

Bid Reference Number	1
Bid Submitted By	Mark Bailey
Service	Partnerships
Title of Bid	Continuation of Safer and Stronger Communities work following reductions in funding
Amount of Bid	£35,000
Duration of Funding Required	£35,000 required each year on an ongoing annual basis
Details of Bid	<p>To part fund the projects of the Newcastle Safer Communities Partnership and to use this funding to encourage match funding from partner organisations. The projects include:</p> <p>Further development of LAPS as commissioning bodies for local services (£5,000)</p> <p>Safer Nights (including Street Pastors, encouraging education re. use and misuse of alcohol and introduction of a first aid triage process in the Town Centre) (£3,000)</p> <p>Health Promotion (to develop educational approaches with health colleagues/other partners re. healthier lifestyles and behaviour) (£10,000)</p> <p>Lets work together (to provide a referral based system for home visitors in order to better signpost issues being faced by vulnerable residents) (£10,000)</p> <p>Further development of community pride events (focus on tidying up areas dealing with issues and tackling crime related behaviour) (£5,000)</p> <p>Financial inclusion intervention (to continue to educate and develop existing approaches further in terms of helping people in financial difficulty) (£2,000)</p>

Bid Reference Number	2
Bid Submitted By	Joanne Basnett/Mark Bailey
Service	Economic Regeneration/Partnerships
Title of Bid	External Funding Officer
Amount of Bid	£20,000 for trial period
Duration of Funding Required	£38,000 required following a trial period on an ongoing annual basis
Details of Bid	<p>Appointment of a Regeneration/External Funding Officer to undertake the following tasks:</p> <p>Research possible sources of funding and keep up to date on funding opportunities</p> <p>Advise other Council staff and other key stakeholders regarding funding opportunities and developments</p> <p>Put together presentations, reports and applications</p> <p>Attend meetings with interested parties and maintain good working partnerships with other key public sector agencies as well as the community</p> <p>Work with budgets and analysing statistics</p> <p>Maintain a Council database</p> <p>Advantages include giving the post holder on behalf of the Council a greater opportunity to identify and take advantage of sources of funding - rather than including this work as part of an existing post which would have other duties, limiting the amount of time and resources which can be dedicated to securing funding</p> <p>It is suggested that we approach an authority which already has external funding officers in place and investigates whether a temporary solution can be found, so as to pilot this work</p>

Bid Reference Number	3
Bid Submitted By	Joanne Basnett
Service	Economic Regeneration
Title of Bid	Supporting Business Start Up
Amount of Bid	£40,000
Duration of Funding Required	£40,000 required each year on an ongoing annual basis
Details of Bid	<p>Business set up Grants could be considered, many people do not have the capital resources required to set up some businesses or become self employed</p> <p>The Council could consider establishing a Business Support Fund whereby local people could apply for small grants to buy equipment required for their business. This could include a £1,000 set up grant and a further £500 after 6 months for further development. A fund of £30,000 would therefore assist 20 business set ups</p> <p>The Council could consider providing specialist support for local businesses through funding specialist advice either through paying for one to one coaching or generic advice sessions for multiple companies</p> <p>These sessions could be arranged through the Business Development Officer and potentially link to the Enterprise Coach available through Business Enterprise Support (provides business support to long term unemployed to enable them to become self employed). A budget of £10,000 may be appropriate to support local businesses</p>

Bid Reference Number	4
Bid Submitted By	Nesta Henshaw
Service	Environmental Health
Title of Bid	Public Health Promotion Officer
Amount of Bid	£30,000
Duration of Funding Required	£30,000 required in both 2013/14 and 2014/15 - not in further years
Details of Bid	<p>Public health problems in the borough are significant - life expectancy in some wards is as much as 9 years lower than other parts of the borough and the country - also have higher infant mortality rates than the national average</p> <p>There are a number of factors that impact on the health of our local population, as summarised in the Staffordshire Joint Strategic Needs Assessment. These public health problems not only have a negative impact in communities, but put a significant burden on the Primary Care Trust who have to treat our residents when they become ill</p> <p>It is proposed that we create a new post entitled 'Public Health Officer' at a cost of £60,000 over 2 years. The post would liaise directly with our Partnerships team, Health and Wellbeing Board and Director of Public Health</p> <p>The Officer would specifically target and co-ordinate action on the specific health problems facing residents within our Borough. Particular projects would be carried out to reduce morbidity rates by improving rates of exercise, healthy eating, smoking cessation, alcohol reduction. There would also be initiatives aimed at reducing teenage pregnancy, sexually transmitted diseases and substance misuse</p> <p>This action would be specifically targeted in those wards classified as being the most deprived where life expectancy and health outcomes are much lower. As well as improving the health and wellbeing of our local community, this investment could help to save the NHS significant resources which are currently needed to treat the symptoms of our local public health problems</p>

Bid Reference Number	5
Bid Submitted By	Nesta Henshaw
Service	Environmental Health
Title of Bid	Mobile Working System for Inspections
Amount of Bid	£33,550
Duration of Funding Required	£33,550 required in 2013/14 only - in further years £2,125 required each year on an ongoing annual basis

Details of Bid	<p>Environmental Health undertake proactive and reactive workloads throughout the borough. These duties are recorded on a variety of inspection forms, which are then upon return to the office entered onto the APP system in order to keep records of actions/inspections/complaints</p>
	<p>The move to a mobile solution gives 2 primary benefits; the elimination of dual entry and the transfer from some areas to a digital system rather than a paper based system. In addition this gives the potential to transfer to total remote working for some areas of service, this will also enable the timely 2 ways integration and updating of the CRM and APP IT systems</p>
	<p>There are 3 options - 1. Do nothing (duplication continues, no advantage), 2. Invest in laptops, tablets, PDAs. (SBC have investigated and experimented with various devices and have shared there experiences and recommendations) 3. Invest in a digital pen and forms solution (been implemented and proven to work by SBC and has been adopted by an extensive customer base in a range of sectors - the digital forms can also be used with tablets, extending the scope of the solution)</p>
	<p>The digital pen and forms solution has been recommended to be used because - the product is small (supports lone working), very minimal personal security threat to Officers, the completed forms can be accessed and drawn down from the digital pen server by office based admin who can QA the data and wrap up the appointment on behalf of the Officer, re-training is limited, acceptance is higher compared to implementation of other technologies, data recorded on the device is secure</p>
	<p>This will enable Officers to do more for the same, free up time and reduce the administrative burden that Officers have to undertake themselves and enabling them to be more field than office based. There will be a net reduction in scanning through the MFDs and through printing duplicate and stock forms. It is anticipated that there will be better consistency in data entry. Updating our systems promptly is invaluable where several officers/teams need to share information and co-ordinate actions. The proposal allows us to make more effective use of APP and should ensure comprehensive information is available for performance management. There is also potential for freeing up more office space as a result of remote working and less storage requirements</p>
	<p>It is proposed that the solution be invested in for the following areas on a phased basis, 1. Food Inspections, 2. Pest Control, 3. Licensing Inspections, 4. Fixed Penalty Notices, 5. Dog Wardens, 6. Service Requests</p>

Bid Reference Number	6
Bid Submitted By	Jeanette Hilton
Service	Customer Services
Title of Bid	Electronic Document and Records Management System
Amount of Bid	£40,000
Duration of Funding Required	£40,000 required in 2013/14 only, £50,000 required in 2014/15 only, £10,000 required in 2015/16 only. Potential annual saving of £6,000 in storage space which could be rented out
Details of Bid	<p>The Council currently operates an electronic document management system which allows traditional paper documents to be stored in a secure database. A number of departments have routinely scanned documents into the system for easy reference and recently, the system has supported principals such as home working and agile working. Despite this a significant volume of information is still only available on paper</p> <p>A project to implement records management across the authority was undertaken by ICT and remains partially completed. Routine scanning was introduced to a number of departments and improvements were made where the system was already in use, however little has been done to address the issue of back scanning</p> <p>In 2009 the GIS team undertook a mass scanning project on behalf of Planning and back captured over 35,000 planning files. The project was undertaken by an external contractor and a number of lessons were learned. Most importantly, that a professional scanning service had reduced costs significantly in comparison to in house activities, with superior quality and greater throughput</p> <p>ICT therefore propose that an active program of back capturing and scanning data is undertaken across the Council utilising an external company to provide the service</p> <p>Major benefits include, agile working, avoids duplication, reduced staff time searching for documents, avoids loss/damage, increased security, access to data. Savings are based on reuse of the space freed up</p>

Bid Reference Number	7
Bid Submitted By	Roger Tait
Service	Streetscene
Title of Bid	Mobile Working System for Inspections/ Vehicle Monitoring System
Amount of Bid	Mobile Working £8,000, Vehicle Monitoring £28,002
Duration of Funding Required	Mobile Working £8,000 required in 2013/14 only - in further years £1,000 required each year on an ongoing annual basis. Vehicle Monitoring £28,002 required in 2013/14 only - not in further years
Details of Bid	Streetscene undertake proactive and reactive workloads throughout the borough. These duties are recorded on a variety of inspection/monitoring forms, which are then upon return to the office filed in paper based systems or scanned and re-entered onto the electronic filing system in order to keep records of actions/inspections/complaints etc, for up to 20 years to assist in defending potential insurance claims
	The move to a mobile solution gives 2 primary benefits; the elimination of dual entry and the transfer from some areas to a digital system rather than a paper based system. In addition this gives the potential to transfer to total remote working for some areas of service, this will also enable the timely 2 ways integration and updating of the CRM system. The mobile system would monitor vehicle location and operation providing real time positioning, movement and operational data. There are 3 options - 1. do nothing (duplication would continue, no advantage to Streetscene), 2. Invest in laptops, tablets, PDAs etc., 3. Invest in a digital pen and forms solution
	The tablet solution has been recommended to be used because - the product is small (supports lone working), there is very minimal personal security threat to Officers, the completed forms can be accessed and drawn down from the tablet by office based admin who can QA the data and wrap up the appointment on behalf of the Operative, retraining is limited (typically 1 hour), acceptance is higher compared to implementation of other technologies as working practices are not changed
	This will enable Officers to do more for the same, freeing up time and reducing the administrative burden that Officers have to undertake themselves and enabling them to be more field than office based. There will be a net reduction in scanning through the MFDs and through printing duplicate and stock forms. It is anticipated that there will be better consistency in data entry. There is also potential for freeing up more office space as a result of remote working and less storage requirements
	The vehicle monitoring equipment would achieve some of the following - 1. Lower fuel costs due to more efficient and effective working, 2. create useful business reports, 3. better asset security, 4. enable elected members and residents to receive up to date information, 5. challenge insurance claims against the council, 6. Identify the site of vehicles and plant and providing higher quality service and response times. It is proposed that the solution be invested in for the following areas on a phased basis, 1. Playground inspections, 2. Footpath inspections, 3. Culvert inspections, 4. Tree inspections, 5. Daily vehicle inspections, 6. Incident reports

Bid Reference Number	8
Bid Submitted By	Robert Foster
Service	Leisure Management
Title of Bid	Sport Drop in Sessions
Amount of Bid	£14,020
Duration of Funding Required	£14,020 required each year on an ongoing annual basis
Details of Bid	<p>Last summer we arranged free drop in sport sessions at Clough Hall Park in association with Staffordshire Police to provide positive activities to the young people from that area. This was to help to provide activities for those families on low incomes, help reduce anti social behaviour and promote healthier lifestyles</p> <p>On average we had between 20 and 40 young people attending each session, police officers and PCSO's reported a reduction in complaints regarding antisocial behaviour during this time. LAPs have expressed concern over the lack of free activity provision across the borough as a result of funding cuts to local providers and families unable to access activities due to low incomes, lack of transport etc</p> <p>Under 12's are a target age group as they are unable to access youth clubs organised by Staffordshire Young Peoples Service (aimed at 13 years plus). Reports of anti social behaviour tend to peak during school holidays, in particular Easter and summer due to the better weather and longer hours of daylight</p> <p>For 2013 we would like to provide a free activity programme for the school holidays, this would be targeted at (in local parks or community venues), Clayton, Silverdale, Clough Hall, Wolstanton Marsh, Chesterton, Audley, Knutton, Madeley, Poolfields. The sessions would be aimed at 8-12 year olds and would include, football, cricket, rounders, athletics etc. Sports coaches would be used to help deliver the session to ensure high standards of safety and quality</p> <p>We aim to deliver 2 x 2 hour sessions in each of the areas each week during the holidays, with a minimum of 144 sessions throughout the holidays. We hope to attract at least 20 young people per session, a total of at least 2,880 attendances</p>

Bid Reference Number	9
Bid Submitted By	Robert Foster
Service	Leisure Management
Title of Bid	British Cycling Sky Ride
Amount of Bid	£7,000
Duration of Funding Required	£7,000 required each year on an ongoing annual basis
Details of Bid	<p>Sports and active lifestyles have 5 key sports of which cycling is one. The long term objective is to have more people cycling more often for commuting, pleasure and social activities. To establish routes, ride leaders and the infrastructure to achieve our goals will be a costly and resource intensive activity. This requires specialist knowledge and a great deal of time</p> <p>British Cycling, sponsored by SKY have a national campaign to increase partnership working and provide training. As well as 15 rides scheduled and delivered by their trained paid ride leaders they are offering training for more leaders to become qualified. The SKY and British Cycling brand is strong and will reach more participants that we could identify</p> <p>Benefits include increased participation within the area, increased recognition Council fitness work outside of the Councils assets, partnership working with national bodies, targeted groups who can be difficult to reach</p> <p>National and regional marketing and awareness will be developed, timetabled and completed by British Cycling on our behalf. Insurance for all associated training and riding events is included</p>

Bid Reference Number	10
Bid Submitted By	Jeff Hamnett
Service	Highways
Title of Bid	Footpath Moreton Parade, May Bank
Amount of Bid	£14,000 to £17,000
Duration of Funding Required	Between £14,000 and £17,000 required in 2013/14 only - not in further years
Details of Bid	<p>Moreton Parade is owned by the Duchy of Lancaster which the Council maintains, a public footpath runs along this road. The route is well used, including mothers and children, as it provides a link between an infants and junior school. Part of the road is metalled and maintained by the County. There is also a 135m length which is unmade and is compacted stone</p> <p>The surface of the unmade length contains a number of large potholes causing a hazard to pedestrians, which we need to fill to avoid any potential claims. To bring the road up to an adoptable standard would require a significant investment</p> <p>A lower cost option would be to provide a new metalled footpath for the pedestrians whilst we would still need to maintain the unmade remaining part of the road, there would at all times be a safe route for the pedestrians</p> <p>It is proposed that a 2m wide footpath of 135m length including a row of bollards to prevent vehicle overrun be constructed</p>