



# Agenda

## Community Engagement Forum Partnership Board (Southern)

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Venue: Committee Room, Civic Centre, Selby

Date: Thursday 19 January 2017

Time: 7.00 p.m.

To: District and County Councillors  
Councillors M Jordan (Chair), C Lunn, J McCartney,  
M McCartney, C Pearson, D White and D Peart.

Co-opted members  
Jack Burbidge, Jack Davie, Steve Laurenson, Gillian Ivey,  
Dave Perry, Kathleen Walton and Keith Westwood.

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### 1. APOLOGIES FOR ABSENCE

### 2. DISCLOSURES OF INTEREST

A copy of the Register of Interest for each Selby District Councillor is available for inspection at [www.selby.gov.uk](http://www.selby.gov.uk).

Board members should declare to the meeting any disclosable pecuniary interest in any item of business on this agenda which is not (in the case of Selby District Councillors) already entered in their Register of Interests.

Board members should leave the meeting and take no part in the consideration, discussion or vote on any matter in which they have a disclosable pecuniary interest.

Board members should also declare any other interests. Having made the declaration, provided the other interest is not a disclosable pecuniary interest, the member may stay in the meeting, speak and vote on that item of business.

If in doubt, Board members are advised to seek advice from the Monitoring Officer.

### **3. MINUTES**

To confirm as a correct record the minutes of the Southern CEF Partnership Board held on 20 October 2016 (pages 1 to 8 attached).

To confirm as a correct record the minutes of the Southern CEF Funding Sub-Committee held on 20 October 2016 (pages 9 to 12 attached).

### **4. PARTNERSHIP BOARD MEMBERSHIP - CO-OPTED MEMBER VACANCIES**

To consider co-opting members to the Southern CEF Partnership Board.

### **5. COMMUNITY DEVELOPMENT PLAN**

To consider progress and developments relating to the Community Development Plan (pages 13 to 15 attached).

### **6. MARKETING AND PUBLICITY**

To discuss ideas to promote the Southern Community Engagement Forum.

### **7. NEXT SOUTHERN COMMUNITY ENGAGEMENT FORUM – 16 MARCH 2017**

To discuss the next Southern Forum meeting to be held on 16 March 2017.

### **8. BUDGET UPDATE**

To consider the Southern CEF budget (pages 16 to 17 attached).

### **9. FUNDING APPLICATIONS**

To consider the recommendations of the Funding Sub-Committee in relation to the following funding applications received (pages 18 to 93 attached):

9.1. Applicant: Training for Employment (Yorkshire) C.I.C.  
Project: Inspiring Young Entrepreneurs  
Amount: £4,986.00

9.2. Applicant: Harrogate Hospital and Community Charity  
Project: Nurture Project  
Amount: £2,995.00

9.3. Applicant: Selby District Vision  
Project: Vision - On Tour with the Southern CEF  
Amount: £3,919

- 9.4. Applicant: Yorkshire Energy Doctor CIC  
Project: Re-energised Roadshow  
Amount: £4,914
- 9.5. Applicant: Hambleton Village Hall  
Project: Hambleton Community Cinema  
Amount: £6,000
- 9.6. Applicant: Age UK Selby District  
Project: Securing the Future  
Amount: £5,000
- 9.7. Applicant: Children's Reading Festivals  
Project: Selby District Children's Reading Festival  
Amount: £3,000
- 9.8. Applicant: Horton Housing Community Café Network  
Project: Rural Community Transport  
Amount: £3,350
- 9.9. Applicant: Selby Boxing Academy  
Project: Training and equipment  
Amount: £925

## 10. NEXT MEETING

To confirm the date, time and location of the next Southern CEF Partnership Board and Forum meetings.

<b>Dates of next meetings</b>
<b>Forum – 16 March 2017</b>
<b>Partnership Board – 20 April 2017</b>

Gillian Marshall  
Solicitor to the Council

For enquires relating to this agenda, please contact Janine Jenkinson, Democratic Services on 01757 292268 or email [jjenkinson@selby.gov.uk](mailto:jjenkinson@selby.gov.uk).



# Minutes

## Community Engagement Forum Partnership Board (Southern)

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Venue:	Community House, Selby
Date:	Thursday 20 October 2016
Time:	7.00 pm.
Present:	<u>District and County Councillors</u> Councillors M Jordan (Chair), and D Peart. <u>Co-opted Members</u> Dave Perry, Steve Laurenson and Gillian Ivey.
Apologies:	Chris Hailey-Norris, Association of Voluntary Service (AVS) Development Officer and Councillors C Lunn, D White and C Pearson.
Officers present:	Janine Jenkinson - Democratic Services Officer, (Selby District Council).
Public:	0

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### 1. DISCLOSURES OF INTEREST

Councillor M Jordan declared that his daughter was the Musical Director of Hambleton Players, should any related matters arise.

Co-opted member Gillian Ivey declared that she was a Parish Councillor at Little Smeaton Parish Council.

### 2. MINUTES

The Partnership Board considered the minutes of Southern CEF Funding Sub-Committee held on 27 July 2016.

The Partnership Board considered the minutes of the Southern CEF Partnership Board held on 27 July 2016.

**RESOLVED:**

- I. To approve the minutes of the Southern CEF Funding Sub-Committee held on 27 July 2016.**
- II. To approve the minutes of the Southern CEF Partnership Board held on 27 July 2016.**

**3. MATTERS ARISING FROM THE MINUTES**

In relation to page 4 of the Partnership Board minutes of the meeting held on 27 July, Minute Item 5 – Community Development Plan ‘Councillor D White to undertake a survey of residents in Cridling Stubbs regarding the need to provide bus transport provision’ the Chair asked the Democratic Services Officer to contact Councillor D White to ask for an update.

With regard to page 3 of the Partnership Board minutes of the meeting held on 27 July, Minute Item 4 – Feedback from the recent Community Engagement Forum – ‘To ask the AVS Officer to draft a Social Prescribing Service project funding proposal for consideration at the next Partnership Board meeting’ the Board noted that a proposal had not been received and asked the Democratic Services Officer to contact the AVS Officer for an update.

The Democratic Services Officer provided the Partnership Board with an update regarding the funding that had been allocated to Little Smeaton Parish Council. The Board was advised that the Clerk to the Parish Council had reported there had been difficulties progressing the project as planned, and that it may be necessary for the Parish Council to submit a new application, in view of the changed scope of the project. Co-opted member Gillian Ivey agreed to discuss the application with the Parish Clerk.

**RESOLVED:**

- I. To ask the Democratic Services to contact the AVS Officer for an update regarding a Social Prescribing Service project funding proposal.**
- II. To ask the Democratic Services Officer to contact Councillor D White for an update in relation to undertaking a survey of residents in Cridling Stubbs regarding the need to provide bus transport provision.**

**4. CO-OPTED BOARD MEMBER VACANCIES**

The Partnership Board considered the co-opted member vacancies.

The Democratic Services Officer informed the Board that an expression of interest had been received from an Eggborough Parish Councillor.

In view of the Parish Councillor being absent from the meeting, it was agreed to defer a decision regarding co-option until the next Board meeting, and in the meantime the Chair would contact the Parish Councillor to discuss the vacancy.

**RESOLVED:**

- I. **To defer a decision regarding co-option to the Partnership Board, to allow the Chair to discuss the vacancy with the interested Parish Councillor.**

**5. COMMUNITY DEVELOPMENT PLAN**

In relation to the Transport priorities listed in the Southern Community Development Plan (CDP) some queries were raised regarding 'Cllr Ivey and LS' being listed as the lead contacts for the 'volunteer car scheme / review community transport provision'. Gillian Ivey reported that she had not been asked to be involved with the project.

Board members raised some concerns in relation to youth provision and the potential closure of the Osgoldcross Forum youth clubs. Board members requested that the Democratic Services Officer contact the Forum to invite a representative to attend the next Southern CEF Partnership Board to provide an update regarding the situation.

The Board requested that the AVS Officer contact the Osgoldcross Forum to establish if there was any support the Southern CEF could provide to the organisation.

**RESOLVED:**

- I. **The Democratic Services Officer to invite a representative from Osgoldcross Forum to attend the next Southern CEF Partnership Board meeting.**
- II. **To request that the AVS Officer contact the Osgoldcross Forum to establish if there was any support the Southern CEF could provide to the organisation.**

**6. MARKETING AND PUBLICITY**

The Chair reported that he and Councillor Peart would be attending the Selby and Goole Community Awards 2016 ceremony being held on Thursday 10th November at Drax Sports and Social Club. The Southern CEF had sponsored the 'Volunteer of the Year' award for the event.

The Chair agreed to contact the Selby Times reporter to ask if they would be willing to publish an article promoting the Southern CEF and the projects it had funded.

**RESOLVED:**

- I. **The Chair to contact Selby Times in relation to publishing an article regarding the work of the Southern CEF.**

## **7. FUNDING FORUM – 8 DECEMBER 2016**

The Partnership Board considered the arrangements for the next Forum meeting, scheduled to be held on Thursday 8 December 2016, at Eggborough Sports and Social Club.

The Chair requested that details regarding the format of the event and details of the applicants due to attend the Forum were circulated to the Partnership Board.

The Democratic Services Officer highlighted that the aim of the Forum was to showcase the potential projects the Southern CEF may wish to fund. Applicants would be required to complete the necessary grant application / project brief which would then be considered at a Partnership Board meeting.

**RESOLVED:**

- I. **To ask the Development Officer (AVS) to circulate details regarding the format of the Forum and a list of projects that would be presented at the meeting.**

## **8. COMMUNITY ENGAGEMENT FORUM REVISED FUNDING FRAMEWORK**

The Chair presented the revised Funding Framework to the Partnership Board and highlighted the key amendments to the scheme.

Board members were advised that the funding application form had also been simplified and for clarity the guidance had been transferred onto a separate document.

The Chair drew attention to the following key points:

- An award for a small grant was typically £300 to £1,000 to purchase an item or fund a one-off event or activity.
- The Funding Framework outlined who could not apply for small grant funding which included parish councils; however a parish council could be commissioned by a CEF to carry out a project or to be partner in CEF projects.
- A project grant was typically over £1,000 for a specific piece of work or an activity that was completed over a period of time and intended to achieve a particular purpose.

- The rules had been clarified with regards to VAT and applications could not be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.
- A specific procedure for determining urgent applications in between Partnership Board meetings had been established.

**RESOLVED:**

- I. **To note the revised Funding Framework.**

## **9. BUDGET UPDATE AND FORECASTING**

The Democratic Services Officer circulated a revised copy of the budget spreadsheet to the Partnership Board.

**RESOLVED:**

- To note the budget update.**

## **10. FUNDING APPLICATIONS**

The Funding Sub-Committee had met prior to the Partnership Board and had considered the following applications:

### **Selby Community Recycling and Arts Project (SCRAP)**

Co-opted member Dave Perry reported that the application was to provide £911 funding to assist with the start-up costs of the SCRAP project. Funding had also been sought from the other four Community Engagement Forums to make an equal contribution. The application stated that start-up costs for the first year of the project were required, but thereafter it was anticipated that the project would generate sufficient income to cover the project costs and replacement equipment.

Partnership Board members considered the application and raised some queries regarding the total cost of the project and details of the £40,000 funding being sought from Reaching Communities (Big Lottery). Board members were supportive of the application in principle, however felt that any funding approved should be subject to: the funding from the other four CEFs being approved, details of the £40,000 funding from Reaching Communities (Big Lottery) being provided to the Partnership Board, and the £40,000 funding being secured before funding from the Southern CEF was released.

Board members agreed to approve the application, subject to the requirements discussed, on the grounds the application met the Funding Framework criteria, specifically:

- The grant would benefit one or more defined groups in the Southern CEF area.
- The application met the following objectives in the Southern CEF CDP:



- Loneliness and Isolation
- Youth Provision

The Partnership Board agreed that £911 grant funding be approved, subject to the requirements set out above.

### **Selby Swans Gymnastics Academy**

Co-opted member Dave Perry reported that the application was for £1,000 to fund a coach to provide 38 weeks training for 4 hours a week. The application explained that the Academy was oversubscribed and there was a high demand for places. The application explained that funding would be used to open the Academy on an additional evening and reduce the waiting list to join.

Board members were informed that the Funding Sub-Committee had considered the application and had agreed to recommend that the application be approved.

The Partnership Board consider the recommendation of the Funding Sub-Committee and agreed that £1,000 grant funding be approved on the grounds the application met the Funding Framework criteria, specifically:

- The grant funding would benefit the residents of the Southern CEF area.
- The application met the following objectives in the Southern CEF CDP:
  - Loneliness and Isolation
  - Youth Provision
  -

The Partnership Board agreed that £1,000 grant funding be approved.

### **The Monday Club**

Co-opted member Dave Perry reported that the application was for £500 to provide running costs for The Monday Club over the next two years. The main running costs related to the provision of entertainment and venue hire. The application explained that The Monday Club was a long running community group that provided people with learning and/or physical disabilities with a place to meet and take part in activities.

Co-opted member Dave Perry informed the Board that the Funding Sub-Committee had agreed to recommend that the Board approve the application.

The Partnership Board considered the recommendation and agreed to approve £500 grant funding on the grounds the application met the Funding Framework criteria, specifically:

- The funding would benefit Southern CEF residents.
- The application met the following objectives in the Southern CEF CDP:

- Loneliness and Isolation
- Youth provision

The Partnership Board agreed that £500 funding be approved.

### **Burn Events Group – Burn Media Project**

Co-opted member Dave Perry reported that the Funding Sub-Committee had not considered this application owing to Councillor Pearson's declaration and the Funding Sub-Committee becoming inquorate.

Board members noted that the application was for £800 to purchase a projector and screen, and to pay for room hire to provide regular community slide shows and educational talks.

The Partnership Board considered the application and agreed that £800 grant funding be approved on the grounds the application met the Funding Framework criteria, specifically:

- The funding would benefit residents of the Southern CEF area.
- The application met the following objectives in the Southern CEF CDP:
  - Loneliness and Isolation
  - Youth provision

The Partnership Board agreed that £800 grant funding be approved.

#### **RESOLVED:**

- I. **To approve £911 grant funding to Selby Community Recycling and Arts Project (SCRAP), subject to the requirements set out above.**
- II. **To approve £1000 grant funding to Selby Swans Gymnastics Academy.**
- III. **To approve £500 grant funding to The Monday Club.**
- IV. **To approve £800 grant funding to Burn Events Group.**

## **11. NEXT MEETING**

Board members' considered the dates of the next meetings.

**RESOLVED:**

- i. To note that the next Southern CEF Forum would be held on 8 December 2016 at Eggborough Sports and Social Club.**
- ii. To note that the next Southern CEF Partnership Board meeting would be held on 19 January 2017 at Community House, Selby.**

The Chair closed the meeting at 8.05 p.m.

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## Minutes

### Community Engagement Forum Funding Sub-Committee (Southern)

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Venue:	Community House, Selby
Date:	Thursday 20 October 2016
Time:	6.30 p.m.
Present:	<u>District and County Councillors</u> Councillor C Pearson (Chair), <u>Co-opted Members</u> Dave Perry and Steve Laurenson.
Apologies:	None
Officers present:	Janine Jenkinson - Democratic Services Officer, Selby District Council.
Public:	6

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#### 1. DISCLOSURES OF INTEREST

Councillor C Pearson declared that he had provided £500 funding for the Burn Media Project from his North Yorkshire County Councillor Locality Budget, and therefore he would not take part in the consideration of the application to the Southern CEF.

#### 2. BUDGET UPDATE

The Democratic Services Officer circulated a revised version of the Southern CEF budget spreadsheet.

#### RESOLVED:

**To note the budget update.**

### 3. FUNDING APPLICATIONS

The Funding Sub-Committee considered the following applications:

#### **Selby Community Recycling and Arts Project (SCRAP)**

The application was to provide £911 funding to assist with the start-up costs of the SCRAP project. It was noted that funding had also been sought from the other four Community Engagement Forums to make an equal contribution. The application explained that start-up costs for the first year of the project were required, but thereafter it was anticipated that the project would generate sufficient income to cover costs and replacement equipment.

The Sub-Committee considered the application and raised some queries regarding the total cost of the project and details of the £40,000 funding being sought from Reaching Communities (Big Lottery). The Sub-Committee was supportive of the application in principle; however felt that any funding approved should be subject to:

- Funding from the other four CEFs being approved.
- The applicant providing details of the £40,000 funding from Reaching Communities (Big Lottery) to the Democratic Services Officer.
- The £40,000 funding from Reaching Communities (Big Lottery) being secured before funding from the Southern CEF was released.

The Sub-Committee agreed to recommend the Partnership Board approve the application, subject to the requirements discussed, on the grounds the application met the Funding Framework criteria, specifically:

- The grant would benefit one or more defined groups in the Southern CEF area.
- The application met the following objectives in the Southern CEF CDP:
  - Loneliness and Isolation
  - Youth Provision

#### **Selby Swans Gymnastics Academy**

The application was for £1,000 to fund a coach to provide 38 weeks training for 4 hours a week. The application explained that the Academy was oversubscribed and the funding would be used to open the Academy on an additional evening and reduce the waiting list to join.

The Funding Sub-Committee considered the application and agreed to recommend to the Partnership Board that £1,000 grant funding be approved, on the grounds the application met the Funding Framework criteria, specifically:

- The grant funding would benefit the residents of the Southern CEF area.
- The application met the following objectives in the Southern CEF CDP:
  - Loneliness and Isolation
  - Youth Provision

### **The Monday Club**

Mr Waterhouse, the applicant explained that the £500 funding sought was to provide running costs for The Monday Club over the next two years. Mr Waterhouse explained that The Monday Club was a long running community group that provided people with learning and/or physical disabilities with a place to meet and take part in activities. Mr Waterhouse advised that the main running costs related to the provision of entertainment and venue hire.

The Funding Sub-Committee considered the application and agreed to recommend the Partnership Board approve the application, on the grounds the application met the Funding Framework criteria, specifically:

- The funding would benefit Southern CEF residents.
- The application met the following objectives in the Southern CEF CDP:
  - Loneliness and Isolation
  - Youth provision

*Note – Owing to Councillor C Pearson declaration in relation to the following application, the Sub-Committee became inquorate. Consideration of the following application was deferred to the Southern CEF Partnership Board meeting.*

### **Burn Events Group – Burn Media Project**

Consideration of this application was deferred to the Southern CEF Partnership Board meeting.

#### **RESOLVED:**

##### **I. To recommend the Southern CEF Partnership Board:**

- **Approve £911 grant funding to Selby Community Recycling and Arts Project**

**(SCRAP), subject to the requirements set out above.**

- **Approve £1,000 grant funding to Selby Swans Gymnastics Academy.**
- **Approve £500 grant funding to The Monday Club.**

The Chair closed the meeting at 6.57 pm.

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# Southern Community Engagement Forum

## Community Development Plan 2015 /16

Update December 2016

### Raising Awareness of the CEF

Progress	Lead
Agreed at PB meeting January 2016 to look at possibility of the CEF sponsoring an award at the annual Selby and Goole Community Pride Awards, held at Drax each year.	CHN
Promotion has started with the awards. Southern CEF mentioned in press releases and information available on the awards website. Assisted with press releases and commenced promoting how to nominate through AVS newsletter, at partnership meetings.	CHN
Closing date for nominations was the end of Sep 2016. The event takes place on Thursday 10 <sup>th</sup> November 2016.	
Funding Campaign – a specific flyer was designed and has been circulated across the CEF database and been included in the AVS newsletter in August and October. Two date discussion meetings have been held with project proposals being prepared by Hambleton Village Hall, Brighter Futures, Selby District Vision, Yorkshire Energy Dr, Carers Count, Hambleton Players and the CAB service.	CHN CHN
Dec 16 – The next Public Forum on Thursday 8 <sup>th</sup> December will focus on each project being asked to make a small presentation about their proposal. It will allow questions to be asked by attendees and PB members.	CHN / Janine
5 organisations gave presentations at the Public Forum – each project discussed how their work will also promote the Southern CEF, Decisions to be made at the January 17 PB meeting.	PB

### Developing CEF forums

Progress	Lead
Targeted themed event on Flooding for Parish Councils. Specific invites were sent to all Parish Councils. Event attended by a range of organisations and held as a practical planning workshop.	
Review of event to take place at PB meeting in April 2016. Agreed that different people had attended the event, positive feedback from attendees.	Cllr Jordan
Targeted themed event for Carers, promoting services available in the area for Carers. Information circulated through a specific flyer delivered door to door.	
Review of event at PB meeting in July 2016, once again a different range of people had attended the event.	Cllr Jordan

### Loneliness and Isolation

Progress	Lead
Social Prescribing Service Launched May 2015 – uptake has been quick.	CHN – AVS
300 organisations and their activities now detailed on the AVS Voluntary and Community Sector database.	AVS
July 16 – Over 250 patients have now been assessed through the Social Prescribing Service. Follow up impact assessments have now commenced, demonstrating a positive impact on 8 measuring indicators. Service extended	AVS



to the end of September 2016. Referrals extended to include the Community Response Team following presentation to the staff team. Attended first Northern Social Prescribing Conference, provided an overview of the service, and contacted NHS England for assistance with continuation funding.	
Meeting with Carlton Primary school Head and Governors to develop their library into a community hub to address arrange of issues in the local community including loneliness and isolation. Assisted with developing a plan for development and a funding proposal to the CEF.	CHN
Support work with Carers Count to look at taking forward the Friendship Service – new structure proposed and costed to develop Friendship Circles in villages.	CHN / Dawn Theaker
Proposals submitted for a Selby District Vision and Yorkshire Energy Dr roadshow to raise awareness of services and support.	

## Youth Provision

Progress	Lead
Youth Forum – To encourage young people to help themselves. Meeting held with Lesley March 2015	Lesley Senior, CHN
<b>Youth Provision Initiative Proposal</b> It was agreed that it would be good to hold an event for all local service providers and the children / young people they support to come together to share issues and ideas.  <b>Planning Event September 2015</b> The Southern CEF invited all youth group leaders and children to attend a consultation / planning evening. The event will be organised as an interactive workshop enabling the children and youth leaders to share their issues, develop ideas and work up an appropriately structured event for each half term holiday.	Lesley Senior / CH
Youth event held on 25 <sup>th</sup> Sep 2015 attended by 11 young people and 14 adults. A summary of the event and a proposal for next steps has been prepared for CEF PB to consider.  Key priorities and proposals developed are <ul style="list-style-type: none"> <li>▪ To hold monthly youth based workshops</li> <li>▪ Have a cinema to go on tour throughout the villages in the area</li> <li>▪ Promote football opportunities via WLCT</li> </ul>	
Additional online survey circulated to youth groups and organisations in the Southern CEF area – a further 3 responses received – requesting – cinema, dance and baking activities.	
Two meetings held with BeeAble to request a planning proposal to hold events across the next year incorporating all the findings.	
April 16 –PB agreed to fund 4 events for young people to include appropriate staffing, entertainment, room hire and buffet lunch. May 16 – Flyer produced and circulated to households in the area. All schools have been emailed and further promotion to CEF database, AVS newsletter and at partnership meetings. Further promotion through the Parent Power Network. July 16 – Venues booked, cinema arranged, workshops planned, bookings	Lesley Senior / CHN

coming in.	
The first two events were held during the summer, a total of 44 different young people attended across the two events. They were well received and feedback has contributed to how the next two will be delivered.	Lesley Senior
Sep 16 – Met with one of the local heads to discuss how to arrange awareness through the schools for the next two events. Head has agreed to invite us to an assembly to promote the next day in the new year. He will also raise this with the other Heads in the area, so the same level of promotion can be achieved. Following each assembly, each pupil will be given a signup sheet for the day.	Lesley Senior / CHN
Dec 16 – Proposal from TFE submitted to develop a network of Young Entrepreneurs across the Southern CEF area.	

## Transport

Next Steps	Lead
Public transport – some villages well served, some not. Volunteer car scheme – need to market the service more. Need to review community transport provision, promoting volunteering opportunities.	Cllr Ivey and LS
Eastern CEF transport survey launched October 2015 which has since been completed by Southern CEF residents. A total of 164 surveys have now been completed representing 480 residents. Latest report capturing results to date has been prepared. The survey remains live for people to contribute.	CHN
Southern CEF Public Forum held in Dec 2015 focusing on transport issues. At the event it was agreed that AGE UK, Selby District AVS and the Tadcaster Community Transport scheme would meet to look at ways to further promote community transport and encourage more people to volunteer as drivers. Following the meeting a list of recommendations to be circulated to the Southern CEF PB.	LS
July 16 – Staff changes at AVS, work commencing on a strategic review of Community Transport. NYCC have created a marketing role for Community Transport initiatives across the District.	AVS
Oct 16 – Dec 16 – meetings held between Horton Housing, Community Transport and Dev Officer to discuss options to increase transport to Community Cafes across the Southern CEF area.	

# Southern Community Engagement Forum

## Financial Report. 1 April 2016 to 31 March 2017

	Balance carried forward from 2015/16	£32,220.00
	Grant from SDC for 2016/17	£20,000.00
<i>This is the total budget available at the start of the financial year.</i>	<b>Total budget for 2016/17</b>	<b>£52,220.00</b>

Ref.	Date Agreed	Date Paid	Paid to	Details	Amount (£)	
					Actual	Committed
		11-Apr-16	Eggborough Sport & Social Club	Room Hire & Tea/Coffee	£60.00	
09-Apr-15			Little Smeaton Parish Council	Will re-submit application -originally Jan 2017 £1,500 committed		
		14-Apr-16	Trio Supported Holidays	Grant funding	£1,000.00	
		21-Apr-16		Food and Refreshments	£54.47	
		22-Apr-16	Community House Selby	Room Hire & Tea/Coffee	£81.00	
		09-May-16	Create TVT	Print/distribution of Youth Events Posters	£360.00	
		07-May-16	Reach Studios	Poster design for Forum event 9 June 2016	£45.00	
14-Apr-16	19-May-16		Positive Youth CIC	Recycle Bike Project	£1,000.00	
14-Apr-16	05-May-16		Eggborough Methodist Church	Grant funding - chairs	£1,000.00	
14-Apr-16	20-Dec-16		Volunteer of the Year Award	Sponsorship of Community Award	£300.00	
14-Apr-16	01-Aug-16		Bee Able	Four youth events funding	£1,590.00	
		16-Jun-16	Eggborough Sport & Social Club	Room Hire & Tea/Coffee	£105.00	
		04-Aug-16	Community House Selby	Room Hire - Aire and Calder Room	£61.50	
		11-Aug-16	AVS	Photocopying	£8.88	
27-Jul-16	19-Sep-16		Horton Housing Association	GRT History Month 2016	£570.00	
27-Jul-16	14-Sep-16		West Haddlesey Parish Meeting	Fencing	£2,700.00	

27-Jul-16	14-Sep-16	Cridling Stubbs Village Hall	Keeping a roof over our head	£2,750.00	
27-Jul-16	14-Sep-16	Carlton-in-Snaith Community Primary School	Carlton Community Hub	£3,750.00	
09-Apr-15	15-Sep-16	Balne Parish Council	Historic Application - April 2015 Parish Rooms Roof	£1,500.00	
27-Jul-16	14-Sep-16	Reach Studios	Poster design for Forum event 8 December 2016	£45.00	
20-Oct-16		Selby Community Recycling & Arts Project	Selby Scrap Store		£911.00
20-Oct-16	08-Nov-16	Selby Swans	Gymnastic Club	£1,000.00	
20-Oct-16	08-Nov-16	The Monday Club	The Monday Club	£500.00	
20-Oct-16	01-Dec-16	Burn Events Group	Burn Media Project	£800.00	
	02-Nov-16	Community House Selby PB meeting	Room Hire & Tea/Coffee	£101.25	
	12-Dec-16	Reach Studios Ltd	Poster design - adverts and forum event	£70.00	
	21-Dec-16	Egg Power Station	CEF Forum Meeting - room hire	£95.00	

Total Actual Spend to date £19,547.10

Remaining Commitments not paid £911.00

*This figure is the remaining budget available to spend (the total budget minus actual spend and commitments yet to pay).*

**Total budget remaining £31,761.90**

*This figure is the total budget available minus actual spend.*

**Total balance remaining £32,672.90**

## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	✓
Tadcaster & Villages CEF	
Western CEF	

## Section one: About your organisation

### Q1.1 Organisation name

<b>Training for Employment (Yorkshire) C.I.C.</b>
---

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
1 Engelhart Close Brayton Selby YO8 9SW	
Telephone number one	Email address (if applicable)
01757 210233	john@tfe.email john@trainingforemploymentyorkshire.com
Telephone number two	Web address (if applicable)
	<a href="http://trainingforemployment.co.uk/">http://trainingforemployment.co.uk/</a>

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mr	John Patrick	McGaughran
Position or job title		
Director		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	<input checked="" type="checkbox"/>
Charity	<input type="checkbox"/>
Voluntary or community group	<input type="checkbox"/>
Other	Please describe

**When was your organisation set up?**

Day	06	Month	July	Year	2015
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**Q1.5 Reference or registration numbers**

Charity number	
Company number	9672905
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

**Q1.6 Is your organisation VAT registered?**

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
-----	--------------------------	----	-------------------------------------

*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*

<b>Project Brief</b>	
<p><i>The Project Brief is the <b>first</b> thing to do. It should be completed before <b>any</b> activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
<b>Project Name</b>	Inspiring Young Entrepreneurs - a New Framework for Success
<b>Project Manager</b>	John McGaughran
<b>Document Author</b> (if different from Project Manager)	N/A
<b>Organisation Name</b>	Training for Employment (Yorkshire) C.I.C.



### **Benefit**

*Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.*

Young people facing isolation and loneliness will benefit from meeting others in a similar age group who are experiencing similar issues.

According to research published in October 2016 by the New Entrepreneurs Foundation (NEF), almost a third of young people aged 18-14 have started, or are considering starting, a business. Half say they have been hampered from doing so. Areas holding them back included lack of access to finance, lack of business knowledge, and a lack of good contacts.

This unique project hopes to address some of the challenges mentioned above. Local problems and issues will be identified and resolved by young local entrepreneurs. Examples of services that might be offered by young people include dog walkers, cleaners, handypersons, gardeners, ironing services, and house sitters.

Some local problems already identified include isolation, loneliness and lack of access to services for elderly, disabled or otherwise vulnerable adults. Our project will create a successful and robust framework to assist young people to identify areas of particular concern in their neighbourhoods, and set about providing services to address those needs.

This will provide an intergenerational support structure; the experience and wisdom of other experts matched with the enthusiasm and energy of the young. In turn, this will provide a sustainable income and the opportunity for young people to develop their own successful small enterprise.

### **Details of the Project**

*Please list the details of your project*

Our project will develop the entrepreneurial skills of a minimum of twelve young adults. It will be a collaborative project, combining Training for Employment's workshops, guest speakers providing motivational talks and discussion points, a quarterly Southern CEF Enterprise Club and networking opportunities.



Community transport will be provided where necessary to ensure that all participants can travel to and from workshops and events.

Details of the activities provided, and the organisations providing them:

1) Training for Employment will provide self-employment skills workshops. These will teach young people essential skills such as:

- 🎯 Business Planning
- 🎯 Budgeting (personal and business)
- 🎯 Financial Forecasting
- 🎯 Marketing and Sales
- 🎯 Tax and Self-assessment

These skills are highly relevant and useful, whether or not learners go on to run a business.

2) Guest speakers from different organisations and sectors will deliver motivational and practical short talks and / or subjects for discussion. Speakers will include those from the business sector, JobCentre Plus, Parish Councils, employment coaches and service delivery specialists.

3) TfE will seek sponsorship from organisations to fund individuals to use community transport, provided by the Selby AVS, should participants need it.

4) Drax Community Centre will provide the venue.

## **Project Objectives**

*What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?*

### **1) Youth Provision:**

Encouraging young people to help themselves.

This project of pro-active achievement and action learning will provide an opportunity for young people to develop practical skills, encouraging a framework for success which can be replicated into the future, and beyond the Southern CEF area.

### **2) Loneliness and isolation:**

The project will also address loneliness and isolation of the young person, and of the service users of the social enterprises which the young people will set up.

These objectives will be delivered via practical but fun and friendly workshops, which will encourage networking and collaboration between the young learners to decide what skills they have to offer, and which services are needed within their area. The workshops will also give them Information, Advice and Guidance on the next steps they can take, and their options for education, employment and self-employment.

### **3) Raising awareness of the Southern CEF:**

The fact that Southern CEF provided the funding for the project, will be emphasised in promotional literature and during interactions with participants.

The Chair of the Southern CEF will be invited to talk to the young 'entrepreneurs-in-training' at the first workshop, and have the opportunity to become a regular guest speaker.

## **Benefits**

*Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.*

### **Young people:**

By taking part in Training for Employment's self-employment workshops, learners will be guided through some essential life skills such as budgeting, planning, and critical thinking. These life skills will remain with the group, whether or not they decide to eventually become self-employed.

By becoming Directors of one larger Co-Operative group or Community Interest Company, the young entrepreneurs will benefit from collective purchasing power and collective marketing. They will be able to purchase insurance and resources at a reduced rate, saving money and catalysing their success.

Young people will also benefit from networking and volunteering opportunities in the Southern CEF area. They will receive advice on business matters, policies and procedures, insurance and legal requirements, as well as marketing and promotion of a business. They will have a practical framework for moving forward.

### **Immediate communities:**

The immediate families, friends and carers of the young participants will benefit from an improvement in their household budgeting, allowing them to make more informed financial planning, and thereby helping their immediate family and friends.

Many of the participants wished to operate as social enterprises, directly helping their communities. Should the participants' businesses grow, and they start to employ staff or to take on volunteers, the benefits to the wider community will continue to grow, with further economic and societal positives.

### **Wider community:**

By reducing the need for learners to access services in the future, there is a potential saving for public services and third sector. There would also be a saving because of the assistance given by the learner to customers of the businesses they set up.

Should participants go on to start a business, they will be improving their economic well-being, improving their life chances, contributing to the economy, and may become employers themselves, thus making a significant contribution to society.

### **End of project:**

An end-of project review, and networking event, with invited guest speakers, will bring the project to a close.

## **Project Approach / Delivery Options**

*Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.*

The project will be managed by John McGaughran, Director of Training for Employment, who will also be tutoring the self-employment workshops.

In addition to the self-employment workshops, there will be quarterly networking and enterprise club events with guest speakers, including members of the Southern CEF Partnership Board, and the Parish Council to promote the project.

Our project will take young people on a journey to ensure success, developing and working with them as they progress. This will be a programme of intensive support and action learning.

The project will be delivered at a community centre in the Drax area.

Training for Employment has a strong track record of delivering successful projects. It has managed projects with funding from the Big Lottery Fund's Awards for All, Your Consortium funding via the ESF Community Grants, Community Learning, local authority funding via York City of York Council, North Yorkshire Country Council. It has delivered Work Clubs and Enterprise Clubs with funding from the DWP JobCentre Plus.

### Project Timescales (Milestones)

*Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.*

It is hoped the project will have a one year duration. But Training for Employment will offer ongoing help and support for all participants beyond the life of the project.


Time	Event
February 2017	Initial marketing and consultations
March 2017	Recruitment of participants
April 2017	First workshop (for up to 12 persons)
June 2017	First quarterly networking Enterprise Club
June 2017	First quarterly report to Southern CEF board
July 2017 onwards	Continuing and ongoing activities, as above
February 2018	End of project. Southern CEF event

### Project Resources (people and money)

*These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.*

#### Costs –

ITEM	No of units	COST	TOTAL
<b>Staff Costs</b>			
Admin hours	48	£20.00	£960.00
Project management	48	£20.00	£960.00
Tutor fees	48	£20.00	£960.00
Post-workshop 1:1 support	30	£20.00	£600.00
<b>Other Costs</b>			
Refreshments (12 x 48 weeks)	576	£2.00	£1,152.00
Learner Incentive Payments (vouchers)	20	£15.00	£300.00
Promotional Leaflets	2100	£54.00	£54.00
		<b>TOTAL</b>	<b>£4,986.00</b>

 **People** – *John McGaughran* - Training for Employment's Director/Tutor  
*Chris Hailey-Norris* - Southern CEF Development Officer, Selby District AVS

The following guest speakers will be involved:

<i>Ann Rhodes</i>	- Co-ordinator, Selby Hands of Hope
<i>Trish Kavanagh</i>	- Head of Business Studies, The Read School
<i>Ruth Batty</i>	- Chief Officer, Selby Community Furniture Store
<i>Andrew Claypole</i>	- Director, Reach Studios Ltd.
<i>Heidi Green</i>	- Director, Business Support York and North Yorkshire

## **Funding**

*Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.*

For this project, the funding will come from CEF. External partners will provide in-kind support such as coaching, inspirational and motivational talks, room hire and transport. TfE will pay some expenses, and the remainder will come from the balance of the project budget.

## **Risks / Issues**

*Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.*

### **Risk 1:**

The main risk would be that participants do not engage with the project in sufficient numbers.

### **Mitigation:**

This risk would be mitigated by producing an attractive, eye-catching flyer, emphasising that this is a free event, with refreshments. There will be flexibility in delivery times, to suit the young learners.

The flyer will be circulated by email and social media, as well as paper-based leafleting. Working in partnership with key organisations, including young people's charities and support groups, our project will be promoted to reach the widest audience.

### **Risk 2:**

The main issue to be resolved is loneliness and the physical and emotional isolation of young people in a rural area which has suffered some economic deprivation.

### **Mitigation:**

Our project will bring young people together and enable them to socialise, network and learn from one another in a creative, fun, friendly and safe environment.

### **Risk 3:**

The risk of participants dropping-out of the programme completely, or attending sporadically.

### **Mitigation:**

By working with the young people to create their own format for the workshops, areas such as the length and frequency of events can be decided. This will give the young people ownership of the project, making the workshops suit their needs.

By making the events fun and engaging, young people will be motivated to attend every one of the workshops and events.

**Risk 4:**

Another issue which would be resolved is the lack of economic activity in the demographic group of the participants. The project will seek to encourage participants to develop life skills such as financial management, budgeting and networking, thereby building resilience and self-confidence.

**Mitigation:**

TfE's self-employment workshops will give the young learners the skills necessary to participate economic activity, i.e. starting a small business, becoming a self-employed sole trader, or a company director.

### **Links and Dependencies**

*Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?*

This project is independent but it does link in with the ambitions of the Southern CEF development plan. Neither its outcomes nor success are dependent upon those of any other projects.

The project will work with Parish Councils for recruitment and to research need. There will be links with the local Adult Learning and Skills Service, Selby College, Read School, and JobCentre Plus. There will be regular CEF meetings to discuss progress and updates. There will be advertising in the Selby AVS Newsletter.

Those delivering talks and discussions, and the transport element, would be covered by those organisations' own budget for supporting young people.

Our project is a unique approach, but one which is built on the solid foundation of TfE and its partners' track records. The project will be a model for future success.

## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	X
Tadcaster & Villages CEF	
Western CEF	

## Section one: About your organisation

### Q1.1 Organisation name

Harrogate Hospital and Community Charity
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### Q1.2 Organisation address

What is your organisation's registered address, including postcode?
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Harrogate District Hospital, Po Box 295, Harrogate North Yorkshire, HG2 7UG
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Telephone number one
----------------------

01423 555641
--------------

Email address (if applicable)
-------------------------------

<a href="mailto:David.fisher@hdfnhs.uk">David.fisher@hdfnhs.uk</a>
--

Telephone number two
----------------------

01423 885959
--------------

Web address (if applicable)
-----------------------------

<a href="http://www.hdfnhs.uk/hfcc">www.hdfnhs.uk/hfcc</a>
--

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mr	David	Fisher
Position or job title		
Community and Events Fundraiser		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	X
Voluntary or community group	

Other	
-------	--

Please describe
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When was your organisation set up?

Day	04	Month	10	Year	1995
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### Q1.5 Reference or registration numbers

Charity number	1050008
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

### Q1.6 Is your organisation VAT registered?

Yes	X	No	
-----	---	----	--

*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*



<b>Project Brief</b>	
<p><i>The Project Brief is the <b>first</b> thing to do. It should be completed before <b>any</b> activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
<b>Project Name</b>	Nurture Project
<b>Project Manager</b>	Susan Williamson
<b>Document Author</b> (if different from Project Manager)	Kirsty Buckle / Rachael Hatfield
<b>Organisation Name</b>	



## Benefit

*Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.*

There is clear evidence of the benefits of such a project on a national level. National data from the Belfast study (Queens University) researching Nurture projects delivered around the country highlighted 2 key messages;

- Nurture groups had a definite and direct impact on improving children’s health well-being and ultimately education attainment.
- Pre-nurture 77% scored highly on the SDQ (strengths and difficulties questionnaire) this reduced to 20.6% post nurture group input.

On a local level the data show there is a need for a service like the one proposed.

Following a questionnaire that was sent to all Year 6 children in the locality, it was identified that;

- 16% of children surveyed said they felt angry at least weekly
- 15% felt miserable and tearful at least weekly
- 15% said they had sudden changes of mood at least weekly
- 14% said they worry about how they look at least weekly

Parental feedback from these questionnaires mirrored the sentiment that their children were struggling with these issues.

Face to Face consultation with Year 3,4, 6 children was carried out in Hensall school to discuss their emotions and coping strategies. It was clear from the consultation that the children’s methods of coping with their worries, anger and stress encompassed the principles of nurture.

Some examples of these included;

- Hugs from Mum and Dad
- Speaking to people
- Having alone time, talking
- Hugging
- Having their own space
- Playing with toys and pets
- Arts and crafts
- Sports

Consultation was also carried out with School Nurses and the NYCC Prevention Service. They felt some of the main benefits to the local community would be;

- Happier young people who are able to cope better emotionally
- Being able to address transitioning problems early
- Promoting resilience and improving self-esteem in children and young people.

- Changing attitudes and creating a positive community.

## Details of the Project

*Please list the details of your project*

The aim of this project is to provide robust, well evidenced and evaluated nurture sessions within schools in the southern CEF area. Following liaison with schools, parents, community groups, and local prevention services, children will be identified who could benefit from a weekly nurturing intervention.

We would consider the following children:

- Children who appear to be emotionally insecure – which may present as lack of self-acceptance, low self-worth or lack of trust
- Children who are withdrawn and unresponsive
- Children with poor social skills, who find it difficult to share, are demanding or uncooperative
- Children with poor attention span
- Children who demonstrate immature behaviour
- Children who behave aggressively, impulsively or inappropriately in other ways
- Children who find change upsetting
- Children who appear unable to integrate into a mainstream classroom
- Children who may not be accessing mainstream education

## The Nurture Sessions

- Each session will initially be 2 hours long.
- One session a week on a 6 week rolling program.
- It is recommended that the group is small, approximately 6 children to 2 adults.
- All adults will be highly skilled practitioners who have had adequate training in delivering the 6 key nurture principles
- It is very important to build in to the sessions times with parents to discuss any aspect of the program and also for Prevention workers to use their expertise in offering parenting advice
- To keep parents updated on their child's involvement of the group

## Project Objectives

*What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?*

### Raising awareness of the CEF

- We will actively promote the CEF when giving talks and consulting with various groups and organisations during the set up and delivery of the project.
- All leaflets/posters to contain CEF Logo and information.

### Loneliness and Isolation

- The project will aim to help children and young people in the southern CEF area that may be struggling with loneliness and isolation.
- Taking the nurture projects to the more rural areas will help address the issue of isolation, due to lack of provision of services within these communities.
- This project will be a family approach providing an opportunity for parents and carers to seek advice and support on a regular basis.

### Youth Provision

- Through the nurture group interventions we will provide structured, play-based activities for children and young people such as gardening, baking and arts and crafts.

### Transport

- As this project aims to be delivered in the local schools, there should not be a requirement for further transport provision.

## Benefits

*Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.*

### Children and young people

Individual children will benefit from nurture sessions – all the evidence shows that children who are given a nurturing approach will gain resilience and vastly improve their health and wellbeing. If children are given the opportunities to take part in nurture interventions then this can have a ripple effect and will improve the wellbeing of their peers within the school and local community.

### Parents

Parents will benefit from, not only seeing positive changes in their children, but from advice and support given through the delivery of the nurture sessions.

### School communities

Schools will benefit by having professionals involved, offering an intervention which will ultimately enhance the positive outcomes for their pupils. Evidence suggests an increased educational attainment for the most vulnerable and disadvantaged children.

### Wider Community

We would actively be able to promote good practice. By showcasing the outcomes of the project with the wider community we would be embedding the importance of nurture as a normal part of family life.

### CEF

The CEF will benefit from funding this project as it will help to develop strong links with local services, schools and communities. It would provide a platform for developing a sustainable program long term with the potential of helping many more children and their families.

### Financial benefits

If children and families receive early help it has been proven that many problems can be prevented from escalating, thus reducing issues further down the line. This may relieve some of the financial pressures on other agencies, in particular mental health services.

## Project Approach / Delivery Options

*Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.*

The Nurture sessions will be delivered by professionals from the Healthy Child Team and the Prevention Service who will have the necessary training, passion and enthusiasm to deliver an effective program.

The aim is that this project will be delivered in schools weekly as a rolling programme.

## Project Timescales (Milestones)

*Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.*

### November 2016

- Formed initial steering group
- Collate data and evidence from children, parents, schools,
- Consult with prevention teams
- Consult with schools
- Explore training needs and approx. set up costs
- Meet with AVS to look at funding opportunities
- Apply for Sothern CEF funding

### December 2016

- Finish final proposal and present
- Finalise training plan
- Identify schools by number of referrals and number of children identified as vulnerable
- Devise questionnaires for Schools and information of Proposal.
- Collate, analyse and evaluate information from schools.

### January - Feb 2017

- Consultation event with pilot schools
- Presentation to various interested groups e.g. Healthy Child Teams

### March 2017

- Identify first cohort of children for first 6 weeks

### April 2017

The nurture sessions will start and project funded for one year with view to roll out following evaluation and outcomes.

**October 2017**

Follow up evaluation of first group of children

**April 2018**

Evaluation of project so far.

**Project Resources (people and money)**

*These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.*

• **Costs –**

**Key recommended resources for this particular intervention EST. £1095**

Item	Details	Est. Cost
Paper/ Card	Plain and Coloured for crafting activities and posters/leaflets/cards etc.	£30
Scissors	Right and Left handed for crafting activities	£8
Glue	For crafting activities	£20
Glitter	For crafting activities	£15
Felt pens	For crafting activities /writing	£25
Crayons	For crafting activities /writing	£12.50
Pencils	For crafting activities /writing	£12
Plasticine	For crafting/therapeutic activities	£15
Lego Blocks	For Lego Therapy activities	£150
Therapeutic Puppets	For Mascots/ story telling / therapeutic activities	£20
Cooking Kits	42 Pieces from YPO for baking activities	£120
Laminator pouches	For activity cards/placemats / posters / lesson plans	£20
Laminator	For activity cards/placemats / posters / lesson plans	£100
Gardening Kit	For Gardening activities	£50
Tumblers	For snack time	£6.50
Plates	For snack time	£15
Cutlery	For snack time	£20
Jug	For snack time	£3.75
Parachute	For Therapeutic activities	£25
Bean Bags	For Therapeutic activities	£7
Soft Balls	For Therapeutic activities	£12
Paint and Brushes	For Crafting activities	£35
Aprons	For any messy activities	£50
Sellotape	For Crafting activities	£5
Stickers	For reward charts and positive reinforcement	£4
Collage pack	For crafting activities from YPO	£25
Storage Boxes	To transport and store session supplies	£70
<b>Total</b>		<b>£875.75</b>
<b>Including VAT</b>		<b>£1,095.00</b>
<b>Training</b>	6 members of staff to receive bespoke training package and disseminate	<b>£1,900</b>
<b>Total</b>		<b>£2,995.00</b>

## **Funding**

*Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.*

All CEF funding

## **Risks / Issues**

*Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.*

How to get engage schools?

As part of the project set up there will be discussions held with the schools to ensure there is a clear understanding of the benefits of being part of this project.

How to identify the children?

It is important that a robust assessment tool is put in place to ensure that all eligible children have to opportunity to access the service.

How to engage children refusing to attend school?

As children not in mainstream education are particularly vulnerable, there will need to be a clear process outlined to include and engage them.

## **Links and Dependencies**

*Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?*

No this project does not link to any services already available.

The success of this project is dependent on engagement from involved schools and the Prevention Service.

## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	
Western CEF	

## Section one: About your organisation

### Q1.1 Organisation name

Selby District Vision
-----------------------

### Q1.2 Organisation address

#### What is your organisation's registered address, including postcode?

Unit 12, The Prospect Centre, Prospect Way, Selby. YO8 8BD

#### Telephone number one

01757 709800

#### Email address (if applicable)

emily@selbydistrictvision.co.uk

#### Telephone number two

07950250258

#### Web address (if applicable)

www.selbydistrictvision.co.uk

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Emily	Havercrost
Position or job title		
Development Officer		

### Q1.4 Organisation type

#### What sector does your organisation fit into?

Social enterprise	<input type="checkbox"/>
Charity	<input checked="" type="checkbox"/>
Voluntary or community group	<input type="checkbox"/>

Other	<input type="checkbox"/>	Please describe	
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#### When was your organisation set up?

Day		Month		Year	In the 1960's
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### Q1.5 Reference or registration numbers

Charity number	1149391
Company number	8186943
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

### Q1.6 Is your organisation VAT registered?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*



<b>Project Brief</b>	
<p><i>The Project Brief is the <b>first</b> thing to do. It should be completed before <b>any</b> activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
<b>Project Name</b>	Vision - On Tour with the Southern CEF
<b>Project Manager</b>	Emily Havercroft
<b>Document Author</b> (if different from PM)	
<b>Organisation Name</b>	Selby District Vision



### **Benefit**

*Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.*

We have identified that the Southern area of the Selby District is one where our service provision has been limited and would benefit hugely from more advice and information out in the community.

We would love the opportunity to widen our reach; promoting our work, providing invaluable information to residents in this area and raising awareness of support available. Our local information sessions would do just this, as well as promoting the work of the Southern CEF.

Learning from recent projects we have undertaken, we know that sharing the prevention message and educating the public in visual awareness, is crucial to our continuing efforts. Providing awareness and understanding around disability is also hugely important if we want to build on an inclusive and accepting community.

At some of the public awareness events we have attended over the past 18 months, we have started to look at new ways of engaging the public with the eye health message. This has been a big success and extremely well received. We have worked on using interactive stands, offering hands on activities and encouraging people to take up the offer of Eye Screening, a service we have only just begun to offer, giving people a sight check and encouraging re-visits, and in some cases first visits, to the opticians.

Partnership work within the Selby District, between organisations, is something we are especially keen to continue developing, as we know first-hand that this strengthens our aims and objectives. We have already talked to the Yorkshire Energy Doctor about working together should we both be successful in applying for a grant, to maximise the impact of each community session.

This partnership would also look to support one another with the planning process, to ensure that each village is offered this opportunity in the best way for them, understanding that the ideal day, setting, venue and time will most likely be very different for each location.

Both ourselves and the Yorkshire Energy Doctor would be keen to involve other CEF funded projects this way too, if it becomes apparent that we could incorporate other elements within our 'Vision - On Tour with the Southern CEF' programme.

We believe that taking this service out to the public, especially to those most isolated parts of the area, will not only promote our own services, but also be a fantastic opportunity to promote the work of the Southern CEF. We plan to build into every session we run a presentation on the work, purpose and plans of the Southern CEF and to encourage people to engage with its activities.

## **Scope**

*What is in scope and any exclusions (things or issues the project does not cover).*

This project will cover people of all ages and we plan to use the Southern CEF funding to develop a run a one year impact project, developing an interactive range of information and advice provision, working with local community groups, organisations and individuals to shape and enhance the programme of activity.

This project will enable us to expand on areas of work we have touched on through other recent projects and to look at how to make our ongoing mission sustainable. Selby District Vision is here to support those already dealing with sight loss, but also to try and prevent unnecessary blindness in the future.

As well as providing information and support, we will use this project to encourage residents to become involved in our work if they can. Promoting volunteering opportunities, how to become involved in the Southern CEF, and working with other community groups to develop services even further.

We would want to work with the Southern CEF Partnership Board to write a brief overview of who and what the Southern CEF is and for, to use at each of the sessions as a way of promoting the work of the CEF and encouraging more people to become involved and engaged with it.

Our plans around promoting this tour as a partnership opportunity would encourage more people to attend and broaden the spectrum of individuals we would be able to engage with, to the benefit of every message we will be delivering.

## **Project Objectives**

*What will the project deliver, or what changes will it bring about and how are these linked to the Community development plan (CDP) for the area?*

### **Isolation and Loneliness**

Reducing isolation and loneliness has been clearly identified as a main focus for the Southern CEF area, but also within the Selby District Council's long term objectives too. We see daily how isolation and loneliness can be debilitating and lead to a terrible quality of life for people.

This project will have a direct impact on reducing loneliness and isolation:

- Educating the local community in supporting those with sight loss better, to improve the quality of life for those living in the Southern CEF area with a visual impairment.
- Identifying where support is needed and working with members of each local community to support those needs better.

- Offering opportunities to anyone within that community to come along to an event locally; ask questions, embrace new information and meet with other people. By working in partnerships with other service providers, ensuring each event is varied and of interest, we would hope to encourage a wide variety of individuals to take part.

## **Transport**

We know that transport is a big issue for many parts of our district, especially the Southern CEF area. By taking this service out into the community and making it as local as we can be, we can take away the barrier that lack of sufficient transport can cause and provide a service which will be easily accessible for residents.

We will work hard to ensure that we maximise the potential of each location by working with the local community to make the most of any already established settings, which would support or simplify this even further for individuals wanting to attend. In turn continuing to support the aim of reducing isolation and loneliness.

## **Promoting the Southern CEF**

'Vision - On Tour with the Southern CEF' will be a way for us to not only promote our own work and the prevention message we want to get out to people, but also act as a wonderful way of raising the profile of the Southern CEF at a grass roots level.

Getting the work of the Southern CEF out and into the community, literally on the door step of each individual village. We will use each session as a platform to talk about the work of the CEF, their role within the community and how individuals and groups can become involved with this and/or make better use of it.

## **Benefits**

*Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.*

### **Individuals**

Working in partnership with the Yorkshire Energy Doctor, and any other organisation which could become involved, will enable the project to reach many more people and to open the interest up. One person may come along because they are interested in reducing their energy bills, but while they are there have a chat with us about eye health and not have realised that they are entitled to a free eye test; which could go on to literally save their sight from an underlying eye condition.

### **Villages**

This project will provide a new opportunity at the point of village delivery. Where local service provision will be enhanced and new experiences, information and community engagement offered to a wide variety of residents. This project will be accessible and open to all, engaging on a face-to-face level, whilst enhancing current provision.

### **Southern CEF**

By promoting this project as 'Vision - On Tour with the Southern CEF' we will be able to showcase the value of the CEF and how it is there to support the local community in such a direct way. We will keep the profile of the Southern CEF at the forefront of this project throughout the entire year and help to establish its strength and support for the local community.

### **Financial**

Providing this opportunity at such a local level, without having to charge for this service, will be a huge benefit for the Southern CEF area. We know from previous work we have carried out, and from running social groups of our own, that being able to offer something different and of interest to people is so important, but if this is charged for it can often be out of reach.

With a relatively small amount of money we are proposing to carry out an ongoing project over the course of a year which will have a direct impact on every area of the Southern CEF.

### **Project Approach / Delivery Options**

*Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.*

- We will allow time initially to further develop an interactive session, incorporating the 'Eye Health Message' and some visual awareness material. This will include input from the project officer, as well as visually impaired volunteers. We will pull on previous experience and material we have been developing over the past two years, as well as looking at new opportunities to maximise the potential of each session.
- Identifying the best venue, setting, time and date for each location will also be one of the most important elements to this project. We will speak to the Southern CEF team, all local parish councils, community groups, facilities and organisations, to ensure that we understand the best way to approach each individual village. This will ensure the most impact; understanding that each setting is likely to be very different depending on each location.
- We would then need time to make bookings, prepare bespoke session material, as well as writing up evidence and feedback from any previous sessions. This will allow us to improve with each session and also to use our findings to maximise future funding opportunities.
- Staff time to deliver each session we would estimate to be 5 hours. This will include travel time, set up and clear up, delivery and evaluation with each group. This will also include the support of a visually impaired volunteer, who would very much be a part of the delivery of the session, giving participants the opportunity to ask questions and talk about visual impairment with someone who can provide a genuine understanding.

### **Project Timescales (Milestones)**

*Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.*

Planning could commence immediately, with the development of the sessions, research into locations and best options for venue, day, time and setting for each village, followed by promotion of the project. We would then hope actual activities to commence ideally from April 2017 and to carry out this project over the course of one year, but we are very willing to be flexible on this.

Dependant on booking dates we would then hope to carry out roughly two sessions each month, allowing for 24 sessions in total, to ensure we can cover the whole of the Southern CEF area. We think it is important to make this service available as locally as possible and that providing it within each individual village would be the best way to do that.

## **Project Resources (people and money)**

*These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.*

- Time to develop an interactive session, with support from a visually impaired volunteer:  
5 hours @ £15 = £75
- Time for initial planning and bookings:  
10 hours @ £15 = £150
- Staff time to deliver to each setting:  
5 hours @ £15 = £75 per session = £75 x 24 = £1,800
- Expenses associated with each session (Travel, equipment, props, telephone calls, office)  
= £60 per session = £60 x 24 = £1,440
- Bespoke promotional and session information material
  - Design costs = £54
  - Printing budget = £400

**Total for the Project: £3,919**

## **Funding**

*Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from VEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.*

This project is about getting information out there and highlighting needs which can be addressed there and then or taken on by our core service provision at Selby District Vision. It is also an opportunity for us to reach more people than we are currently managing to do in the Southern CEF area, including those with visual impairments and those who need the information to ensure that they can protect their sight and reduce that risk of blindness.

We know from recent projects and partnership work, such as our work with the Selby District Social Prescribing Service, that there are so many individuals out in the more rural parts of our district who are not receiving the support, information and opportunities that they need. This project will go on to inform future work and help us to build evidence of need towards further funding to continue making our services more widely available and sustainable.

## **Risks / Issues**

*Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.*

The only risk we can see is in ensuring that we maximise the potential for each session. However, we feel confident that by taking the time initially to speak to the Southern CEF team, all local parish councils, community groups, facilities and organisations, we can ensure that we understand the best way to approach each individual village, to make the most impact and reach the most people.

We will use our website and social media links, as well as the Southern CEF online pages, Selby District AVS Newsletter and marketing team, to help get the message out and promote our programme of activities throughout the 'Vision - On Tour with the Southern CEF' project.

We have also built into our budget the cost for leaflet and poster design and printing, to ensure that we make the most of the promotion of this project.

The issues that this project will tackle head on are those of disability awareness locally, as well as providing a prevention message to encourage eye health and reduce the risk of blindness. By widening this to work in partnership with the Yorkshire Energy Doctor and possibly other organisations, we will be able to increase this impact further.

### **Links and Dependencies**

*Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?*

Although this project is a standalone pilot, we have designed it to build on work we have been carrying out through recent projects, learning from those and using this opportunity to take this service to that next step.

Visual awareness and sight loss prevention has become a crucial part of the work we need to be providing out in the community, but something we have had little resources to develop until now.

A grant from the Southern CEF would be the perfect way for us to develop this work and trial something we have thus far been unable to offer at such a local level and particularly in the Southern CEF area.

We do feel that by linking with the Yorkshire Energy Doctor we will be able to offer something particularly unique, which will attract a wider target audience and encourage more people to become engaged.

We are also extremely keen to use this opportunity to promote the work of the Southern CEF and that going on tour with us would be a fantastic opportunity to meet many diverse needs of those living in the area.

## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	X
Tadcaster & Villages CEF	
Western CEF	

## Section one: About your organisation

### Q1.1 Organisation name

Yorkshire Energy Doctor CIC
-----------------------------

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
10 Danes Court, Riccall, YO19 6NP	
Telephone number one	Email address (if applicable)
07738 818391	kate@yorkshireenergydoctor.org.uk
Telephone number two	Web address (if applicable)
01757 249100	www.yorkshireenergydoctor.org.uk

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Dr	Kate	Urwin
Position or job title		
Director		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	<input checked="" type="checkbox"/>
Charity	<input type="checkbox"/>
Voluntary or community group	<input type="checkbox"/>

Other	<input checked="" type="checkbox"/>	Please describe	Community Interest Company
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When was your organisation set up?



Day	09	Month	07	Year	2014
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**Q1.5 Reference or registration numbers**

Charity number	
Company number	9123530
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

**Q1.6 Is your organisation VAT registered?**

Yes		No	x
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*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*

<b>Project Brief</b>	
<p><i>The Project Brief is the <b>first</b> thing to do. It should be completed before <b>any</b> activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
<b>Project Name</b>	Re-energised Roadshow
<b>Project Manager</b>	Kate Urwin
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	Yorkshire Energy Doctor CIC



## **Benefit**

*Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.*

Over the last two years we have visited significant numbers of people in the Selby District who are paying more than they need to for their energy, who have experienced problems with their energy supplier, who are worried about the cost of turning the heating on and/or who have been cold-called by companies offering 'free' energy-related products. Through this we have observed a demand for an independent service that can provide impartial advice on these issues.

As an example, we have taken referrals for home energy visits from the Selby District Social Prescribing service over the last year. These have been to residents who have initially been referred to Selby District AVS through their GP. The households have nearly all included someone who has a long-term health condition. In this case, it's vital that people can afford to heat their homes to a comfortable level as we know that cold homes cause poor physical and mental health and can exacerbate existing health conditions.

The vast majority of residents we visited did not have a computer and had no online access, making it harder to access cheaper energy deals or find solutions to problems.

Through 46 home visits we have generated savings of nearly £14,000 on energy and water bills through actions such as switching to a cheaper energy supplier, getting debts cleared from energy accounts, applying for grants to help with heating and advising on getting water meters fitted.

When it comes to heating a home and managing energy costs, residents in the Southern CEF face specific challenges. Over one-third of properties in the area are off the mains gas network - this means that residents are having to rely upon more expensive forms of heating.

Furthermore, 18% of homes have solid walls which means that they cannot be insulated in a straightforward manner and makes homes harder to treat. In the ward of Whitley these figures are even higher, with 67% of homes off mains gas and 28.3% having solid walls.

Despite these challenges, we have observed that uptake of our service in the Southern CEF area has been much lower than other parts of the Selby District so residents are not yet benefitting from the advice we can provide. This may be because it is a very rural area which makes it harder for residents to access the drop-in sessions and community outreach events that we often run in towns and larger villages. Alternatively, residents may not be as linked into local services so they subsequently aren't being referred to us by other organisations.

Through this project we are proposing a new approach which will take us into all the Southern CEF villages and will tailor the type of activities we offer to meet the needs of individual parishes. Working with the Parish Councils in terms of designing the support and using local communication channels also aims to engender trust in our service.

Having local events in communities makes the service accessible to all and will particularly benefit those who may have difficulty or concerns about travelling to advice centres in urban hubs.

The project will also make advice available to managers of community buildings - energy bills often represent a significant proportion of the running costs of these facilities and we have found from previous projects that there are several actions that can be taken to reduce energy use and costs.

## **Details of the Project**

We are constantly being told to shop around to get the best deal for our energy and, for people who have the internet, switching energy supplier should be easy - you would go online, compare companies and choose the cheapest.

What would you do however if you don't have the internet?

The chances are you would stay with the same company you have been with for years and, by doing so, you'll be paying over the odds for your energy. This puts preventable pressure on household budgets and often means that people worry about turning the heating on or turn it off to save money. Even for people who do use the internet, energy bills can be confusing, it can be difficult to understand what prices we are paying and it is one of the few areas where we often pay bills based on an estimate of the amount of goods.

Similar challenges can also exist for community buildings in terms of finding the best prices and ensuring a warm and welcoming environment for user groups.

Our project will run a series of events across the Southern CEF area to deliver advice on reducing energy costs. We will provide a total of 20 days of support and will offer our service to all villages. We will then work with all interested Parish Councils to devise a plan to engage residents in their area and to organise and publicise activities accordingly. This will be a combination of :

- a) Running energy surgeries for residents at an appropriate local venue such as a village hall, community centre or even the local pub. Local residents would be able to book a 45 minute slot to get independent and tailored advice on any energy-related question or problem.
- b) Attend a community event to host a stand or to give a talk to an existing group on saving energy in the home
- c) Provide advice regarding energy management within the local community buildings.

These could potentially provide advice on tariffs to local residents, show how much could be saved by switching energy supplier, help with any billing problems or with energy debts. We can also give independent advice on energy efficiency and the schemes that appear to offer 'free' insulation, boilers, windows or solar panels and help with any heating issues.

In terms of community buildings we would also offer advice on tariffs, monitoring and managing energy use, and ways to make a building more energy efficient. This could potentially feed into any future grant proposals for building improvements.

Working with the Parish Councils ensures we meet the needs of local communities. As a minimum we would aim to engage with 120 residents across the project. Where possible we would look to combine our activities with other organisations.

For example, we understand that Selby District Vision are also proposing a project which will take them into Southern CEF villages - we would be keen to look at how we could work together to deliver joint advice sessions. This partnership working could attract different people to the events for different reasons but once they are there we can cross refer between us. We could also look to raise awareness of the CEF and its activities at the same time

## **Project Objectives**

*What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?*

Our service will help people save money and, by doing so, be better able to afford their heating costs and be warmer in their homes. Cold homes cause poor physical and mental health and can exacerbate existing health conditions. We will also help deal with any questions or problems with energy bills that may be causing unnecessary stress and worry to residents.

We will also link into the following Community Development Plan objectives:

### ***Loneliness and isolation***

Whilst talking with residents we can check if there is any other advice they require such as information on local activities and make referrals to other organisations if needed. We will be working with Parish Councils to ensure that we organise and publicise activities that meet the needs of their local community.

Bringing the service into villages makes advice accessible to all residents, irrespective of their circumstances, and specifically aims to help people who may not otherwise be able to access such a service if, for example, they had to travel to an advice centre. This is particularly important in the Southern CEF area where bus services can be limited so going into villages is particularly invaluable for residents who do not have their own transport.

Community buildings serve as a vital community hub, providing activities and services locally to combat loneliness and isolation. Managing and reducing their utility costs will contribute to enhancing their future sustainability by ensuring that residents and representatives of community buildings have access to key information to enable effective choices to be made regarding their energy bills and energy use.

### ***Developing the CEF***

As we would be going into a significant number of villages in the Southern CEF area, we will make the most of the opportunity to promote the CEF both in one-to-one conversations with residents and at any events where we host a stand.

All of our publicity flyers and other materials will be jointly branded with our logo and that of the CEF - these will go through letterboxes, on village notice boards and anywhere else deemed appropriate. Finally we would create a blog on our website about this specific project which can include information about the CEF and acknowledge the funding and project on social media.

## **Benefits**

*Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.*

Our project will have clear financial benefits to residents in the Southern CEF area. Based on previous engagement activities with residents, we would expect to be able to identify an average of £250 per year saving to residents. This would be by reviewing options such as switching energy supplier, accessing grants towards winter bills, having a water meter fitted and getting debt cleared.

Offering advice to the managers of village halls and other community venues would also help to reduce their running costs, freeing up resources to be utilised in other ways.

The project will also have health and well-being benefits, for example, helping to reduce energy costs or understand energy bills can alleviate stress and worry. Furthermore, advising on ways to heat a home at a more affordable cost will negate the risks of people living in cold homes.

Helping a community building reduce energy costs will enhance its future sustainability and, becoming more energy efficient in the longer-term, can have positive benefits in terms of creating a warmer environment for user groups.

## Project Approach / Delivery Options

*Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.*

We will deliver the energy advice sessions ourselves but will work with the Southern CEF Development Officer and admin support team to organise and agree the support provided to each Parish Council to ensure maximum awareness and impact.

As noted above, we are also keen to embrace partnership working by looking at opportunities to run joint events with Selby District Vision should we both be successful with our applications and to work with CEF members to play a role in promotion of the CEF's work.

Our project will be flexible in terms of its delivery and the combination of activities facilitated to ensure maximum impact.

## Project Timescales (Milestones)

*Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.*

### 2017

Feb: Liaise with each Parish Council to offer support

March: Schedule in surgeries, events or advice sessions with community building managers, agree publicity plan and design leaflets.

April to Jan: Publicise sessions locally, take bookings and run roadshows. Attend all CEF Forums to further promote the project.

### 2018

March: Project evaluation, with presentation to the Southern CEF Forum. This will include details of the impact of the service

## Project Resources (people and money)

*These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.*

Resource	Cost
20 days of support spent in villages plus time for organising events and doing follow up work (this covers staff time <i>and</i> travel costs)	£4,200
Flyer design	£54
Printing costs for flyers and posters	£160
Room hire costs & other miscellaneous expenses	£500
<b>TOTAL</b>	<b>£4,914</b>

## Funding

*Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.*

We are applying to the Southern CEF for the full project cost.

## **Risks / Issues**

*Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.*

The main risk could be poor uptake of the support from residents.

We will work through existing networks and contacts held by the CEF support team to ensure all villages and Parish Councils are fully aware of the project and its potential benefits. We have a great amount of information to demonstrate the benefits of engaging with our service.

Working with the Parish Councils flexibly to agree exactly which activities they would like to see in their area (rather than offering a more prescriptive approach) also aims to enhance engagement.

## **Links and Dependencies**

*Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?*

We currently have some funding from North Yorkshire County Council's Stronger Communities programme to offer 15 home energy visits - we have earmarked these for use in the Southern CEF area (as well as Eastern and Central CEFs - we have separate funding from Tadcaster and Western CEFs).

The numbers are limited but if we do meet anyone through this project who is particularly vulnerable (and who needs more in-depth help than we can offer through our roadshows) then we could potentially utilise this funding to do a follow-up home visit.

## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	x
Tadcaster & Villages CEF	
Western CEF	

## Section one: About your organisation

### Q1.1 Organisation name

Hambleton Village Hall
------------------------

### Q1.2 Organisation address

#### What is your organisation's registered address, including postcode?

Hambleton Village Hall Station Road Hambleton Selby North Yorkshire YO8 9HS
--

#### Telephone number one

07912 410025
--------------

#### Email address (if applicable)

FIONA.CONOR@HULLDAILYMAIL.CO.UK
---------------------------------

#### Telephone number two

--

#### Web address (if applicable)

--

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Fiona Jacquelyn	Conor
Position or job title		
Chair		

### Q1.4 Organisation type

#### What sector does your organisation fit into?

Social enterprise	
Charity	x
Voluntary or community group	

Other	Please describe	
-------	-----------------	--



**When was your organisation set up?**

Day	4th	Month	October	Year	1983
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**Q1.5 Reference or registration numbers**

Charity number	514322
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

**Q1.6 Is your organisation VAT registered?**

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*

<b>Project Brief</b>	
<p><i>The Project Brief is the <b>first</b> thing to do. It should be completed before <b>any</b> activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
<b>Project Name</b>	Hambleton Community Cinema
<b>Project Manager</b>	Fiona Conor
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	Hambleton village Hall



### **Benefit**

*Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.*

This would allow our families of Hambleton to join a themed ‘cinema club’ that offers much more than just a film once a month. The trustees propose to host in the village hall a 3 hour Saturday morning event once a month.

This will be led by a fictional character that children can relate to every month that will focus on current issues that families are experiencing. For example we have had a recent incident in the village where a young girl was nearly taken by strangers. We would use the beginning of the session to pull on local services to give a 10 / 15 minute talk on stranger danger and a workshop to follow up the learning. This then will be followed by a fun film for the children.

Additionally, at the end of the session the families will be able to consolidate their children’s learning by taking part in the monthly activity and a lucky winner will win a prize the following month.

We intend to utilise our smaller hall for the parents / guardians as a coffee area. This will have a stand with that months ‘current issue’ and can be used a pick up point for the village and an expert on hand if the parents need further information / advice.

The benefit for our community:

- The nearest cinema available is at Castleford which limits accessibility and increases the cost for families. Our provision will provide families with a local interactive cinema experience once a month.
- To be part of a community hub that meets once a month which can address isolation as there is no current group available for families.
- Educate young people on current issues that they are facing with an expert from the area

- Allow young people to have the freedom to express their ideas and consolidate their learning through a monthly workshop
- Open a three hour coffee shop for the community as a pick up point for local information and facilitate an open place for our community to interact with each other
- Single parents / guardians a touch base once a month to see other adults

The trustees can evidence through their recent events over the past year that there is a clear need for extra activities for families. The hall has been open for a variety of family events and we have seen a growth of 35% attendance in one of the event year on year and young families have attended that have never attended the hall since they have been in the village.

To increase awareness we have created a village hall facebook page that in the past year has grown to over 200 users. We have had some excellent feedback from attendees and have listened to their needs of having more activities for the young people in our village.

### **Details of the Project**

*Please list the details of your project*

Our project is more than a local cinema. We will create a monthly family event mixing cinema with fun activities, talks, presentations and the development of local support and friendship networks.

We are seeking funds to pay for an initial yearly programme of these monthly events. Costs include money to pay for film licenses, hire of screen, projector, sound and labour.

We will charge for each event enabling us to build a following and funds to secure the ongoing sustainability of the project and provide the opportunity to develop further sessions targeted at elderly/ mature adults once a month with a themed film afternoon.

### **Project Objectives**

*What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?*

#### **Youth provision**

The project will offer the youth and the individuals who are isolated and have no form of transport to come to their local hall and watch a film once a month.

It will be a three hour once a month fun way of educating the youth of the village on current issues and a social environment for the younger people of Hambleton to interact with each other.

#### **Loneliness & Isolation**

Hambleton not only has vulnerable adults but we also have single parent families / new families who have moved into the village that may not know many people. This project will allow them to come to a community hub and talk to other families once a month in a relaxed environment.

Weekend public transport provision can also be an issue, therefore, having a local on the door step community club which is in walking distance for the majority of the community will be of great benefit.

Additionally, as the project develops we will be able to provide additional events targeted at more mature / elderly people of Hambleton. A selection of these adults may not see other people all week and to have a place once a month on a Sunday where they can come and meet other likeminded adults and have an information session plus a film will be important.

### **Public transport**

We appreciate that a number of adults may not be able to walk to the hall or may have a disability that prevents them from coming on their own. We also will offer a pickup service in the local village so that these adults can gain benefit from the Cinema club.

For some of the families in the village who have to rely on public transport the Castleford cinema can be not accessible. Therefore, these families do not have the chance to visit the cinema.

Having this option in the village means it is open to everyone and there is no reliance on public transport. It also allows our community who cannot afford to go to the cinema or cannot travel due to physical impairment the opportunity to see a showing in their local community that has accessible facilities.

### **Benefits**

*Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.*

### **Attendees**

The attendees will not only have a fun environment to socialise and make new friends but will also gain valuable educational material on current issues and the learning then will be consolidated through our workshops, a set activity for participants to go away to work on for the following month and the opportunity to highlight key themes in the films being shown.

We have no youth provision in the village hall currently, only toddlers (pre-school) and Players that has reached its capacity this year. Opening the hall once a month on a Saturday morning gives our younger community members a safe club to join to learn and communicate with other young people and form new friendships. Additionally, the club members will be written to once a month with information for the coming month and they will be able to be entered into the 'cinema club competition'.

Parents / guardians will be able to either sit with their child or sit in the coffee area and gain valuable information on the current month's issue and watch the film. They will also be able to offer insight into other issues they are facing for us to look at addressing in the coming months.

### **Village Hall**

The village hall user groups are traditional groups that can be found in all halls and do not fully involve the middle range of our community – youth.

The village hall over the past year has developed a programme for families so that we can engage a part of the Hambleton community that has not previously participated fully in the hall.

This is an exciting project for the Village Hall as it allows us to extend our timetable of events for families which opens up the hall to all the community.

## **Hambleton**

Like most village halls Hambleton has the regular user groups of exercise classes, luncheon club, whist etc. However, we do not have a Hambleton club for the families in the village and this previously has been a hard group to attract due to the lack of exciting classes that have been offered.

There is also no village hall in the surrounding area that will offer this kind of engagement for youth and families, so it will be a unique offering that can also be duplicated in other halls around the Southern CEF region.

## **Southern CEF**

We would like to link to CEF in a more strategic way moving forward to start forming a long term relationship that can help develop our objectives for the village of Hambleton.

This will include linking HVH ( Hambleton village hall) and CEF together on our website, promoting CEF in our marketing of the project and once a month at our 'Cinema Event' having CEF current initiatives displayed for our community.

Our Chair, Fiona Conor, would also like to be part of the CEF Partnership Board that meets four times year and will host an event in the Hambleton Village Hall in conjunction with CEF on a relevant theme for example 'Challenges and Opportunities - running a successful village hall' .

## **Project Approach / Delivery Options**

*Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.*

We will provide regular updates via the Village Hall, the website and local flyers.

Families attending will receive additional communication including competitions, consultations and updates on future events.

The Village Hall would like to work with a local community cinema to provide the projection, and films for the events.

We will have short talks and displays on relevant new services, events and initiatives as part of each monthly Cinema Event.

Each monthly Cinema Event will be hosted by local residents on the Village Hall Committee - Fiona Conor and Louise Fisher who both have extensive experience and qualifications in 'Theatre in education'.

## **Project Timescales (Milestones)**

*Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.*

January – March 2017 will be the initial planning and marketing phase.

The first event would be March 2017. Running then subsequent months.

## Project Resources (people and money)

*These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.*

- **Costs** – this is for an external company Multi venue Movie screens to provide the films, labour, sound, projection.  
This is based on 1 youth film x 12 youth shows £6,000  
The costs vary across each month due to the type of showings we have. The most expensive are blockbusters, current movies and specialist movies such as star wars.
- **People to set up the café area** – we have a group of volunteers who will to run the cinema day and the venue will be giving for free. This will enable us to utilise the whole hall.

## Funding

*Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.*

We are applying only for CEF funding for us to able to secure the cinema proposition.

We will make use of our village volunteers to run the coffee area and help with the workshop event.

Two trustees who are qualified have volunteered to design and run the monthly workshops.

The village hall will pay for the publicity and provide the whole of the venue for free.

## Risks / Issues

*Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.*

### No uptake

Mitigating Factors - after a year of providing family events we have already established a need in the Hambleton Village for my family activities. We also use our facebook page as an excellent vehicle to promote and acquire new people.

### Lack of Volunteers

Mitigating factors - This kind of project does need dedicated people to support the events, not only in running each event but the set up and take down of the event.

The CEF funding will provide the labour charge for the cinema hire and set up.

We also have a list of able volunteers who are happy to help at these events and we have just added a couple more volunteers at our last event.

Workshop and running the creative event- the trustees has established that one of the users, Hambleton players, will also make characters available if the event needs another creative angle.

## **Links and Dependencies**

*Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?*

The link that can be developed is with the Southern CEF and running this monthly event will be an excellent platform to invite other organisations along to promote themselves and make themselves known to the Hambleton village community.

## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	v
Tadcaster & Villages CEF	
Western CEF	



## Section one: About your organisation

### Q1.1 Organisation name

Age UK Selby District
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### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
50 Micklegate Selby North Yorkshire YO8 4EQ	
Telephone number one	Email address (if applicable)
01757 704115	jackie@ageukselby.co.uk
Telephone number two	Web address (if applicable)
07912074346	<i>www.ageuk.org.uk/selbydistrict/</i>

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Jacqueline	Mook
Position or job title		
Chief Officer		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	√
Voluntary or community group	

Other	Please describe
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When was your organisation set up?

Day	18	Month	10	Year	1984
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**Q1.5 Reference or registration numbers**

Charity number	1139928
Company number	7428157
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

**Q1.6 Is your organisation VAT registered?**

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*

## Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

### Q2.1 What is the title of your application?

Securing The Future

### Q2.2 Please list the details of your application (500 words limit)

Some 5 years ago this organisation opened a tearoom/resource centre to provide a sustainable income and a hub for local people. Our current lease on this building will expire on December 2017 and due to the poor footfall in that area we are now trying to relocate to a busier area within the town. The management of Age UK Selby District has now decided to take a brave step forward and we wish to purchase a property on the other side of the street to our office base, on Micklegate. The benefits are to Provide a central hub for older people, group activities and a deliverable, laundry service to people aged 50 plus who live in and around the District of Selby.

These premises would also provide an office base for our two Welfare Rights Advisors. The purchase price of the property is £190,000 and needs a £10,000 renovation to make it fit for purpose. We have £100,000 match funding and therefore need to raise the other £100,000. The shop premises has a flat which we are able to rent-out with immediate effect and this along with the income raised through the tearoom and the laundry service, would create sustainable funding to support the extensive services that we provide across the District of Selby.

Our services are:

- Three social centres, two at Drax Power Station and one at our current tearoom
- Two mini buses out each day of the week providing rural shopping trips to Selby
  - A weekly trip to places of interest
  - A District-Wide home-visiting Advice & Information Service
    - A District-Wide Home Support Service
    - District-Wide Telephone Befriending Service
- District-Wide Community Navigation Service, working in partnership with DIAL and funded by Selby District Council & NYCC
  - District-Wide Home From Hospital Service
  - District-Wide transport home from hospital
  - Connecting you, supporting people with technology
- Keep your pet- service using volunteers to look after pets whilst older people are in hospital
  - Wheelchair advice
  - An extensive office based Advice & Information

**Q2.3 Is there a specific date your applications needed to be funded by?**

January/February 2017
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**Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)**

Which objective?	How will you achieve this?
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Objective 1:

Health & Well-being

Age UK Selby District's primary objective is to maintain older people's Health & Well-being and protect end of life deterioration. Our extensive range of services within the District are to promote and support:

- Independent living and healthier lifestyles
- Financial, housing and benefit advice
- Target those who are lonely & Isolated
- People to remain safe & well
- People to feel part of the community and socially included
- Falls prevention & Healthy eating
- Access to transport
- Warmer homes and Housing Issues

All these services are designed to alleviate and avert crisis situations, which may lead to hospital admissions and undue pressure on social/health related services.

We are in a prime position of reaching older people who may be deemed vulnerable, lonely or isolated. Our home visiting services, advice & Information is dedicated to reduce financial deprivation and social exclusion. We are working alongside community groups and individuals, to open up opportunities for people to become community assets in their own right.

<p>Objective 2: Promoting the Economy &amp; Transport Services</p>	<p>Age UK Selby has a proven track record of providing services that are a boost to our local economy as follows:</p> <ul style="list-style-type: none"> <li>• Home visiting welfare benefit advice/information</li> <li>• Processing and monitoring benefit claims</li> <li>• High success rates with Attendance Allowance</li> <li>• Provision of District-Wide transport services</li> <li>• Transporting patients home from hospital</li> </ul> <p>Our income maximisation programme not only reduces financial deprivation, it promotes a better quality of life and improves health &amp; well-being. The additional income that is brought in through the above is spent locally and within the District.</p> <p>Our two mini buses are used daily, to bring older people into the town from the outlying villages, to shop in the local supermarkets We also bring older people home who have been discharged from hospital and escort people to Hospital/GP appointments.</p> <p>Lastly, our presence within our charity shop and tearoom is providing a foot-hole for the general public. These venues are the central core for all our work, information and service provision. We are sourcing food and drink beverages from our local supermarkets, therefore, we are contributing to the prosperity within our local community.</p>

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**Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)**

**We will be providing a hub to local people, in a busier area, which will be a noted presence for those seeking our support, advice and Information. We will also be able to continue in business and create a sustainable income that will support the many services that we provide within the District.**

**We have identified the need for both the tearoom and the laundry service. The tearoom has held a variety of social events, that has given so many people of all age groups, much enjoyment. Last year we won the trip advisor certificate of excellence and we have been rated a 5 for food hygiene with Selby District Council. The new tearoom will have internet access and we will host through our connecting you project computer lessons for people 50 plus. We have identified many older people who would like to learn how to contact families who have moved away, or simply order shopping on line, or find out what is happening locally.**

**The need for a laundry service has been highlighted via our home support services. There are many older people who are either frail or have a disability, who can't undertake the task of washing, ironing and drying clothes. Transport and general frailness is often an issue for older people therefore being able to collect and deliver washing to people is a service that older people require to enable them to live independently.**

**The organisation is very fortunate in having 30 members of staff and approx. 60 volunteers, who are all dedicated in providing services to meet the needs of older people living in our local community.**

**Q2.6 How much funding are you requesting?**

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
<b>The purchase price of the building is-</b>	£190,000
<b>Estimated legal and renovation costs</b>	£10,000
<b>Requested amount</b>	£5,000



<b>Total Cost</b>	<b>£200,000</b>

**Q2.7 Is the total cost of the application more than the amount you are requesting?**

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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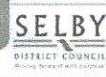
If yes, where will you get the other funding from and has this been secured?

**I am going to ask £5,000 from each CEF and if all agreed to pay this sum then 25% of the total £100,000 being sought from other bodies would then be available. If we were successful this would demonstrate to other potential funders the confidence that our local District has in the organisation and in-particular this scheme.**

**We are using £100,000 of our reserves and I intend to apply to various trusts in the hope that I can reduce the other £100,000 needed for this project. If this fails a loan will be needed to secure the remainder. Please note that our cash reserves are total £315, 525 of which: (restricted £31,050 one off legacy) (Designated £120,000) (Unrestricted £164,475)**

## Project Brief

**Access Selby**  
A new approach to public services



The Project Brief is the **first** thing to do. It should be completed before **any** activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.

<b>Project Name</b>	Securing the Future
<b>Project Manager</b>	Mrs Jacqueline Mook
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	Age UK Selby District

### Benefit

Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.

The basic aim is to invest some of our unrestricted reserves into a resource which will generate income that will be used to support the services which are currently provided for the residents of Selby District. The additional income will also enable the extension of services where there is evidence of demand. With an ageing population general demand will only increase over the next few years.

The current services that we provide are:

- Three social centres, two at Drax Power Station and one at our current tearoom
- Two mini buses out each day of the week providing rural shopping trips to Selby
- A weekly trip to places of interest
- A District-Wide home-visiting Advice & Information Service
- A District-Wide Home Support Service
- District-Wide Telephone Befriending Service
- District-Wide Community Navigation Service, working in partnership with DIAL and funded by Selby District Council & NYCC
- District-Wide Home From Hospital Service
- District-Wide transport home from hospital
- Connecting you, supporting people with technology
- Keep your pet- service using volunteers to look after pets whilst older people are in hospital
- Wheelchair advice
- An extensive office based Advice & Information

The unique ambience of our current tea room in Ousegate has proved a major talking point among the older members of our customers and this would be "transferred" to the new premises in Micklegate.

## Details of the Project

Please list the details of your project

Some 5 years ago this organisation opened a tearoom/resource centre to provide a sustainable income and a hub for local people. Our current lease on this building will expire on December 2017 and due to the poor footfall in that area we are now trying to relocate to a busier area within the town.

The management of Age UK Selby District has now decided to take a brave step forward and we wish to purchase a property on the other side of the street to our office base, on Micklegate. The benefits are to Provide a central hub for older people, group activities and a deliverable, laundry service to people aged 50 plus who live in and around the District of Selby. These premises would also provide an office base for our two Welfare Rights Advisers.

The purchase price of the property is £190,000 and needs a £10,000 renovation to make it fit for purpose. We have £100,000 match funding and therefore need to raise the other £100,000. The shop premises has a flat which we are able to rent-out with immediate effect and this along with the income raised through the tearoom and the laundry service, would create sustainable funding to support the extensive services that we provide across the District of Selby.

## Project Objectives

What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?

### Health and Wellbeing

Age UK Selby District's primary objective is to maintain older people's Health & Well-being and protect end of life deterioration. Our extensive range of services within the District are to promote and support:

- Independent living and healthier lifestyles
- Financial, housing and benefit advice
- Target those who are lonely & Isolated
- People to remain safe & well
- People to feel part of the community and socially included
- Falls prevention & Healthy eating
- Access to transport
- Warmer homes and Housing Issues

All these services are designed to alleviate and avert crisis situations, which may lead to hospital admissions and undue pressure on social/health related services.

We are in a prime position of reaching older people who may be deemed vulnerable, lonely or isolated. Our home visiting services, advice & Information is dedicated to reduce financial deprivation and social exclusion. We are working alongside community groups and individuals, to open up opportunities for people to become community assets in their own right.

### Promoting the Economy (Central CEF only)

Age UK Selby has a proven track record of providing services that are a boost to our local economy as follows:

- Home visiting welfare benefit advice/information
- Processing and monitoring benefit claims
- High success rates with Attendance Allowance
- Provision of District-Wide transport services
- Transporting patients home from hospital

Our income maximisation programme not only reduces financial deprivation, it promotes a better quality of life and improves health & well-being.

The additional income that is brought in through the above is spent locally and within the District.

Our two mini buses are used daily, to bring older people into the town from the outlying villages, to shop in the local supermarkets. We also bring older people home who have been discharged from hospital and escort people to Hospital/GP appointments.

Lastly, our presence within our charity shop and tearoom is providing a foot-hole for the general public. These venues are the central core for all our work, information and service provision. We are sourcing food and drink beverages from our local supermarkets, therefore, we are contributing to the prosperity within our local community.

### **Benefits**

*Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.*

We will be providing a hub to local people, in a busier area, which will be a noted presence for those seeking our support, advice and Information. We will also be able to continue in business and create a sustainable income that will support the many services that we provide within the District.

As the total money being invested is £200,000 and the organisation expects an annual return of 5% then it is anticipated that an extra £10,000 per year will be available to allow an expansion of our services. The prime focus of all our services is to support the elderly residents in the whole of the Selby District with a particular emphasis on reducing loneliness and isolation through the day centres, door to door shopping services and our Home Support Social Enterprise service. This additional income will arise, and could be bettered, through increased business and the saving of rent on our present premises. So the contribution being sought from each CEF towards the purchase of the building in Micklegate should be seen as an investment to generate future extra free income to spend on extended services benefitting those elderly residents in the District requiring support to reduce their loneliness and isolation.

We have identified the need for both the tearoom and the laundry service. The tearoom has held a variety of social events, that has given so many people of all age groups, much enjoyment. Last year we won the Trip Advisor certificate of excellence and we have been rated a 5 for food hygiene with Selby District Council. The new tearoom will have internet access and we will host through our connecting you project computer lessons for people 50 plus. We have identified many older people who would like to learn how to contact families who have moved away, or simply order shopping online, or find out what is happening locally.

The need for a laundry service has been highlighted via our home support services. There are many older people who are either frail or have a disability, who can't undertake the task of washing, ironing and drying clothes. Transport and general frailness is often an issue for older people therefore being able to collect and deliver washing to people is a service that older people require to enable them to live independently.

The organisation is very fortunate in having 30 members of staff and approx. 60 volunteers, who are all dedicated in providing services to meet the needs of older people living in our local community.

### **Project Approach / Delivery Options**

*Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.*

As far as the purchase of the property is concerned we have the benefit of having a working solicitor on the Board of Trustees. Having already created a tearoom from scratch along with an experienced catering team the experience and skills can be easily transferred into creating another unique eating experience for the town of Selby.

### **Project Timescales (Milestones)**

*Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.*

Although it is hoped to be able to gain access to the building before the end of 2016 the final payment does not have to be made until March 2017. We are able to use £100,000 of our own resources but we need to find the other £100,000. We do have an arrangement with a Bank to provide as much of the remaining money not obtained from grant making bodies such as yourselves. The more money we obtain the less will be the interest charges over the life of the loan and the more can be spent on providing services. Hence we are looking at £5000 from each of the 5 CEF's to provide a total "investment" of £25,000.

The conversion of the current shop to the tearoom can commence once we have access and it is planned to use as much of the current "furnishings" in the new facility which will be transferred once the existing space has been brought up to the standard we desire for our customers, both old and new.

### **Project Resources (people and money)**

*These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.*

● <b>Costs</b> – Purchase price of building	£190,000
Renovation costs/legal fees	£ 10,000
Total costs	£200,000

- **People** – The use of the project manager to oversee the local tradesmen who will fit out the tea room/kitchen facilities and store room/toilet facilities.

**Funding**

Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.

Funded by: -

Own reserves	£100,000
Loan ex bank	£ 75 000
CEF Grants (say!)	£ 25,000
Total project cost	£200,000

**Risks / Issues**

Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.

Having already created a working tea room from scratch this experience should help to reduce the issues and risks though the conversion costs could be higher if the existing facilities do not prove as transferable as planned.

**Links and Dependencies**

Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?

This scheme is freestanding as far as transferring the tea room facilities from the rented building to the owned property.

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[Empty rectangular box]

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[Empty rectangular box]

## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	SOUTHERN CEF
Tadcaster & Villages CEF	
Western CEF	

## Section one: About your organisation

### Q1.1 Organisation name

Children's Reading Festivals
------------------------------

### Q1.2 Organisation address

#### What is your organisation's registered address, including postcode?

17 Leeds Road, Selby, YO8 4HU
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Telephone number one	Email address (if applicable)
0785 2804999	<a href="mailto:info@childrensreadingfestivals.com">info@childrensreadingfestivals.com</a>
Telephone number two	Web address (if applicable)
01757 211203	<a href="http://www.childrensreadingfestivals.com">www.childrensreadingfestivals.com</a>

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mrs	Christina	Gabbitas
Position or job title		
Director		

### Q1.4 Organisation type

#### What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	Community Organisation

Other	Please describe	Community Incorporated Company Ltd by Guarantee
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**When was your organisation set up? This is a new company which is in the process of set up with Companies House**

Day		Month	Jan	Year	2017
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**Q1.5 Reference or registration numbers**

Charity number	
Company number	In process with Companies House
Other (please specify)	In process

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

**Q1.6 Is your organisation VAT registered?**

Yes	<input type="checkbox"/>	No	NO
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*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*

**Q2.5 Please outline how the application will benefit the specific CEF area and**

<b>Project Brief</b>	
<p><i>The Project Brief is the <b>first</b> thing to do. It should be completed before <b>any</b> activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
<b>Project Name</b>	Selby District Children's Reading Festival
<b>Project Manager</b>	Christina Gabbitas
<b>Document Author</b> (if different from Project Manager)	
<b>Organisation Name</b>	Children's Reading Festivals



### **Benefit**

*Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.*

After spending a year researching literature festivals for children, my findings were quite shocking. There are over three hundred and fifty literature festivals in the UK with less than ten percent centred solely on children. The few that are organised are in affluent areas for the chosen few. I have been encouraging other festivals throughout the UK to think more about our primary aged children and to offer free festivals.

I want to give children from all backgrounds an equal opportunity of attending and experiencing a literature festival. We need to encourage our children in towns and areas that don't ordinarily get an opportunity. I decided to drop the word literature from the title, as I found that this was deterring families from attending thinking that they had to be highly educated to attend. I also took inspiration from the United Arab Emirates where I was invited to help encourage children with reading and writing.

My role is voluntary and I funded the initial Children's Reading Festival website. Selby District will have its own festival page with links to the town. This will help put us on the map more and shout about what we do as a community.

I hope that you will look upon this application with positivity and help me give all children an equal opportunity of having access to a book related festival.

### **Details of the Project**

*Please list the details of your project*

The event will run from the 23<sup>rd</sup> to the 25<sup>th</sup> of March 2017 at Selby Abbey. On the 25th March children from the Southern CEF will be invited to experience a read-aloud interactive session with an author relative to their age group. This will be free to Selby District children and their families.

It is my intention that each child will be given a token for a free book. Each child will visit the respective author and have their book signed. This is a great way of getting the message across

to children parents and carers about the importance of language and literacy in a relaxed environment and also a great way of bringing communities together.

We already have funding from UnLtd for operational costs that brings money into Selby Abbey and £2,500 from Councillor Mark Crane towards free books for children.

It is my intention to try and supply as many children with free books as possible. I currently have enough for five hundred children. There are currently eleven schools in the Selby District Southern CEF equating to 1443 children. I am seeking help and sponsorship from other organisations to see if we can reach the target of giving all these children the opportunity of attending and receiving a free book.

## **Project Objectives**

*What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?*

### **Objective 1: Youth Positive**

Increasing positive activities for young children and their families is paramount in our communities. We can help encourage children to attend the event and attend interactive 'read aloud' sessions from the authors/artists.

This event will help to put Selby District on the map throughout the UK.

The Children's Reading Festival website will boast a full page for Selby District promoting what it has to offer.

It will enable us to show that we care as a town and community about our children's future which also has a positive impact on our future economy.

The 25<sup>th</sup> March will be 'Families and Community Day' helping to bring our communities together. Local artists will be invited to showcase and sell their works.

Local businesses will be able to advertise their services

### **Loneliness and Isolation**

This event will give children and families in more remote areas from the district access to a community event, creating greater awareness. Schools in these areas tend to be more isolating, the festival can help raise greater expectations and increase individuals aspirations.

Promoting wellbeing and safety in our community is paramount in today's society.

The festival will encourage children, and also families, to read and have an interest in books and literacy giving them a positive focus for learning about life.

Encouraging children to read opens up a whole new opportunity and perspective on the world for them.

Children who grow up with books are encouraged to learn to think of books as friends and allies in their pursuit of adventure and learning.

We can show children how a book can expand their knowledge in a particular area and expand their horizons as well.

This event may encourage children and families to visit our local library and discover its wonder and excitement, and can open up whole new worlds to last a lifetime.

Reading aloud is important. In conversation we tend to use verbal shorthand not full sentences. However the language in books is very rich and in books there are complete sentences. In books, newspapers and magazines the language is more complicated, more sophisticated. A child who hears more sophisticated words has a broader vocabulary and a huge advantage

over a child who hasn't heard those words.

## Benefits

*Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.*

The festival will have a positive impact on the community and will help to publicise the work of CEF. It would be a great opportunity and I would like each Chair of CEF to be publicised on the Children's Festival website as an ambassador [www.childrensreadingfestivals.com](http://www.childrensreadingfestivals.com) This will be publicised nationally. The site has been set up for over twelve months and personally funded by myself.

All books supplied by Southern CEF will boast a sticker to be placed inside the book with the logo.

Holding Selby District Children's Reading Festival will help to raise the profile of Selby throughout the UK. This will help give children from all backgrounds an equal opportunity of attending a literature event and help to bring communities together.

The Children's Reading Festival website will boast a full page for Selby District promoting the town and what it has to offer.

It will enable us to show that we care as a town and district community about our children's future and that also has a positive impact on our future economy. The festival will encourage children to read and have an interest in books and literacy, giving them a positive focus for learning about life. Children who grow up with books are encouraged to learn to think of books as friends and allies in their pursuit of adventure and learning.

We can show children how a book can expand their knowledge in a particular area and expand their horizons as well.

The 25<sup>th</sup> March will be 'Families and Community Day' helping to bring our communities together. Local artists will be invited to showcase and sell their works. Local business and the community will all benefit.

Local businesses will be able to advertise their services

Promoting wellbeing and safety in our community is paramount in today's society.

Encouraging children to read opens up a whole new opportunity and perspective on the world for them.

Increasing positive activities for young children and their families is paramount in our communities. We can help encourage children to attend the event and attend interactive read-aloud sessions with the authors/artists.

Language in books is very rich; in books, newspapers, and magazines the language is more complicated, more sophisticated. A child who hears more sophisticated words has a giant advantage over a child who hasn't heard those words.

A child who has been read to will want to learn to read himself/herself. She/he will want to do what she/he sees her parents doing, but if a child never sees anyone pick up a book, she/he isn't going to have that desire.

- Statistics from 2014 show that one in five children in England cannot read well by the age of 11.<sup>1</sup>
- Research conducted in 2012 found that 17% of 15 year-olds in England do not have a minimum level of proficiency in literacy.<sup>2</sup>
- Analysis conducted in 2013 found that in England 16 to 24 year-olds have lower levels of literacy than young people in 21 out of 24 countries in the OECD. Literacy levels are higher in Japan, Estonia, Czech Republic and the USA.<sup>3</sup>

This is a free to attend event for the Selby District.

### **Project Approach / Delivery Options**

*Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.*

The project is being delivered by local and national authors who will have a positive, helpful, lasting impact on our children.

On the 25<sup>th</sup> March all Southern CEF Selby District 1,366 school children (eleven schools) will receive an invitation to see and take part in a free author event. This will be for ALL children and not cherry picked for their ability. Each year group will have the opportunity to spend 45 minutes with a respective author for their age group.

In order to assess the uptake for the events and manage numbers, we will set up an Eventbrite registration system. There will be 2-3 possible timeslots on the day for each author.

This event will all be carefully planned. I have twelve years experience of organising large and small events, from outset to finish.

In 2015 I picked up a Dame Beryl Bainbridge national award for encouraging children reading and writing. In May 2016 I won the Sue Ryder Yorkshire Women of Achievement in Education for my contribution to educating children with a number of initiatives including safeguarding.

I have spoken on Sky News and various BBC Radio Programmes

### **Project Timescales (Milestones)**

*Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage The festival.*

The event will run from the 23<sup>rd</sup> to the 25<sup>th</sup> of March at Selby Abbey. Children from SOUTHERN CEF will be invited via their school. The children from the school will be invited allowing children from each year group to experience a read-aloud interactive session with an author relative to their age group. It is my intention that each child will be given a token for a free book for this 'Family and Communities Day'. Each child will visit the respective author to collect their book and have it signed. This is a great way of getting the message across to children and parents/carers about the importance of language and literacy in a relaxed environment and it is also a great way of bringing communities together.

### **Project Resources (people and money)**

*These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.*

- **Costs** – Operational costs are being met by UnLtd – Hire of Selby Abbey (£1,000) for three days. Equipment, hotel costs and travel costs (Artists).
- **People** – Artists cost £6,000 – Arts Council.
- **Books are an added item to make the maximum impact and won't affect the event going ahead - £3000 will buy approximately 600 books.**
-

## **Funding**

*Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.*

We already have funding from:

UnLtd for operational costs £5,000

Selby District Councillor Mark Crane £2,500

Pending applications: Arts Council £6,000 for artists

Central CEF – Books £3000 (buys approx 600 books)

Eastern CEF – Books £3000

Western CEF – Books £3000

Southern CEF – Books £3000

Tadcaster and Villages CEF - Books £3000

## **Risks / Issues**

*Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.*

One of the risks could be poor attendance. However this will be minimised with the publicity through the festival website, press releases, leaflet drops, support from Selby Big Local and publicity in Selby Abbey.

A further risk could be transport. However schools will have some funding to provide travel.

## **Links and Dependencies**

*Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?*

This is a unique event for Selby District and is a stand-alone project with some funding already secured.

<b>Project Brief</b>	
<p><i>The Project Brief is the <b>first</b> thing to do. It should be completed before <b>any</b> activity of any sort takes place. This is because the Brief is the document that subject to authorisation triggers the development of the Business Case.</i></p>	
<b>Project Name</b>	Rural Community Transport
<b>Project Manager</b>	Paul Halmshaw
<b>Document Author</b> (if different from Project Manager)	John White
<b>Organisation Name</b>	Horton Housing Community Café Network



### **Benefit**

*Why would the community benefit from this project? Is there clear evidence of need for this project- detail any consultation, statistics or reports that back up for project brief.*

To help identify and support lonely and vulnerable people living in the rural community and provide a regular weekly support service with access into other voluntary services.

### **Details of the Project**

The Community Café service was established in 2012/13 with the main objective of providing a meeting point for lonely and/vulnerable citizens. The largest of the Cafes has been in Selby and Tadcaster but there have been several smaller locations to meet the needs of the rural communities. Locations such as Eggborough, Womersley, Cridling Stubbs and Hambleton.

The sessions are funded by the NYCC Innovation Fund.

We have found that one of the biggest barriers to providing this service for the rural communities has been in providing transport to the events. In many cases the citizens will have no transport and therefore have to rely on a neighbour or a friend to take them each week.

There have been examples where without transport citizens have not been able to come to one of the sessions.

For example at the Eggborough event, the organiser has to make a 20 mile journey from Selby to collect 2 citizens in Carlton. This is inconvenient both for the driver and the individuals.

The organiser has an afternoon session in Selby and has to leave the Eggborough session early to ensure the afternoon session is set up.

If organised transport were to be available we are confident that more people would be able to benefit from attending the sessions.

Transport could either be in the form of a minibus or the passenger transport service, both of which are scarce resources in this part of Selby.

This application is to explore funding to launch a campaign to

1. Fund the cost of a block booking for a minibus to establish a pick up/drop off route from surrounding villages to the Eggborough weekly Community Café sessions, and
2. Through a recruitment exercise, identify and recruit new volunteer drivers in the south Selby Rural area to join the passenger car scheme,

## **Project Objectives**

*What will the project deliver, or what changes will it bring about and how are these linked to the CEF's Community development plan (CDP) for the area?*

CDP Objective Transport.

The establishment of a weekly minibus run to the Community Café could be a life line to some vulnerable people and the service could also be used to help with the CEF objective of promoting community transport.

A proactive promotion of the Passenger Transport service within the Southern CEF could identify many new volunteers and go some way to improving rural isolation.

CDP Objective Loneliness and Isolation.

We know through the Community Cafes that there are many people who benefit from meeting on a regular basis.

The promotion of the Community Café with provided transport would all help address loneliness amongst vulnerable citizens in rural areas of Selby by providing transport to attend a regular weekly meeting point.

Regularly meeting and learning from other people in similar circumstances, and meeting professionals from both statutory and voluntary groups will help improve citizens quality of life.

## **Benefits**

*Outline any key financial or non-financial benefits the project will deliver and how this will impact the community.*

The main one will be to try and maintain independence amongst vulnerable people and avoid dependency on valuable statutory services such as GP services.

## **Project Approach / Delivery Options**

*Outline any initial ideas for how the project might be delivered including external delivery, consultants, governance arrangements etc.*

The project will be managed by volunteer John White with the support of the Community Transport Manager Kevin Ward.

## **Project Timescales (Milestones)**

*Outline the overall timescale for project completion and include delivery phases together with milestone dates and funding deadlines, if appropriate. Your knowledge may be based on assumptions at this stage.*



The project will last for 12 months with checkpoints at the end of each 3 months.

### **Project Resources (people and money)**

*These will be indicative at this early stage. However, on the basis of what you expect the project to look like, indicate your estimates together with the assumptions made in making the calculations.*

- **Costs – £3350**

To fund one mini bus from the Community Transport service for one day per week for a period of 12 months.

50 weeks @ £40 per All Day (12 Seater Mini Bus) Total £2000

50 weeks 40 miles @ 60p per mile travelled (£24 per day) Total £1200

All charges taken from Selby District Community Transport Charge List (Source Kevin Ward Transport Manager)

Grand Total for transport £3200

- **People –**

To fund a publicity campaign to encourage more volunteers for the Passenger Transport Service, consisting of email and paper newsletters and presentations at all Parish Council meetings.

People to produce the publicity and mailing list to be supplied by Selby AVS volunteers to brief Parish Councils.

Total estimated at £150

### **Funding**

*Where do you expect the money to come from, e.g. revenue or capital budgets, external grants, all from CEF funding or a combination? Please state if you don't know at this stage where the money is coming from. Please include any quotes you have received.*

All from CEF

### **Risks / Issues**

*Identify what you consider to be the main risks at this stage. Also indicate any issues you may be aware of that the project will resolve.*

If we get a low take up we might need to review, however there are indications that there are many local people in rural communities who will attend the Community Café in Eggborough.

### **Links and Dependencies**

*Does this project link to any others in the area or services already available? Is its success dependent on the completion of other projects, funding from elsewhere, interest from volunteers etc?*

Not as far as I am aware, although it could possibly become a joined up service with the Age UK mini bus service.



## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	x
Tadcaster & Villages CEF	
Western CEF	

## Section one: About your organisation

### Q1.1 Organisation name

Selby Boxing Academy

### Q1.2 Organisation address

**What is your organisation's registered address, including postcode?**

Canal Road  
Selby  
YO88AT

**Telephone number one**

07790867797

**Email address (if applicable)**

[mickeysboxingacademy@hotmail.com](mailto:mickeysboxingacademy@hotmail.com)

**Telephone number two**

**Web address (if applicable)**

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Mr	Mickey	Bradshaw
Position or job title		
Head coach		

### Q1.4 Organisation type

**What sector does your organisation fit into?**

Social enterprise	
Charity	
Voluntary or community group	X

Other		Please describe	
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**When was your organisation set up?**

Day		Month	April	Year	2007
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**Q1.5 Reference or registration numbers**

Charity number	
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

**Q1.6 Is your organisation VAT registered?**

Yes		No	X
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*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*

## Section Two: Grant information or Project Brief (separate document)

Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.

### Q2.1 What is the title of your application?

Training and equipment

### Q2.2 Please list the details of your application (500 words limit)

The club would like to ask for funding towards new equipment for the boxers to use within the gym when training. The club would benefit from purchasing new head guards in different sizes and also for funds towards the coaches who volunteer at the club to refresh their first aid and safeguarding in sport qualifications.

### Q2.3 Is there a specific date your applications needed to be funded by?

The coaches need to renew first aid as soon as possible

### Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)

Which objective?	How will you achieve this?
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<p>Objective 1: Loneliness and isolation</p>	<p>The club is open 3 times per week for children, young people and adults to attend to train either as a recreational boxer, as part of the junior club or as a carded boxer part of the squad team. The club is run solely by volunteers for all sessions. For the club to be open everyone needs to have up to date knowledge and training to be able to provide a safe training environment. The club is a close community where everyone is welcome and becomes part of the club, not only when training but also in a volunteering capacity. Everyone is supportive of each other and act as mentors to those who need additional support. The club is a place for people to socialise, make friends and provides opportunities for further social activities in outings to other clubs, shows and social events.</p>
<p>Objective 2: Youth provision</p>	<p>The club engages young people up to three times per week when they attend weekly sessions. Young people can train for fun, to improve fitness, to box at amateur level and to have some social interactions.</p> <p>The club supports and engages all children and young people and for those who are having difficulties by providing a safe environment that provides opportunities to develop self help skills, build on confidence and self esteem. It will also encourage new friendships by working with new people in the club and with skilled individuals who can provide a listening ear, advice and a helping hand. It can also provide a place for a shift from negative peers to positive ones, and that can help to reduce ASB and crime and issues with bullying. It offers a safe outlet for emotions and feelings in a controlled, stimulating and experienced environment and also a place where values can be challenged safely to provide a new way of thinking and to build resilience to outside influences and negativities.</p>

**Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)**

Selby boxing academy is needed as it provides sessions for 40+ children and adults of mixed ability weekly who engage in a regular positive activity that develops transferable skills that can be used in everyday life. It supports young people through links with the local secondary school and those on the fringe of anti social behaviour and those with difficult family homes. The club encourages and develops individual talents and group work to ensure everyone's needs are being met in the best possible way. The coaches act as mentors for all and offer support when needed, and identify any concerns. It has excellent links within the community and is known for its open, cost effective and friendly environment. The club members support each other every session offering encouragement, demonstrations, help and support to each other. The club benefits the southern CEF area as members of the community attend Selby boxing academy to train or volunteer. For the club to continue to be sustainable and cost effective for all involved if costs towards training and equipment could be supported by the CEF Then this would benefit the club and those attending.

**Q2.6 How much funding are you requesting?**

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
Head guards size small X 2	180
Head guards size medium X 2	180
Safeguarding course X 8	280
First aid course (all volunteers)	285
<b>Total Cost</b>	925

**Q2.7 Is the total cost of the application more than the amount you are requesting?**

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, where will you get the other funding from and has this been secured?