organisation eligible? Yes

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

5. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium, High or Not Applicable.

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

6. Recommended Grant: £2,940

7. Special Conditions:

1. St George Neighbourhood Partnership logo to appear on advertising.

Appendix 10

Below is a summary of the aims of the St George Neighbourhood Partnership plan. For a project to qualify for Wellbeing funding, that project must address at least one of those aims. Please enter on the application form which of the aims listed below your project addresses and how.

The St George NP aims to support, encourage and promote the provision of:

A. Environment

1. Good quality, well maintained parks and green spaces accessible to all
2. A clean neighbourhood area which includes being free from litter, dog fouling, graffiti, flytipping and flyposting.
3. Good quality children's play areas close to all residents.
4. A range of areas benefitting wildlife and supporting biodiversity.

B. Traffic and Transport

1. Traffic moving at safe speeds
2. Good access to public transport
3. Speedy responses to parking issues
4. Responsible cycling in the area
5. Projects to look at traffic/transport issues raised by local residents

C. Families, young and older people

Activities for all sections of the community.

D. Crime and Community Safety

1. A reduction in the supply and growth or manufacture of drugs
2. A reduction of domestic violence
3. A reduction in anti-social behaviour
4. A reduction in domestic burglary
5. Ways of encouraging the community to participate in the care of their area, whether in crime prevention, reporting crime or as community groups such as Neighbourhood Watch and Speedwatch.

E. Community Development

1. Ways for local residents to influence decisions and the provision of services in their neighbourhood.
2. Support for effective voluntary groups to deliver good quality local projects.

F. Community buildings and facilities

1. Support for local groups looking to improve existing community buildings and their facilities provide or looking to run new buildings and provide new facilities.

G. Employment, training and economic development

1. Promotion of local business and their involvement in the local community.

H. Equalities, community cohesion and active citizenship

1. Ways to increase volunteering

2. Opportunities to celebrate diversity.

I. Housing, Planning and Major Projects

1. Publicity to encourage consultation and local people influencing developments including 10 or more homes or industrial or commercial developments of more than 1,000 square metres.

J. Community Engagement

1. Community events

2. Publicity to encourage local people to influence the standard of local services whether by involvement in local consultations, walkabouts, coming to Partnership Forums or using the internet contacts for the Partnership, www.stgeorgenp.org.uk, [www.facebook.com.stgeorgenp](http://www.facebook.com/stgeorgenp), www.twitter.com/stgeorgenp .

Green Capital Appraisal Sheet



**St George
Neighbourhood
Partnership**
Grow Our Community

Appendix 11

1. Name of Project: St George Be Dog Aware

Name of Applicant: Protect a Pup

£3,797.99 for the organisation Protect a Pup to provide low cost/free dog neutering or spaying (£3,500) and set up information stalls and distribute leaflets and dog waste bags to encourage responsible dog ownership.

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

Susan Acton-Campbell, Philip Bird, Judith Price, Lorraine Millard, Denise James, Pete Franklin

3. Is the organisation eligible? Yes

4. Can the project be delivered within the timescale and budget?

5. Panel Rating

For each question the appraisal panel has rated the application as None, Low, Medium, High or Not Applicable.

No.	Question	Rating
a.	Is there a need for the project?	High
b.	Impact on Green Capital Priority	
b(i)	Increasing people's access to affordable, healthy and sustainable food.	N/A
b(ii)	Enabling more people to access affordable energy	N/A
b(iii)	Inspiring and educating people about nature and how to care for it	High
b(iv)	Providing activities and initiatives that help people to access, repair and share materials	Med
b(v)	Helping people to discover more sustainable transport (e.g. walking, cycling or public transport).	N/A
c.	Is it fully inclusive to all residents?	N/A
d.	Is the project targeting the "hard to reach" community we are trying to engage with in our Neighbourhood Partnership?	High
e.	Does the project represent good value for money?	Med-High

6. Recommended Grant: £3,797.99

7. Special Conditions:

- Green Capital logo and St George Partnership logo to be on publicity materials
- Dates and locations of information stalls to be agreed with John Atkinson, Neighbourhoods Officer and supplied to webteam@stgeorgenp.org.uk for publicity on via St George NP outlets.
- Only dogs owned by people living within the St George Neighbourhood Partnership and up to a half mile outside the boundary, excluding the River Avon and South Gloucestershire boundaries will be treated. The postcode search on www.bristol.gov.uk/wardfinder will show the ward in which a postcode is located. St George West and St George East are the relevant wards. Neighbouring wards

which would have the half mile limit are Easton, Eastville and Hillfields.

4. Prior to the payment of the grant a set rate per dog will be agreed by Protect a Pup with Abdul Razak Dahir so it will be clear how many dogs will be helped by the grant. It is expected that this rate will have been agreed by the SGNP meeting date of Wednesday 25th March. This has been agreed as a maximum of £100 per dog.

Collated by Area Co-ordinator: Abdulrazak Dahir

Date 2/2/2015