

Forest Hill 2012/13 Assembly Fund Project Form



SECTION A: Overview

Which assembly is this project for?

FOREST HILL

Project Title: Use this space to provide a short, but descriptive, title of your project.

REPLACEMENT PLANTERS FOR STATION ENTRANCE

Delivery organisation & contact details:

Organisation	FOREST HILL SOCIETY
Contact person	RICHARD HIBBERT
Telephone	
Address	
Email address	

SECTION B: Project Description

Use this space to describe the project and, most importantly, what it will achieve.

The two wooden planters outside the station entrance have seen better days and are in need of replacement. This project will see new cedar planters replace the wooden tubs.

Which assembly priority and action does the project address? The assembly priorities and action plan are available from the assembly coordinator.

- **Town centre regeneration and revitalisation.**
- ~~Growing community facilities within the ward.~~
- **Improving and safeguarding our environment including parks and open spaces.**
- ~~Better facilities for all, young and old.~~

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Who will be involved in your project? Use this space to provide some information. Will your project involve local residents, Council officers, other partners? Do you need any external expertise to help you run your project? Think about the different ways in which people will be involved in your project.

LOROL – Station Operator
Volunteers from Forest Hill Society

SECTION C: Project Resources

How much will the project cost? Use this space to provide details on how much money you need to run the project. Please be as detailed as you can. If you don't know precise figures, please estimate, but indicate where you have done this. Please also note that expenditure and income must be the same, if this is not the case please speak with the local assemblies team.

Expenditure			
Cost for planters			£1800=00
Total Project Expenditure			£1800=00
Income			
Assembly Fund requirement			£1800=00
Other Council funding (please specify)			
Other funding (please specify)	Applied for	Confirmed	
Total Project Income			£1800=00

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SECTION D: Project Delivery

How will you go about delivering this project? Who will be helping you to run it? Are you relying on specialist knowledge or skills, such as an expert in construction? Use this space to tell us who is responsible for the different phases of the project.

The planters will be installed in Spring 2013 in time for spring bulbs to be planted. The planters need to be of sufficient weight and quality to withstand any attempts at vandalism .

We will liaise throughout the project with LOROL to ensure that all safety matters are complied with.

Volunteers from the Forest Hill will maintain the planters.

Project Management Team

Please provide details of the key people who will be delivering this project.

Name	Contact Number	Email address
QUETTA KAYE ENVIRONMENT COMMITTEE		

Key stages in delivering the project

The project must be completed by the end of November 2013. Please indicate when the project will start and end, and key stages in between.

Action	Lead Person	Deadline
Order Planters	QK	31-11-12
Remove Old Planters	QK	31/01/13
Install new planters	QK	31/03/13

SECTION E: Impact

Use this section to describe the impact that the project will have on other people within the ward. Think about whether it will help a particular community. Does your project particularly impact on, for example, disabled people, children or older people?

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The Forest Hill Society has been responsible for planting at the station since 2010. The planters at the entrance to the station have now reached the end of their life and need to be replaced. People have commented on the planting and feel that it gives a warm welcome to those arriving by train and shows that people care for their community.

As a result of our efforts, the planting has extended throughout the Town Centre and at least six businesses now maintain planting outside their premises.

SECTION F: Risks

Think about what some of the risks associated with the project and what will be done to minimise their impact. If you're planning an outdoor event, for example, what would happen if it rained?

The area will need to be cordoned off while the planters are replaced. This will have to be coordinated with LOROL

SECTION G: Evaluation

How will we know if the project has been a success? Use this space to outline what success will look like. For example, for a children's playground success might be lots of children using it on a daily basis and good feedback from parents and other members of the community.

This project will be rated as a success if it improves the look of the station entrance and is commented on by locals and judges from Lewisham in Bloom and RHS It's Your Neighbourhood.