

ABBEY NEIGHBOURHOOD TEAM
CONNECTING COMMUNITIES

Participatory Budgeting

It's Your Community Where Would You Spend The
Money?

EVALUATION REPORT

2010

What is Participatory Budgeting?

PB was first developed in Brazil in the 1980s as part of a larger effort to establish democracy and citizen participation after decades of military dictatorship, political patronage and corruption. Although the majority of these towns and cities are in Latin America a growing number of European municipalities in France, Germany, Italy, Spain, Portugal and the UK have adopted different models of PB to suit their circumstances.

“Participatory budgeting directly involves local people in making decisions on the spending and priorities for a defined public budget. PB processes can be defined by geographical area (whether that’s neighbourhood or larger) or by theme. This means engaging residents and community groups representative of all parts of the community to discuss and vote on spending priorities, make spending proposals, and vote on them, as well giving local people a role in the scrutiny and monitoring of the process and results to inform subsequent PB decisions.”

www.participatorybudgeting.org.uk

Connecting Communities

At the end of last year the Abbey Neighbourhood Team received funds totalling £75k from the Connecting Communities Fund. This was a Government funded initiative which outlined measures to connect with areas which had been worst hit by the recession ensuring that they were well placed to emerge stronger and more cohesive.

The fund incorporated 100 areas of the Country which had been identified as the focus of a targeted programme, with 27 Neighbourhoods across 21 local authorities to be involved in the initial phase. Abbey Ward was one of the 27 Neighbourhoods identified. The area was chosen as the Place Survey conducted in 2008 highlighted that:

- A large amount of people who do not feel that they belong to their neighbourhood – Only 41.4% of residents feel they belong compared to a national average of 58.7%
- The lowest % of people in the City who feel that they can influence decision in their locality – only 24.3% feel they can influence local decision making against a national average of 28.9%
- Only 11% of residents have been involved in decision making over the last 12 months

It was decided that PB would be a good way to start to address some of these issues. Of the £75k allocated, £25k was set aside for Participatory Budgeting.

As described above the only way Participatory Budgeting can work is if the whole process is handed over to the residents. We consulted with the residents at the very beginning, identifying their top five priorities in the Abbey Ward and they voted at the very end at an Abbey Ward Community Fun Day on how they wanted the money spent in their community. Outlined in this document is a step by step account on how we achieved this.

Abbey Money

“Participatory budgeting directly involves local people in making decisions on the spending and priorities for a defined public budget”

As the key emphasis of Participatory Budgeting was to involve local residents from the very beginning we decided to use Abbey Money as our way of consulting with residents to identify what they considered to be the top five priorities in the area they live.

IT'S YOUR COMMUNITY WHERE WOULD YOU SPEND THE MONEY?



YOUR TOP 5 PRIORITIES

- 1.
- 2.
- 3.
- 4.
- 5.

NAME & ADDRESS:

Who we consulted with:-

We tried to talk to as many people as possible throughout the consultation process over a three week period. Myself and Paul Carrick attended the Alternative Christmas Market, we left a collection box at the Abbey Access Centre, I worked closely Monks Abbey Primary School and we tried to talk to as many on the active groups on the Abbey Ward including Tower Action Group, MRNI and the **English Group (confirm group name)**.

In total we talked to 152 residents of all ages which amounted to 604 individual priorities raised.

Abbey Ward Participatory Budgeting Consultation Results

Number of People/Children Consulted – 152
Overall Number of Priorities Raised – 604

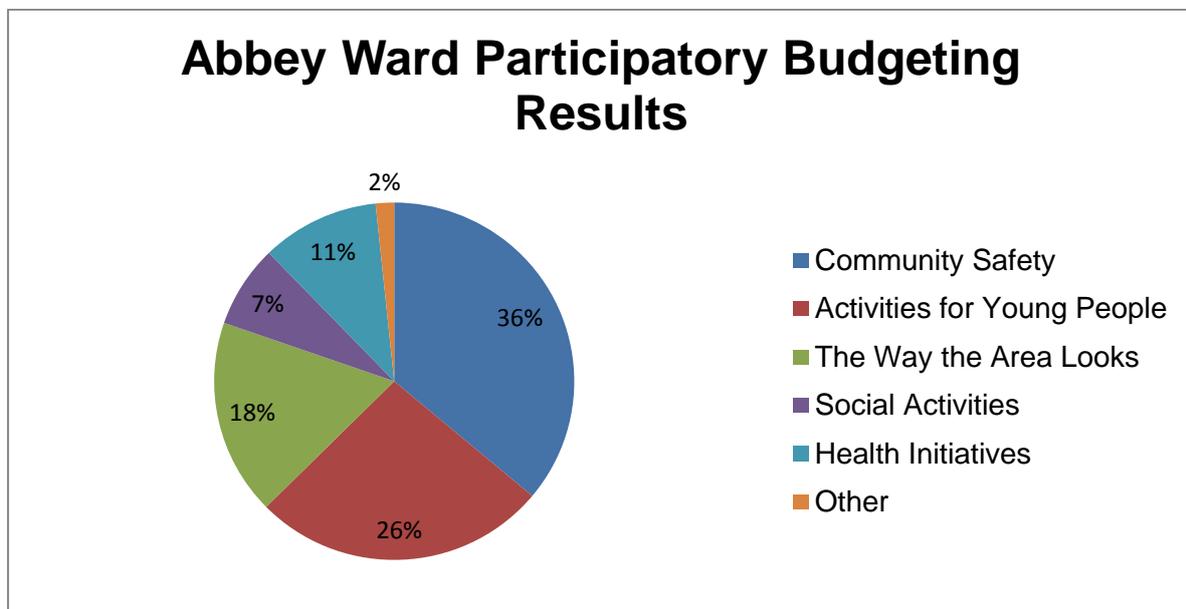
An assortment of responses came back including:-

- Not enough bins
- Poor lighting
- Lack of activities for Young People
- Activities for the Elderly
- Better Pavements
- Anti-social Behaviour

From all of the results received we were able to break them down into 5 top priorities as shown below.

Breakdown of Results:

Community Safety: 218
Activities for Young People: 160
The Way the Area Looks: 107
Social Activities: 45
Health Initiatives: 64
Other: 10



A full, detailed copy of the above results can be found at the end of this document (Doc 1)

Statutory Agencies we approached

Once the top five priorities were identified our next step was to approach as many Statutory Agencies as we could think of who would have a connection with the top five priorities.

Agencies approached included:-

- Abbey Ward Policing Team
- Age Concern
- Children's Links
- Lincoln BIG
- Abbey Youthie
- Zest

We provided each Agency with an application pack which included a covering letter detailing the launch of the Abbey Ward Participatory Budgeting Scheme, an application form and a general information sheet.

Finally they were advised that maximum grants of £5000 could be applied for.

All documents mentioned above can be found at the end of this document.

List of Agencies approached (Doc 2)
Copy of Covering Letter (Doc 3)
Copy of Application Form (Doc 4)
General Information Sheet (Doc 5)

Applications Received

In total we received 15 Applications, details of which are as follows:-

Application 1 - BIG Improvement on Monks Road

We plan to invest £10,044. We are bidding for £5,000 and will provide the other £5,044 from our own budget. If our bid is successful, we will use the money to improve the way the area look. The money will be spent as follows:

Purchase, installation and maintenance of floral displays - These are the large, colourful street-planters identical to those which we install in the High Street. We would have four of the tall four-tier planters with cascading summer bloom. We would have six barrier-mounted display troughs on the railings opposite Lincoln College (identical to those we install on Broadgate).

Refurbishment of street furniture by Wardens - Repainting lampposts and bollards etc. Road signage cleaned (front and back).

Removal of things that are unsightly by Wardens - Fly posters and stickers removed on regular basis. Graffiti removed or over-painted on regular basis.

Waste Management - Working with businesses and residents to tackle the issue of rubbish which is piled up near their front doors.

Application 2 - Movie Makers

The grant money would fund the delivery of 5 days filming with a class of children at Monks Abbey School or another accessible group in the area, two days editing of the footage. The group will script and perform in the film and will then be able to showcase their final film to the community as a feature alongside a film of their choice. The film hire will be provided in a community building in the area and the children will be able to develop posters and tickets to advertise the event and prepare refreshments. The grant will cover the costs of a specialist film maker and additional staffing to support the children through the process.

The school will be given a copy of the film to keep as a memento of the project. The theme of the film will be chosen by the children.

The total cost of the project will be £3440.00.

Application 3 - Abbey Youthie Healthy Living Project

This grant would enable us to provide the young people with a qualified person who will take small groups on a weekly basis and encourage and teach them about healthy living. This would be done by cooking, preparing, presenting and eating.

Every young person who wishes will have the chance to learn about food, nutrition and healthy options. Letting them cook for their peers will encourage them and give them confidence to try things at home too. We will be able to have quizzes and competitions relating to what we eat, keeping it fun and casual but, learning as they do it.

If we are successful with this bid, we would, hopefully, be providing young people with lessons that will carry on through their lives.

The total cost of the project will be £1,820.00

Application 4 - Garden Sculpture Project

This is a new project which has been discussed for some 6 months now. Potential participants have been contacted (centre users/individuals have priority but non-local residents welcome).

The idea is to get together at least 25-30 people, from our regular centre users, including others in the community, participate in creating an 8 foot high wooden sculpture. The theme is loosely based on the Olympic Games and inspired by the ceremonial release of doves at the inception of the games.

The money would be used to employ two trained community artists for 30 hours over 5 consecutive weekends to lead the group, to pay for the hall hire (incl. Light and heating), publicity, admin and refreshments.

The total cost of the project will be £3,485.00

Application 5 - FRIDGE for ALL

Currently the most amount of feedback the public authorities receive in the area is about communication and also the fact that people do not know what numbers to call, especially with the police. The idea of this scheme is to give each household in Abbey a 90mm circumference fridge magnet disc to place on their fridge, so as quick reference point to call for assistance should they need to. This magnet would contain the; emergency, non emergency numbers and the local team contacts. Lincolnshire Police have just launched a new non emergency number. This scheme would assist people in remembering the new number.

The money we are bidding for would pay for the magnets.

The total cost of the project will be £700.00

Application 6 - Lincoln Book Festival 12-16th May 2010

We are asking the Abbey Ward grant to contribute towards events that take place within their area, specifically the Words in Special Places, One Read and schools programme. We would very much like to enable the communities to set up their own outreach projects linking to the festival and connecting through the One Read. We would like everyone to join in with us and help celebrate the Festival, encouraging communities to work and play together, thus increasing the quality of life for all. This may include projects through community centres such as Croft Street or Abbey Access, events within the Arboretum, or within the home environment.

We are impressed with the work LCDP undertook with the Tower Community. The video they made clearly highlights the challenges of accessing artistic and cultural activity. We welcome the opportunity of working with this group.

We are applying for £5,000.00 towards the cost of this project.

Application 7 - Lincoln Culture Trail 18th & 19th June 2010

Although the main festival site for the Lincoln Culture Trail will be the University of Lincoln and City Square, we would like to extend elements of the festival into different communities in Lincoln, thus are looking at the Arboretum and communities in Abbey Ward.

We would like to include a programme of celebratory performances by musicians, theatre companies and dancers—this will be a mixture of international artists, professional local artists and there will also be an opportunity for voluntary and community performers.

The festival is working with local theatre companies—Upstage Left and 4Front to bring street theatre and drama performances to the area and SoundLINKS music development agency to explore the opportunity to have music workshops.

Pubs, coffee shops and community centres are all welcome to join in as venues and host their own celebrations. We envisage a festival that has pockets of cultural activity taking place across the city in order to bring communities & cultures together and to improve the quality of life and help develop Lincoln as a centre of excellence for cultural arts activities.

Specifically we would like the Abbey Ward funding to contribute towards artists fees, which includes a nominal fee for local artists to become involved totalling £2,000.00.

Application 8 - POP!

Zest aims to work in partnership with Monks Abbey Primary School to deliver two exciting 11 week performing arts schemes for pupils at the school. Both schemes will be run separately and will have each space for 20 children in Years 5 or 6 at the school.

POP! will be an 11 week performing arts scheme designed to give children the opportunity to be trained by professional performers in a relaxed and encouraging environment. They will form their own pop band and work towards their performance at the 'POP! Showcase' to classmates, family and friends at the end of the project. The children will attend for 1.5hrs a week for 10 weeks and then perform their 'POP!' Showcase on the 11th week.

Zest's professional youth arts workers will work with participants over the course of the project and use singing and dance, as well as drama to develop their confidence, self-esteem and transferable skills. Each group will then split down into small 'pop bands' to practice for their performances. All Zest projects put the young people at the centre of the decision-making and creative process and POP! will be no different. With the support from Zest's professional performers the children will chose a song they wish to perform, create a band name, style themselves and work on vocal arrangements and choreography.

The total cost of our project will be £4,961.70.

Application 9 - ENERGIZE CLUB including creative Arts & Sports Clubs

Building on the success of the summer Energize programmes which have ran in several areas of Lincoln in the last few years; we will provide after school creative arts and sports activities for young people aged between 11 and 18 from the Abbey Ward area. We are aiming to reduce crime and anti-social behaviour on the estate and provide a positive alternative by engaging young people into relevant, fun and constructive activities.

Starting if funding comes, the after school club will run every Wednesday/Thursday evening between 5.30pm-7.30pm for a period of 10 weeks. We will run 5 creative arts sessions

including street dance, vocal workshops and dance workshops and 5 multi sports sessions, and then have a trip to Doncaster Dome to finish off the course.

We will work with local agencies and community representatives to provide the best possible scheme and to engage as many young people as possible.

On the last week we will get the young people to get awards and invite parents to the event. We will also feed the dance and Drama that they learn into a bigger event, where they will perform at the end of the Creative Arts session.

The total cost of the project will be £1,913.60

Application 10 - Age Concern—Social Activities & Healthy Lifestyles

We propose to run a programme of social activities & healthy lifestyles in a range of venues across Abbey Ward. These include coffee mornings, lunch clubs, afternoon tea events at which we will have available:

Information, advice & advocacy services including benefit checks.

Activities such as keep fit, yoga, Wii, New Age Kurling, Arabic Dancing, Chair based exercise.

Health promotion advice on diet, exercise, smoking & drinking sensibly.

First Contact - single gateway to access information on a range of services aimed at helping people remain safe & secure at home.

Carers Support Services - information & advice, benefits checks, access practical support services & education, employment, leisure & learning opportunities.

Volunteering - opportunities to volunteer locally and for Age Concern providing befriending support etc.

The aim of the project is to improve the health & well-being of people aged 50+ in Abbey Ward & help reduce heart disease, mental health, diabetes, strokes, cancer & to help older people lead healthy & active lifestyles & overcome social isolation.

We are seeking £5,000.00 from PB

Application 11 - S.H.A.P.E - (Safe, Happy, Able, Performing, Energise)

The grant would fund the following activity of two S.H.A.P.E programmes x 8 week x 3 hours. Two S.H.A.P.E programmes x 8 x 3 hours = 48 hours (inc prep) £3,900.00.

Week 1 - Safe - Personal Safety for Children - Children need to feel confident that they know what to do in a situation where there is even a small risk to their safety.

Week 2, 3 & 4 - Happy and Able - Arts project to enable children to stimulate their creativity and work as a team.

Children will be asked to identify, draw and create models of their local community.

Week 5 - Safe - Fire Safety Awareness - Children will be made aware of the importance of fire safety, causes of fire, how to deal with a fire and what to do in the event of a fire. This will be delivered at an age appropriate level.

Week 6,7 & 8 - Perform and Energise - A three week fun, enjoyable and informal programme of activities including - Street Dance, Circuit Training and a Games Session. Children will learn about the importance of exercise and nutrition throughout the delivery of these activities.

Application 12 - Rhythm of the Abbey

SoundLINCS would like to use the money to extend and develop the weekly sessions that are currently being provided to Abbey Youthie every Tuesday evening through the 'Rhythm of the Abbey' project. The funding that is providing the current sessions is due to end in June 2010.

The young people at Abbey Youthie have been working with a Music Facilitator who has enabled them to develop their own original songs using specialist music technology equipment. The young people have written original tunes and song lyrics and recorded themselves playing, singing and rapping.

SoundLINCS would like to continue to offer weekly sessions to young people at Abbey Youthie. The weekly sessions could continue to develop music technology with young people or something very different could be offered such as Rock & Pop music, Singing or Drumming.

SoundLINCS would like to provide 1 day of music workshops during each school holiday to offer young people constructive and create opportunities when they are out of school. The workshops would be open for all young people living in Abbey Ward. SoundLINCS would also like to help young people at Abbey Youthie to develop their performing skills and introduce them to new audiences such as 'YoungPlugged' showcases at the Drill Hall.

Total cost of project is £5,000.00

Application 13 - Lynn's Yoga and Relaxation

I plan to run two sessions a week, the first of which will be for the more physically able who want to stretch and tone their body and get a general all over work out to keep them healthy and the second session would be suitable for everyone as it will be less physical, with a few gentle stretches and incorporating relaxation and meditation/guided visualisation. This will engage all people from all backgrounds.

The classes will benefit everyone in the community over 16 years of age as a Health Initiative and Social Activity.

These classes will give people the tools and empowerment to deal with the pressures of life, not only at a weekly class, but also at home, as and when they need to. This will give people the ability to cope in times of stress when the pressures of life get too much.

Yoga and relaxation is a way of life that works by stretching and toning the body, working with the breath and deep relaxation to give a overall sense of wellbeing. It is suitable to everyone as everyone practices to their own limitations in a safe and controlled manor. The physical side will stretch and tone the body while the relaxation and meditation will calm the mind to help people cope with the pressures of day to day life.

Total cost of project £5,000.00

Application 14 - Brand New U Community Health & Fitness

To develop the lower floor of the Catch 22 building into a thriving community learning and health and fitness centre offering adult and children's fitness activities and courses for the whole community inc young mums, Men, Seniors, teens and families.

Classes on offer would inc dance, Step aerobics, Indoor cycling, Body conditioning,

Boxercise, Pilates, Yoga and relaxation. Men's fitness courses. Weight Management and nutrition, Classes and courses will be offered on PAYG or monthly membership basis, some of these courses can be offered on full and part funded through GROW. Brand New U think the room can be sub divided to offer a crèche to local families, it is also hoped that local community members will work in this crèche.

Getting this venue is so important to Brand New U as it will enable them to gain approved centre status from Active IQ which will enable them to offer fitness certificated VRQ courses from the venue inc certificates in health and fitness / exercise and circuits for learners aged 14+, VRQ can be taken at 16+ to gain fully qualified instructor status.

Brand New U hope other local organisations would work from the venue too to offer other learning groups inc crafts and computers.

Total amount of grant applied for £5,000.00

Application 15 - Meet the Street

Many of our complaints are due to a difference in lifestyles and people not being aware of who is living in their area.

Therefore, the idea of 'Meet the Street' is to bring together as many residents as possible from a particular street, in an informal coffee shop setting. This gives them the chance to meet their neighbours, learn about who is living near them, and gain an appreciation of the different lifestyles that people have. Abbey is a diverse area, where there are students living next door to families with children, retired residents and young couples etc.

By understanding that the people next door have children who go to sleep early, or do shift work, can help people to be more accommodating and considerate. Also, once people know who their neighbours are, they are more likely to speak to them directly and resolve any issues much easier, should any arise.

Other professionals are also invited to the event, for example the local police, fire service, councillors, environmental health etc, which gives the residents the chance to meet the agencies that are working in their community.

The money will be needed to pay for the hiring of the venue and the staff, and teas, coffee and cakes for the residents. Amount Applied for £500.00.

The Scrutiny Panel –

We invited a number of people to take part in the Participatory Budgeting Scrutiny Panel ending with a final panel of 6. We tried to get a Ward wide selection of residents to take part along with a local councillor and Police representative. The panel consisted of:-

- Eve Wind
- Sharon Elsom
- Sylvia Turner
- Bev Smith
- PC David Milling
- Councillor Fay Smith

The Training Session

Why do we need a Scrutiny Panel?

Before going to the Public Vote we need to make sure that applicants have followed the correct guidelines when submitting bids, in particular that the grant application doesn't

- *Fund an Individual*
- *Support Political Activity*
- *The furtherance of religion as a primary purpose*
- *Activities outside Abbey Ward*

And that it does incorporate one or more of the top 5 Priorities.

The Process

To get an idea of what we will be doing at the Actual Scrutiny Panel Meeting, I've got a selection of made up community chest grant applications which in small groups I want you to go through picking out potential reasons why they may or may not make it through to the voting process.

[Depending on how many people there are 2 – 3 groups]

After 20 minutes of discussion go through each application pulling out each group's response.

On the day of the actual panel meeting we will also need the group to agree a summary of the application which will be used within a booklet to distribute to every resident within the Ward.

The Panel needs to make sure that each summary is similar in length and are similar in the way they present their project.

[Lynsey will be putting the summaries together; she hopes to use the project overview section of the application to do this]

Any Questions?

Scrutiny Panel cont ...

We set a closing date for applications of the 1st March, 2010 and because of the time restrictions we had to have a copy of the promotional booklet to the printers by the 5th March. I sent Scrutiny Panel packs out on the 2nd March which gave panel members the chance to read through applications ready for the Panel to sit on the 4th March. At this meeting I had also asked panel members to ok the Application Overviews which I planned to use in the promotional booklets.

Documents Enclosed within the Panel Packs –

- A copy of each application received
- A copy of the proposed PB Booklet (promotional material)
- A copy of the information sheet reminding the Panel what to look out for when going through the applications. (Doc 6)

The panel met at 6.00pm on the 4th and of the 15 applications it was decided that 12 of them were eligible to go through to the public vote. The 3 that unfortunately did not meet criteria were:-

- Application 6 - Lincoln Book Festival 12-16th May 2010
- Application 13 - Lynn's Yoga and Relaxation
- Application 14 - Brand New U Community Health & Fitness

At the end of the Panel meeting it was agreed that all overviews were a true reflection of each application and all of a similar length. These were all passed ready for inclusion of the PB Booklet.

The Book

At the very beginning of the project it was made clear that the residents were the key element throughout the whole of the PB process. To enable residents to vote on their favourite applications we decided to put together a publication which included all application overviews, a breakdown on each application costs, plus details of how they could vote along with a programme of events for the Abbey Ward Community Fun Day. This was then to be distributed to every household within the Abbey Ward.

Within the booklet we also felt it was necessary to promote the event to all ethnic nationalities so we arranged for a small paragraph to be translated into the following languages:-

- Bengali
- Slovak
- Lithuanian
- Dari
- Czech
- Polish

Above each translation we included the flag representing each country. Sadly through a printing error the wrong colours were produced (see lessons learnt).

A copy of the completed book can be found at the end of this document (Doc 7).

Printing Costs

Following Lincoln City Council Guidelines I obtained 3 separate quotations for the printing of the Participatory Budgeting Booklets. The brief was for 3500 A5 full colour booklets (approximately 32 pages long) with a gloss front/back cover. The following quotes were obtained:-

Harrison Printers - £1,730.00
Prontaprint - £1,700.00
Kallkwik - £1,987.00

It was decided to go with Harrison Printers who had been used in the past for other printing jobs.

Distribution / Costs

Because of the large area we had to deliver to and the short time frame, it was decided that we would use a distributor. Again we obtained three quotes based on the distribution of 3000 booklets:-

AA Leaflet - £42 per 1000 - £126
CV-leaflet Distribution - £45 per 1000 - £135
PK Leaflet Distribution - £45 per 1000 - £135

We decided to go with PK Leaflet Distribution who currently deliver literature for the Birchwood Access Centre.

Distribution Map



- Monks Road
- Friars Lane
- Unity Square
- Saint Rumbold Street
- Rosemary Lane
- Brook Street
- Spa Buildings
- Croft Street
- Coleby Street
- Tempest Street
- Spa Street
- Percy Street
- Eastfield Street
- Vine Street
- Nottingham Terrace
- Lindum Avenue
- Cheviot Street
- Arboretum Avenue
- McInnes Street
- Kent Street
- Dorset Street
- Devon Street
- Hillside Approach
- Montague Street
- Montague Terrace
- Saint Hugh Street
- Baggholme Road
- Conningsby Street
- John Street
- Winn Street
- Thomas Street
- Ashfield Street
- Bentinck Street
- Bentinck Square
- Cannon Street
- Napier Street
- Millman Road
- Clarina Street
- Bernard Street
- Fairfield Street
- Lacey Street
- Hillside Avenue
- Monks Way
- Jellicoe Avenue
- Bathurst Street
- Sherbrooke Street
- Avondale Street
- Claremont Street
- Eastbourne Street
- Cromwell Street
- Florence Street
- Belmont Street
- Grafton Street
- Oakfield Street
- Lytton Street
- Stamp End
- Fenton Place
- Abbey Street
- Cathedral Street
- Horton Street
- Frederick Street
- Walmer Street
- Toronto Street
- Hartley Street
- Ellesmere Avenue
- Tower Drive
- Roman Pavement
- East Liberty
- Tower Crescent

Week of Action

As well as the £25k that was allocated to Participatory Budgeting, a share of the £75k was allocated to an Abbey Ward Survey, the results of which outlined a week of Action which took place the week prior to the Community Fun Day/PB Voting Day. Although this evaluation is not primarily focussed at looking at this I thought it was worth incorporating an overview of the week as it does form part of the bigger "PB" picture.

Timetable of Events:- W/C 22.03.2010

Monday	<p>Litter Pick Estate Inspection – A visual Tour of the area by agencies to see what improvements can be made.</p> 
Tuesday	<p>The Neighbourhood Office on Belmont Street will be open throughout the day & evening for residents of the Ward to review the results of the recently conducted postal survey. Trading Standards will be in the area giving advice to local residents. They will be joined by the local Policing Team who will be giving out Community Safety advice.</p>
Wednesday	<p>Street Surgeries – The Neighbourhood Policing Team will be at different locations throughout the day.</p>
Thursday	<p>The launch of the Abbey Ward Neighbourhood Board</p>
<p>In addition, the mobile police station will be at different locations on Monday, Tuesday & Wednesday. Simon's team will be in the area reviewing where dog fouling signs are, handing out dog poo bags and taking action on untidy gardens in the area. Hamilton House have agreed to carry out some repairs in the area but they have yet to confirm a day.</p>	

Monks Abbey School

It was essential that we included all ages and what better way to do this than to include all pupils from the local Primary School. We encouraged the school to take part in the entire process. Initially just three classes filled in the Abbey Money Slips which gave us the perfect mix of adult/child responses. When it came to the voting process will allowed every child the opportunity to vote.

Monks Abbey School Voting Process

On the 18th March I met with the School Council which was made up of representatives from every class. In total there were 14 class representatives. I then went through the following work plan with the group:-

1. I explained a little about what Participatory Budgeting was and what we did regarding the consultation process (The Abbey Money Slips and how some of the children helped with this process, identifying the top five priorities)
2. I then explained how we approached a number of agencies and asked them to submit a grant application tackling one or more of the top five priorities.
3. I went through each application overview we had received with the children
4. I then asked each child to vote on their three favourite applications on the voting slip.
5. We went through each voting slip marking the results on a large chart and then we worked out the overall top three for the group which then become their vote to go towards the final vote.
6. I then asked each member of the council to take the same process back to their respective classes and do the same again with them

I issued each class representative with a voting pack which included:-

- Application Overviews
- Voting Slips
- A list of the top five priorities
- An Overview of the Project
- A Tally Sheet to record the votes.

It was then agreed that I would go back in a week's time to collect the results and find out how they got on with the process.

The School Results – Who voted for what?

The top 3 votes from each class included within the final count.

	Class Votes	Total
BIG Improvement on Monks Road		15
Movie Makers		13
Abbey Youhie Healthy Living Project		2
Garden Sculpture Project		1
FRIDGE for All		0
Lincoln Culture Trail		1
POP!		5
Energize Club		3

Social Activities & Healthy Lifestyles	I	1
S.H.A.P.E	II	2
Rhythm of the Abbey	IIII	4
Meet the Street	II	2

Abbey Ward Community Fun Day/Voting Day

To encourage residents to come along and vote for their favourite proposals we organised an Abbey Ward Community Fun Day. To give all residents a chance to take part we decided to have six locations across the Ward holding activities –

- Croft Street Community Centre
- The Baptist Church
- Abbey Access Centre
- Walmer Street Church Hall
- The Tower Estate
- Abbey Hard Court Area

We used Croft Street Community Centre to showcase a number of active groups currently meeting in the Abbey Ward. The Abbey Youthie Group used the event to introduce us to Abbey’s newest talent the “BDM Crew” who performed a number of their own songs which had been written during sessions with SoundLINCS. Members of the Tai Chi Group came along for the day and ran a couple of sessions allowing residents the chance to join in should they wish. The Gamelan Group were also present for the day providing alternative background music for the Tai Chi Group. Finally SoundLINCS were on hand to start proceedings with a drumming session which was enjoyed by all.



Abbey Ward Community Fun Day cont ...

The Baptist Church - Children Links & the Brownies ran an arts and activities between 10.00am – 3.00pm for children under the age of 10. Children were given the opportunity to have their faces painted, dress up and work with some puppets. SoundLINCS also popped along to run a drumming workshop with the Children.

Tower Estate & Walmer Street Church Hall – The Tower Action Group held a coffee and cake day up on the estate. They held their own raffle and guess the name of the teddy competition and successfully raised £74 towards their newly formed group. A creative session for children between the ages of 0-5 was provided by the Children’s Centre at Walmer Street Church Hall.



The Abbey Access Centre – The Abbey Access Centre invited residents along to a fun packed day of activities including henna art, a Polish Introductory Class, samples of international food, balloon modelling and tile painting. They also had a job stand and the credit union came along to encourage residents to save.



The Abbey Ball Court – The Abbey Ball Court housed the Ward Cup which was co-ordinated by the Lincoln City Council Sports Development Team. Using Football to bring the Community together two tournaments were run, 12-15 year olds and 16-18 year olds. Prizes on offer were donated by Manchester United Football Club. Energize were also around on the day running a number of fun activities for all to enjoy.





The Vote

We gave residents three different ways to vote. In the week leading up to the Community Fun Day we gave residents the opportunity to drop off their voting slips either at LCDP or the Neighbourhood Office at Belmont Street. Alternatively we trialled our on line voting system which gave people the opportunity to peruse the applications at their leisure and then vote on line at www.lcdp.org.uk/pbvote. (Many thanks to James Hall at LCDP who designed and launched the PB Web-site.

The main way to vote was to come along to the Community Fun Day. We had voting boxes at all the key locations and set them up as if we were holding an official election, including the big black voting boxes. Residents were asked to vote on their favourite three applications on the voting slips founded on the back of their booklets.

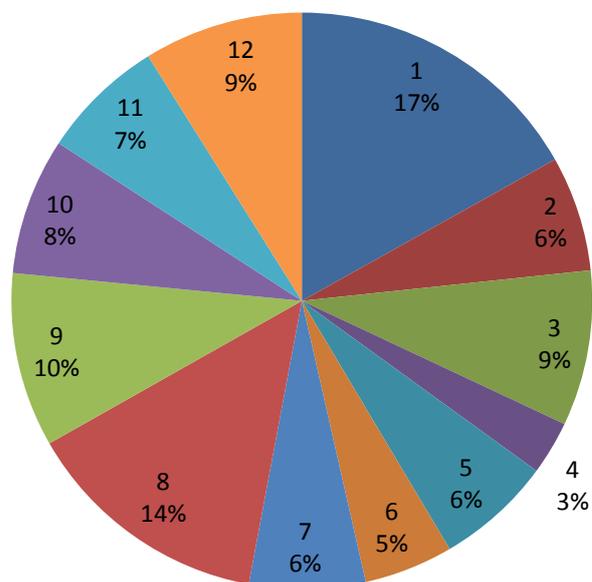
Participatory Budgeting Voting Results

Total Number of Voters on the Day – 220

Of the 15 Applications submitted, 3 were removed by the Scrutiny Panel as they did not meet the criteria set. Of the remaining 12, 7 were awarded the funds totalling £23,721.88.

1. BIG Improvement on Monks Road	112
2. Movie Makers	43
3. Abbey Youthie Healthy Living Project	58
4. Garden Sculpture Project	20
5. FRIDGE for All	43
6. Lincoln Culture Trail 18th & 19 th June	33
7. POP!	43
8. ENERGIZE Club	92
9. Social Activities & Healthy Lifestyles	65
10. S.H.A.P.E	51
11. Rhythm of the Abbey	46
12. Meet the Street	59

Participatory Budgeting Results



The Winners

We had £25,000 to spend, we asked the community what they considered to be their top five priorities, bids were submitted to tackle those priorities, and the residents voted

The Successful Applications to receive a share of the Abbey Participatory Budgeting Grant Funds are:-

112 votes	Big Improvement on Monks Road	£5,000.00
92 votes	Energize Club – creative arts & sports club	£2,501.88
65 votes	Social Activities & Healthy Lifestyles	£5,000.00
59 votes	Meet the Street	£500.00
58 votes	Abbey Youthie Healthy Living Project	£1,820.00
51 votes	S.H.A.P.E	£3,900.00
46 votes	Rhythm of the Abbey	£5,000.00

The total amount of money spent - £23,721.88

Summary

Could we have run the process differently?

For this particular project, no I don't think we could have done. To involve as many people as possible it required the use of as many venues as possible. Because of the time of year we couldn't risk holding an entirely outdoors event because of the risk of rain/wind/snow. Were we able to hold the event in the Summer months we would have opted solely for one venue namely the Arboretum. From votes cast this was the most popular venue which drew in the bigger crowds.

Did we publicise the process enough?

Yes, I believe we did. We made sure that every resident in the Abbey Ward received a PB Booklet which outlined not only each application eligible for a vote but the Community Fun Day and the events that were due to take place. My only criticism would be the lack of publicity through the media in relation to PB. Much was made on the Week of Action, but in my opinion, PB was more important but appeared to be dismissed by the press.

Comments from people involved:-

"I think we perhaps spread our venues out to wide. The event seemed to fall a little flat at the end. It would have been better if we could all have got together at the end, maybe in the Arboretum for the presentation of all the prizes".

Cllr Kath Brothwell

"We, at Abbey Youthie, thought the application forms were straight forward and easy to complete, only asking for the relevant information. and we really appreciated the fast response in telling us if we were successful or not. The actual fun day was fairly well

attended but we thought maybe slightly stretched across the ward, thus sometimes it became pretty slow and quiet. Overall we believe the whole occasion was good for the ward and showcased what is out there for the residents. Abbey Youthie would be very happy to be involved in any future projects”.

Bev Smith – Abbie Youthie

“The days was very well organised and the brochures were an excellent way to let people know what was going on in their area.

I definitely think something similar would be a good idea as it brought the local communities together.

Thanks very much for organising it and doing a good job”

Helen Atherton – Abbey Access Centre

“I thought that considering the extremely short timescale that you had to organise the event that you did an extraordinary job of organising it..

Over ambitious on the number of venues..but the intention was to try and provide as many facilities as possible for people to vote.

The Newsletter advertising the event went out after which was no fault of yours but could have contributed to the lack of awareness about the event.

Fortunate it was a nice day as I believe the marquee in the Arboretum was very popular. I thought there were supposed to be presentations at Croft St for the football? Did I miss that?

All in all I think it was really good and didn't the TAG on Tower do well.”

Cllr Fay Smith

The Application Process

I found the Application process quite straightforward. The only bit that confused me was the budget. *3.2 What will the grant be spent on? Please list items in as much detail as possible. (Example headings can be found in the guidance notes)*

When I looked at the guidance notes I couldn't find anything helpful about budget headings. Some specific guidance would have been helpful and particularly an idea about the suggested balance of costs between Capital, Fess, Expenses, and Administration.

I thought the deadlines for the Application process were fair and realistic.

I would have liked the opportunity to proof read the copy that you selected to go into the Information Booklet. As you know – our name was spelt wrong. I think we would have preferred that you gave us the option of creating the text for the Booklet as a separate piece of writing. The words that I use for a funding Application are not the same as I would use to give the reading public a sense of the project. I think Funding Applications tend to be quite formal. If I was writing a project description for the press or the public, I would write with a more informal style.

Planning for Abbey Community Fun Day

I think that you and Paul did a really good job with this. The meetings engaged many partners, all of whom contributed ideas to the content and delivery of the Fun Day. The meetings were well chaired, effective, and followed up promptly with written notes. I think it's an amazing success story that the whole project fitted into such a relatively small timeframe. I think the first meeting was on 2nd November. The Fun Day was March 27th. So...only 5 months for everything and we lost 2 weeks at Christmas. Pat yourself on the back right now!

Week of Activities

Although I didn't get involved in the week of activities leading towards the Fun Day, Paul did describe to me what had happened. I think you and Paul did a really effective job in making so much happen during the week.

Publicity for Fun Day

As the booklet was delivered all over Abbey Ward – I don't think there can be any doubt that the publicity was out there. I have friends in Abbey Ward, and they all seemed to know about the Participatory Budgeting Scheme. Some friends thought the Publicity was a bit late, which had the consequence of them not attending.

The Fun Day

We were blessed with good weather! I wonder if the strategy of working in 5 venues on the day was successful?? I went to 4 venues and the numbers attending seemed low. Maybe if we'd concentrated our activities in just 2 interior spaces and 1 outside space then we would have created a more bustling day? Whilst I enjoyed everything that happened in the venues, the energy and 'buzz' felt a bit flat. However...no doubt this would have appealed to some audience on the day.

I was a bit disappointed that Lincoln College didn't get involved in the day. I felt the link with the College being involved was strong as they are such a large organization in the Ward. I don't know whether for a future year, we make a more strategic partnership with the College and get the weight of Management behind the Fun Day. I also wonder, for a future year, whether we could involve other businesses in Abbey Ward such as Lincs FM or Dragons Health. Maybe we could have their presence at the Fun Day or we ask them to consider an 'open day' for Abbey Ward residents.

Rhythm of the Abbey

Rhythm of the Abbey met the costs of the 2 musicians who worked on the day. If soundLINCS had provided the work at its usual costs, the charge would have been £205 per musician, per day. So...a total cost of £410. I also worked for the day for which I was paid by soundLINCS as part of my staff time. If Eddy had been available to work on the day – we would have employed him to support the BDM crew. Eddy is the musician who has been working at Abbey Youthie for several months now. As it happens – I had the skills to help the BDM Crew on the day which meant we saved the costs of employing another musician.

My general reflection of The Fun Day was that it was a brilliant event to be associated with. I loved the way that Croft Street hosted a Yoga Group, The Gamelan, and the BDM crew to entertain and stimulate visitors. It did feel like a Community Event to me and a really promising start to what I hope would be an annual event.

John Stafford - Programme Development Manager soundLINCS