

Area Board Project/Councillor Initiative

1. What is the bid?

To provide cold calling signs for communities undertaking cold calling initiatives.

2. Where is the project taking place?

In communities in Melksham, such as Queensway, Bowerhill and Seend

3. When is the project taking place?

The project will start in summer 2014 and continue for several years in each community.

4. Please outline:

- **Community benefits**
– this initiative will help vulnerable people feel safer in their homes, draw together local communities and therefore enable them to become more resilient
- **Evidence of need** – *As identified at Area Board April 16th 2014*

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

To develop no cold calling areas in key parts of our local community, by consulting with the community and helping vulnerable people to become more aware of the support available to them, their rights and to participate in a no cold calling community area, using these signs to display to would be traders who call without an appointment. The signs would be ordered from Nuneaton signs as per the cold calling toolkit published by Wiltshire Council (Appendix 1)

6. Who will manage project

Jon Hubbard is the Councillor who is taking this initiative, with local co ordinators in each of the local community groups working with their local community.

7. Please confirm costs and provide quotes (see Appendix Quote form Nuneaton Signs)

- Total project costs up to and including £5,000 - 1 quote
25 signs at £9.90, (£247.50) plus 2 Zipties at £.25p -(£.50p -£12.50) and postage £20 (£280 in Total)

8. Additional information in support of the project (see minutes of Area Board April 16th 2014)

Appendix I: Main Considerations for Area Board Projects

In addition to the Community Area Grant Scheme, Area Boards may wish to use a 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.