

BINGLEY TOWN COUNCIL

Bingley Town Council, The Hub, Myrtle Place, Bingley, BD16 2LF



RISK AND RESOURCE ASSESSMENT FORM

Please use this form when submitting a motion, or proposal, to a meeting of the council, or a committee. Please identify any costs, resources or risks associated with the motion or proposal, and provide as much information as possible.

1) Name of councillor	John Goode
2) Date submitted	06/01/2023
3) Please advise which meeting you wish this to be considered at (motions received after a deadline may not be accepted)	Full Town Council
4) Please provide information on the motion/proposal you are submitting.	That BTC engage a builder to refurbish three raised flower beds on the Green in Cottingley.
5) Are you including any supporting information? Please state what information is included with your submission	Yes. Please see accompanying information to support the proposal.
6) What resources would be needed?	A small amount of staff time would be needed.
7) How much do you anticipate the scheme would cost? Which budget heading do you think any costs would come from?	Around £6600.00 +VAT. Depending on which quote is preferred, taken from the CIL reserve.

<p>8) How does the scheme meet the town council's current priorities?</p>	<p>Supporting local communities.</p>
<p>9) Please estimate how much time would be required by staff at each stage</p> <p>(Include as much information as possible)</p>	<p>As the work will be sub contracted out, a minimal amount of staff time would be needed.</p>
<p>10) Have you identified any potential risks to the council?</p> <p>(Please refer to the council's Risk Assessment Policy and Financial Risk Assessment Policy)</p> <p>If yes, how could these be mitigated?</p>	<p>No.</p>
<p>11) Have you considered the public sector equality duty?</p> <p>(Please refer to the council's Equality Policy)</p> <p>Would your proposal meet the duty?</p>	<p>Yes.</p>
<p>12) What are the estimated sustainability implications and greenhouse gas emission impacts of the proposal?</p>	<p>N/A</p>