



Delegated Decisions by Cabinet Member for Public Health & the Voluntary Sector

***Wednesday, 27 November 2013 at 10.00 am
County Hall, New Road, Oxford***

Items for Decision

The items for decision under individual Cabinet Members' delegated powers are listed overleaf, with indicative timings, and the related reports are attached. Decisions taken will become effective at the end of the working day on Thursday 5 December 2013 unless called in by that date for review by the appropriate Scrutiny Committee.

Copies of the reports are circulated (by e-mail) to all members of the County Council.

These proceedings are open to the public

A handwritten signature in black ink that reads "Peter G. Clark." with a horizontal line underneath.

Peter G. Clark
County Solicitor

November 2013

Contact Officer: Julie Dean
Tel: (01865) 815322; E-Mail: julie.dean@oxfordshire.gov.uk

Note: Date of next meeting: 8 January 2014

If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.

Items for Decision

1. **Declarations of Interest**

2. **Questions from County Councillors**

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet Member's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

3. **Petitions and Public Address**

4. **Provision of Sexual Health Services** (Pages 1 - 8)

Forward Plan Ref: 2013/172

Contact: Val Messenger, Deputy Director of Public Health Tel: (01865) 328660

Report by Director of Public Health (**CMDPHVS4**).

The duty of the Local Authority under the Health and Social Care Act 2012 (Statutory Instrument 2013 no 351) is to "provide or make arrangements to secure the provision of, open access sexual health services in its area". The Local Authority now needs to make a policy decision to secure these services through a commissioning route, as previously, when they were the responsibility of the NHS.

Public Health has a ring fenced budget, and within this an allocation has been made for sexual health services as reported in the financial monthly monitoring reports to cabinet.

Contracts with current providers expire on 31 March 2014, so a decision is required in order to proceed with procurement arrangements. As the costs of commissioning these services are significant with regard to the revenue budget allocated to the Cabinet Member the commissioning of these services is considered a key decision.

The report sets out the policy relating to the provision of sexual health services in Oxfordshire and its financial aspects. The report itself does not contain exempt information and is available to the public. However, Annex 1 is exempt as it provides

additional commercially sensitive information on the proposed service model should a commissioning decision be made.

The public should be excluded during consideration of Annex 1 to the report because its discussion in public would be likely to lead to the disclosure to members of the public present of information in the following prescribed category:

3. *Information relating to the financial or business affairs of any particular person (including the authority holding that information) and since it is considered that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information, in that such disclosure would give potential providers advance knowledge of decisions which should only be released through the formal procurement route.*

The Cabinet Member for Public Health & the Voluntary Sector is RECOMMENDED to approve the commissioning of sexual health services in Oxfordshire by the Public Health Directorate in order to secure provision as mandated by the Health and Social Care Act.

5. Chill Out Fund 2013/14 - November 2013 (Pages 9 - 54)

Forward Plan Ref: 2013/098

Contact: Ruth Ashwell, Youth, Engagement & Opportunities – Service Manager Tel: (01865) 810649

Report by Youth, Engagement & Opportunities – Service Manager (**CMDPHVS5**).

Oxfordshire County Council believes that YOUTH MATTERS and has set up a fund of £100,000 to support work with children and young people across the County. The fund supports the aspirations of those working with children and young people in Oxfordshire to ensure all children and young people can access positive activities in their leisure-time by 2020.

The Cabinet Member for Public Health & the Voluntary Sector is RECOMMENDED to consider the applications (listed in paragraph 5 of the report) for grant support in the light of the officer recommendation as set out in the applications annexed to the report.

This page is intentionally left blank

Division(s):N/A

CABINET MEMBER FOR PUBLIC HEALTH & THE VOLUNTARY SECTOR - 27 NOVEMBER 2013

PROVISION OF SEXUAL HEALTH SERVICES

Report by the Director of Public Health

Introduction

1. The Health and Social Care Act 2012 (Statutory Instrument 2013 no.351) specifies that the local authority shall provide or shall make arrangements to secure the provision of, open access sexual health services in its area. In April 2013 Oxfordshire County Council became responsible for Sexual Health Services following the transition of Public Health to local authority.
2. Sexual health is an important and wide-ranging area of public health. Most of the adult population of England are sexually active, and having the correct sexual health interventions and services can have a positive effect on both individuals' and population health and wellbeing.
3. The Public Health White Paper *Healthy Lives, Healthy People: Our Strategy for Public Health in England*¹ highlights a commitment to work towards an integrated model of service delivery to allow easy access to confidential, non-judgemental sexual health services. These include sexually transmitted infections, contraception, health promotion and disease prevention).
4. The current commissioning arrangements for sexually transmitted infections and contraception in Oxfordshire were put in place by the NHS and the contracts with current providers of these services cease on 31 March 2014.
5. Oxfordshire County Council currently has no in-house provision of sexual health services. In order to guarantee continuation of open access sexual health services in Oxfordshire. Oxfordshire County Council will need to put in place contract(s) to commence 1 April 2014.
6. Oxfordshire County Council procurement process would be followed to commission these services.

Exempt Information

7. Annex 1 provides additional information on the proposed service model if a commissioning decision is made. This is commercial and sensitive as it

¹ Department of Health (2010). *Healthy Lives, Healthy People: Our Strategy for Public Health in England* (http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_121941)

contains information that would give potential providers advance knowledge of decisions which should only be released through the formal procurement route.

Legal Implications

8. The Council has a statutory obligation to “take such steps as it considers appropriate for improving the health of the people in its area” (s2B National Health Service Act 2006 (“NHS Act 2006”) as amended by s12 Health and Social Care Act 2012). This includes “providing services or facilities for the prevention, diagnosis or treatment of illness” (s 2B (3) (c) NHS Act 2006). Regulation 6 of the Local Authorities (Public Health Functions and Entry to Premises by Local Healthwatch Representatives) Regulations 2013/351 further imposes a mandatory obligation on the Council to “provide, or make arrangements to secure the provision of, open access sexual health services in its area”.
9. The Council therefore has a mandatory duty to provide sexual health services and the procurement of a service provider to provide such services would fulfil this duty. Any procurement process must comply with relevant procurement legislation on competitive tendering for public contracts. There are no other legal implications relevant to the attached report.

Financial and Staff Implications

10. Public Health has a ring fenced budget which is approximately £25 million per year.
11. Money is already committed to paying for sexual health services within the Public Health budget so this does not represent a new spend. This information is already reported to the Cabinet.
12. Contract arrangements need to be in place for 1 April 2014, as there can be no break in service provision. Potential providers need to be aware of the award in early December as communicated in the procurement documentation. This will ensure that there is sufficient time to implement arrangements.

RECOMMENDATION

13. **The Cabinet member for Public Health & the Voluntary Sector is RECOMMENDED to approve the commissioning of sexual health services in Oxfordshire by the Public Health Directorate in order to secure provision as mandated by the Health and Social Care Act.**

Dr Jonathan McWilliam
Director of Public Health

Background papers: None

Contact Officer: Donna Husband, Public Health, Health Improvement Principal
Tel: (01865) 328667

November 2013

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

Division(s): N/A

CABINET MEMBER FOR PUBLIC HEALTH & THE VOLUNTARY SECTOR - NOVEMBER 2013

IMPROVING AND EXTENDING PROVISION FOR CHILDREN AND YOUNG PEOPLE IN OXFORDSHIRE CHILL OUT BIDS FOR 2013/2014

Report by the Director for Children's Services

Introduction

1. Oxfordshire County Council believes that YOUTH MATTERS and has set up a fund of £100,000 to support work with children and young people across the county. The fund supports the aspirations of those working with children and young people in Oxfordshire to ensure all children and young people can access positive activities in their leisure-time by 2020.
2. We know that how children and young people spend their leisure-time has an important influence and impact on their resilience and their quality of life. Engaging in constructive activities can increase children and young people's positive attitudes, improve motivation, increase aspirations, develop social and life skills, enhance interpersonal skills and help build social capital. All of which is vital for children and young people to help them avoid taking risks such as experimenting with drugs/alcohol or being involved in anti-social behaviour and crime. Participation in positive activities can also help increase the resilience of vulnerable children and young people who are trying to rebuild their lives. For children and young people with physical or learning disabilities it can be a lifeline and reduce social isolation. For groups such as young carers, positive activities provide respite and can improve their outlook and quality of life.
3. Projects must meet the broad aspirations above and be targeted at children and young people 8 – 19 years (extended to 24 years for young people with learning disabilities).
4. The Chill Out Fund will consider a wide range of bids supporting children and young people's access to positive activity. Applications for funding are invited that comply with the following criteria:
 - Aimed at children and young people 8 – 19 (up to 24 for those with learning disabilities).
 - Show evidence of the involvement of young people in the application.
 - Demonstrate increased access to positive leisure-time activity.
 - Show matched funding from a source external to the county council.
 - Demonstrate the ability to account for funding.
5. Applications will be considered on a monthly basis.

Bids for November 2013

7 applications have been received

Applicant organisation	Amount Requested	Amount recommended
Wood Farm Youth Centre	£900	£900
Ascott-under-Wychwood Parish Council	£5000	£5000
DAMASCUS	£5000	£5000
Thomley Activity Project	£5000	£1000
Witney Town Council	£5000	£5000
OYAP Trust	£5000	£5000
BLAP	£4250	£940
TOTAL	£30150.00	£22840.00

Amount requested from applications for November meeting
£30150.00

Amount recommended for November
£22840.00

Awarded to date
£50647.00

Amount left:
£49353.00

Applications to date (from June 2013)

Applicant organisation	Amount AWARDED	District
Bodicote and Banbury Judo Club	£1250	Cherwell
Croxford Gardens Residential Ass	£1100	Cherwell
Oxfordshire Play Association	£4828	County wide
South and Vale Carers Centre	£5000	South and Vale of White Horse
1 st Goring Heath Scout & Guide Group	£2500	South Oxfordshire
Faringdon Twinning Association	£500	Vale of White Horse
June - TOTAL	£15178	
Donnington Doorstep	£2,000.00	Oxford City
Oxfordshire Music Education Partnership	£2,500.00	Cherwell
Yarnton Parish Council	£1,300.00	Cherwell
BHYP	£1,000.00	Cherwell
Hanborough Parish Council	£2,700.00	West Oxfordshire
Innovista	£0.00	Oxford City
Leys Cdi	£2,500.00	Oxford City
St Lukes Church	£1,500.00	Oxford City
July TOTAL	£13500.00	
Cottsway Youth Forum	£500	West Oxfordshire
Witney Town Council	£0	West Oxfordshire
BLAP (Blackbird Leys Adventure Playground)	£1500	Oxford City
Asylum Welcome	£1300	Oxford City
Didcot TRAIN	£1250	South Oxfordshire
Innovista	£1865	Oxford City
Woodstock Youth Centre	£2500	Cherwell
SEPTEMBER TOTAL	8915.00	
The Pump House	£2500	Vale of White Horse
Cherwell Theatre Company	£1000	Cherwell
Witney Town Council	£0.00	West Oxfordshire
BCYS	£3012	Oxford City
Revive Youth Group	£2542	Oxford City
Oxford Hub	£4000	Oxford City
	£13054.00	

RECOMMENDATION

6. The Cabinet Member for Children & the Voluntary Sector is **RECOMMENDED** to consider the applications (listed in paragraph 5 of this report) for grant support in the light of the officer recommendation as set out in the application annexed to this report.

JIM LEIVERS

Director for Children's Services

Background Papers: Applications

Contact Officer: Ruth Ashwell, Youth, Engagement & Opportunities –
Service Manager Tel: (01865 810649)

November 2013

Chill Out Fund 2013-2014

Reference #:

COF030

Meeting date:

November

Name of Organisation

Wood Farm Youth Centre

Project Name

Wood Farm Youth Centre

Amount asked for:

£900

Timescale

When receive grant –
31st March 2014

Hub Area: East Oxford

Project description?

To improve and update our IT equipment, games console and other equipment. At a youth work session on the 24th September the young people attending our girls group discussed, with two staff members, how the equipment and resources of the youth centre could be improved and updated. A list of the equipment needed was drawn up and this list forms the basis for this application. The session was attended by 20 young people.

On the 1st October the girls held a "tea party" for parents and local residents and discussed with them how the youth centre could be improved. The event was attended by 20 parents/residents

Please tell us the **total** project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £1807
Samsung Smart Touch Dual Use PC	£600
Desktop computer	£99
Laptop computer	£149
Games console and 4 games	£600
Football table	£100
Folding tables	£260
TOTAL COST OF PROJECT (A) =	£1807
B: Matched funding in place and secured (please list where the funding has come from)	
The matched money come from our general reserve funds.	£907
Total of matched funding (B) =	£907
A – B = Total grant requested (no more than £5000)	£900

young people benefiting

40-45

Age range:

10-15

Have they applied before, if so, when and amount awarded? **Yes, £3923 - 2011**

We support this application for the full amount.
The Youth Association is part of the Youth Forum in the area and is a critical provider in the area. The facilities are basic and need improving.

Nicky Brodie, Hub Team Leader, East Oxford

Suggested amount
to award
£900

CHILL OUT FUND 2013 – 2014

Office use only	
Application number:	COFO30
Application received:	24.10.13
Acknowledgement letter sent:	Email
Amount requested:	£900

Name of Organisation	Wood Farm Youth Centre
Project Name	
How much are you requesting? (no more than £5k)	£900

Has your organisation applied for this funding before?	Yes * No
How many times have you applied for the funding?	We have received <u>1</u> times before. Total received before is £ 3923 in 2011 <u> </u>

Age range of children & young people that will be using the project	10 to 15
Number of children & young people who will benefit from this project	40 to 45

<p>Describe how children & young people have been involved in this application (please attach any supporting documentation to demonstrate their involvement)</p> <p>At a youth work session on the 24th September the young people attending our girls group discussed, with two staff members, how the equipment and resources of the youth centre could be improved and updated. A list of the equipment needed was drawn up and this list forms the basis for this application. The session was attended by 20 young people.</p> <p>On the 1st October the girls held a “tea party” for parents and local residents and discussed with them how the youth centre could be improved. The event was attended by 20 parents/residents. A report on this event, written by Helen Thompson (Locality Officer), is attached to the application.</p>

What do you want to do? (please describe the project you want funding for)

The youth centre is based in a portakabin which is located in the grounds of the Wood Farm school. The centre opened in 2002 and on three occasions has been re – located on the school site. The third and, we hope, final move was in the spring of 2013. Since this move the local management committee has been working with the users of the centre to improve our facilities and resources. A major priority, identified by staff and young people, was to improve and update our IT equipment, games console and other equipment.

The improved facilities would be used by our Wednesday session, which is attended by 15 to 20 young people (mainly boys) and our Tuesday girls group, which is attended by 20 – 24 young people. In addition the facilities would be used by young people attending school holiday programmes, which we organize jointly with Positive Futures. These programmes are attended by between 25 – 30 young people.

Why is your project important? (and why do you want to do it?)

The youth centre is the only resource of its type in Wood Farm. Since 2000 there have been four major surveys of the felt needs of the residents living on the estate. Research conducted by the Tenant Management Services (2000), the City Council (2005,2010) and the Wood Farm Resident Research Project (2010) all identified the needs of young people as the top priority. In 2013 a "Have Your Say" survey reported that 51% of the residents interviewed identified the needs of young people as a priority.

Wood Farm has been classified as a "hard pressed area" (Oxford Observatory,2010) and a 2012 profile area, produced by the City Council, noted that "Wood Farm is considered to be among the 30% most deprived areas in England. This is principally due to high levels of child poverty, low skills and poor educational attainment. 44% of children live in poverty."

How will your project help or benefit children and young people in the community?

New equipment will make the centre a more appealing place for young people to attend.

New IT equipment will increase the range of activities available to young people.

Some young people do not have access to IT equipment at home.

New IT equipment will improve the administration of the centre by the staff and volunteers – eg; record keeping.

Please tell us the **total** project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Samsung Smart Touch Dual Use PC	600
Desktop computer	99
Laptop computer	149
Games console and 4 games	600
Football table	100

Folding tables	260
TOTAL COST OF PROJECT (A) =	1807
B: Matched funding in place and secured (please list where the funding has come from)	
The matched money come from our general reserve funds.	
Total of matched funding (B) =	907
A – B = Total grant requested (no more than £5000)	900

What is the timescale for this project (completion must before 31st March 2013)	
Start date: Whenever we receive the grant	
Finish date: March 2013	

Chill Out Fund 2013-2014

Reference #:

COF0031

Meeting date:

November

Name of Organisation

Ascott-under-Wychwood Parish Council

Project Name

Project Safe Play

Amount asked for:

£5000

Timescale

£5000

Hub Area: Witney

Project description?

The aim of Project Safe Play is to provide a Multi Use Games Area which will offer:

- a wider choice of sport and recreation options
- free and open access to all, including those with disabilities
- activities for all ages, abilities and interests
- an all weather surface suitable for both summer and winter use
- a "green and sustainable" no travel option to eliminate journeys to other locations
- encourage all to lead a more active and healthier lifestyle
- strengthen community cohesion through sport and activity

Please tell us the total project cost, including: A - Breakdown of items you are seeking funding for B - How much match funding you have and from where?	
A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Provision of a multi use games area, site preparation, disabled access and improved drainage	£98,957
TOTAL COST OF PROJECT (A) =	£98,957
B: Matched funding in place and secured (please list where the funding has come from)	
Community fund raising activities	£2,964
Parish Council contribution	£10,000
OCC Big Society	£3,000
WODC Community Facilities Grant	£25,000
Sport England	£50,000
Total of matched funding (B) =	£90,964
A – B = Total grant requested (no more than £5000)	£5000

Have they applied before, if so, when and amount awarded? **No**

young people benefiting

250

Age range:

8+

MUGA facilities are well used across the county for providing unsupervised play space for older children and young people as evidenced by support from young people and the wider community in Ascott-under-Wychwood. Matched funding for this project demonstrates the parish is nearly 90% of the way towards full cost. I would recommend providing £5000 from the Chill Out fund leaving a manageable remainder needed within the financial year. However, if the full cost is not achieved within the financial year the money would have to be repaid.

Completed by: Ruth Ashwell

Suggested amount
to award
£5000

CHILL OUT FUND 2013 – 2014

Office use only	
Application number:	COF031
Application received:	
Acknowledgement letter sent:	email
Amount requested:	£5000

Name of Organisation	Ascott-under-Wychwood Parish Council
Project Name	Project Safe Play (Creation of a MUGA)
How much are you requesting? (no more than £5k)	£5,000

Has your organisation applied for this funding before?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
How many times have you applied for the funding?	We have received _____ times before. Total received before is £ _____

Age range of children & young people that will be using the project	Aged 8+
Number of children & young people who will benefit from this project	Estimated at 250

Describe how children & young people have been involved in this application (please attach any supporting documentation to demonstrate their involvement)

The application has been driven by a comprehensive consultation process conducted over a period of 12 months. Every household received a structured questionnaire seeking the views of all residents regardless of age. Analysis of the results showed that the target age group (8+) desperately wanted facilities that were more physically challenging than the current playground, and a surface that was weather proofed. Approximately 100 residents many of them children or young people attended a Road show on the site of the new facility. They were able to view detailed plans and photographs of what we hope to provide and express their preferences. Recently a further mail drop asked for written responses to the project plan. So far almost 30 written replies, many of them from young people, in support of the project have been received. Copies of the above can be provided separately if required.

Following the submission of this application and as we move to a "go live" date we intend to establish a formal consultation group which will include young people so that we remain in tune with their wishes and further strengthen the current high level of community support for this project. We have been very proactive in our approach to communicating with interested parties via newsletters, mail drops, posters, exhibitions and articles in our village magazine.

What do you want to do? (please describe the project you want funding for)

The aim of Project Safe Play is to provide a Multi Use Games Area which will offer:

- a wider choice of sport and recreation options
- free and open access to all, including those with disabilities
- activities for all ages, abilities and interests
- an all weather surface suitable for both summer and winter use
- a “green and sustainable” no travel option to eliminate journeys to other locations
- encourage all to lead a more active and healthier lifestyle
- strengthen community cohesion through sport and activity

Why is your project important? (and why do you want to do it?)

The benefits of increased participation in sport and active leisure are well known, this facility will provide an increased opportunity within the village for people of all ages and abilities to lead an active life and secure those benefits. The current playing field area although large only offers the option of football. This proposal will allow the retention of football and will also greatly enhance the availability of several other sports for individuals, groups and the disabled.

The project team passionately believes that despite the current pressures on funding an investment in this facility will, over time be fully repaid with the reduction of illnesses brought about by a lack of exercise. The local community has shown its support through fund raising and the Parish Council has provided generous funding. We need your help to bring our vision of a more active, fitter and healthier community to fruition.

How will your project help or benefit children and young people in the community?

Consultation has shown that young people want to have a facility that provides them with the opportunity to be more active and healthier. They are not always able to travel several miles to pursue that wish and need something locally based. This will not only improve their health but allow them to strengthen and increase their social contacts within the community.

Young people will be able to acquire new skills, hone existing skills, improve co-ordination, work together or competitively and improve their level of self confidence.

Please tell us the **total** project cost, including:
A - Breakdown of items you are seeking funding for
B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Provision of a multi use games area, site preparation, disabled access and improved drainage	£98,957
TOTAL COST OF PROJECT (A) =	£98,957
B: Matched funding in place and secured (please list where the funding has come from)	
Community fund raising activities	£2,964
Parish Council contribution	£10,000
OCC Big Society	£3,000
WODC Community Facilities Grant	£25,000
Sport England	£50,000
Total of matched funding (B) =	£90,964
A – B = Total grant requested (no more than £5000)	£5000

What is the timescale for this project (completion must before 31st March 2013)	
Start date:	April 2013
Finish date:	31 st March 2014

Chill Out Fund 2013-2014

Reference #:

COF032

Meeting date:

November

Name of Organisation

Abingdon DAMASCUS Youth Project

Project Name

Fantasy vs Reality

Amount asked for:

£5000

Timescale

November 2013 –
March 2014

Hub Area: Abingdon

Project description?

Pilot Fantasy V Reality interactive project for young people in the Damascus youth project. Project consists of a mixture of young people led activities supported by youth workers and youth worker led workshops. Project broken up in to the following activities

- Young people design/conduct survey on why yp watch pornography and what they really think
- Hold mini think tanks and have open debates on certain topics chosen by yp from the questionnaires
- Youth workers in consultation with other appropriate specialists will use the output from the think tank and debates to design educational workshops +16
- Deliver the workshops to 16+ age group
- Produce a blog and information and all the findings
- Design a training programme for 16+ to deliver a workshop to peers
- Deliver workshop and equip our 16+ young leaders to responsibly influence and sow the seeds of change in street corner and other electronic media discussions
- To evaluate the success
- Communicate with parents both at the start and end of the project

Please tell us the **total** project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £10600
See application form	
Senior Youth Worker	4454
Youth Worker	5096
Hire of village hall/activity centres	650
Materials and resources	250
Refreshments	150
TOTAL COST OF PROJECT (A) =	£10600
B: Matched funding in place and secured (please list where the funding has come from)	
Sutton Courtenay All Saints Church	£5600
Total of matched funding (B) =	£5600
A – B = Total grant requested (no more than £5000)	£5000

young people benefiting

200

Age range:

12-18

Have they applied before, if so, when and amount awarded? **Yes, £1000**

Completed by: James Carter



Suggested amount
to award
£5000

CHILL OUT FUND 2013 – 2014

Office use only	
Application number:	COFO32
Application received:	
Acknowledgement letter sent:	email
Amount requested:	£5000

Abingdon

Name of Organisation	The Abingdon DAMASCUS Youth Project
Project Name	Fantasy vs. Reality
How much are you requesting? (no more than £5k)	£5000

Has your organisation applied for this funding before?	Yes No
How many times have you applied for the funding?	We have received <u>1</u> times before. Total received before is £ <u>1000</u>

Age range of children & young people that will be using the project	12 to 18 years
Number of children & young people who will benefit from this project	200

Describe how children & young people have been involved in this application (please attach any supporting documentation to demonstrate their involvement)

The Abingdon DAMASCUS Youth Project (a voluntary and registered charity) has been embedded in the rural communities of Drayton, Appleford, Milton, Sutton Courtenay and Steventon for over 14 years now. Rooted within these communities the trustees employ and manage qualified youth workers to facilitate and support young people within their own community and family environment so that young people become positive contributors on their own doorsteps and also bridge the gap between home and school.

The Abingdon Damascus Youth Project prides itself on enabling young people to make a positive difference within their own communities – much of our work is young people led supported by qualified and very able and credible youth workers who are dedicated to make change happen. We are now rolling out our model of work as we are asked to deliver our young leadership scheme and other workshops in schools and other communities.

An example of a recent project is "Big Sister" the aim of the project was for older (age 16-18) teenage girls to buddy up with younger (age 12 to 15) girls and run a series of workshops and events to help raise the girls' self-esteem and self-worth – they took the lead on several community events, issues-based workshops and the older girls had 1-2-1 buddy sessions with the younger girls. We have also run similar Big Brother projects.

It was through the "Big Sister" Body Image workshop that the girls identified a need for the "Fantasy vs. Reality" project. In discussions they brought up the issue of pornography and how it affects the girls. They said that they worry about what boys expect from them because of pornography, not only sexual expectations but body image expectations too. The girls also spoke about how upsetting it can be to receive sexually explicit images or videos which often get sent round via social networking sites or mobile phones.

This was followed up by a discussion with the older girls who verbalized how they and many of their friends

feel pressured into performing sexual acts on their partners because the boys seem to have normalized what they see in pornography and have become desensitized to graphic sexual images and actions.

Additionally, Channel 4's campaign for real sex has been a great talking point and discussion starter with young people. Many young people in our project have been watching the programs and bringing up issues it touches upon, in youth group sessions. One serious issue it has raised for us is the very significant number of young people who say that watching pornography is how they've learned to have sex, which is unsettling due to the plethora of explicit pornography that is freely available online, at home or on their mobile phones.

Following on from the above we discussed and facilitated young people in designing the outline of a project that they feel will empower young people to separate out the reality from fantasy and understand and set it within the context of relationships.

What do you want to do? (please describe the project you want funding for)

We would like to pilot a "Fantasy vs. Reality" interactive project for young people in the DAMASCUS villages. In the long term we would intend to roll it out to schools and other communities when it has been fully developed. Our Senior Youth Worker has been trained to work on this specific issue through the FPA (www.fpa.org.uk).

Young people's trusting relationships with our professionally qualified staff is the key to the success of such a venture. This work will be carried out in a safe, nonjudgmental environment so that young people feel able to discuss issues and to cope with their inner concerns.

From our experience of grassroots delivery where we can work on one to one and in small groups with young people – we know that to effect a significant change we need to have a tool that can be accessed by any young person in the privacy of their bedroom and that will reach out to their inner fear and also it is seen as cool to use and talk about. Any such tool has to be developed with active participation of young people.

Thus the project will consist of a mixture of young-people led activities supported by our youth workers and youth-worker led workshops. The project will be broken up in to the following activities:

- Young people design and conduct a survey on why young people watch pornography and what they really think.
- Hold mini "think tanks" and have open debates on certain topics as chosen by young people from the analysis of the returned questionnaires.
- Youth workers in consultation with other appropriate specialists will use the output from the "think tanks" and debates to design educational workshops for 16+
- Deliver the workshops to 16+ age group
- Produce a blog and information and all the findings on the DAMASCUS (under construction) website
- Design a training program for 16+ to deliver a workshop to peers
- Deliver the workshop and equip our 16+ young leaders to responsibly influence and sow the seeds of change in street corner and other electronic media discussions.
- To evaluate the success of the strategy through anecdotal evidence and through an appraisal carried out by young people.
- Communication with parents both before the start and at the end of the project. All our work requires parents to sign consent forms and we have safeguarding policies and procedures in place and staff and trustees are trained in safeguarding procedures.

Why is your project important? (and why do you want to do it?)

Our extreme concern about the impact of the power of the internet (chat rooms, access to age/maturity inappropriate information) on the vulnerable adolescent mind led us to define the project.

The project is important because young people are increasingly accessing sexual content online which is negatively impacting on how they feel about themselves, their expectations of sex and relationships and how they interact with one another.

Young people we engage with say that they DO meet people off the internet. One young person even said he meets them before he has spoken to them properly and then decides whether he still wants to get to know them after they've met - that was very worrying to hear! They also said they are more likely to meet people if they have 'mutual friends' on Facebook and we have discussed about the dangers of meeting people they don't know and explored how someone could 'add friends' from an area or school to make it seem as though they have friends in common. The young people say they will accept friend requests from most people even if they don't know them.

The vulnerabilities of both the boys and girls to the above have become of extreme concern and through discussions young people expressed the desire to be given tools to support them in these areas of concern.

There is a clear need to break down barriers and educate young people on the "impact" of pornography and sexting and the use of social media and we believe the project will make a huge difference to all the young people and communities involved.

If young people are using pornography as a way to educate themselves about sex and relationships, it will only lead to a higher rate of teenage pregnancy and STI's as well as violent and abusing relationships.

National statistics (from FPA training resource)

- 70% of teenagers said that pornography has an impact on their sex lives and affects their self-esteem and body image
- More than 1/3 of 11-18 year olds have been sent messages containing sexual content
- 1/3 girls aged 13-18 reported some form of sexual violence from their partners
- 80% of 16-18 year olds said that pornography has had an impact on their relationships

Our own assessment within the DAMASCUS villages indicates that

- 90% of boys aged 13 – 18 have watched some pornography
- 100% of girls feel that pornography is negative – and disgusting

100% of all young people asked said that there is not enough information or education around how to handle the issues to do with the availability of pornography and the bravado that surrounds the discussions of it in social groups and media.

In preparation for this application we ran a focus group workshop and some of the quotes from young people are:

"We have loads of questions"

"I think more people should know about the dangers of porn and using the internet"

"I don't know if my Facebook profile is private or how I make it private"

"I'm going to make my profile private from now on"

"It's helped me realise not everyone is who they say they are online"

As for pornography, everybody in the group said it is too easy to access on the internet and on their phones and most had received sexually explicit images via their phones.

Another very important factor that is specific to communities/neighborhoods is the use of sexually explicit language that young people (particularly boys) use in front of younger age (8 to 10) groups.

We have already had to deal with two safeguarding issues arising from the influence of chat rooms and

pornography and are very anxious to put a preventative program in place.

How will your project help or benefit children and young people in the community?

The outcomes of our project are that young people

- understand that pornography does not reflect reality
- are more aware of the detrimental impact of watching pornography
- are able to critically analyse messages from pornography
- have a realistic understanding of sex and relationships
- are able to express their concerns about sex and relationships
- are empowered to challenge oppressive gender-specific attitudes towards sex and relationships
- are empowered to resist pressure to engage in chat room conversations and recognise and avoid vulnerable situations
- have positive peer influence in the community

This increases young people's ability to stay safe and use judgment wisely to forge positive relationships which underpins their wellbeing. As young people will be involved in and feel ownership of this activity they will have positively contributed to an issue that troubles not only them but all their peers in the schools and the communities in which they live.

Although our work is with young people from the DAMASCUS villages we know that it will positively influence many other young people as our youngsters will take the message to others. Additionally, we shall also use the output of this project to run workshops for other communities and schools.

Please tell us the **total** project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)		Cost of project £
This project is very labour intensive and its success depends heavily on being able to deploy our staff with whom young people have long standing and trusting relationships. It is this relationship that has helped uncover the extent of the issues and the impact they are having on our young people. Our senior youth worker is trained to deliver this work and our fully qualified female youth worker has built very strong empowering relationships with the girls and indeed promotes an ethos of high self-esteem and personal pride in girls. We are seeking the grant to fund their hours to enable us to deliver the work as a structured package and with the benefit of continuity of the groundwork already undertaken.		
Senior Youth Worker (15hrs a week over a 17 week period)		4454
Youth Worker (25 hours a week over a 17 week period)		5096
Hire of village halls/activity centers		650
Materials and Resources		250
Refreshments		150
TOTAL COST OF PROJECT (A) =		10600
B: Matched funding in place and secured (please list where the funding has come from)		
Sutton Courtenay All Saints' Church		£5600
Total of matched funding (B) =		
A - B = Total grant requested (no more than £5000)		£5000

What is the timescale for this project (completion must before 31st March 2013)

Start date:	1 December 2013 or as soon as funding agreed
Finish date:	31 March 2013

Chill Out Fund 2013-2014

Reference #:

COF033

Meeting date:

November

Name of Organisation

Thomley Activity Project

Project Name

My Future

Amount asked for:

£5000

Timescale

November 2013 to
March 2014

Hub Area:

Project description?

Costs of running 6 teenage focus days during holidays and 45 after school youth club sessions during term time (i.e. weekly or sometimes twice weekly) per year. These teenage focused activities are attended by 80 different young people per year, or which 65% are from Oxfordshire. The after school youth sessions support 10 young people from Oxfordshire each week but, with additional planned publicity, we envisage that numbers will increase. These focused sessions concentrate mainly on social activities, but also support the wider outcomes of the teenage project as follows:

- **Social and communication skills** (confidence boosting skills, interactive games, mini cinema, information sharing, small discussion groups, discos, camping)
- **Life skills** (e.g. cooking, daily living skills such as cleaning and laundry).
- **Healthy and active lifestyles** (e.g. dance, sports, outdoor activities, exercise classes)
- **Early vocational skills** (e.g. music, art, craft, woodwork, gardening)

Please tell us the total project cost , including: A - Breakdown of items you are seeking funding for B - How much match funding you have and from where?	
A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Overhead costs (i.e. premises, heating and lighting, equipment & site maintenance)	£6,000
Staffing costs i.e. Youthworker & sessional staff & training costs	£8,000
Project facilitators & materials e.g. cooking ingredients or craft materials	£2,000
TOTAL COST OF PROJECT (A) =	£16,000
B: Matched funding in place and secured (please list where the funding has come from)	
BBC Children in Need (costs covered up to 31 st March 2014)	£5,000
Other unrestricted funds	£6,000
Total of matched funding (B) =	£11,000
A – B = Total grant requested (no more than £5000)	£5000

young people benefiting

80 (65% from
Oxfordshire)

Age range:

13-19

Have they applied before, if so, when and amount awarded? **Yes, x 4 £13650**

Thomley Hall provides good facilities for this very needy group; parents and young people from across a large rural patch use these activities regularly both those that live in Oxfordshire but also Buckinghamshire. Activities are also offered for this group through the Early Intervention Service and a group runs in East Oxford meeting the needs of young people living in the more urban settings in Oxford. The Chill Out fund cannot contribute to the day to day running costs of this project and I therefore suggest making a contribution to the activities provided. I also suggest that we ask Thomley Hall to specifically target their provision in Oxfordshire letting us have figures demonstrating usage of the after school group by young people who are resident in Oxfordshire by financial year end. The current number for Oxfordshire doesn't represent good value for money from this fund.

Completed by: Sarah Burrows

Suggested amount to
award
£1000

CHILL OUT FUND 2013 – 2014

Office use only	
Application number:	COF033
Application received:	
Acknowledgement letter sent:	email
Amount requested:	£5000

East Oxford

Name of Organisation	Thomley Activity Project
Project Name	My Future
How much are you requesting? (no more than £5k)	£5,000

Has your organisation applied for this funding before?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
How many times have you applied for the funding?	We have received <u>4</u> times before. Total received before is £ <u>13,650</u>

Age range of children & young people that will be using the project	13-19 years
Number of children & young people who will benefit from this project	80 disabled teenagers who attend teenage days or after school youth groups (65% of which come from Oxfordshire)

Describe how children & young people have been involved in this application (please attach any supporting documentation to demonstrate their involvement)

On a daily basis Thomley listens to, consults and involves young people, parents and carers when designing, delivering and evaluating the services it provides so to ensure that the services provided are what they really need. Thomley encourages young people to voice their opinions and ideas about types of activities and workshops provided, quality of service delivery, accessibility, communication, equipment and building development. This is done by informal feedback, comment trees, drawings, fishing for compliments, comments box, assisted surveys, 1:1 discussions with young people and end of session feedback.

An extensive survey was carried out in 2013 by two external consultants who, during their research, made direct contact with over 40 people, including members of the Thomley staff and Trustees, parents and carers, children and young people, partners and stakeholders. During the evaluation, a separate survey exercise was undertaken with parents and carers who use Thomley Activity Centre using Survey Monkey. The survey was sent to 1017 people and a total of 192 responses were made, mainly by mothers of disabled children and young people who were asked to reflect the opinions of their children.

What do you want to do? (please describe the project you want funding for)

Thomley Activity Centre is a recreation and informal education facility for children and young people with all kinds of disabilities, including autism, who visit with their families, friends, schools and respite groups. Since the launch of the teenage provision in 2011, Thomley has seen a 70% increase in teenagers visitors, with a total of 400 teenagers accessing the service. One of the most significant developments of the teenage project has been the concretisation of after school youth groups, which now take place on a weekly basis.

Three key outcomes of this project will be:

1. Disabled teenagers feel confident to make friends and to participate in fun, healthy and sociable activities chosen by themselves
2. Disabled teenagers feel empowered to achieve personal aspirations by enjoying hobbies or developing skills for future vocations and independent living
3. Parents and carers are less isolated during challenging times of transition and feel more positive about the future opportunities for their disabled teenagers

This particular funding application focuses on the costs of running 6 teenage focus days during holidays and 45 after school youth club sessions during term time (i.e. weekly or sometimes twice weekly) per year. These teenage focused activities are attended by 80 different young people per year, of which 65% are from Oxfordshire. The after school youth sessions support 10 young people from Oxfordshire each week but, with additional planned publicity, we envisage that numbers will increase. These focused sessions concentrate mainly on social activities, but also support the wider outcomes of the teenage project as follows:

- o **Social and communication skills** (confidence boosting skills, interactive games, mini cinema, information sharing, small discussion groups, discos, camping)
- o **Life skills** (e.g. cooking, daily living skills such as cleaning and laundry).
- o **Healthy and active lifestyles** (e.g. dance, sports, outdoor activities, exercise classes)
- o **Early vocational skills** (e.g. music, art, craft, woodwork, gardening)

We are seeking to match funding provided by BBC Children in Need and other donors to cover the cost of teenage days and after school youth clubs for young disabled people between now and March 31st 2014.

Why is your project important? (and why do you want to do it?)

Over the years, Thomley parents have repeatedly bemoaned the lack of safe or suitable venues for young disabled people struggling with the transition into adulthood. National research findings have highlighted this same issue citing that disabled young people are almost 4 times less likely to go out or go to see friends than their peers, and 7% don't see any at all outside school. The following comment was given by the mother of a young disabled man who visits Thomley *"When my daughter reached 16, her social life took off. When her disabled brother reached 16, his stopped altogether"*.

During Thomley's recent survey in April 2013 asking what challenges families of disabled children face they responded with comments such as: *"I lack support from my daughter's non-disabled peers' parents as they do not realise how socially isolated my 14yr old daughter is and how she is desperate to have time with young people of her age, especially in our community. If parents could just be more inclusive and encourage and support their young people to spend time with her. I would value support and training as to how to introduce her disability to others and to young people of the same age."*

As mentioned above, this project is an extension of the teenage project you funded last year. As an example of the impact this work is having, the value of after school clubs is highlighted by a case study already presented in the last Chill Out evaluation.

Elliot is 13 years old and has been coming to Thomley for 8 years. Before joining our evening youth club he had only ever used the centre on weekends and in the holidays. Elliot does not access any other youth provision or extra circular activities outside of school and Thomley. Elliot has autism, speech language and communication difficulties and as a result has poor social skills.

Since starting youth groups, Elliot has grown in confidence and has established friendships. Recently the group has increased in size and Elliot has initiated new friendships and conversations within the new group, something that he would not have done before. Elliot has found shared interests with his peers and participates in the set activities and makes his own choices in the free time. Following his enjoyment of activities at Thomley, Elliot has also continued to pursue some of these interests at home. His mother said *"Elliot looks forward to Thursday evenings. He has made new friends. He is much more open to trying new activities and food. I know it has helped him a lot with his social skills. He has made friends which he does not do easily. Elliot has begun drawing again which he hasn't done for a long time. It makes a big difference to us. Elliot actually wants to go to a club without wanting us to stay with him. This has never happened before"*

How will your project help or benefit children and young people in the community?

The recent evaluation carried out by independent consultants provided evidence that Thomley makes the following significant changes to the lives of disabled children and young people. We believe that this project will build upon these outcomes.

OUTCOMES FOR DISABLED CHILDREN & YOUNG PEOPLE

Social support

- Improved language, communication & interactive skills
- Improved social skills to develop sustainable friendships & networks
- Practical social skills & tools to function in society

Emotional & behavioural development

- Increased levels of confidence, self-esteem & resilience
- Increased feeling of being valued & accepted
- Reduced negative behaviour at home & improved sleep patterns
- Increased tolerance & understanding of other people's abilities & disabilities

Learning through play & informal education

- Increased engagement in positive, purposeful activities which are fun & educational
- Curriculum practiced in real situations (e.g. language, numeracy, literacy, science, physical development & citizenship)

Skills development

- Increased independence & confidence to make choices, to be more adventurous & take measured risks
- Widened horizons, inspiring personal goals & future aspirations
- Increased knowledge of specific skills which are extended at home (e.g. horticulture & riding a bike)
- Life skills practiced in a safe environment before confronting alternative settings (e.g. camping)

Physical development

- Increased access to health enhancing opportunities through inclusive sport & physical exercise
- Greater awareness of healthy lifestyle choices

Sibling support (in addition to above)

- Increased opportunity to play & be themselves, free from the responsibilities of caring or judgement of others
- Increased opportunity to socialise with friends & develop friendships
- Greater opportunity to spend quality time with parents & disabled siblings

Please tell us the total project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Overhead costs (i.e. premises, heating and lighting, equipment & site maintenance)	£6,000
Staffing costs i.e. Youthworker & sessional staff & training costs	£8,000
Project facilitators & materials e.g. cooking ingredients or craft materials	£2,000
TOTAL COST OF PROJECT (A) =	£16,000
B: Matched funding in place and secured (please list where the funding has come from)	
BBC Children in Need (costs covered up to 31st March 2014)	£5,000
Other unrestricted funds	£6,000
Total of matched funding (B) =	£11,000
A – B = Total grant requested (no more than £5000)	

What is the timescale for this project (completion must before 31st March 2014)

Start date: Page 34 Immediately
 Finish date: 31st March 2014

Chill Out Fund 2013-2014

Reference #:

COF034

Meeting date:

Sept

Name of Organisation

Witney Town Council

Project Name

Burwell Queen Elizabeth II community
Play Area

Amount asked for:

£5000

Timescale

As soon as funding is
available – December 13

Hub Area: Witney

Project description?

Would like to build a natural, all inclusive, play area to enhance the facilities on offer and build links with the public hall users and the wider community on the estate. The overall environment would benefit greatly from a more sympathetic scheme of play equipment.
We are seeking funding to help redevelop the Burwell QEII Community Play Area which is in urgent need of attention following feedback from residents. The current site only has a few pieces of play equipment and a single bench and the council has received public complaints about the facility being poor and their not being enough equipment for children of all ages.

Please tell us the **total** project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Huck Play Ship	£10,468
A E Evans 2.4M High Timber Swing	£1,667
A E Evans 2M High Cradle Seat	£1,558
Huck Vicking Super Robe End Swinger	£6,059
Proludic Roll-Up	£2,170
Geotextile Membrane	£135
Trees/Shrubs	£300
Boulders	£200
DDA Compliant Picnic Benches	£1,918
Post Installation Inspection	£450
Signage (funded by, plus other information)	£75
Zip Line	£4,590

Staffing – 37 hpw x 2 weeks x 5 staff (370 hours x £10.20)	£3,774
Play Bark (100 Meters Cubed) x £57.45	£5,745
TOTAL COST OF PROJECT (A) =	£39,109
B: Matched funding in place and secured (please list where the funding has come from)	
Witney Town Council – Zip Line	£4,590
Witney Town Council Staffing – 37 hpw x 2 weeks x 5 staff (370 hours x £10.20)	£3,774
Witney Town Council - Play Bark (100 Meters Cubed) x £57.45	£5,745
Other applications pending (SITA Trust)	£20,000
Total of matched funding (B) =	£34,109
A – B = Total grant requested (no more than £5000)	£5,000

young people benefiting

250+

Age range:

1-19

Have they applied before, if so, when and amount awarded? **No**

.Witney Town Council have now had confirmation of the SITA funding toward this exciting project. Recommend funding with a caveat that if the full amount is not raised in the current financial year this would need to be repaid

Completed by: Ruth Ashwell

Suggested amount
to award
£5000

CHILL OUT FUND 2013 – 2014

Office use only	
Application number:	COF034
Application received:	5.8.13
Acknowledgement letter sent:	Email
Amount requested:	£5000

Name of Organisation	Witney Town Council
Project Name	Burwell Queen Elizabeth 11 Community Play Area
How much are you requesting? (no more than £5k)	£5,000

Has your organisation applied for this funding before?	NO
How many times have you applied for the funding?	We have received 0 times before. Total received before is £0

Age range of children & young people that will be using the project	1-19
Number of children & young people who will benefit from this project	250+

Describe how children & young people have been involved in this application (please attach any supporting documentation to demonstrate their involvement)

Witney Town Council has been working with the parents and children across the town and has now formed a working party for the playing fields. The parents have set up discussion groups and we hope will soon set up an independent Charity so they can apply for other funding from sources not open to Witney Town Council. Projects to refurbish all play areas are underway with consultation at each step, including a play day on 30th August 2013 at Burwell Recreation Ground (please see below for more information).

Please visit www.facebook.com/SplashParkAtTheLeys for details on how parents are becoming involved in the play area plans. This site currently has 1651 followers to date.

We have also received telephone calls and a letter from a concerned relative about the condition of the Burwell QEII site which is enclosed.

What do you want to do? (please describe the project you want funding for)

Over the next year Witney Town Council wants to concentrate its efforts and resources on improving the Burwell QEII Community Play Area.

We would like to build a natural, all inclusive, play area to enhance the facilities on offer and build links with the public hall users and the wider community on the estate. The overall environment would benefit greatly from a more sympathetic scheme of play equipment.

We are seeking funding to help redevelop the Burwell QEII Community Play Area which is in urgent need of attention following feedback from residents. The current site only has a few pieces of play equipment and a single bench and the council has received public complaints about the facility being poor and there not being enough equipment for children of all ages.

Burwell Recreational area serves a large community and the site benefits from a Burwell Community Hall which is used regularly by local clubs, play groups and toddlers groups as well as hosting weddings and children's birthday parties for local families. The site is also well used by many local football teams (both children and adults) and will become the home ground of the Witney Vikings from September 2013. This means that the site will see much more footfall from families supporting their Dad, Son, Daughter, and an improved play area will give Mothers and other children the opportunity to play and socialise while still supporting their family member.

Witney Town Council is seeking funding to completely redevelop the play area at Burwell. This will include removing existing play equipment, improving the play area and resurfacing the site. This work will be carried out by Witney Town Council and is matched in the costs. Once this work is carried out Council employees will re-install the existing equipment (Monster Zip-Line, Wicksteed Spring Cockerel, Wicksteed Turnstile, and Wicksteed Cransley Metal Bench) and put in place the new equipment (Huck Play Ship, A E Evans Nest Swing, A E Evans Cradle Swing, Huck Viking Super Rope End Swinger and Proludic Roll Up). In addition we also hope to install two DDA Compliant picnic benches, plant some trees and install boulders to make the site more attractive (please see the attached plans of the site and equipment to be installed).

Burwell QEII Community Play Area is open to the public 365 days a year. There are no specific opening times and the site will not be fenced.

Why is your project important? (and why do you want to do it?)

Providing better playing resources for children in Witney is part of Council's ongoing plans over the next five years. We are hoping, with the support of funders, to upgrade and make all of our sites more user friendly for children of all ages. This site will include play equipment for children of all ages which it is currently lacking. The site will visually look more pleasing to the community as we will be using natural resources such as playbark, installing DDA Complaint Picnic Benches, planting a commemorative Oak tree, installing boulders and felled trees (which will be used as play equipment) and removing the existing railings (please note the felled trees are being recycled from dangerous trees removed from around the town).

We have also been working with the local police, schools, and college and hope to install graffiti walls at each of the sites at a later date.

As part of the Council's plans to support those living in the community, we are hosting a large family fun play day at Burwell Recreational Grounds on 30th August 2013 as part of its dedication as a Field in Trust. It is expected that we will have over 1,000 people on site together with a wide range of activities for children to participate in. On this day we will have a wide range of volunteers and play association organisations involved including The Health Bus, Oxfordshire Families Association, Parents and Children Together, Cottsway Housing Association plus many more stalls

run by local groups and organisations. On the day we will be telling families about plans for the Burwell and Leys site and we want to encourage people to get involved with volunteering, fundraising and feeling part of the community by discussing future developments, their wants, likes and needs.

How will your project help or benefit children and young people in the community?

Playgrounds often act as focal points for the community, providing a meeting area for children and parents. They offer a place for children to play and forge new friendships, while ensuring they remain healthy and stay active.

Our aim is to provide a more inclusive stimulating environment for a wider range of children, incorporating toddlers to teens.

By providing these new facilities we will give children of all ages the chance to be inclusive and to enjoy an area which will be pleasing to the eye an environmentally friendly.

Please tell us the **total** project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Huck Play Ship	£10,468
A E Evans 2.4M High Timber Swing	£1,667
A E Evans 2M High Cradle Seat	£1,558
Huck Vicking Super Robe End Swinger	£6,059
Proludic Roll-Up	£2,170
Geotextile Membrane	£135
Trees/Shrubs	£300
Boulders	£200
DDA Compliant Picnic Benches	£1,918
Post Installation Inspection	£450
Signage (funded by, plus other information)	£75
Zip Line	£4,590
Staffing – 37 hpw x 2 weeks x 5 staff (370 hours x £10.20)	£3,774
Play Bark (100 Meters Cubed) x £57.45	£5,745
TOTAL COST OF PROJECT (A) =	£39,109
B: Matched funding in place and secured (please list where the funding has come from)	
Witney Town Council – Zip Line	£4,590
Witney Town Council Staffing – 37 hpw x 2 weeks x 5 staff (370 hours x £10.20)	£3,774
Witney Town Council - Play Bark (100 Meters Cubed) x £57.45	£5,745
SITA Trust	£20,000
Total of matched funding (B) =	£34,109
A – B = Total grant requested (no more than £5000)	£5,000

What is the timescale for this project (completion must before 31st March 2014)

Start date:	As soon as funding available
Finish date:	December 2013

Chill Out Fund 2013-2014

Reference #:

COF035

Meeting date:

November

Name of Organisation

OYAP Trust

Project Name

Bicester & Bretch Hill Youth Action Team

Amount asked for:

£5000

Timescale

Hub Area: Bicester

Project description?

Youth of Bicester team is looking for funding to run a programme of events during term-time and school/college holidays with local artists leading the events, including furniture upcycling workshops, acoustic music gigs, sculpting sessions, and much more. They will commission the programme themselves, learn new skills in the workshops, and invite other young people to come to the sessions as a way of recruiting more members in to the Youth Action Team. In Bretch Hill the youth action team started up in September 2013; the young people have initially identified that there is a need for entertainment nights for the youth on Bretch Hill, and their first event will be a Grease themed night in Autumn, where they are transforming the space at The Hill and organising the music and décor for the evening, and inviting the community to come and have fun with them. There will be a series of themed entertainment events.

See application for detailed description

Please tell us the total project cost, including: A - Breakdown of items you are seeking funding for B - How much match funding you have and from where?	
A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Youth Projects Intern	5,250
Artistic workshop facilitators (£250 per day/£125 per half day, equivalent of 21 full days split between The Studio and YoBs, and Bretch Hill)	5,250
Project Support workers	800
Project Materials	1,550
Marketing	850
Catering (YAT meetings and events)	880
Equipment purchase	200
T-shirt printing	150
Studio bills, cleaning and maintenance	675
Contingency 5%	780
TOTAL COST OF PROJECT (A) =	16,385
B: Matched funding in place and secured (please list where the funding has come from)	
Sanctuary Housing	8,703
Individual donations	800
Generated income from The Studio	350
Bicester Town Council	938
Local Business support	595
Total of matched funding (B) =	11,385
A – B = Total grant requested (no more than £5000)	£5000

young people benefiting

500 plus

Age range:

10-18

Have they applied before, if so, when and amount awarded? Yes x 3, £10550

Comments:

Decent project, whose track record shows that will produce outcomes for the broad community (doesn't necessarily target particular need or groups in the Bicester example).

Concern is that this project and much else that OYAP provide is dependent on public sector funding – OCC funds a lot of OYAP central costs as well as previous Chill Out bids. A lot of discussion has taken place gaining commitments from OYAP regarding non public sector support, progress is very slow but limiting access to whatever public funds are available may not help speed it up. Accepting that concern there is no reason not to support this bid.

Completed by: R Savage (Hub Manager)

Suggested amount
to award
£5000

CHILL OUT FUND 2013 – 2014

Office use only	
Application number:	COF035
Application received:	
Acknowledgement letter sent:	email
Amount requested:	£5000

Name of Organisation	OYAP Trust
Project Name	Bicester and Bretch Hill Youth Action Teams
How much are you requesting? (no more than £5k)	£5000

Has your organisation applied for this funding before?	Yes
How many times have you applied for the funding?	We have received <u>3</u> times before. Total received before is £ <u>10550</u>

Age range of children & young people that will be using the project	10 to 18
Number of children & young people who will benefit from this project	500 plus

<p>Describe how children & young people have been involved in this application (please attach any supporting documentation to demonstrate their involvement)</p> <p>The Youth Action Teams project is in its second year. Young people are supported by OYAP to make decisions about activities they want to see happen that are community-facing, kind, creative and visible. The young people are in the driving seat and have organised lots of activities in their first year, from taking over empty shops and turning them into interactive arts workshops, commissioning jewellery-making masterclasses, putting on exhibitions of young artists' work for ArtWeeks, World Book Night give-aways, to a series of creative 'acts of kindness' in the community. They meet regularly, and say this about themselves: "We're a group of young people who spread positivity in Bicester. We were tired of not having enough to do in our town, so we took matters into our own hand and started to make things happen. We're called the Youth of Bicester – or YoBs – and we organize and take part in arts events mainly, but we'll try our hand at anything." As a result of the success of the first year of creative youth action in Bicester, we have now started up a new a youth action team in Bretch Hill in Banbury, where young people are organising their own themed nights for the community, and are working towards an intercultural food festival, and redesigning the outside of their space to make it more useable by the community.</p> <p>The Youth Action Team projects and young people will be employing their own paid youth intern to work alongside the groups so that the group is entirely youth-led. The Intern will run The Studio space under the Programme Manager, and work with the Bretch Hill group to deliver their plans</p> <p>Attached is a report for the first year of activity of the Bicester Youth Action Team and notes from recent planning meetings to support evidence of young people's planning in Bretch Hill.</p>
--

What do you want to do? (please describe the project you want funding for)

OYAP Trust currently supports two Youth Action Teams (YATs), groups of young people who come together to develop their ideas for projects that help their communities and other young people within those communities. The YATs – Youth of Bicester (in Bicester) and Bretch Hill Youth Action Team (in Banbury) – have both come up with ideas for series of events that they would like to see happen in their towns, and are looking for funding to help enable these projects to happen.

The Youth of Bicester have recently been given an empty shop unit in the heart of Bicester Town Centre, and they opened it on the 29th October 2013, called 'The Studio'. They have created a new space for young people which is run by young people. They are curating and commissioning a series of events and activities and have been given the space for free until Christmas 2013 with a view to this becoming on-going either in its current location or in another empty shop unit. OYAP Trust is supporting Radio Bicester who are youth-run, and they will be running the station from The Studio. The youth action team (YAT) are running their own café and selling t-shirts that they have designed. The young people have designed the space, and have gathered furniture, created a performance area for open mic and acoustic music sessions, created an indoor grassy meadow area, and they open all of school holidays and then three days a week after school and Saturdays. They have been creating links with local businesses who have given them flooring, free design and print etc, and are using local young artists to lead interactive workshops, such as fashion upcycling, wall design, recycled sculpture, Halloween workshops for the family, swap shops and book exchanges.

The Youth of Bicester team is looking for funding to run a programme of events during term-time and school/college holidays with local artists leading the events, including furniture upcycling workshops, acoustic music gigs, sculpting sessions, and much more. They will commission the programme themselves, learn new skills in the workshops, and invite other young people to come to the sessions as a way of recruiting more members in to the Youth Action Team. Funding is also needed to support the running costs of space. They will also work alongside the artists to support the delivery of the workshops and leading workshops themselves. They also plan to turn one of the rooms into a gallery where they will host a young local artist to exhibit and sell their work, and change this once a month.

In Bretch Hill the youth action team started up in September 2013; the young people have initially identified that there is a need for entertainment nights for the youth on Bretch Hill, and their first event will be a Grease themed night in Autumn, where they are transforming the space at The Hill and organising the music and décor for the evening, and inviting the community to come and have fun with them. There will be a series of themed entertainment events, and they are working on two larger projects; a community intergenerational food festival and a landscaping project. They have made contact with a local landscape consultant who is coming to help them plan what their new community space could look like, and how they can make it happen.

Both groups have consulted with the community, wanting to make their communities better places for everyone. The Youth Action Teams' motto is '**Changing the community for the better: young people inspiring and being inspired!**' The Youth of Bicester have designed their own website: <http://youthofbicester.tumblr.com/> and are active on Facebook. They also have designed and made their own website for The Studio space: <http://www.thestudiobicester.com/> Here is a short film of the youth action team out consulting with the community about the community, by making a Tree of Wishes: http://www.youtube.com/watch?v=4UYaUSo_ydU

The Bretch Hill group is just starting up and hasn't got a website yet, but have got a Facebook page to let the community know what is happening.

Why is your project important? (and why do you want to do it?)

The project is crucial for increasing youth engagement and young people's access to positive activities. As the young people say "Being part of the YoBs project has already impacted on me; firstly by talking about great ideas of getting youth of Bicester involved in productive kind things. I find it really inspirational that young people in my local area want to make a difference. There are people here that genuinely want to make Bicester better. That there is something we can do, knowing that it's not a hopeless situation, that Bicester isn't just 'oh it's never going to get better'; there is something we can do to make it better, that as a long term goal it will work." "We are a youth group who want to help people change how they see youths and young people in the community. I think it is pretty much what we have set out to do." "Being part of YoBs makes young people feel really listened to. It's made me realise that if we really want to do something, there is a way we can do it."

An extract from the evaluation of year one points to the importance of the project coming from consultation with young people; hearing what they need, what they want for their town, and then giving them the means to make it happen:

"YOB young people want to be agents of change. They want to change the way their peers see Bicester and they want to encourage their peers to participate in social acts of creative kindness. They want all young people to become actively and positively involved in the Bicester Community. They want to leave a legacy behind them for younger peers to "pick up the baton" and continue to shape, change and positively influence their communities using creative social expression. YOB young people have set a precedent for this. They have been trailblazers and are beginning to make a significant impact on the way older people are perceiving young people's motives towards and ability to positively enhance Bicester." Youth Action Team evaluation year one, Helen Mason author.

In Bretch Hill OYAP has been working with The Hill community centre and its workers and young people for a number of years. We know that Bretch Hill is one of England's most deprived areas, with some areas of this ward amongst the 5% most deprived in the UK (Source Oxford Data Observatory). The children and young people experience multiple levels of disadvantage; they often come from families living on very low incomes or benefits and have low educational attainment; 44% of residents have no qualifications at all. As a result, they have low expectations of themselves and those around them, causing a cycle of apathy. They have valued projects we have provided to them in the past: "I would have been causing trouble in Banbury somewhere if I hadn't been able to come to this". OYAP Trust has pimped bikes there, initiated a now self-sustaining youth choir, and introduced and supported the national accreditation, the Arts Awards. We will be working with the young people that attend the centre. We are developing the skills and ambitions of the young people to identify and deliver their own projects for the community. We have seen that young people are much more engaged when they have ownership of their own projects and our project will help the existing group turn their ideas into deliverable outcomes. Initial meetings with the young people have indicated that they would like to change the external environment of the Hill to make it more of a resource for the community to come and play and relax in. With the support of OYAP these young people are identifying a need, coming up with a creative solution, and making it happen. Young people are also working towards their Arts Awards, and achieving their aims and getting an accreditation will be hugely beneficial to their self-esteem, which is very important to the community and the young people themselves.

How will your project help or benefit children and young people in the community?

The Youth Action Teams are making a programme of positive activities for young people happen in their communities. In Bretch Hill their entertainment evenings are targeted at young people, and giving them something positive to do. In Bicester The Studio is a space for workshops, information, space to meet friends and have a cup of tea, a place to meet and make music with open mic nights, opportunities to make and broadcast youth radio programmes, upcycle and recycle clothing and fashion, and a place to make and exhibit art work. This is an initiative that is all about groups of young people making a positive difference to other young people in the community, as well as the wider intergenerational community.

The young people on the project have been evaluated as gaining the following skills: *"The aim of the YoBs project is to support and enable young people to organise their own creative and cultural community events. They do this through actively participating in Bicester's growing community. During this process they develop key skills in social intelligence, emotional resilience, enterprise and discipline. Young People acquire new skills and achieve practical goals such as forging a useful dialogue with other members of their community. As a result of positive interaction etc. young people's self-esteem increases, and so does their acquisition of skills for future employment."* Helen Mason, Evaluator

Please note this evaluation refers to the pilot in Bicester, which in year two is now grown to include another pilot youth action team in Bretch Hill, built on the same approach and methodology.

"I think that now we've done a few projects, got a bit more experience, and also got to know people a little bit better, so we know their strengths...so we're actually able to channel the energy. We know when to chat and discuss things in meetings, but also at the same time make sure that our meetings are productive and that we plan things and then we do things." Member of the Youth of Bicester

The young people are conceiving, organizing and delivering great opportunities for young people in their communities, with appropriate support. The benefit is also to the perception of what young people are and what they are capable of, which is summed up in this response we had from someone who learned about an exhibition of young artists' work organized by the youth action team for Artweeks:

"I am not a youth (aged 70) and not an artist either, I just want to say how encouraging to hear something positive about the youths of Bicester. I am sure that the youth of today are no better or worse than in my day (Mods, Rockers, Sex, Drugs and Rock and Roll) but they do seem to get a lot more bad press. Good luck with your project. I shall make a point of going to the exhibition." Mike Pearce, Wendlebury

Please tell us the **total** project cost, including:
A - Breakdown of items you are seeking funding for
B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £
Youth Projects Intern	5,250
Artistic workshop facilitators (£250 per day/£125 per half day, equivalent of 21 full days split between The Studio and YoBs, and Bretch Hill)	5,250
Project Support workers	800
Project Materials	1,550
Marketing	850
Catering (YAT meetings and events)	880
Equipment purchase	200
T-shirt printing	150
Studio bills, cleaning and maintenance	675
Contingency 5%	780
TOTAL COST OF PROJECT (A) =	16,385
B: Matched funding in place and secured (please list where the funding has come from)	
Sanctuary Housing	8,703
Individual donations	800
Generated income from The Studio	350
Bicester Town Council	938
Local Business support	595
Total of matched funding (B) =	11,385
A – B = Total grant requested (no more than £5000)	

What is the timescale for this project (completion must before 31st March 2013)	
Start date:	11/11/13
Finish date:	31/03/13

Chill Out Fund 2013-2014

Reference #:

COF036

Meeting date:

November

Name of Organisation

BLAP (Blackbird Leys Adventure
Playground)

Project Name

Winter Opening of adventure
playground

Amount asked for:

£4250

Timescale

Dec 2013 – March
2014

Hub Area: Littlemore

Project description?

Continuation and improvement of activities on offer over the winter months in line with the feedback from our users. Over the winter months provide a nourishing warmer and healthy snack providing ingredients for healthier options. We would like to ensure the delivery of the playground over the winter. Need to pay for heating the premises and providing a light outside in the playground and pay our project worker, we understand Chill Out may not be able to fund these items but they are instrumental to our remaining open. Please recognize these costs are being provided by our other grant providers

Please tell us the **total** project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)	Cost of project £8500
Healthy, warm snack ingredians for the witner months	£240
Resources for the playground – arts and crafts, gardening, cooking, cycle repair materials	£600
ROSPA check on new equipment	£100
CD Player	£60
Booking Blitz for afternoon sessions	£150
Volunteer expenses	£100
Training of volunteers and staff	£400
Replacing football table	£600
Heating and lighting (from match funding)	£1250
Project leaders hours (from match funding)	£3000

TOTAL COST OF PROJECT (A) =	£8000
B: Matched funding in place and secured (please list where the funding has come from)	
Sarah Nowell Educational Trust	£1000
St Michaels in the Northgate	£3000
Leys Neighbourhood partnership	£750
Total of matched funding (B) =	£4750
A – B = Total grant requested (no more than £5000)	£4250

young people benefiting

150

Age range:

8-13

Have they applied before, if so, when and amount awarded? **October 2012/September 2013 £1500**

Recommended : £240 for winter snacks, £400 towards garden and material, £150 for ROSPA checks, £150 for Booking Bliz.

Completed by: Delia Mann – Littlemore EIS

Suggested amount
to award
£ 940

CHILL OUT FUND 2013 – 2014

Office use only	
Application number:	COP036
Application received:	
Acknowledgement letter sent:	email
Amount requested:	4250

Name of Organisation	Blackbird Leys Adventure Playground
Project Name	Winter opening of adventure playground
How much are you requesting? (no more than £5k)	£4250

Has your organisation applied for this funding before?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
How many times have you applied for the funding?	We have received <u>2</u> times before. Total received before is £ <u>4000</u>

Age range of children & young people that will be using the project	8-13
Number of children & young people who will benefit from this project	150

<p>Describe how children & young people have been involved in this application (please attach any supporting documentation to demonstrate their involvement)</p> <p>We now have a suggestion box with some very useful suggestions from the children attending the after school club about what they would like to see at the club. They made some excellent suggestions . There were requests for computers, play stations and DVD games. We have explained to the children that we feel an adventure playground's strength is in enjoying being outside and active and working together. Computers can lead to people playing games and becoming isolated and we feel this is not a priority for BLAP. So instead of buying computer equipment we are arranging to book the Blitz centre for several sessions of computer games over the winter. They would charge £30 session and so we are asking for £150 for 5 sessions Users make other requests. The following four were the most common:</p> <ul style="list-style-type: none"> a) bikes. We have offered our first cycle repair workshop and plan to continue with these. We have kitted out a garage as a workshop. We would like funding to buy spare parts for the workshop work. We would suggest £200 b) football goals. We have matched funding for the goal posts c) Slide. The firm that cuts our grass has been offered a large structure that includes a slide We have dismantled the structure and have matched funding for the costs of re-building this. Volunteers from the committee and parents will work on this over two Saturdays in November. We would ask for £100 which is what we will need to get ROSPA in to do a safety check before we open the structure for the children. d) A CD player that works well we are asking for £60

What do you want to do? (please describe the project you want funding for

- 1.Continuation and improvement of activities on offer over the winter months in line with the feedback from our users.
- 2.Over the winter providing a more nourishing, warm and healthy snack at 4.30 and providing ingredients for healthier options in our cooking slot(-Snack ingredients £240)

In the recent evaluation by children and parents there is a real affirmation of the ethos of the playground and the enjoyment children have derived. Our numbers are increasing. We want to make sure that the activities on offer are such that the children attending are inspired and develop. We would like to make our facilities even more attractive

We would like to ensure the delivery of the playground over the winter. We need to pay for heating the premise sand providing a light outside in the playground and pay our project worker. We understand that Chill Out fund may not be able to fund these last two items this time but they are instrumental to our remaining open. Please recognize that these costs are being provided by our other grant providers

Why is your project important? (and why do you want to do it)

In the 19 months since we have re-opened we have become a valuable resource for many parents and above all we are making a difference to the children who use the playground. This is borne out in statements from our key stakeholders: local schools, parents and children. We want to continue the work we have started and to further improve the experience for the children. Below are statements from some of these stakeholders:

Parents:

"I know they are safe and having fun", "my son is gaining confidence and is able to express himself. He is very happy at BLAP" "(BLAP)makes her more sociable and confident", "freedom to play instead of watching TV" "she is very creative and enjoys making things"

Children:

"everyone is friendly", "to make friends and to do activities", "to have fun" They mention in particular the zip wire, the hammocks(made by them every day out of strong material) the art activities, the gardening and cooking.

Schools:

Our children come mainly from Orchard Meadow (walking across the adjacent school field). and from Pegasus (via a walking bus) Some walk down from Windale. The home school link worker from Orchard Meadow writes "Many of our children live in flats so after school may not have the opportunity to play outside or with their peers...BLAP is often the only place they can send their children that offers activities/entertainment at an affordable cost". The link worker from Pegasus wrote: "Your after school club provides a safe, secure and nurturing environment for many of our most vulnerable children. This is also an important resource for our working families who may still be on a low income as you provide good value and affordable childcare. You provide a nurturing environment, I have been particularly impressed by the homework help you have offered our students"

How will your project help or benefit children and young people in the community?

The children are learning to work together, to work through differences, to accept others who might be different from them. They are learning to garden, to discover what it is like to pick and pod peas, eat beans, enjoy strawberries, raspberries tomatoes, brussel sprouts, sweet corn and pumpkins. They enjoy cooking and learn health and hygiene rules. We would like now to introduce more healthy options for their snack time. They have a free hand with arts and crafts and we love their creativity. They play snooker, pool, table tennis, connect 4 and much more. Most of their time is spent outside and they are getting their physical exercise without even realizing it. They are enjoying being children, playing imaginatively and learning how to negotiate as they play. As children come straight from school they will sometimes share their homework with the staff and staff will encourage children to read to them, to plan their story or to try their mathematical puzzles. They love to show staff their certificates and tell them how school has gone.

If there is a problem our Project leader calls the children together then, as well as expressing his concerns, he allows all the children to have their say about what happened and suggest how to put things right. We believe we are making a real difference to these children, they are being valued for who they are.

Please tell us the total project cost, including:

A - Breakdown of items you are seeking funding for

B - How much match funding you have and from where?

A: Breakdown of items you need (cont on separate page if necessary)

Cost of project £

Resources for the playground- arts and crafts ,gardening ,cooking, cycle repair materials	£600
Healthy, warm snack ingredients for the winter months	£240
ROSPA check on new equipment	£100
CD player	£60
Booking Blitz for afternoon sessions with computers@ £30 an hour (this includes paying for an expert in computer games to facilitate)	£150
Volunteer expenses	£100
Training of volunteers and staff	£400
Replacing football table –we have repaired and repaired but now very old	£600
Heating and lighting (from matched funding)	£1250
Project leader's hours for winter opening-from matched funding	£3000
TOTAL COST OF PROJECT (A) =	£8500
B: Matched funding in place and secured (please list where the funding has come from)	
Sarah Nowell Educational Trust	£1000
St Michaels in the Northgate	£3000
Leys Neighbourhood Partnership	750
Total of matched funding (B) =	£4250
A – B = Total grant requested (no more than £5000)	£4250

What is the timescale for this project (completion must before 31st March 2014)	
Start date:	<u>December</u> 2013
Finish date:	March 2014

This page is intentionally left blank