



DERBY CITY COUNCIL

## AREA PANEL 1 12 JANUARY 2005

Report of Assistant Director - Community Policy

### Area Panel Budget Proposals 2004/5

#### SUPPORTING INFORMATION

1.1 Area Panel 1 budget allocation for 2004/5 is £29,000. The panel also has an additional budget of £1,418 carried forward from 2003/4, which means that a total budget of £30,418 is available for allocation to projects during this financial year. There is £20,630 still available to allocate. A list of projects funded so far in 2004/5 is attached to this report in Appendix 3.

1.2 The area panel is asked to consider whether to support four applications for funding received from:

Applicant	Project	Ward	Funding requested
Chaddesden Park Allotment Association	Security fencing for Allotment site	Chaddesden and Oakwood	£3,506
Nottingham Road and District Allotments Association Limited	Potting shed for Meadow Farm School allotments	Chaddesden	£875
Derby and Sandiacre Canal Society	Canal interpretation panels in Spondon	Spondon	£1,800
Spondon Community Association	Spondon in Bloom 2005	Spondon	£2,500
<b>Total funding requested</b>			<b>£8681</b>

1.3 A short summary of each project is attached to this report in Appendix 2.

1.4 The Area Panel Grant Appraisal Panel met on 7 December 2004 to appraise each application against the new criteria agreed by Council on 21 April 2004. The purpose of the Appraisal Panel is to consider and appraise each application to support the Area Panel to make decisions about whether to approve applications. The Appraisal Panel has made a series of recommendations for each application and they are stated in the table in 1.5. More details about the recommendations are included in Appendix 2. The recommendations are based on the information provided by the applicants measured against the area panel funding criteria.

1.5	Applicant	Project	Appraisal Panel Recommendation
	Chaddesden Park Allotment Association	Security fencing for Allotment site	Defer

Nottingham Road and District Allotments Association Limited	Potting shed for Meadow Farm School allotments	Approve
Derby and Sandiacre Canal Society	Canal interpretation panels in Spondon	Approve
Spondon Community Association	Spondon in Bloom 2005	Approve

1.6 The Council Constitution states that the Area Panels can 'use a delegated budget for local environmental and community purposes'. Therefore, if an application does not specifically refer to a local activity, consideration needs to be given to the appropriateness of allocating area panel funding to the project. In deciding whether to support each application, the area panel will assess the funding request against the funding criteria and its priorities.

1.7 The new funding criteria, included in the Council Constitution, says that applications need to provide a service in response to the needs of local residents and meet at least one of the following criteria:

- improve access for local people to existing services
- provide a service in response to an issue raised in a community update report
- contribute to improvements which will provide a benefit to local residents
- assist in providing an integrated service in response to an issue raised at an area panel meeting
- enable residents to participate in their community or at area panel meetings.

Applications also need to:

- provide evidence of need for the application
- show evidence that ongoing maintenance or revenue costs have been approved by the relevant Council department, if necessary.

1.8 The priorities for supporting an application are that it:

- is from a voluntary or community group
- shows evidence of match funding or self help
- provides a service in response to the needs of local residents
- will directly benefit people living in the geographical area covered by the area panel
- show evidence of how the project will be sustained beyond the period of funding, if it is not a one-off project
- contributes to the delivery of one or more of the Council's corporate objectives.

1.9 In most circumstances, the amount of funding that the area panel will award to an applicant will be between £50 and £2,000. However, the area panel does have the discretion to award more if it considers the application to be a priority for the area.

- 1.10 If the proposals are approved, the implications for the total budget for Area Panel 1 in 2004/5 will be:

<b>Area Panel 1</b>	<b>£</b>
Budget for 2004/5	£29,000
Total carried forward from 2003/4	£1,418
Total commitments to date	£11,238
Sub total of proposals to consider in January 2005	£8,681
<b>Budget remaining if proposals for January are approved</b>	<b>£10,499</b>
<b>Chaddesden ward</b>	
Budget for 2004/5	£7,250
Total carried forward from 2003/4	£826
Total commitments to date	£1,450
Sub total of proposals to consider in January 2005	£3,875
<b>Budget remaining if proposals for January are approved</b>	<b>£2,751</b>
<b>Derwent ward</b>	
Budget for 2004/5	£7,250
Total carried forward from 2003/4	£0
Total commitments to date	£6,938
Sub total of proposals to consider in January 2005	£0
<b>Budget remaining if proposals for January are approved</b>	<b>£312</b>
<b>Oakwood ward</b>	
Budget for 2004/5	£7,250
Total carried forward from 2003/4	£0
Total commitments to date	£850
Sub total of proposals to consider in January 2005	£506
<b>Budget remaining if proposals for January are approved</b>	<b>£5,894</b>
<b>Spondon Ward</b>	
Budget for 2004/5	£7,250
Total carried forward from 2003/4	£592
Total commitments to date	£2,000
Sub total of proposals to consider in January 2005	£4,300
<b>Budget remaining if proposals for January are approved</b>	<b>£1,542</b>

## PROPOSED ACTION

- 2.1 To consider and determine the four applications for area panel funding.
- 2.2 To note the area panel spend to date in 2004/5 set out in Appendix 3

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**Background papers:** Area Panel Budget allocation criteria, Application form stored on file.  
**List of appendices:** Appendix 1 – Summary of implications  
Appendix 2 – Summary of applications and recommendations from the Area Panel Grant Appraisal Panel  
Appendix 3 – Funding approvals for 2004/5

## **Appendix 1**

### **IMPLICATIONS**

#### **Financial**

- 1.1 Area panels must consider priorities within the area when considering requests for funding. Not all requests that meet the criteria will be considered a priority. When supporting or rejecting an application over £1,000, Area Panel 1 must give reasons for its decision.

#### **Legal**

- 2.1 Area Panel 1 has delegated authority to use its budget for local environmental and community purposes.
- 2.2 Section 19 of the Local Government (Miscellaneous Provisions) Act 1976 empowers the Council to offer grants to voluntary and other organisations to provide any recreational facilities.
- 2.3 Any decision involving the making of a grant or loan over £1,000 to any voluntary body is deemed to have a significant impact on two or more wards and is therefore a key decision.
- 2.4 After a key decision has been taken, the Director of Corporate Services must publish a record of every executive decision taken at that meeting within two days of that meeting. The record must include a statement of the reasons for each decision and any alternative options considered or rejected at the meeting. No action will be taken on any such decision for five clear days from the date of publication.

#### **Personnel**

- 3.1 None other than those included in the application forms.

#### **Equalities impact**

- 4.1 None other than those included in the application forms.

#### **Corporate objectives and priorities**

- 5.1 The provision of grants to community projects can contribute to the delivery of the Council's key objectives and priorities. The summary of each project in Appendix 2 includes an indication of how each one contributes.

## **Appendix 2**

### **SUMMARY OF APPLICATIONS**

**Applicant 1:** Chaddesden Park Allotment Association

**Project:** Security fencing for Allotment site

**Total cost of project:** £3,506

**Amount of funding requested:** £3,506

**Wards:** Chaddesden and Oakwood

#### **Description:**

The Chaddesden Park Allotment Association has about 60 members and of these 50 live in Chaddesden ward and 10 live in Oakwood ward. The association was formed in the 1960s. This project is for £ 3,506 to replace and repair existing fencing between their allotment site and Chaddesden Park.

There are two parts to the project. Firstly, the Association aim to repair part of the existing boundary that faces Chaddesden Park, which is an old hedgerow with gaps. They have been advised that this is best achieved by installing round wooden posts placed in the gaps with two wooden fencing rails attached and then metal reinforcing mesh stapled to the rails and covered over with Chesapale fencing. They will retain as much vegetation as possible and Commercial Services have included a price in the quote for planting new spiky plants next to the fencing to protect it. 40 metres of fencing is required and will cost £1,566.

Secondly, the Association has received a quote from Commercial Services to remove existing fencing and install new fencing along the boundary that separates Chaddesden Park from the unused part of the original allotment site. This boundary is now the responsibility of the Council and Commercial Services will be responsible for maintaining it. The proposal is to remove weak fencing and vegetation, and to supply and install 21 metres of 1.8metre high metal Heras Triton fencing to prevent access by young people to the old allotment site. This is similar to the new fence around the Bowling area. This will cost £1,940 and there is no match funding proposed.

It is proposed to allocate funds from both Chaddesden - £3,000 and Oakwood - £506 wards because approximately 15% of the members come from Oakwood.

Since the application was received, the Association has written to the Council on 3 December stating that they will not agreed to take on the responsibility for maintaining the wooden fencing because they do not feel it will last very long. They are investigating raising additional funds to allow them to install more effective metal palisade fencing instead.

**New information.** The Association has provided the following additional information to support their application that was not available to the **Area Panel Grant Appraisal Panel** when they met to appraise the application.

The Association have met with Derby Parks to seek an alternative solution to the problems around the unused part of the original allotments. Derby Parks now propose to clear the undergrowth from the site and bring the area back into use in Chaddesden Park. This will allow the Association to allocate all £3,506 towards improvements to their boundary. They are now seeking quotes to install 1800mm high metal palisade security fencing which they will maintain.

**Suggested recommendation from the Area Panel Grant Appraisal Panel**

Defer. The Appraisal Panel considered that a sustainable solution is needed to resolve the issues raised. They noted the Allotment Associations commitment to raise more funding to install the type of fencing they want. More work needs to be done with the Allotments Association to identify a sustainable solution for the allotment holders and local residents. The Area Panel cannot approve fencing if those responsible have not agreed to cover future maintenance costs.

**Area Panel funding criteria**

The application must provide a service in response to the needs of local residents	✓
<b>In addition, the application must meet at least one of the following:</b>	
Improve access for local people to existing services.	
Provide a service in response to an issue raised in a community update report or at an area panel.	✓
Contribute to environmental improvements which will provide a benefit to local residents	✓
Assist in providing an integrated service in response to an issue raised at an area panel meeting.	
Enable residents to participate in their community or at area panel meetings	✓

**Area Panel funding priorities**

Community or voluntary group	✓
Shows evidence of match funding or self help	
Provides a service in response to the needs of local residents	✓
Directly benefit people living in the geographical area covered by the area panel	✓
Evidence of how the project will be sustained beyond the period of funding	
Contributes to the delivery of one or more of the objectives or priorities set out in the Council's Corporate Plan	✓

**Corporate objectives – the application must meet at least one**

Job opportunities	
Strong and positive neighbourhoods	✓
Education	
Protecting and supporting people	
A healthy environment	✓
Shops, commercial and leisure activities	
Integrated, cost effective services	

**Applicant 2:** Nottingham Road and District Allotments Association Limited

**Project:** Potting shed for Meadow Farm School allotments

**Total cost of project:** £875

**Amount of funding requested:** £875

**Wards:** Chaddesden

**Description:**

The Association was set up in January 2004.

The project aims to buy and install a potting shed at Meadow Farm school. The Global Education, Derby, who promotes the Growing Schools Program, approached Nottingham Road and District Allotment Association, about creating an allotment at Meadow Farm Primary School.

In January 2004, three organisations - Global Education, District Allotment Association and the school - agreed that an Organic Garden in the form of a mini allotment site would be created within the school grounds. They aim to teach the pupils how to grow healthy vegetables and learn about methods of recycling, with no cost to the school.

A plan was formulated for the development of the site including:

- Creating 15 garden plots about 2.5 metres x 1 metre (wide)
- Constructing a cold frame, 8 bird nesting box's, 2 bird feeding tables, 4 bat boxes, rockery with water feature, raised strawberry bed, compost bin and a soft fruit area.

Nottingham Road and District Allotment Association have completed this work and in many cases by using recycled materials, with a risk assessment being carried out at each stage.

In the first year seeds were germinated and potted at the allotment site. The plants were then supplied to the school ready for planting.

The potting shed is required so that the pupils are able to learn how the complete process takes place from seed sowing, germinating, potting on and planting through to harvesting. It will cost £875 to purchase the potting shed and the association will install it on a prepared base. They have received two quotes.

The pupils will also use it when the weather is inclement, for writing up notes of what they have done during the gardening lessons. The Association attend the garden on Wednesday afternoons to instruct the children and assist in the smooth running of the garden and at other times to prepare for the lessons.

There are approximately 30 pupils taking part each year. These "young gardeners" all live locally and would not normally learn anything about gardening or the production of vegetables, which, when harvested, they take home to eat.

They aim to install the shed by March 2005 for the start of the growing year.

<b>Suggested recommendation from the Area Panel Grant Appraisal Panel</b>	
Approve. Subject to the assurance that the project complies with Child Protection Policy requirements. The Appraisal Panel suggested that the Play and Recycling Centre are involved in the project.	

<b>Area Panel funding criteria</b>	
The application must provide a service in response to the needs of local residents	✓
<b>In addition, the application must meet at least one of the following:</b>	
Improve access for local people to existing services.	✓
Provide a service in response to an issue raised in a community update report or at an area panel.	

Contribute to environmental improvements which will provide a benefit to local residents	
Assist in providing an integrated service in response to an issue raised at an area panel meeting.	
Enable residents to participate in their community or at area panel meetings	✓

<b>Area Panel funding priorities</b>	
Community or voluntary group	
Shows evidence of match funding or self help	✓
Provides a service in response to the needs of local residents	✓
Directly benefit people living in the geographical area covered by the area panel	✓
Evidence of how the project will be sustained beyond the period of funding	
Contributes to the delivery of one or more of the objectives or priorities set out in the Council's Corporate Plan	✓

<b>Corporate objectives – the application must meet at least one</b>	
Job opportunities	
Strong and positive neighbourhoods	✓
Education	✓
Protecting and supporting people	
A healthy environment	✓
Shops, commercial and leisure activities	
Integrated, cost effective services	✓



**Applicant 3: Derby and Sandiacre Canal Society****Project:** Canal interpretation panels in Spondon**Total cost of project:** £2,140**Amount of funding requested:** £1,800**Wards:** Spondon**Description:**

The Derby and Sandiacre Canal Society was set up in 1994 and now has 1,300 members. This project is part of a much larger scheme to return 12 miles of canal to its original condition.

This project seeks funding to produce and install two interpretation panels at access points to the existing public footpath that runs along the original canal route. One at the "entrance" on Megaloughton Lane and one where the route is crossed by Station Road.

This will increase local awareness of the existing facilities and of the plans to re-open the route initially as a standalone amenity – the Spondon Linear Park - and ultimately as part of the fully re-opened canal. Spondon Linear Park is a joint venture between the Derby and Sandiacre Canal Society and Spondon Community Association with the support of Derby City Council Parks Department, Derbyshire Wildlife Trust, Derby Cycling Group and West Park Community School.

They anticipate that the panels will benefit residents in the immediate vicinity –Asterdale Estate, the rest of Spondon and visitors from a wider area, eventually to include overseas visitors and tourists via the canal route.

Spondon Community Association have applied for funding from the Neighbourhood Renewal Fund to develop the stretch of canal that runs by Spondon, to create a 1 mile linear park adjacent to part of Spondon. If successful, they will use the funding to pay for an engineering design study and a public consultation exercise within Spondon.

The Derby and Sandiacre Canal Trust has received funding from Heritage Lottery Fund for an *Audience and Access Research Study* for the whole canal. The work will be done by University of Derby. As the Canal Trust and Canal Society are working in partnership with Spondon Community Association - the Spondon Linear Park Partnership - the information relevant to Spondon will be available to Spondon Community Association.

The Canal Trust has already funded and completed a *Phase 1 Ecological Survey* and an *Environmental Impact Report* for the whole canal. Again all information relevant to Spondon will be available to Spondon Community Association to use in their work in their linear park. The Society has checked about planning permission and has been informed that it is not required. Commercial Services have agreed to the panels being installed on their land.

The panels will cost £1800 plus VAT to design and construct and they will be installed by the society at the junction of the canal with Station Road and Megaloughton Lane. Match funding of £340 will be provided by the society. £315 to pay for the VAT on the production of the boards and £25 for the installation costs.

**Suggested recommendation from the Area Panel Grant Appraisal Panel**

Approve.

**Area Panel funding criteria**

The application must provide a service in response to the needs of local residents

**In addition, the application must meet at least one of the following:**

Improve access for local people to existing services.



Provide a service in response to an issue raised in a community update report or at an area panel.	
Contribute to environmental improvements which will provide a benefit to local residents	
Assist in providing an integrated service in response to an issue raised at an area panel meeting.	
Enable residents to participate in their community or at area panel meetings	

<b>Area panel funding priorities</b>	
Community or voluntary group	✓
Shows evidence of match funding or self help	✓
Provides a service in response to the needs of local residents	✓
Directly benefit people living in the geographical area covered by the area panel	✓
Evidence of how the project will be sustained beyond the period of funding	✓
Contributes to the delivery of one or more of the objectives or priorities set out in the Council's Corporate Plan	✓

<b>Corporate objectives – the application must meet at least one</b>	
Job opportunities	
Strong and positive neighbourhoods	
Education	✓
Protecting and supporting people	
A healthy environment	
Shops, commercial and leisure activities	
Integrated, cost effective services	

**Applicant 4: Spondon Community Association****Project:** Spondon in Bloom 2005**Total cost of project:** £10,000**Amount of funding requested:** £2,500**Wards:** Spondon**Description:**

This project is just one element of Spondon in Bloom 2005 that will include many more projects including the refurbishment of the cemetery in Chapel Street, land at the junction of A52 and Lodge Lane and installation of additional planters throughout the village.

This bid seeks funding for site clearance and landscaping to allow permanent planting to an area behind Spondon Village Hall that is currently under used. The work will take place after the Council demolish the "Welcome Hut" and the slab beneath it - due in December 2004. The Association have approached the Council to see if the part of the work could be combined when the Council remove the Welcome Hut. They have been informed that the demolition work does not include the clearance of the remainder of the site included in this project.

The Association aim to pay for planting the area using match funding and plan to spend as much as they can raise. They have had donations and pledges totalling over £700 for the 2005 Spondon in Bloom campaign. The request for £2500 for the landscaping is a self-contained element in their Britain in Bloom 2005 effort and as such is only dependent on raising extra funds for planting.

All long-term planting has been and will be maintained by the Community Association, either by fund-raising, or voluntary labour. Derby Parks have been involved in the project and have agreed to the work being done on their land.

The Association will provide match funding for the project by planting the area after the site has been prepared. Last year £2,000 was raised by the Association for Spondon in Bloom and £700 has been raised so far for next year. They received two quotes for the project and have agreed to employ a local landscape company project will cost £2,500 broken down as follows:

£600 - Break up concrete and remove waste in the corner of the site. The Council will not do this when the Welcome Hut is demolished.

£500 - Good quality topsoil to be brought onto site

£800 - Various pieces of brick and stonework to be completed

£600 - Labour for 5 days

<b>Suggested recommendation from the Area Panel Grant Appraisal Panel</b>	
Approve. The Appraisal Panel noted the demolition work being done by the Council and considered that the two projects could be more closely linked.	

<b>Area panel funding criteria</b>	
The application must provide a service in response to the needs of local residents	✓
<b>In addition, the application must meet at least one of the following:</b>	
Improve access for local people to existing services.	
Provide a service in response to an issue raised in a community update report or at an area panel.	
Contribute to environmental improvements which will provide a benefit to local residents	✓
Assist in providing an integrated service in response to an issue raised at an area panel meeting.	
Enable residents to participate in their community or at area panel meetings	

<b>Area panel funding priorities</b>	
Community or voluntary group	✓

Shows evidence of match funding or self help	✓
Provides a service in response to the needs of local residents	✓
Directly benefit people living in the geographical area covered by the area panel	✓
Evidence of how the project will be sustained beyond the period of funding	✓
Contributes to the delivery of one or more of the objectives or priorities set out in the Council's Corporate Plan	✓

<b>Corporate objectives</b> – the application must meet at least one	
Job opportunities	
Strong and positive neighbourhoods	✓
Education	
Protecting and supporting people	
A healthy environment	✓
Shops, commercial and leisure activities	
Integrated, cost effective services	

## Appendix 3

AREA PANEL 1 FUNDING APPROVALS 2004/5						
Area Panel Budget for 2004/5				£29,000		
Budget carried forward from 2003/4				£1,418		
Total budget available for allocation in 2004/5				£30,418		
Total budget allocated in 2004/05 as at 27 October 2004				£11,238		
Applicant	Project	Amount requested	Amount approved	Date approval given	Grant paid	Ward
145th Breadsall Hilltop Scout Group	Provide new chairs and tables	£700	£700	28 April 2004	Yes	Derwent, Oakwood
Derwent Luncheon Club	Transport costs	£1,000	£500 £500	1 September 2004 27 October 2004	Yes Yes	Derwent
Beaufort Community Primary School	Beaufort School Breakfast Club	£1,788	£1,588	27 October 2004	Part paid £770	Derwent
Derbyshire Constabulary	Security Improvements around Croft Wood	£1,000	£1,000	27 October 2004	Yes	Derwent and Oakwood
Derwent Community Team	Cowsley Road Visions Consultation	£3,500	£3,500	27 October 2004	No	Derwent
Council Youth Service with Spondon Guides and Brownies and Connexions	Purchase of tables and chairs	£2,000	£2,000	27 October 2004	Yes	Spondon
Councillor Bolton	Lighting on Chapel Lane, Chaddesden	£1,450	£1,450	27 October 2004	Work to be done by Council	Chaddesden