

Castle Community Meeting

**Hazel Primary School, Hazel Street
On Wednesday, 24 March 2010
Starting at 6:30 pm**

The meeting will be in two parts

**There will be presentations and
discussions on:**

- New Policing Areas in the Ward
- Community Warden – Leicester University – Update on work with Police and Community
- Community Meeting Budget

YOUR community. YOUR voice.

Your Ward Councillors are:

**Councillor Phil Gordon
Councillor Patrick Kitterick
Councillor Lynn Senior**



Making Meetings Accessible to All

WHEELCHAIR

Meetings are held in a variety of community venues. We will only hold meetings in venues where there is suitable access for wheelchairs. If you have any concerns about accessing a venue by wheelchair, please contact the Democratic Services Officer on the details provided.

BRAILLE / AUDIO TAPE – CD / TRANSLATION

If you require this agenda or a particular part of it to be translated or provided on audio tape, the Democratic Services Officer can organise this for you (production times will depend on equipment facility availability). In certain cases, subject to the agreement of the local Councillors, translation facilities can be provided at the meeting.

INDUCTION LOOPS – HEARING AT MEETINGS

We provide a loop system at every meeting for people with hearing aids. If you have a hearing aid, please speak to the Democratic Services Officer at the meeting for further assistance if you think you won't be able to hear what's being discussed. There is also a facility which can help people hear better if you don't have a hearing aid but are hard of hearing, again please speak to the Democratic Services Officer about this.

The first part of the agenda covers formal items which the Councillors need to deal with to ensure that regulations on holding meetings are kept to.

1. ELECTION OF CHAIR

Councillors will elect a Chair for the meeting.

2. APOLOGIES FOR ABSENCE

3. DECLARATIONS OF INTEREST

The first main item on the agenda is Declarations of Interest where Councillors have to say if there is anything on the agenda they have a personal interest in. For example if a meeting was due to discuss a budget application put forward by a community group and one of the Councillors was a member of that group, they would not be able to take part in the decision on that budget application.

Councillors are asked to declare any interest they may have in the business on the agenda, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

4. MINUTES OF PREVIOUS MEETING

Appendix A

The minutes of the previous Castle Community Meeting, held on 2 February 2010, are attached and Members are asked to confirm them as a correct record.

This next part of the agenda covers items where input from you on issues that affect your community is welcomed.

5. LOCAL POLICE SERVICES

There will be a brief presentation outlining details of the recent changes to Police boundaries and how this will affect the Ward. Residents will be able to ask questions to clarify details of the changes.

6. LEICESTER UNIVERSITY COMMUNITY WARDEN

Following issues raised at the last meeting, Edmund Hockley, Leicester University Community Warden will be in attendance to give details of closer working with the Police and residents.

7. BUDGET

Appendix B

Councillors are reminded that they will need to declare any interest they may have in budget applications, and/or indicate that Section 106 of the Local Government Finance Act 1992 applies to them.

Francis Connolly, Member Support Officer will give a brief overview on the current position with regard to the Community Meeting budgets for the current financial year.

The following applications have been received for consideration at this meeting:-

- B1) Karl Brown - Community Basketball Sessions – request for £1,345 for publicity, equipment and coaching fees.
- B2) Children and Parent Alliance (CAPtA) ‘Community Cultural Events – request for £1,375.
- B3) Shama Women’s Centre – ‘Be Safe, Be Secure’ – request for £1,525 for the balance towards a new alarm system.
- B4) Leicester St George's Festival - request for £1,000 for street bunting
- B5) Cultural Quarter Business Association – Music and Arts Festival – request for £6,900 to co-ordinate the event.
- B6) Cultural Quarter Business Association - Cultural Quarter website and social networking – request for £3,500.
- B7) SPARKS – Friends of Sparkenhoe – ‘Project Playground’ – request for £2,199 for play equipment.
- B8) 25yrs Celebration of a Sheltered Housing Scheme Being Open – request for £250 for catering costs.
- B9) Friends of Queens Road Allotments - request for £815 for further allotment improvements.
- B10) Saroj Seth and Prem Kholsa – Lunch Club for Elderly – costs to be confirmed.
- B11) Leicester Secular Society – ‘Castle Together’ – request for £700 to enable to expand community use of the hall.
- B12) Up-grading of street lighting in the St George's Area - request for £3,450
- B13) St Andrew's Play Association - request for £1,000 for installation of fire

alarm system.

8. ANY OTHER BUSINESS

Help us to make improvements!

Please help us to improve Community Meetings by filling in an **Evaluation sheet** to let us know what you thought of the meeting. Thank you.

For further information contact

Matthew Reeves, Democratic Services Officer or Francis Connolly, Members Support Officer, Resources Department, Leicester City Council, Town Hall, Town Hall Square, LEICESTER, LE1 9BG

Phone 0116 229 8811 / 8822

Fax 0116 229 8819

Matthew.Reeves@leicester.gov.uk / Francis.Connolly@leicester.gov.uk

www.leicester.gov.uk/communitymeetings

Appendix A Castle Community Meeting

Your Community, Your Voice

Record of Meeting and Actions

6:30 pm, Tuesday, 2 February 2010

**Held at: Avenue Primary School, Avenue Road Extension,
Clarendon Park**

Who was there:

Councillor Phil Gordon

Councillor Patrick Kitterick

Councillor Lynn Senior

INFORMATION SHARING – ‘INFORMATION FAIR’ SESSION

The following information stands were sited in the room. Members of the public visited the stands and were given an opportunity to meet Councillors, Council staff and service representatives.

<p>Ward Councillors and General Information</p> <p>Local councillors were present to discuss general queries.</p>	<p>Police Issues</p> <p>Local Police were available to talk about issues or general queries.</p>
<p>Highways and Transportation</p> <p>Officers were present to discuss any highways and transport issues in the ward.</p>	<p>The Future Jobs Fund</p> <p>Details were available of the opportunities through the Future Job Fund</p>
<p>City Warden</p> <p>The City Warden was in attendance to discuss any local environmental matters of concern.</p>	<p>Trading Standards</p> <p>Details were available of the services provided by Trading Standards.</p>
<p>3x30 Fitness Pledge</p> <p>Information was provided about the 3x30 Fitness Pledge.</p>	

At the conclusion of this informal session members of the public were invited to take their seats and take part in the formal session of the meeting.

FORMAL SESSION

1. ELECTION OF CHAIR

Councillor Lynn Senior was elected as Chair for the meeting.

2. APOLOGIES FOR ABSENCE

There were no apologies for absence.

3. DECLARATIONS OF INTEREST

Councillor Senior declared a personal and non-prejudicial interest in the item on the proposed new health centre as her partner was a Team Leader, in the Transport Development section of the Council and had been involved in planning discussions.

Councillor Senior also declared a personal and non-prejudicial interest in the item on the proposed new health centre as she used to use the student health centre.

4. MINUTES OF PREVIOUS MEETING

Minute 73 – Budget Applications

It was noted that on budget item 3, relating to funding for Queens Road Allotments, the additional funding came from Knighton Community Meeting, not Stoneygate. Further, the funding did not cover the whole of the cost of the installation of the fencing and security, therefore the wording be changed to 'towards funding the installation of'.

RESOLVED:

that the minutes of the Castle Community Meeting held on 12 October 2009 were agreed as a correct record.

5. BUDGET

Councillor Senior reported that there would be no budget items considered at this meeting as they had only been received shortly before the meeting. Therefore there were a number of details which Councillors wished to confirm before agreeing to consider the applications.

Councillor Kitterick also informed the meeting that there was approximately £10,000 left in the budget and invited people to put in bids if they felt there were suitable opportunities to do so.

The date of next meeting had been moved to enable a meeting to take place to consider any outstanding budget applications. This would take place on 24 March.

6. PRESENTATION ON PROPOSED NEW HEALTH CENTRE

Residents received a presentation from Dr. Pratima Khunti and Jim Hart from the West Hart Partnership architects.

Pratima made the following points:-

- The 9 doctors and five nurses had difficulties operating successfully from the existing premises.
- There was a great deal of demand for health services in the local area which weren't being met – the patient list size was being restricted.
- Several sites had been considered over the past 10 years.
- This site, on Victoria Park Road was the only feasible site, one on Freemens Common turned out to be unviable.
- She hoped that residents would see the benefit of moving to new premises where better services and better disabled access could be provided.
- The 'air-raid' bunkers were the site of the new centre and it was intended to design the new building to be 'in keeping' with the local area.

Jim made the following points:-

- His main role was to mitigate the visual impact of the new building, but it was also an opportunity to invigorate the area.
- The tennis courts to the South West of the site would be improved ecologically.
- The building would be as small a 'site take' as possible and a restricted amount of parking.
- The design of the building would take advantage of the differing ground levels of the site to restrict its visual impact.
- Car parking would be on the first floor roof of the building and a land bank would surround the building.
- A 'suds' wetland would be created to take the water run off from the building in an ecological way.
- There would be considerable focus on the landscaping of the site to further reduce visual impact.

Questions on the following areas were asked:-

The site currently had a lot of mature trees which would need removing, the building design looked 'plastic box' like others in the area and there would most likely be a growth in traffic / parking and access problems as a result of the development.

Jim Hart commented that the landscaping and the design of the building aimed to maintain and improve the quality of the area, the services of a good quality landscape architect had been employed. The 'seeded' trees would be removed from the site, but they would be replaced. With regard to parking, a survey of users of the surgery had shown that few existing users drove to the site and only a small percentage intended to drive to the new facility which meant on average, 1 car every 15 minutes. Access would be through the university, details on this did need working out, but this was found to be preferable to an access from Victoria Park Road which would have created bottle neck problems.

It was queried what was meant by ecology, in terms of improvements to the site?

Jim explained that there would be surveys (ie wildlife survey, bat survey) undertaken of the site and measures would be put in place to allow these to develop and preserve what was already there.

How many car spaces were planned?

There would be approximately 18-20. This would allow for staff and disabled parking. It was also planned to include a drop off point.

What would happen to the current site, could compensatory green space be provided?

This wasn't possible as the site was owned by the University. Green space was being developed on the site of the currently unused tennis courts to the south of the new site.

How was the new surgery being paid for, would the Practice be paying rent, what was the cost comparison between the old and new site?

The Primary Care Trust funded the majority of health centres and for the premises this usually meant paying rent to a third party owner, the University own the current premises. The new site would be owned by a third party, but the development of the site was undertaken at risk by another organisation. The cost of the new site was as yet unknown, costs of the existing could be provided to the next meeting. The District Valuer oversaw these processes to ensure value for money for the public.

Was this a relocation of services or would more be provided at the new site?

The same services would be provided but there would also be more. Patient numbers and services had to be restricted at the existing site therefore more people could be served from the new premises.

What was the role of Assura in the development of the new site, were they providing new services or simply looking for profit?

Assura were the developer of the site and wouldn't receive any payment if the development did not go ahead. The PCT or GPs did not have the capacity to undertake site development, therefore companies like Assura did this. The District Valuer ensured the public received value for money.

It was felt that other public building projects such as Building Schools for the future had been disappointing from an environmentally friendly point of view. What efforts were being made to ensure this building was environmentally friendly?

The proposed building would be built to the 'Excellent' level of BREEAM which was the highest possible environmental rating according to the industry standard. This would include 14% of the energy used by the building would have to be generated on site, which could include solar, ground source heat pump or a biomass boiler.

How big would the building be and what materials would it use?

The building would be 1500 square foot. The materials were yet to be fully decided but it was expected that they would as natural as possible, probably including timber and render. The building would not have a pitched roof to enable it to fit into its surroundings better.

Would the surgery only be for students and university staff?

This was definitely not the case, it was a community facility and patients who were non-students were strongly welcomed.

The site on Freemans Common would have been more appropriate as it was a brownfield site and was due to be developed as a Fire Station.

This site was part of the University estate and was not available for use as a health centre. The health centre would have taken up the whole of the site.

It was felt that the car parking requirements had been underestimated and that there was definitely a need for a drop off point for elderly / infirm people.

Jim agreed with the need for a drop off point, there may even be two, one with access through the university and another on Victoria Park Road. There were currently national planning restrictions on the amount of parking which could be provided in developments, this would guide how much would be provided. He also noted that of the demographic which would use the surgery, there would be a low level of car ownership.

Councillor Kitterick thanked the architects, developers and representatives from existing Health Centre for attending the meeting. The Health Centre would need to go through the planning process and representations on the planning application could be made to the Planning Management and Delivery Section of the Council, contact details below.

Jim Hart also encouraged people to get in touch if they had any further comments on the design of the building which he could see if they could be incorporated.

Contact details for comments on any future planning application.

Planning Management & Delivery
Leicester City Council
New Walk Centre A8
Welford Place
Leicester LE1 6ZG

planning@leicester.gov.uk

(0116) 252 7249.

Action	Officer Identified	Deadline
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Provide details of rental costs of existing premises.	Samantha Rogers	March 2009 – see below
Provide contact details for residents to make further comments on the design of the building.		

Cost of rent for current health centre premises

Samantha Rogers, Practice Manager provided the following information:-

The rental that was currently paid was for a building that was far too small, was not fit for purpose, was poorly maintained, was inadequately cleaned, didn't meet Disability Discrimination Act requirements and was discounted as it was historically part of the University. This needed to be considered when comparing with any future rental costs. Unless the rental for all practices could be placed alongside with the number of patients they served it didn't bear any relation.

Contact details for further comments on design of building

Please forward any comments to:

matthew.reeves@leicester.gov.uk

Matthew Reeves
Town Hall
Town Hall Square
Leicester
LE1 9BG

Any comments will be forwarded to the developers.

7. BINS ON STREETS

Barbara Whitcombe, City Warden Manager introduced this item. She informed the meeting that the City Wardens would be undertaking an exercise to work with residents to reduce the number of bins left on streets. She asked people to nominate streets which had particular problems which could be looked into first.

Residents raised points on a number of issues.

General Waste / Local Environmental Issues

A local resident raised a number of points with regard to waste / environmental issues in general as follows:-

- He felt the area was becoming a 'student ghetto' and there were problems with absentee landlords.
- There were problems on all streets with bins on streets, recycling boxes on streets, and a lack of appropriate maintenance of houses.
- With regard to fines for bins on streets, he felt that these would be ineffective as the population was highly transient.
- He felt that publicity campaigns were largely ignored.

- Incentives should be considered to encourage responsible behaviour.
- Additional refuse collectors should be employed to place bins back in alleyways and onto property frontages.
- Recycling boxes were ugly and big and added to the problems of untidy streets, canvas bags should be used.
- Student landlords should face greater regulation.

Barbara Whitcombe in response explained that the Council did work with the universities to create a register of student landlords who met certain criteria. Students were encouraged to use these landlords. Environmental Health Officers and Planning Enforcement Officers could also deal with individual problems as they arose. She also suggested that bins and recycling boxes strewn on the street could be reported to the City Warden who would look into the matter.

The resident felt that these measures were not sufficient to deal with the problems in Clarendon Park.

Councillor Kitterick commented that legislation was being introduced which required much tighter regulation, such as planning permission on houses which contained more than three unrelated people. This wouldn't however be retrospective and apply to houses which were already let to more than three persons.

Waste Collection

A resident commented that an issue was raised at a previous meeting with regard to the street sweepers who swept the just before the bins and recycling boxes were emptied. It was felt that it would make sense for the sweepers to go round after the bin collection to remove any detritus left over from that process. Barbara Whitcombe agreed to look into this.

Bin Project

City Warden, Craig Bodsworth explained the process being undertaken with the bin project.

- A letter would be delivered to all houses in the street outlining the plan to remove bins from streets and giving advice on options.
- This will be every terraced street in Clarendon Park from Victoria Park Road to Greenhill Road.
- Patrols would then be undertaken and calling cards would be delivered and residents spoken to where the bin was still on the street.
- If this didn't work and there was still a problem, the names of the residents would be obtained and a letter would be written to the house.
- If there were still problems following this, a formal notice would be issued.
- If there was still no compliance, then all the adults in the house would receive a fine.
- Craig commented that this scheme had worked well in Jarrom Street / Burnmoor Street.

A resident queried whether this would be a one off project or would it still be in place to tackle the problems when students leave in the summer? Barbara Whitcombe said

that officers did attend freshers fairs and delivered leaflets before students left advising them of the bulky waste collection service. It was intended to be an ongoing project, which would be possible due to the recruitment of more City Wardens.

A resident commented that the process seemed to take too long and was too polite. He also felt that the Jarrom Street area still had problems with rubbish on the streets. Craig commented that there definitely had been an improvement in that area. Further he stated that the process was a legal requirement. Councillor Kitterick supported this point, noting that there could be unfavourable media interest if the correct procedure wasn't followed.

Wellington Street

A resident noted that there was a particular problem on Wellington Street in the city centre with the large commercial bins being left on the street and taking up most of the pavement. It was requested that this be looked into.

Absent Landlords / Foreign Students

It was felt that foreign students were unaware of their responsibilities. Barbara Whitcombe explained that translators were used where there were language difficulties.

It was also queried whether landlords were chased for unpaid Council Tax? Barbara said that this did happen, but it was often difficult to track landlords down. They would often not even live in this country. A resident suggested using the land registry or lettings agents.

University of Leicester - Community Warden

Edmund Hockley, the University of Leicester Community Warden introduced himself to the meeting. He explained his role which could help cover the following areas:-

- Providing assistance to students living in poor accommodation, how to tackle landlords. There had been no complaints against landlords who were registered.
- Bins - he was keen to assist in educating students of their responsibilities. He was looking into getting this information on the front page of the student website. Posters were also being displayed around the campus.
- He offered to let people contact him about student properties which were causing a problem. Disciplinary action could be taken against the students which could lead to them not graduating.
- With regard to foreign students, he noted that all course were taught in English and translation shouldn't be an issue.

The Chair felt that it would be useful for Edmund to come and speak to the meeting on a more detailed basis at a future meeting.

Neighbours

A resident addressed the meeting, commenting that he took the time to get to know

his neighbours. As a result they all looked out for each other and moved bins back into alleyways once they'd been emptied. He felt that this worked well and could be done by everyone.

Action	Officer Identified	Deadline
See if street sweeper vans could clear the streets after the bin collections had taken place.	Barbara Whitcombe	March 2010
See if industrial bins could be removed from the street at the top end of Wellington Street.	Barbara Whitcombe	March 2010

8. THE FUTURE JOBS FUND

Trevor Mee, Business Development Manager was in attendance to explain about the Future Jobs Fund.

- Government funded scheme to provide employment opportunities.
- It would provide a minimum of 25 hours work a week, with at least the minimum wage as long as the person had been out of work for 26 weeks.
- 727 jobs would be created by the end of May 2010.
- The jobs would be across the public / private and voluntary sectors in the city and county.
- Jobs were being advertised from now onwards via Job Centreplus.
- Voluntary organisations were welcomed to contact Trevor if they had additional job opportunities.
- The support package would cover wages, national insurance and money for training.

Trevor was asked to provide an update on progress in six months.

Further details about the Future Jobs Fund can be obtained from:

<http://www.leicester.gov.uk/your-council-services/ep/regeneration/economic-development/jobsfund/>

futurejobs@leicester.gov.uk

0116 2528637

Future Jobs Team
Regeneration
A10 New walk Centre
Welford Place
Welford Road
Leicester

LE1 6ZG

9. DATE OF NEXT MEETING

The next meeting would take place on Wednesday 24 March.

10. ANY OTHER BUSINESS

Student Noise / Anti-Social Behaviour

Edmund Hockley informed the meeting that he was working closely with the Police to deal with noise and anti social behaviour problems. He noted that the University was keen to have good relations with local residents and he felt that most students were the same. Edmund provided leaflets and cards with contact details and details of the services he could help with.

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Ward Community Fund Proposal Form

Please read the **Guide to the Ward Community Fund** before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Ward Community Fund**.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

CASTLE, SPINNEY & STONEYGATE
WARDS

2. Title of proposal

Community Fund Basketball Sessions

3. Name of group or person making the proposal

Karl Brown

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

kb in the community and Warriors Basketball are looking to run community basketball sessions for boys and girls aged 8-19yrs across the three wards focusing on raising participation. In the Castle Ward we will run two basketball days on Victoria Park (when weather is warmer) we will put on fun sessions which will focus on passing, shooting, dribbling, ball handling and team games. We will also give young people information about other basketball sessions if they want to continue playing. In the Castle and Stoneygate Wards we will run fun basketball sessions at the Highfields Centre, Mondays 5:30pm - 7:30pm, Moat Community College, Tuesdays 7:30pm - 9:30pm and St Matthews Centre, Saturdays 1pm - 3pm (the court hire will be free through our partnership work with the centre). We will run 10 sessions at each venue focusing on the FUN and mental aspects of the game and encouraging all young people to get to know each other and work together as a team. We will also

provide exit routes for the young people once the 10 weeks have finished into other local sessions in their areas. Kb in the Community and Warriors have a good track record working with all young people from the across the city, our coaches are qualified and CRB checked. We will mentor and help the young people throughout our sessions and also involve the young people by getting them to help with the planning of the sessions. We will work in partnership with the centre by promoting our activity through their notice boards and mail shots. The monies will be spent on balls, bibs coaches fees and T-shirts etc. We would like to start our sessions as soon as our bid is successful, also before the 10 weeks are up we will find exit routes for the young people into other club sessions and we will also be looking for other funding to run more sessions. We will monitor sessions by taking registers, keeping figures and doing a 10 week evaluation of lessons learned. We will be looking to have between 15 -25+ young people at all our sessions.

5. Have you provided supporting information?

Tick if yes

6. What is the total cost to the Community Meeting?

£4035.00
(£1345 per ward)

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Balls x 50@ £5.50		275.00
Posters, leaflets etc		160.00
Court Hire Highfields - 10 sessions@£25 x 2hrs St Matthews Court Hire Partnership free		500.00
Court Hire Moat - 10 sessions @ £20 x 2hrs		400.00
T-shirts x 50@ £6.00		300.00
Coaching fees x 2 coaches x30 sessions		2400.00
£20 per hr x 2 hrs		
Total		4035.00

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

NO

9. Who proposed the project? Please provide contact details.

Name of contact person	Karl Brown
Your position in organisation or group	Director of Coaching
Name of organisation or group	Warriors basketball Club
Address	
Phone number	Email

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	Karl Brown
Your position in organisation or group	Director of Coaching
Name of organisation or group	Warriors Basketball Club
Address	
Phone number	Email

11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Karl Brown
Signature	
Date	28 th January 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

Ward Community Cohesion Fund Proposal Form

Please read the **Guide to the Ward Community Cohesion Fund** before you fill in this form

Then complete Section 1: Budget Proposal.

*If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Ward Community Cohesion Fund**.*

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

2. Title of proposal

3. Name of group or person making the proposal

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

The proposal is for Planning, Co-ordinating and Conducting 2 interactive, intercultural social events by involving people from the community to contribute and take part.
The aim and focus are to enable people from various cultural and ethnic backgrounds to learn from and share with each other.
The theme will be 'Community Cultural Learning' which will include: Food tasting, Cultural Music, Arts and Crafts, Traditional Head Wrapping, Fashion and Design, Dance and Movement and Children's workshops
Families, children and young people in the area would benefit both in the

short term and long term.
 Short term success will be determined by the various cultures that attend, the interaction that takes place at the events and, feedback from the participants.
 Long term success will be determined by observations/reports of the development of longstanding friendships made as a result of the events.

5. Which Ward Community Cohesion Fund criterion or criteria does your proposal support? Please give details of how it does this for each criterion (Add further rows or continue on a separate sheet if needed).

Criterion no.	Details of how your proposal supports the criterion
1 a)	People from different cultural backgrounds will be meeting at the events. They will be able to share and hopefully gain knowledge and understanding.
2 a)	Some of the activities will be geared for young people to participate ie fashion and design, dance and movement and cultural music.
2 b)	In particular, the cooking /food tasting workshop and, arts and crafts.
3 a)	Through their participation and meeting and socialising with others from their own/similar cultures, participants will feel valued and hence, build self-esteem.
3 e)	Inter-cultural activities will be reflected throughout.

6. Have you provided any supporting information? ✓ Tick if yes

7. What is the total cost to the Community Meeting?

£2750 (£1,375 for each Ward)

8. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Each Event will cost £1375 (Total £2750)		
Co-ordination ie shopping, liaising	750	
Venue/Room hire at the Children and Parents Centre (all rooms will be used)	620	
Facilitators fee-various workshops	480	
Publicity and Administration-leaflets,telephone	200	
Resources and materials-Food and ingredients Fabric-props Hire of musical equipment	700	

Total	2750	
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9. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

No

10. Who proposed the project? Please provide contact details.

Name of contact person	Val Fisher
Your position in organisation or group	Manager
Name of organisation or group	Children and Parents Alliance (CAPtA)
Address	
Phone number	Email

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

11. Who will deliver the project? Please provide contact details.

Name of contact person	Val Fisher
Your position in organisation or group	Manager
Name of organisation or group	Children and Parents Alliance (CAPtA)
Address	
Phone number	Email

12. Declaration

I have read the *Guide to the Ward Community Cohesion Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Val Fisher
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Signature	
Date	01 February 2010

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Then complete Section 1: Budget Proposal.

*If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Ward Community Fund**.*

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

Castle

2. Title of proposal

Be Safe, Be Secure

3. Name of group or person making the proposal

Shama Women's Centre

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

Shama Women's Centre is a small voluntary organisation straddling the Castle, Spinney Hills and Charnwood wards. The Centre, which first opened its doors in 1983, is a grassroots organisation – established by its users, managed by its users and addressing issues of social exclusion and multiple disadvantages faced by its users in the Highfields and surrounding areas. Our activities are designed to promote social inclusion and participation through individual support groups, education, training courses, fitness sessions, leisure and capacity building projects. Childcare is provided in the premises to support the learning of our members. We also have a gym and sauna in the premises.

Following a burglary in August 2009 – in which we not only lost some cash and a computer but also suffered destruction of fabric and a large number of patterns – it came to light that our alarm system needed to be serviced and upgraded. The cost was estimated at £935.

We applied to Castle Ward Community for some funding to meet the costs and we have been fortunate to have been approved £935 towards it.

The alarm system was installed 23 years back and on a close inspection we have been told that the system needs to be completely revamped. We have cross checked this with four different companies and have received quotes from them stating the costs involved. The lowest quote is of £2,460 and our Management Committee has decided to award the contract to that company. We are therefore requesting for additional funding of £1,525 to meet the expenses.

The success of the proposed work will be obvious once the safer, secure system is in place.

We will be happy to allow access to any council officer wishing to monitor after completion of the proposed work.

Since we have already received £935 towards this, we are not seeking payment in advance.

5. Have you provided supporting information?

Tick if yes

6. What is the total cost to the Community Meeting?

£1,525

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
New Alarm system	£2,460	Actual
Have received	£935	
Total	£1525	

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

We have already been awarded £935 by Castle Ward for this project. This application is for additional funding to meet the gap of £1,525 in costs.

9. Who proposed the project? Please provide contact details.

Name of contact person	Sudha Vemuri
Your position in organisation or group	Co-Ordinator
Name of organisation or group	Shama Women's centre
Address	
Phone number	Email

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	Sudha Vemuri
Your position in organisation or group	Co-Ordinator
Name of organisation or group	Shama Womens Centre
Address	
Phone number	Email

11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Sudha Vemuri
Signature	Sudha Vemuri
Date	16-02-2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

Ward Community Fund Proposal Form

Please read the Guide to the Ward Community Fund before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Ward Community Fund**.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

LEICESTER CITY COUNCIL

- 4 MAR 2010

Section 1: Budget Proposal

RECEIVED
MEMBERS' SUPPORT

1. Name of Ward

Castle

2. Title of proposal

Leicester St George Festival

3. Name of group or person making the proposal

Leicester City Council Festivals & Events

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

We are applying for funding support to enhance the 2010 St George's Festival running Friday 23rd to the 25th of April 2010. The funding will be used for street bunting and banners around the St. George's area and key sites around the City. The 2009 St George Festival was a pilot event and proved the public support for this festival. The 2009 event had street bunting in and around the main event site at Orton Square, this bunting signposted a designated route to the event. This year the event is again in Orton Square but the site focus has extended due to local venues wishing to contribute to the festival. The intention is to extend the street bunting to incorporate these venues including Phoenix Square, The Helsinki Venue and other important participating sites within the area (see attached map) The bunting will be traditional St George's Crosses on pendant flags. The bunting will also be extended to join up with main city centre roads that lead to Orton Square, mainly Rutland Street, Charles Street, Halford Street, Queen Street and St George Street. There will also be street banners at

strategic places in the city centre to promote the event. The bunting and Street banners will be put in place at the beginning of April in order to give the event maximum publicity. Street banners and bunting greatly enhance the look and feel of the area which does not have a high level of passing footfall and requires events to direct people to the area. In 2009 the street bunting worked well as a way of sign posting and directing people to Orton Square and the intention this year is to extend this to all key access routes to the event.

This proposed funding and the development of the St George's Festival would help to deliver the One Leicester Priorities as listed below.

- Planning for people not cars
- Reducing our carbon footprint
- Creating thriving, safe communities
- Improving wellbeing and health
- Talking up Leicester
- Investing in skills and enterprise.

5. Have you provided supporting information?



Tick if yes

6. What is the total cost to the Community Meeting?

£1000

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Street Bunting (One Stop Promotions)	1000	actual
Total	1000	

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

LCC are funding the main festival at a cost of £10,000. Other venues in the area are contributing programming and venue use to the festival, the LCC funding will only cover the event infrastructure and services on the main day on April 24th in Orton Square. The cost of the bunting is additional to the main festival but is very important to the event's visual appeal and marketing success.

9. Who proposed the project? Please provide contact details.

Name of contact person	Maggie Shutt
Your position in organisation or group	Festivals & Events Manager
Name of organisation or group	Leicester City Council
Address Festivals & Events 1 st Floor Wellington House Wellington Street LE1 6HL	
Phone number 0116 2385081	Email Maggie.shutt@leicester.gov.uk

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	Dawson Smith
Your position in organisation or group	Festivals & Events Officer – Castle Park Festival Event Manager
Name of organisation or group	Leicester City Council
Address Festivals & Events 1 st Floor Wellington House Wellington Street Leicester LE1 6HL	
Phone number 0116 2385083	Email Dawson.smith@leicester.gov.uk

11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Maggie Shutt
Signature	
Date	22/02/2010

Please send this completed form back to:
Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City

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Community Fund Proposal Form

Please read the **Guide to the Community Fund** before you fill in this form

Then complete Section 1: Budget Proposal.

*If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Community Fund**.*

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

Castle

2. Title of proposal

Cultural Quarter Community Music and Arts Festival

3. Name of group or person making the proposal

Cultural Quarter Business Association (CQBA)

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

The aim of the Cultural Quarter Festival is to celebrate the area and engage across communities, to create an environment that brings people across cultures together to experience what is great about the Cultural Quarter in Leicester.

The CQ suffers from a lack of footfall, a lack of activities to attract people to the many spaces that are currently underutilised. The area also suffers from a resident population which lives in the area but does not socialise or engage in the benefits of being on the door step of many great venues and entertainment spaces.

Building on the achievements to date the CQBA have a programme for families and children during the day and this will involve activities in the Curve and Phoenix Square and on Orton Square, which focuses on performance art, learning and shared activities. Friday early evening will attract people after work to participate in the area. Saturday and Sunday will focused on arts and live music performance.

Music is a common denominator which bridges all cultural divides and brings people together across cultures. It is an opportunity to engage with the local communities and share the experience. What we learn through the audit of the residents will help us to programme activities which will attract not only the local community but also the residents of Leicester.

A one-off event to bring people together to celebrate what great about the Cultural Quarter in Leicester in 2010. We propose Cultural Quarter festival will take place between Friday 24th and Sunday 25th September. At indoor venues within the CQ and outdoor Squares (Colton, Orton, Phoenix and Halford). The Festival will start with performance podiums after work on Friday to encourage people to come back over the weekend and enjoy the activities.

We will promote the event through the social networking site, the Cultural Quarter website, flyers, venue databases, adverts in the local press and students union.

The project will be coordinated by a festival organiser with the support of the other organisations such as, CQBA, Curve, Phoenix Square, Mainstream Partnership, FD2D, Spirit and Helsinki along with other venues within the CQ. We will get the support of a student or students to support the project organiser leading upto the event. This will create a opportunity to mentor the student community.

With the support of the CQBA many of the members will give their support in kind. We will tap into the existing resources such as the children's trail and the audio trail, the church yard, the venues and open spaces.

We will measure success of the event on several criteria:

- Feedback forms completed by the attendees of the event
- Feedback of the event from the networking site
- Feedback of the recording of footfall of the area
- Numbers attending each of the performance
- Record what postcode the attendees came from to

5. Have you provided supporting information?

Tick if yes

6. What is the total cost to the Community Meeting?

£6,900.00

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Cost of 40 artist	2000e	10000
10000 flyer to promote festival	700e	1000
Populate social networking and websites	200e	400
Advert in Leicester Mercury	500e	1000
Infrastructure	1000e	4000
Insurance	500e	800
Project coordinator and stewards	2000e	4000
Total	6,900.00	

*** Cost these are estimated cost of support in kind from CQBA member's seed funding to get the project going (actual cost much higher)**

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

No

9. Who proposed the project? Please provide contact details.

Name of contact person	Janice Gordon
Your position in organisation or group	Chair
Name of organisation or group	CQBA
Address	
Phone number	Email

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	Nick Broderick
Your position in organisation or group	Event Leaders
Name of organisation or group	Helsinki
Address	

Phone number	Email

11. Declaration

I have read the *Guide to the Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Janice Gordon
Signature	
Date	28 th January 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester, LE1 9BG.

Fax No: 0116 229 8827

Ward Community Cohesion Fund Proposal Form

Please read the Guide to the Ward Community Cohesion Fund before you fill in this form

Then complete Section 1: Budget Proposal.

*If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Ward Community Cohesion Fund**.*

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

Castle

2. Title of proposal

Create a Cultural Quarter website and social network. This project aims to bring together and communicate with the CQ community.

3. Name of group or person making the proposal

Cultural Quarter Business Association (CQBA)

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

The Cultural Quarter ("CQ") has a unique character and it has had many recent developments to enhance the offering to the local and wider

community however the residential community is transient and disparate with wide and varied cultural groups that could add to the cultural development of the area.

It is important to create a sense of pride in the CQ heritage and recent cultural developments and engage the community to play their part in future developments.

The CQ community is made up of a businesses, many of which are members of the Cultural Quarter Business Association ("CQBA") who wish to build on their existing knowledge. Estimate 1500 residential units within the CQ (est. 60% occupancy) made up of students, professionals, locals and migrates, that the regenerated industrial buildings have created.

This project aims to bring together and communicate with the CQ community.

Part of the CQBA role is the ongoing development of the CQ, to engage with and promote the cohesion of the local community. The resident in the area are the potential customers of the business and venues but more importantly they are the largest sector of the community and so have an influence on the CQ development; and its sense of belonging and pride.

How are we going to do this?

We propose to build a Cultural Quarter Website, create networking opportunities and social networking.

Purpose of Networking: we need to encourage people out of their homes, in to the community to meet their neighbours. This creates opportunities to inform them of what is happening in the area, get their opinions and get them involved in its future development.

Engage with the Housing Associations and building representatives, flyer all the apartments and invite them to networking events. At these meeting we will talk to people about what vision there is for the area and to gain their support and ideas and encourage them to join the social networking site so in the future we will continue the interchange ideas via a blog, twitter or Google group which will link to the CQ website.

The meeting will be held at a number of venues such as Curve, Phoenix Square, and Secular Society, to introduce them to the venues within the CQ.

The Cultural Quarter website?

The website will be launched in the spring to promote the Cultural Quarter Logo. The brand will develop to become the vehicle to describe what the CQ community has to offer, it has to appeal to and be recognised by those within the CQ community and within Leicester to be considered a success.

The CQ website will visually present the CQ community, it will shout about what is great and unique about the CQ heritage, it will distribute information of activities and services within the area, it will link to other relevant sites, it will evolve as the area evolves.

The CQ website sells the CQ Community to Leicester and will attract people to come and see, while the social networking will be the community voice which gives the website life

How will we measure our success?

By the number of responses to the networking events

By the number signed up to the social networking site and the exchange of ideas

By the number of hit to the website and the pages viewed

By the number of traffic that go on to search other venue websites within the CQ and Leicester.

The outcome for anyone moving into the area whether a business or a resident will get a sense of the CQ Community. A new resident will know who would be their contact or point of information, the nearest doctors surgery, what was on at the Phoenix Square or Curve, where they could get a coffee or meal, what they could buy in the CQ, the areas safety, how they could meet more people in the area and get involved in community groups. A one-stop shop for community interchange.

A student will be recruited to assist in the audit and networking activities, this resource will be mentored by the relevant CQBA leadership. Initial talks with the key venues and city council officers who manage the CQ brand have gained their support for the project.

5. Which Ward Community Cohesion Fund criterion or criteria does your proposal support? Please give details of how it does this for each criterion (Add further rows or continue on a separate sheet if needed).

Criterion no.	Details of how your proposal supports the criterion
1a	The networking opportunities will enable us to communicate directly with the residential community, and build the social network.
1b 3e	The audit enables us to have a better understanding of the business, residential, ethnic mix and identify any gaps within the CQ, this information would enable the venues to cater to their entertainment needs which will bring more sectors of the community together, and the social networking will give the community a voice and an opportunity to share ideas.
3a	The website will be the CQ visual community, a one-stop shop that reflect all the sectors within the CQ, the venues, the businesses and the residents. It will give information on the

	vision of the area, ways of getting involved in its development, the services and the current activities available.

6. Have you provided any supporting information? Tick if yes

7. What is the total cost to the Community Meeting?

8. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	actual cost?
Audit of businesses and residential	200e	400
Create and print 5000 invite flyer	500e	600
4 quarterly networking events	600e	1600
Set-up social networking site	200e	400
Consult and create CQ website populate data	2000e	3000
Total	3500	6000

*** Cost these are estimated cost of support in kind from CQBA member's seed funding to get the project going (actual cost much higher)**

9. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

No

10. Who proposed the project? Please provide contact details.

Name of contact person	Janice Gordon
Your position in organisation or group	Chair
Name of organisation or group	CQBA
Address	
Phone number	Email

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

11. Who will deliver the project? Please provide contact details.

Name of contact person	Ben Ravilious and Phil Pickering
Your position in organisation or group	Communications Leaders
Name of organisation or group	Ultimate Web and Interpoint
Address LCB and Phoenix Square	
Phone number	Email

12. Declaration

I have read the *Guide to the Ward Community Cohesion Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Janice Gordon
Signature	
Date	28 th January 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, Leicester, LE1 9BG.
Fax No: 0116 229 8827

This page is left blank intentionally.

Ward Community Cohesion Fund Proposal Form

Please read the Guide to the Ward Community Cohesion Fund before you fill in this form

Then complete Section 1: Budget Proposal.

*If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to the Ward Community Cohesion Fund**.*

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

Stoneygate/Castle/Spinney Hills

2. Title of proposal

'Project Playground!'

3. Name of group or person making the proposal

SPARKS - Friends of Sparkenhoe

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

We would like to bring together families young people and children from the Highfields Community by providing a secure safe and supervised provision where people from different cultural backgrounds and communities can meet, discuss problems and share experiences, both positive and negative.

The funds will be used to provide a variety of age appropriate extensive play equipment in the school playground. The project will be run and managed by volunteers and members of the local community and supported by a member of the school staff, providing first aid and opening the school for the use of toilet facilities.

Some of the contribution will be used to pay volunteer expenses and training

to enable them to deal with and advice on issues raised by the local community.

The school has an overall vision for itself within the community. It has recently undergone extensive building work to ensure that it is able to offer the best possible educational experiences for its children. It would now like to extend this provision by providing a well equipped and exciting play area, both for its own pupils and for the children in the surrounding community. We plan to raise a large sum of money which will be used to build an exciting and stimulating out door experience. This experience will also be offered to the community in the form of daily 'stay and play' sessions for young children not yet at school and for local children during the long summer breaks when children traditionally have difficulties filling their time constructively.

As Sparkenhoe school is such a focal point in the area, it seems only right that it be an asset to all.

5. Which Ward Community Cohesion Fund criterion or criteria does your proposal support? Please give details of how it does this for each criterion (Add further rows or continue on a separate sheet if needed).

Criterion no.	Details of how your proposal supports the criterion
1a & 1b	<p>By providing exciting and safe play space for very young children the school will be enabling young parents who will be accompanying their children to meet, build knowledge and share problems. As our community is extremely diverse it is highly likely that these parents will be from a variety of backgrounds. This mix of culture and background can only be a positive experience as it will give these young parents the opportunities to create community cohesion</p> <p>By providing the same safe and exiting equipment for young people during the summer this will enable youths from diverse backgrounds to come together and to ensure that our community will be cohesive in the future as these young people grow into adults.</p>
2a & 2b	By providing appropriate 'things to do' for young people from different communities we will be creating opportunities for young and older people to meet and share experiences
3a	<p>By providing such a key area in the community with resources that enhance it , the project will help to improve the local environment in a variety of ways;</p> <ol style="list-style-type: none"> 1. By providing local youths with a place to gather and enjoy an element of pride is engendered. Having somewhere to play helps to ensure that holiday behaviour remains positive and helps to lower negative actions and behaviour within the area. 2. Improved behaviour in the young people will lead to higher levels of contentment for the adults and elderly people in the community. 3. Ensuring that our youngster maintain positive

	behaviours lessens their chances of getting into trouble in the future.

6. Have you provided any supporting information? Tick if yes

7. What is the total cost to the Community Meeting?

£6,597.00 (£2,199 from each Ward)
--

8. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
'Footloose Trail'	6,597	
Total	6,597	

9. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

We are also looking at other funding sources to provide installation cost and the costs of Safety flooring. We are also looking at engaging Leicestershire Carers a voluntary organisation that can also help with the refurbishment of the playground.

10. Who proposed the project? Please provide contact details.

Name of contact person	Rita Patel
Your position in organisation or group	Committee Member
Name of organisation or group	SPARKS- Friends of Sparkenhoe
Address	
Phone number	Email

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

11. Who will deliver the project? Please provide contact details.

Name of contact person	
Your position in organisation or group	
Name of organisation or group	
Address Building contractors yet to be appointed	
Phone number	Email

12. Declaration

I have read the *Guide to the Ward Community Cohesion Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Rita Patel
Signature	
Date	29 th January 2010

Please send this completed form back to:

Karen Shelton, Member Support Team,
2nd Floor, Town Hall,
Leicester City Council,
LEICESTER,
LE1 9BG.
Fax No: 0116 229 8827

Signed copy

Ward Community Fund Proposal Form

Please read the Guide to the Ward Community Fund before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the Guide to the Ward Community Fund.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

Castle Ward

2. Title of proposal

25year Celebrations of A Sheltered Housing Scheme being open.

3. Name of group or person making the proposal

Jean Denyer - Head of Service Sheltered Housing

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

Bob Trewick House is a Grade 11 listed building that was developed and opened as a Sheltered Housing Scheme by the Housing Department 25 years ago this year.

It is named after Councillor Bob Trewick who was Chair of the Housing Committee from 1972 – 1976.

An Afternoon Tea to celebrate the scheme being open for 25 years would give the 30 tenants the opportunity to get together in the communal lounge to enjoy the occasion and help reduce social isolation.

The address is
Bob Trewick House
De Montfort Square
Leicester
LE1 7ER

5. Have you provided supporting information? Tick if yes

6. What is the total cost to the Community Meeting?

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Afternoon Tea - Catering Costs	£250.00	
Total	£250.00	

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

The other thirteen schemes have already celebrated being open 25years but due to Leicester City Councils Catering Hospitality Policy we are no longer able to fund these events.

9. Who proposed the project? Please provide contact details.

Name of contact person	Jean Denyer
Your position in organisation or group	Head of Service, LCC Sheltered Housing
Name of organisation or group	Leicester City Council
Address	
Ian Marlow Centre Black Bird Road Leicester	
Phone number	Email
0116 2526280	jean.denyer@leicester.gov.uk


Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	Jean Denyer
Your position in organisation or group	Head of Service Sheltered Housing
Name of organisation or group	Leicester City Council
Address Ian Marlow Centre Black Bird Road Leicester	
Phone number 0116 2526280	Email jean.denyer@leicester.gov.uk

11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	JEAN DENYER MBE
Signature	
Date	15.2.2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

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Maya group
Shed. Palmer
LEICESTER CITY
01162244177
15-FEB-10
RECEIVED
MEMBERS' SU

Ward Action Plan Budget Proposal Form

Please read the Guide to the Community Plan Budget before you fill in this

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Details as well. We can help you with this or do it for you – see who to contact in the Guide to the Community Plan Budget.

Continue or separate sheets if you need to, or expand the boxes if you are filling electronically.

Section 1: Budget Proposal

1. Name of Ward **CASTLE.**
2. Title of proposal **ALLOTMENT IMPROVEMENTS 2010**
3. Name of group or person making the proposal
FRIENDS OF QUEENS ROAD ALLOTMENTS.
4. Short description of proposal. Please include information on **how the money is spent, who will benefit, when they will benefit, and how we will know the proposal has been successful.**

It is important that your answer to this question is clear and detailed, because we need to know the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

To further increase safety on the site – a priority due to the increase of families with children using the site.

- 2) To further encourage bio diversity by the use of bird + bat box's & wildflowers.
- 3) To enhance the work already being done by allotmenters to re-establish the ancient boundary hedgerow. This will be planting a border of wildflower plugs along the security fence / Southernhay Estate.
- 4) To enable us to hold an 'open day' to invite local residents to visit the site.

Please read attached sheet.

5. Which priority or priorities in the Ward Action Plan does your proposal support? (Add further rows or continue on a separate sheet if needed).

Priority number and priority description (taken from the Ward Action Plan)	
BPRF 2009/1	ENVIRONMENTAL ISSUES

6. Have you provided any supporting information? Tick if yes ✓

7. What is the total cost to the Community Meeting?

£ 815.
~~£ 755.~~

8. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost	Estimate or actual cost?
SKIPS x 4.	£450	3 SKIPS @ £150 each inc v.a.t. QUOTE 1 SKIP - METAL only FREE. QUOTE.
P.L.I.	£ 65.	PUBLIC LIABILITY INSURANCE. BLUEFIN - RECOMMENDED BY NSALG (National Society Allotments & Leisure Gardeners.) QUOTE.

BIRD + BAT BOX'S. £150	AS recommended by Paul Hougill. Allotments 4 All.
WILDFLOWER PLUGS. £150.	AS advised by City Council Conservation officer.
Total £350 £815.	

9. Have you tried to get funding for this project from anywhere else, either in th from another organisation? If so, please give details

Not for this project.

Last year the allotmentees raised approx £6,000, which with £2,500 community grants from both Castle + Knighton Wards paid for 160 mtr security fence and gates.

This project will further enhance the work completed over the past few years to increase safety, encourage bio-diversity and enable us to allow local residents to visit the site for an 'open day'.

Please read attach

10. Who proposed the project? Please provide contact details.

Name of contact person	HEATHER CROSS
Your position in organisation or group	COMMITTEE MEMBER.
Name of organisation or group	FRIENDS OF QUEENS ED ALLOTMENTS
Address	
Phone nu	

Section 2: Delivery agency (this could be a single person, group a group or organisation)

11. Who will deliver the project? Please provide contact details.

2009071300012000024

Name of contact person	WENDY CARTER.
Your position in organisation or group	COMMITTEE MEMBER.
Name of organisation or group	FRIENDS OF QUEENS RD ALLOTMENTS.
Address	
Phone numb	

12. Declaration

I have read the *Guide to the Ward Action Plan Budget* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	HEATHER CROSS.
Signature	H Cross.
Date	Feb 10 th 2010.

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council,
LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

Although geographically placed in the Knighton ward Queens Rd allotments is the only allotment site in this wedge of the city with over 60% of the plots worked by residents of the Castle ward.

Last year with fun raising by the allotmentees and grants of £2,500 from both Castle and Knighton wards we raised enough money to increase the security of the site by erecting a 160 mtr fence between Southernhay Gardens Estate and the allotments, successfully reducing the crime and anti-social behaviour both on the allotments and the adjacent housing estate.

During the previous few years youths had gained access to the site by breaching the hedgerow that borders the allotments. With support and advice from the City Council's Conservation Officer we are currently re-planting the 100 year plus hedgerow with natural trees.

This application is to assist us with the following:-
During the past two years we have concentrated on clearing an additional 20 plots to meet the needs of our increasingly growing waiting list. This invariably means we have accumulated/uncovered a considerable amount of un-usable rubbish. Grant money will be used to hire four skips to enable us to dispose of these items.

In addition we plan to plant wildflower plugs along the length of the security fence and to purchase a collection of both bird and bat boxes to be fitted to the mature trees on the site.

It is our hope and intention to hold an open day in August during National Allotment Week, joining in with the City Council's allotment open day schemes, including publicity, and enabling local residents to visit our allotments.

To enable this to happen we shall need Public Liability Insurance and our Friends of Queens Road Allotments group funds are depleted having concentrated last year on raising the additional £6,000 we needed to complete the fencing and gates project.

Thank you for considering our application. If successful it will enable us to further enhance the work we have completed over the past few years, to increase safety, further encourage bio-diversity, and to enable us to allow local residents to visit our allotments, an opportunity previously denied them.

+ / Cross.

Ward Community Fund Proposal Form

Please read the Guide to the Ward Community Fund before you fill in this form

Then complete Section 1: Budget Proposal.

173

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the Guide to the Ward Community Fund.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

LEICESTER CITY COUNCIL

1. Name of Ward

CASTLE

-1 FEB 2010

RECEIVED
MEMBERS' SUPPORT

2. Title of proposal

LUNCH CLUB FUND FOR ELDERLY

3. Name of group or person making the proposal

SAROJ SETH & PREM KHOSLA

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

We wish to apply for ward community fund for our elderly within the city for the lunch club. It is held at Geeta Bhavan on Thursdays between 11a.m - 4p.m. The number fluctuates each week. Most of the time we have between 30-40 people attending each week although we have membership of approximately 50 people. The city council is supposed to provide funding for only 20 people. This year the City Council has ~~only~~ allocated only a 34p per person in their budget for our Lunch Club. It is totally ~~allocated~~ inadequate.

5. Have you provided supporting information?

Tick if yes

i. What is the total cost to the Community Meeting?

£106 PW.

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Rent	51	Actual
Food - Groceries - ingredients etc	45	Estimate
Electricity / gas	10	Estimate
Total At Present it is subsidised by "Geeta Bhavan" Mandir	106	

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

not yet.

9. Who proposed the project? Please provide contact details.

Name of contact person	Management of Geeta Bhavan.
Your position in organisation or group	President and Committee member
Name of organisation or group	"Vidhur" Luncheon Club
Address	
Phone number	

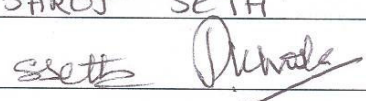
Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	MR PREM KHOSLA & MR T.R. PURI
Your position in organisation or group	PRESIDENT Committee member
Name of organisation or group	VIDHUR LUNCH CLUB
Address	
Phone number	

11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	PREM KHOSLA SAROJ SETHI
Signature	
Date	21st JANUARY, 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

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Ward Community Cohesion Fund Propos Form

Leased

Please read the Guide to the Ward Community Cohesion Fund before you fill this form

1710

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Del agency as well. We can help you with this or do it for you – see who to contact in Guide to the Ward Community Cohesion Fund.

Continue or separate sheets if you need to, or expand the boxes if you are filling in form electronically.

Section 1: Budget Proposal

1. Name of Ward
Castle Ward
LEICESTER CITY COUNC
16 FEB 2010
2. Title of proposal
Castle Together
RECEIVED
MEMBERS' SUPPORT
3. Name of group or person making the proposal
Leicester Secular Society

4. Short description of proposal. Please include information on **how the money will spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want t

We would like to develop the use of Secular Hall as a community centre where people from all backgrounds can meet one another. We have recently had two bring-and-share lunches where some seventy asylum seekers and helpers met to share food from many backgrounds and enjoy an afternoon of singing and talk. We have had poetry evenings, jazz evenings, a piano recital and a Ceilidh. These have been open to everyone. We would like to do more and would welcome suggestions.

The rooms available are shown at <http://leicestersecularsociety.org.uk/roomhire.htm>. It is also possible to use the much larger upper hall on most Sundays, provided care is taken of the dance floor.

We expect all communities and individuals would benefit, but especially those in the centre and the neighbouring residential developments.

This would involve extra costs - for extra cleaning, provision of disposable cups plates, cups etc, advertising, subsidising hire and food and entertainment (asylum seekers willing to bring food from their own cultures were given five pounds each – the room was provided free).

We will send in reports of events and activities.

5. Which Ward Community Cohesion Fund criterion or criteria does your proposal support? Please give details of how it does this for each criterion (Add further rows continue on a separate sheet if needed).

Criterion no.	Details of how your proposal supports the criterion
1	Develop more events like those mentioned above
2	Besides meetings we have a Dance School and a Karate Club that are keen to welcome new members.
3	We have have been proud to be part of Leicester for over one hundred and fifty years – we wish to provide others with the opportunity to be proud of what they bring and to share our pride in the city.

6. Have you provided any supporting information? Tick if yes

7. What is the total cost to the Community Meeting?

8. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost	Estimate or
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	£	actual cost?
General subsidy over a year	700	Estimate
Total	700	

9. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

No

10. Who proposed the project? Please provide contact details.

Name of contact person	Allan Hayes
Your position in organisation or group	President
Name of organisation or group	Leicester Secular Society
Address	
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Section 2: Delivery agency (this could be a single person, group of people or organisation)

11. Who will deliver the project? Please provide contact details.

Name of contact person	Allan Hayes
Your position in organisation or group	President
Name of organisation or group	Leicester Secular Society
Address	

12. Declaration

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Ward Action Plan Budget Proposal Form

Please read the Guide to the Community Plan Budget before you fill in this form

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the **Guide to Community Plan Budget**.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

Section 1: Budget Proposal

1. Name of Ward

Castle Ward

2. Title of proposal

Up grading of Street Lighting

3. Name of group or person making the proposal

L.C.C Public Lighting Group- Ryan Dennis, Design Engineer

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear and detailed, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

The money will be spent on new/ modern lanterns which will produce white light (CDOTT Lamps) as apposed to the current High Pressure Sodium (Son Lamps).

This will give better levels of lighting during the hours of darkness for local business, residents and visitors alike. An additional bonus will be a improvement in CCTV images with the white lighting helping the colour rendering.

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5. Which priority or priorities in the Ward Action Plan does your proposal support? (Add further rows or continue on a separate sheet if needed).

Priority number and priority description (taken from the Ward Action Plan)	
BPRF 2009/1	ENVIRONMENTAL ISSUES

6. Have you provided any supporting information? Tick if yes

7. What is the total cost to the Community Meeting?

8. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
Colton Street	450	Est
Church Street	150	Est
Queen Street	600	Est
St Georges Street	500	Est
Southampton Street	600	Est
Morledge Street	450	Est
Wimbledon Street & Rutland Street	700	Est
Total	£3,450	

9. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

No, this project would not be able to proceed due to lack of funds, but a upgrade to white lighting would benefit many people in the local area.

10. Who proposed the project? Please provide contact details.

Name of contact person	Ryan Dennis
Your position in organisation or group	Lighting Design Engineer
Name of organisation or group	L.C.C Public Lighting Group
Address Public Lighting Group St Margaret's Depot Slater Street Leicester LE3 5AS	
Phone number 0116 2221910	Email: ryan.dennis@leicester.gov.uk

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

11. Who will deliver the project? Please provide contact details.

Name of contact person	Ryan Dennis
Your position in organisation or group	Lighting Design Engineer
Name of organisation or group	L.C.C Public Lighting Group
Address Public Lighting Group St Margaret's Depot Slater Street Leicester LE3 5AS	

Phone number 0116 2221910	Email ryan.dennis@leicester.gov.uk
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12. Declaration

I have read the *Guide to the Ward Action Plan Budget* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	Ryan Dennis
Signature	
Date	09.03.10

Please send this completed form back to:
Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City Council, LEICESTER, LE1 9BG.

Fax No: 0116 229 8827

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Ward Community Fund Proposal Form

Please read the Guide to the Ward Community Fund before you fill in this form

114

Then complete Section 1: Budget Proposal.

If you are proposing to deliver the project yourself, please complete Section 2: Delivery agency as well. We can help you with this or do it for you – see who to contact in the Guide to the Ward Community Fund.

Continue or separate sheets if you need to, or expand the boxes if you are filling in the form electronically.

LEICESTER CITY COUNCIL

Section 1: Budget Proposal

12 MAR 2010

1. Name of Ward

CASTLE

RECEIVED
MEMBERS' SUPPORT

2. Title of proposal

INSTALLATION OF FIRE ALARM SYSTEM

3. Name of group or person making the proposal

ST ANDREWS PLAY ASSOCIATION.

4. Short description of proposal. Please include information on **how the money will be spent, who will benefit, when they will benefit, and how we will know when the proposal has been successful.**

It is important that your answer to this question is clear, because we will only pay the costs when we can see evidence that the outcomes you describe here have been achieved. You can provide further details in your supporting information if you want to.

We propose to install a fire alarm system, to replace the existing alarm bell. We are based in a two story building and can have up to 75 children and young people present at any one time, and have looked at updating our procedures, re fire evacuation. The Project would subsequently benefit from the peace of mind of knowing that fire alarms would be audible throughout the building, leading to the speedy evacuation of the project's users and staff.

5. Have you provided supporting information?



Tick if yes

6. What is the total cost to the Community Meeting?

£1,000-00

7. How have you estimated or calculated the cost? Please show each item of expenditure and say whether it is an estimate or an actual cost.

Item	Cost £	Estimate or actual cost?
INSTALLATION OF FIRE ALARM SYSTEM	2,091.50	ACTUAL
	(including VAT)	
Total		

8. Have you tried to get funding for this project from anywhere else, either in the Council or from another organisation? If so, please give details

The upgrade of the fire Alarm system has always been an aim, if we had sufficient funds at the end of the financial year, as Property Services changed their criteria of landlord responsibility this year, because of the much appreciated redevelopment of our halliout, we have not had to spend the £700 allocated for halliout repairs - hence our ability to part fund the project.

9. Who proposed the project? Please provide contact details.

Name of contact person	STEPHEN ASHLEY
Your position in organisation or group	PROJECT LEADER
Name of organisation or group	ST ANDREW'S PLAY ASSOCIATION
Address	
Phone number	

Section 2: Delivery agency (this could be a single person, group of people or a group or organisation)

10. Who will deliver the project? Please provide contact details.

Name of contact person	
Your position in organisation or group	
Name of organisation or group	
Address As previous answer.	
Phone number	Email

11. Declaration

I have read the *Guide to the Ward Community Fund* and I accept the arrangements described in that guide. I confirm that the information I have given on this form is true. I will inform the council immediately if any of the information I have given on the form changes.

Name	STEPHEN ASHLEY
Signature	S. J. Ashley
Date	12th March 2010

Please send this completed form back to:

Karen Shelton, Member Support Team, 2nd Floor, Town Hall, Leicester City

A.D.I Security Solutions

fire and intruder detection

Proprietor: Mr. Ash Bowersell, 25 Melton Avenue, Leicester, LE4 5NF. Telephone: 0116 2010011. Email: ad@adsecuritysolutions.co.uk VAT REG NO: 424 010 76
www.adsecuritysolutions.co.uk

QUOTATION

QN110310

St Andrews Play Association
111 Walnut Street
Thirlmere Gardens
Leicester
LE2 7LA

11th March 2010

Thank you for allowing us to provide a quotation for the professional installation of a fire alarm system.

We have designed the fire alarm system to BS5839-1:2002 + A2:2008, Category L3.

To install a two zone twin wire C-TEC Alarmsense fire alarm control panel.
To include 2 x 3.2Ah Genesis batteries.

System devices to comprise of,
8 x Apollo Alarmsense optical smoke detectors.
6 x Alarmsense manual call points (break glasses but with resettable element).
5 x Alarmsense base sounders

All cable associated with the fire alarm is fire resistant and meets the requirements of BS 5839-1.
All cable installed below two metres will be enclosed in plastic trunking.
The cable will be supported using the correct fire resistant 'P' clips or buckle clips as required by the BS5839-1
and not solely supported using plastic trunking which is not fire resistant.

A 230v mains supply will be installed using fire resistant cable and to include double pole isolator.
Electrical inspection and test certificates will be issued.
All electrical works carried out as per BS7671

The fire alarm system will be fully commissioned and design, installation and commissioning certificates issued.

To include inspection and tests as per BS5839-1, for the first twelve months. This will consist of two visits (six months apart) and to include access to engineer call out facility.

If you would like any further information or to discuss any aspect of this design or specification then please contact us, we will gladly help out any way we can.

A.D.I Security Solutions
fire and intruder detection

Dringwicks Mill, 501 Blyworth, 36 Melton Avenue Leicester LE4 7SD. Telephone 0116 2116611. e-mail: sales@adisecuritysolutions.co.uk VAT REG NO: 844511528

INTRODUCTION
Fire Alarm Systems

Please find enclosed our specification and quotation for the supply and installation of a professional fire alarm system.

This quotation is based upon an outright sale and will be installed to BS 5839-1:2002 or BS5839-6:2004 as per specification.

We offer a twelve month guarantee on all our systems which covers parts and labour in the unlikely event of faulty equipment and/or workmanship.

All equipment used is from quality leading manufactures.

All cable is fire resistant as are the clips and fixings as required by BS5839-1:2002. It is not simply installed in plastic trunking which offers no fire protection and is against the regulations which leads to a non-compliant fire alarm system.

Should you wish us to proceed, please sign both copies of the agreement, retain one for your records and we will collect the other. Please phone us to book your installation date(s).

If comparing specifications and quotations, please do so on a like for like basis.

We hold full insurance including public liability plus we have been third party security vetted to BS7858 with a 10 year history check.

We are FIA (Fire Industry Association) formerly BFPSA (British Fire Protection Systems Association) trained.

We at ADI Security Solutions, pride ourselves on giving a quality service installing to the appropriate regulations without cutting corners. We give good honest advice which will give the customer and ourselves a mutually beneficial future for many years to come.

I hope this meets your approval, if you have any questions, comments or queries please do not hesitate to contact us.

ADI Security Solutions

TERMS AND CONDITIONS OF INSTALLATION AND SERVICE (MAINTENANCE AGREEMENT)

GENERAL

1. ADI Security Solutions obligations are set out in Part II and the customer obligations are set out in Part III
2. This agreement contained in this document covers the installation of the system and provision of the service described herein. It shall commence on the start date overlaid and supersede all previous agreements between the parties in respect of the system. No other terms and conditions whatsoever are or shall hereafter be included or implied unless in writing, signed by duly authorised representatives of both parties, and attached as an addendum to this agreement.
3. In addition to the definitions overlaid the following expressions have the meanings given:-
 - "Chargeable Work" Work not within the service or outside of the specification which is carried out by ADI Security Solutions or a third party;
 - "Customer's Premises" The premises specified overlaid;
 - "Customer's Property" Property within the perimeter of the Customer's Premises and owned or hired by the customer or any associate or subsidiary company or firm of the customer;
 - "Force Majeure" Hostilities (whether war be declared or not), riot, Government Intervention, state of emergency, lightning, storms, floods, fire, explosion, severe weather, interruption or fluctuation of power supplies, radio wave interference, industrial disputes, any act of terrorism or any matter (whether or not of the same nature) beyond the reasonable control of the party effected;
 - "Normal Working Hours" 9:00 am to 05:00 pm Monday to Friday (excluding bank and public holidays);
 - "Practical Completion of the Installation" The date when the system is commissioned as confirmed by the signed Handover Certificate or when the customer uses it whatever shall occur first;
 - "Service Charge" The charge for the service specified;
 - "Service Period" The period of 1 year commencing with the date of practical completion of the installation;
 - "System" The goods and equipment described in the specification referred to overlaid but excluding any items not both supplied and installed by ADI Security Solutions;
 - "Telecom" British Telecom or any other holder of a telecom licence;
 - "Maintenance" Means the routine inspection and test of the installation to verify that it continues to function in accordance with the regulations and its specification and to identify any items found faulty, worn or in need of scheduled replacement
4. Quotations are valid for a period of 30 days from the quotation date and are based on normal working hours unless stated overlaid. Quotations will be revised if the specification is altered. Quotations are for the quoted work, any additional work is chargeable at the normal rate.
5. If as a result of delay attributable to the customer, Practical Completion of the Installation remains outstanding after three months from the agreement date, ADI Security Solutions reserve the right to vary the price of the system by writing and to revise the payment terms to stage payments each month for the value of the work completed.
6. Neither party shall have any liability under this agreement for any consequence of Force Majeure.
7. After expiry of the initial service period, either party may terminate this agreement by giving at least three months notice to take effect on the anniversary of the Completion of the Installation.
 - a. All notices must be in writing and sent by pre-paid first class post, to the parties address set out overlaid or such other address as notified in writing.
 - b. Any additions, upgrades or alterations to the system which ADI Security Solutions agree to carry out will be the subject of the Terms and Conditions of this Agreement (and any other specified conditions required by ADI Security Solutions at the time).
 - c. ADI Security Solutions may use new or refurbished parts during repair of the customer system;
 - d. If any sum is overdue for payment ADI Security Solutions may (in addition to any other rights) either suspend the provision of service and/or charge interest monthly at whatever the statutory guidelines are at that time.
 - e. ADI Security Solutions shall be entitled to subcontract all or part of it's obligation to any third party. ADI Security Solutions shall remain liable for any negligent act or omission as principal under and subject to the terms of this Agreement.
 - f. Failure or delay by ADI Security Solutions to enforce the terms of this Agreement shall not be deemed to be a waiver of any its rights either at the time or any subsequent occasion.
 - g. ADI Security Solutions may assign this Agreement by giving notice in writing to the customer at any time.
 - h. This agreement is subject to English Law and the parties submit to the jurisdiction of the English Courts.
 - i. A person who is not party to this agreement has no rights under the contract (Right of Third Parties) Act 1999 to enforce any terms of this Agreement.
9. ADI Security Solutions may terminate this Agreement (without prejudice to any other rights) if:
 - a. The customer goes into liquidation or has a receiver or administration appointed over all or part of it's assets if it ceases trading;
 - b. The customer commits a material breach of it's obligations under this Agreement and fails to remedy the same within 14 days written notice of the said breach;
 - c. Termination shall be without prejudice to the rights of either party accrued at the date of such termination.
10. Until full payment has been received by ADI Security Solutions for the system or any service addition, property in the system shall remain in ADI Security Solutions.
11. Where a system comprises software, ADI Security Solutions shall not be responsible for the loss, corruption of, or faults relating to, recorded data, Customer Software or Programs or the cost of reconstructing said data.

PART I

ADI SECURITY SOLUTIONS OBLIGATIONS

12. ADI Security Solutions shall:
 - a. Sell the system at the price stated overlaid and install it at the Premises;
 - b. Take reasonable care during installation but shall neither be responsible for re-decoration or misstatement of the customer's Premises;
 - c. Provide the customer with initial training to operate the system properly;
 - d. In the first year from Practical Completion of the Installation remedy any defect of workmanship or materials in the system free of charge.
13. ADI Security Solutions will use its reasonable endeavours to test and service the System and carry out any additions, repairs or replacements in accordance with the agreed level of Service and the applicable European Standard / British Standard and/or Code of Practice as determined by ADI Security Solutions.
14.
 - a. ADI Security Solutions will effect such insurance arrangements as are necessary to fulfil its obligations under this Agreement.
 - b. The extent of ADI Security Solutions obligations and liabilities are set out in clauses 11-14 inclusive. ADI Security Solutions shall not incur any further obligations or liability whatsoever under this Agreement, or otherwise in connection with the System, its sale, installation, testing, maintenance, servicing or operation.

PART II

THE CUSTOMER'S OBLIGATIONS

15. The customer shall pay to ADI Security Solutions
 - a. 25% of the purchase price of the System on signature of this Agreement and the balance of the purchase price payable on Practical Completion of the Installation;
 - b. The Service Charge specified overlaid (as varied from time to time) payable annually in advance on the date of Practical Completion of the Installation and thereafter on each anniversary;
 - c. All other charges (including those for Chargeable Work and interest) which are the customer's responsibility under this Agreement within 30 days of ADI Security Solutions invoice;
 - d. Any charges relating to the System levied by Monitoring Station, Police, Fire or other authority;
 - e. Value added tax and other payments imposed or pursuant to statute.
16. The Customer shall:
 - a. Obtain and pay for all licences, consents, permits, way-leaves or approvals required for the Installation and Maintenance of the System;
 - b. Use the system properly in accordance with Manufacturers user Guides;
 - c. Not tamper, interfere or cause damage to the System nor connect any other Equipment to the System, this includes that no third party interferes with the system.
 - d. Provide and bear the cost of any scaffolding and any other specialist plant or equipment necessary to enable the safe installation, repair or servicing of any part of the system (where in ADI Security Solutions opinion ADI Security Solutions ladders or steps are not sufficient) and the customer warrants the safety of all such scaffolding and other equipment;
 - e. Permit ADI Security Solutions and any regulatory body, free and unrestricted access to the system in the Customer's Premises at all times;
 - f. Notify ADI Security Solutions of any changes of layout to the customer's premises as this may effect the effectiveness of the equipment to detect movement, intrusion or fire;
 - g. Arrange suitable training for it's staff in use of the system;
 - h. Regularly inspect the system and notify ADI Security Solutions promptly of any faults or defects that may arise;
 - i. Keep in confidence all information on the System, its design and operation and shall not disclose such information to any third party (except its Insurers) nor use such information other than for operating the System;
 - j. Only permit ADI Security Solutions employees or subcontractors to service the System;
 - k. Obtain and pay for the cost of any line, service or other equipment provided by Telecom which is required for operating the system;
 - l. Provide free of charge electricity and all other consumables for the system;
 - m. Effect such insurance arrangements as are necessary to fulfil it's obligations under this agreement.
17. The Customer is responsible to ensure that all disc and data files are adequately duplicated and backed up.
18. The customer's representative at the Customer's Premises will be deemed to be fully authorised to request additions, repairs or replacement of the System. By signing overlaid, you guarantee that you have full authority to allow the installation/service/repair and no other consent is needed. Any form of order whether verbal or written will be deemed as acceptance of these terms and conditions.
19. The customer will (in addition to ADI Security Solutions other rights) permit ADI Security Solutions to enter the Customer's Premises to remove the System without liability for re-decoration or re-decoration if any part of the purchase price remains unpaid for one month after the due date for payment.

PART III

COMPANY LIMITATIONS

21. The system is intended only to reduce the risk of loss and of damage to the extent that this is reasonably practicable by the use of such equipment.
22. ADI Security Solutions does not guarantee that the system will prevent any loss by burglary, theft, fire or otherwise.
23. ADI Security Solutions is not an insurer so its therefore the customer's responsibility to keep comprehensive insurance against all risks.
24. ADI Security Solutions has provided itself with limited insurance cover for itself with indemnity for claims made against it in respect of accident, injury, loss or damage.
25. Cover also extends to failure to perform and wrongful advice unwittingly given. A copy of the relevant insurance schedule is available to the customer upon request.
26. Although the installation is designed to detect intrusion or fire and reduce the risk of loss or damage, ADI Security Solutions does not represent or warrant that the installation may not be neutralised, circumvented or otherwise rendered ineffective by unauthorised persons and in such event ADI Security Solutions shall not be liable for any loss or damage suffered by the customer or other unauthorised persons. ADI Security Solutions accepts no liability for claims falling outside the ambit of the indemnity referred to in the above clause.
27. Like all electronic equipment, the system could fail in rare and exceptional circumstances and ADI Security Solutions cannot guarantee that it will be operational at any specific time or for any specific period. ADI Security Solutions will explain what regular tests can be performed to verify that detection equipment is operational between routine maintenance visits carried out by ADI Security Solutions.

MAINTENANCE

28. In return for the maintenance fee, ADI Security Solutions will maintain the installation in accordance with the current regulations which will include one inspection per year for bells only systems, two inspections for monitored systems (one maybe remote) and a minimum of two for fire alarm systems. The maintenance charge does not include charges for replacement parts or batteries, which will be charged in addition to the maintenance charge unless still under our guarantee.
29. If ADI Security Solutions has to attend the premises to repair the equipment between routine maintenance visits, we will make a charge at our usual rates unless still under our guarantee.
30. All maintenance visits will be carried out at times agreed by both the customer and ADI Security Solutions.

GUARANTEE

31. All equipment is covered by a 12 months parts and labour guarantee from the date of completion. This guarantee is for faulty materials or workmanship and for no other reason such as fire, flood, storm, lightning, damp, electrical power surge, accident, fair wear and tear, neglect, misuse, theft or vandalism.
32. The customer will be liable to the cost (parts and labour) of the repair or replacement of equipment due to the above mentioned reasons.
33. You will invalidate this guarantee if you or anyone else other than the company modify, alter, repair, adjust, service or interfere with the system at anytime.
- 34.