

Area Board Project/Councillor Initiative

1. What is the bid

The bid is for South West in Bloom, to provide new planters and impressive floral displays in and around Avon Place Melksham.

2. Where is the project taking place?

Avon Place and other parts of Melksham

3. Spring and Summer 2014

4. Please outline:

- **Community benefits** To improve the environment in and around the town of Melksham for local residents and visitors
- **Evidence of need**
- **Links to Community Plan**

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~~5. What is the desired outcome/s of this project?~~

As above

6. Who will manage project

Miriam Zaccarelli c/o town hall Melksham SN12 6ES

7. Please confirm costs and provide quotes

- Total project costs up to and including £5,000 - 1 quote
- Cost of displays and planters £1000.00

Total cost £2,000.00 including VAT

8. Additional information in support of the project

proportion of their funding for projects which fall outside the criteria of the Community Area Grant Scheme. These projects would be initiated by Area Board members for consideration and approval by the Area Board.

1. The Area Board may wish to agree to limit the amount of money used for Area Board projects in order to retain a viable grants pot. This might be a set sum or a percentage of the whole budget.

As stated in the Cabinet report/approved in 2010:
In considering requests the Area Board will need to bear in mind the impact this will have on the amount of funding available to support applications from local community groups and organisations.

2. The Cabinet Report stated that any project initiated by a Councillor outside of the Community Grants system must have the approval of the Area Board and should clearly set out one or more of the following:

- Evidence of community need
- Clear links to the community plan
- Evidence that it addresses an on-going issue that has been logged via the Community Issues System
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3. The Council is committed to operating transparently so it is suggested that Councillors should provide basic information including:

- What is the initiative?
- Where will it take place?
- When will it take place?
- What are the community benefits/evidence of need/links to the community plan/logged issue etc?
- Who will project manage the initiative?
- Costs/quotes -Total cost up to £5,000 one quote 5k-25k provide 3 quotes

(NB This is a requirement for all Council work so must be complied with)

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4. Applications should be shared with the CAM, meeting the same deadline dates as Community Area Grants (if at all possible). This will enable the CAM to check that all the information is provided necessary to make an informed decision at the area board meeting.
5. Councillors are requested to use the special application form for Area Board Projects as this will guide them to collect all the necessary information to enable their area board to make a decision. The application form will form part of the area board agenda.