

# District Executive Delegated Budget Funding Proposal Form 2013/2014

Note: The same form is used for all applications for funding from District Partnership whether from the District Partnership budget or the budgets of individual Councillors

TO WHICH DISTRICT PARTNERSHIP ARE YOU APPLYING: (Tick for each area if you are applying to)

- CHADDERTON
- EAST OLDHAM
- FAILSWORTH & HOLLINWOOD
- SADDLEWORTH & LEES
- SHAW, CROMPTON & ROYTON
- WEST OLDHAM

1.. WHAT IS THE FUNDING SOUGHT FOR?

TITLE OF PROJECT:- **Friezland Horse Riding Arena Site – Phase 1**  
**Partial replacement of Riding Arena perimeter fencing**

WHICH ORGANISATION WILL DELIVER THE PROJECT/LEAD DELIVERY OF PROJECT? **Oldham and District Riding Club on behalf of the Friezland User Group.**

PLEASE DESCRIBE THE PROJECT THAT YOU ARE SEEKING FUNDING FOR  
**Part of the existing fencing has seriously deteriorated and needs replacing**

WHICH OTHER GROUPS/ORGANISATIONS (IF ANY) ARE YOU WORKING WITH ON THIS PROJECT AND HOW? **Saddleworth Branch of the Pony Club, West Pennine Bridleways Association and Greenfield and Grasscroft Residents Association will support Oldham and District Riding Club as fellow members of the Friezland User Group. They will contribute financially from the Friezland User Group account.**

WHEN DO YOU EXPECT TO:

- **START THE PROJECT - 2014 in agreement with contractor, avoiding disruption to the seasons programme**
- **COMPLETE THE PROJECT December 2014**
- .

HOW MANY PEOPLE WILL USE / BENEFIT FROM THE PROJECT?

**Estimate – 1000 per year comprising riders, their supporters, and spectators at organised events plus an additional 1000 per year when used by the public at other times (the arena is open for free use by the public all year on non-event days)**  
**Period of time over which they will benefit: 20 years plus**

WHAT NEEDS / PROBLEMS OF RESIDENTS OF THE DISTRICT PARTNERSHIP WILL

**BE MET BY THE PROJECT – The replacement of this fencing will contribute to the continued safe and efficient, Risk Managed use of the site, by both residents and visitors from other parts of the borough. The arena is used for events and tuition throughout the year and forms part of a Staging Post for the Pennine Bridleway - a National Trail used by Riders, Cyclists, Walkers, the Disabled and Less-able members of the community.**

**HOW WILL THE PROJECT PARTICULARLY BENEFIT DISADVANTAGED RESIDENTS OF THE DISTRICT PARTNERSHIP AREA**

The arena is available to the public 365 days a year for leisure use, for tuition and for organised events. Many families use the picnic areas to watch and enjoy events.

There is no cost to the public to enter the site at any time, other than to event participants.

The site provides a facility on a non-profit basis with a major input from the residents of the area/borough. It provides an opportunity to all members of the riding community for expert training and for participation in events. Participation in these activities by the disabled, less able, and ethnic minorities is offered and encouraged by all organisations using the site.

**HOW WILL THE BENEFITS OF THE PROJECT LAST BEYOND THE DURATION OF THE FUNDED ACTIVITY -**

The Friezland site arena opened in 1984 and much of the original fencing still remains. By acting now and replacing this section of fencing with materials of a similar quality we can try and ensure that the site arena remains available to the community for the next 20 years plus.

**WHAT RISKS ARE THERE WITH THE PROJECT?**

There are no risks to the public whilst the fencing is replaced, as a risk assessment will be produced to manage the on-site activity.

**HOW WILL THESE RISKS BE MANAGED?**

A risk assessment will be provided before any activity takes place on site.

**HOW WILL THE PROJECT/ACTIVITY BE PUBLICISED?**

Through the local Press, OMBC publications, participating organisations' circulars and websites, and on-site notice boards.

## 2. DETAILS ABOUT THE FINANCE OF THIS PROJECT

**PLEASE PROVIDE A DETAILED BREAKDOWN OF THE TOTAL COSTS OF THE PROJECT/ACTIVITY FOR WHICH YOU ARE SEEKING FUNDING**

If relevant, please include the full cost of the project not just costs for which funding is sought from the District Partnership

Please include the cost of VAT, if applicable, in the space provided. If VAT is not payable, please indicate the cost of VAT is zero.

ITEM	COST
Please see attached OMBC Estates Department quotation for proposed works	£
	£
	£
	£
	£
	£
	£
	£
VAT (if applicable)	£
<b>TOTAL PROJECT COST</b>	<b>£</b>

**PLEASE PROVIDE A DETAILED BREAKDOWN OF THE EXPECTED FUNDING OF THESE COSTS**

Please include funding sought from the District Partnership and all other sources

SOURCE OF FUNDING	AMOUNT £	STATUS (e.g. committed / applied for)	DATE DECISION EXPECTED (if funding not committed)
Friezland User Group	1410	Committed	
District Partnership	3000	Applied for	
<b>TOTAL FUNDING</b>	<b>£4410</b>		

**HAVE YOU ALREADY RECEIVED FINANCIAL ASSISTANCE FROM THE COUNCIL OR ANY OTHER SOURCE FOR THIS PROJECT IN THE LAST 2 YEARS? NO**

**IF YES PLEASE GIVE DETAILS BELOW:**

SOURCE OF FUNDING	AMOUNT RECEIVED £	DATE

**WILL THE PROJECT GENERATE ANY INCOME FOR ANY ORGANISATION?**

YES  NO

If Yes, how much per year?

**COST ESTIMATES**

If the project involves building works, purchase of equipment or any other works involving a third party, you will need to supply at least two full estimates for the work

Estimates attached:  YES  NO

**Please find attached information re costs provided by OMBC Estates Dept.**

**HOW WILL ANY LONG TERM COMMITMENTS THAT WILL BE INCURRED AS A RESULT OF THIS PROJECT BE MET?**

**Service Level Agreement with OMBC under negotiation**

**3. DETAILS ABOUT LAND AND BUILDINGS**

**ARE YOU APPLYING FOR FUNDING FOR WORKS TO LAND AND/OR BUILDINGS?**

**X YES**

If **Yes**, please complete all the boxes in this section. If **NO**, go to Section 4

**WHO OWNS THE LAND AND/OR BUILDINGS WHERE THE PROJECT WILL BE SITED?**

You/your organisation

Oldham Council **X**

Other (please specify below)

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**DO YOU HAVE THE NECESSARY PERMISSIONS IN WRITING FROM THE LAND OWNER TO DELIVER THE PROJECT?**

**X YES Service Level Agreement under negotiation with OMBC**

**IS PLANNING PERMISSION NEEDED?**

**X NO**

IF YES, PLEASE INDICATE THE STATUS OF ANY PLANNING APPLICATION

NOT YET APPLIED

APPLIED & AWAITING DECISION

PERMISSION GRANTED

**. DETAILS OF THE ORGANISATION WHICH WILL DELIVER THE ACTIVITY**

<b>ORGANISATION:</b>	
<b>NAME OF CONTACT PERSON:</b>	
<b>POSITION IN ORGANISATION:</b>	
<b>ADDRESS FOR CORRESPONDENCE</b>	
<b>CONTACT TEL NO:</b>	
<b>E-MAIL ADDRESS:</b>	
<b>FAX NO:</b>	

**THE DETAILS IN THE TABLE BELOW ARE NOT REQUIRED FOR STATUTORY ORGANISATIONS (SUCH AS THE COUNCIL OR POLICE)**

<p><b>DOES YOUR ORGANISATION HAVE A WRITTEN CONSTITUTION?</b></p> <p><b>X YES</b></p> <p>If Yes, please enclose a copy</p>
<p><b>PLEASE BRIEFLY OUTLINE THE AIMS AND ACTIVITIES OF YOUR ORGANISATION</b></p> <p><b>As per attached constitution</b></p>
<p><b>WHEN WAS YOUR ORGANISATION FORMED? - 1976</b></p>
<p><b>WHAT ARE THE MANAGEMENT ARRANGEMENTS FOR THE ORGANISATION?</b> (e.g. Who sits on the Management Group and how often do they meet?)</p> <p><b>Management by Committee (Chairman/Secretary/Treasurer and other Committee members) who meet on a monthly basis</b></p>
<p><b>HOW DOES YOUR ORGANISATION ENSURE EQUALITY OF ACCESS TO ITS SERVICES TO ALL MEMBERS OF THE COMMUNITY?</b></p> <p><b>By Membership – Riding Members, Non-Riding Members and Junior Members</b> <b>Advertises its benefits of membership through its website, Club publications and the press</b></p>

**5. PAYMENT ARRANGEMENTS**

<p><b>HOW WOULD YOU LIKE ANY FUNDING AGREED TO BE PAID? Please provide a copy of your recent audited accounts or recent bank statement.</b></p>	
<p>BACS PAYMENT INTO BANK ACCOUNT</p>	<input type="checkbox"/>
<p>CHEQUE</p>	<p><b>X Direct to supplier/Contractor</b></p>

<b>DETAILS FOR BACS PAYMENT</b> We are already set up on your system, you have our details.	
NAME OF BANK ACCOUNT	
BANK	
ACCOUNT NUMBER	
SORT CODE	
PAYMENT REFERENCE	

<b>DETAILS FOR CHEQUE PAYMENT – Direct to Contractor</b>	
NAME OF BANK ACCOUNT	
ADDRESS TO SEND CHEQUE TO	
<b>IS YOUR ORGANISATION REGISTERED FOR VAT?</b>  <p style="text-align: center;"><b>X NO</b></p> <p>If Yes, any sum awarded will <b>exclude</b> your VAT costs.</p> <p><b>*If your organisation is not VAT registered, the Council will make arrangements to pay suppliers/contractors directly so that no VAT is incurred.*</b></p>	

**6. DECLARATION**

**I declare that the information given on this form is true and accurate.**

**I undertake to provide the Council with full receipts to confirm evidence of expenditure for any funding awarded.**

**I understand that the Council may take legal action for recovery of money awarded if evidence of expenditure is not provided, or if the money is not used for the purpose for which it is awarded.**

**I confirm that I am authorised to sign this application on behalf of the organisation**

Name (please print)	
Organisation / department	
Position in organisation	
Signature	
Date	
<b>Enclosures included with application</b>	
Constitution	<b>X YES</b>

**Recent Bank Statements and/or Audited Accounts (required for Organisations applying for funds)**

**X YES**

**Estimate**

**X YES Information attached from OMBC**

Please check that you have included all the necessary enclosures and return this form by post or email to:

**District Co-ordinator**

**Lisa Macdonald**

Saddleworth & Lees District Team

Oldham Council

Uppermill Library - upstairs office

St Chads, High Street

Uppermill

OL3 6AP

0161 770 5195

[lisa.macdonald@oldham.gov.uk](mailto:lisa.macdonald@oldham.gov.uk)

**FOR OFFICIAL USE ONLY:**

District Partnership Budget Funding agreed

<b>District Partnership</b>	<b>Sum allocated</b>	<b>Date of meeting</b>
	£	
	£	
	£	
	£	

Councillor Budget funding agreed

<b>Name of Councillor</b>	<b>Sum allocated</b>	<b>Signature</b>
	£	
	£	
	£	
	£	
	£	
	£	
	£	
	£	
	£	

<b>Total sum allocated to project</b>	£
<b>Conditions attached to funding (if applicable)</b>	

	<b>Date</b>	<b>Completed by:</b>
<b>Reported to the District Partnership</b>		
<b>Decision posted on the District Partnership webpage</b>		
<b>Payment/ order raised</b>		
<b>Contractor instructed (Attach documentation)</b>		