

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 & Philippa Gibbons
2) Date submitted	25/07/2024
3) Meeting you wish this to be considered at	Full Council 30 July 2024 <i>(NB. motions received after a deadline may not be accepted)</i>
4) Please provide wording for the motion(s) you are requesting.	To approve funding from Bingley Town Council for the Bingley Heritage Trail project to make up the shortfall in funding received from the Alfred Sharp Trust. Funding of £9975 to be provided, from the interest received on the CCLA deposit account.
5) Please provide details of the project/work that you are proposing to be undertaken. NB. This should include specifications for all work against which quotes will be requested. Details of any supporting documents?	<p>A consortium of community organisations - Bingley and District Local History Society, Walkers are Welcome in Bingley, Friends of Prince of Wales Park, Friends of Myrtle Park, Action Stations, Bingley Little Theatre submitted a bid to the Alfred Sharpe Fund for the development of a Heritage Trail in Bingley.</p> <p>The Heritage Trail will be developed in consultation with schools and the community as an educational and tourist resource, comprising site specific installations at the railway station, town square, Myrtle Park, Five Rise Locks, Prince of Wales Park, with a potential sixth site above Milner Fields (Primrose Lane).</p> <p>Being a consortium, and to ensure transparency, they requested that Bingley Town Council took on the role of holding and disbursing the grant funding on their behalf. This was agreed by F&GP on 12 June 2024 and 2 Councillors were nominated to sit on a project steering committee when formed.</p> <p>The Alfred Sharp fund application has been reviewed and a grant awarded, but not the full requested amount of £31,926:</p> <p><i>“Following your presentation to The Alfred Sharp subcommittee have formally approved your application.</i></p> <p><i>However the decision to approve your application was for £22,320 only. Omitted from their consideration was the costs for the consultation and a gazebo.”</i></p>

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	<p>The consultation is the first part of the project, so without additional funding the project cannot commence.</p> <p>Supporting Documents:</p> <p>1 Project Proposal</p>
6) What resources would be needed?	<p>Use of the finance system, staff and councillor time to create process and approve payments has already been agreed by F&GP.</p>
7) Please estimate how much time would be required by staff at each stage (Include as much information as possible)	<p>Provision of this funding will incur small additional amounts of staff time to move money within the finance system.</p>
8) How much do you anticipate the scheme would cost? Which budget heading do you think any costs would come from?	<p>£9,975</p> <p>It is proposed to use interest received on the CCLA deposit account during FY24/25 and FY25/26 (if necessary) to fund this project.</p> <p>Interest payments received to date (Apr-Jul) total £4535, with another payment circa £1300 expected in early August.</p> <p>Whilst the current interest rate may decrease and the balance on which interest accrues will decrease, realising the requested amount is considered achievable.</p> <p>Given the funding is required for early project activities, if the interest accrued at any time is insufficient to fund any payments due, then it is proposed that reserves are used and subsequently topped-up.</p>
9) How does the scheme meet the town council's current priorities?	<p>The Project would showcase many of Places of Interest around the Town, which in turn would attract visitors to Bingley, that would benefit both local businesses and Parish residents.</p>
10) Detail any potential risks to the council from this project/activity with suggested mitigations? <i>(Please refer to the council's Risk Assessment Policy and Financial Risk Assessment Policy)</i>	<p>There is always a Risk of criticism to any project, usually regarding cost. However given the majority of the funding is from elsewhere and our contribution is from a non-precepted source we believe the risk is minimal.</p> <p>This Project has the potential to be a major tourist attraction for years to come. The benefit of us contributing and enabling the project, which is fully supported by the following local groups,</p>

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	Friends of Prince of Wales Park, Friends of Myrtle Park, Bingley History Society, Walker's are Welcome and Action Stations, to go-ahead is considerable. Not being supportive could expose us to reputational damage.
11) How has public sector equality duty been addressed? <i>(Please refer to the council's Equality Policy)</i>	<p>The Heritage Trail will be a free to use asset, so available to all members of the community.</p> <p>The 2 Councillor members on the steering group will be able to ensure that the equality act is taken into consideration in the design and implementation of the project</p>
12) What are the estimated sustainability implications and greenhouse gas emission impacts of the proposal?	<p>The Heritage Trail will encourage walking around Bingley. By undertaking the Trail people will spend longer in the town and this may reduce onward travel.</p> <p>The 2 Councillor members of the steering group will be able to ensure that appropriate materials are used to deliver the Trail.</p>