

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.
Forest Hill Traders AlertBox Scheme

Delivery organisation & contact details:

Organisation	Forest Hill Traders Association
Contact person	Serge Sumerling
Telephone	
Address	
Email address	

SECTION B: Project Description

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

An AlertBox is a shop to shop communication device enabling traders to communicate with each other electronically. As no speech is involved (just several buttons) there are not the language issues that are associated with similar schemes such as radiolink. Each AlertBox is individually programmed and by pressing just one button a trader can request help or notify traders of an issue such as shoplifting.

- Improved community relations amongst traders*
- Safer environment for traders and for shoppers*
- Deterrent for criminals*
- Building community spirit from the Portas Pilot bid and from the pools re-opening*

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

Town Regeneration
Improving and safeguarding the environment

Forest Hill 2012/13 Assembly Fund Project Form



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.

Forest Hill Traders Association – it will encourage more traders to be involved with the association and what is happening on the high street
 The Alert Box company representatives – installation and training
 Support of the Safer Neighbourhood team

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			
8 x AlertBoxes at £295 per box including programme and installation			£2,360
Total Project Expenditure			£2,360
Income			
Assembly Fund requirement			£2,000
Other Council funding (please specify)			
Other funding (please specify)	Applied for	Confirmed	
Traders contribution £45 per box		£360	
Total Project Income			£2,360

SECTION D: Project Delivery

Forest Hill 2012/13 Assembly Fund Project Form



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.

AlertBox will supply, fit and train the businesses
Forest Hill Traders will run the scheme, to receive an AlertBox you must be a member
Police SNT will support the scheme

Project Management Team

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

Name	Contact Number	Email address
Serge Sumerling		
Ayshin Demirci		
Agata Zielinska-hyrn		

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
Forest Hill Assembly Presentation	Serge Sumerling	Beginning of October
Purchase of AlertBoxes	Serge Sumerling	Nov. 30th
Installation and training	AlertBox	End of Jan

3

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?

- Building Community cohesion amongst businesses
- Safer environment for shoppers and businesses
- Increased detections for police

Forest Hill 2012/13 Assembly Fund Project Form



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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 boxes would remain the property of the Forest Hill Traders should a business cease to operate
- Active participation amongst the Traders would be essential and would be monitored accordingly

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.

A quarterly survey amongst the traders would be carried out to test the effectiveness of the scheme