

PLEASE COMPLETE THIS FORM ELECTRONICALLY

Surrey County Council's Local Committee for Waverley



Bid for Members' Allocations

Please answer questions 1-16 below

Your details	Help Notes
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Q1 Project title:	Move/Re-development of school library
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Q2 Name of organisation responsible for carrying out the project:	Busbridge Infant School
Status of this organisation: voluntary/local authority/private (please delete as appropriate)	

Q3 Contact person	
Name: Jessica Strudwick	
Role in project: Fundraiser	
Contact address:	
Post code:	
Telephone:	
Fax:	
E-mail:	

Q4 Name of local County Councillor proposing request to the Local Committee:	Peter Martin
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What are you seeking funding for ?

Q5 Description of the project

<p>a) What will be done? Busbridge Infant School are looking to improve their facilities for the children and staff. The changes include building work and the reorganisation of the space within the school to provide an improved dedicated Special Needs Area, Library and Staff Facilities.</p>	<p>a) the work involved to achieve the aims of the project</p>
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<p>b) What needs will it address? The main need that the work will address is the improvement to the school library. Since the school PAN increased there has been an increased demand on our library facilities and the current set up no longer works for staff and pupils at the school.</p>	<p>b) the evidence that shows this project is required</p>
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The school library is currently not more than a widening of the main corridor. The area is small and there is no division between the library and the corridor. This means that teachers cannot use the library as a classroom activity – there is not enough space to take the whole class or even half a class to the library to discuss books or use the space to carry out an activity. Currently only three or four children can be in the library at one time. In addition, as the library is part of the main corridor, children using the library are easily distracted by people walking past or other classes moving around the school.

<p>By moving the library to a larger area and creating more of a private room the school will be able to make going to the library more of a class activity, increase the resources in the room and provide a quieter, more productive learning space.</p>	
<p>c) What geographical area will it cover? Godalming</p>	<p>c) where the people who will benefit from this project live</p>
<p>d) Who and how many people will benefit? This change will benefit the staff and pupils at the school. Depending on the set up of the room there may also be the opportunity to use the room as a community resources.</p>	<p>d) details of the groups of and the number of people whose lives will be improved by this project</p>
<p>e) How will you ensure that the project is fully accessible to this community? The entire school community will be able to use the library facility and are aware of our plans. Once we have the works completed the library will be an important resource for the school.</p>	<p>e) methods you will use so that all members of your 'community' benefit from this project</p>
<p>f) Please confirm that, where expenditure is for the maintenance or repair of a non-Surrey County Council building, you envisage that the building will remain in use for the foreseeable future. n/a</p>	<p>f) (if applicable) confirmation that you expect a building to continue to be used in the foreseeable future</p>
<p>Q6 What consultation has been undertaken? The development project is supported by the School Governors, Staff, Town, Borough and County Councilors. The school has engaged with an architect and Structural Engineer and has engaged a building company after a tender process..</p>	<p>The names of organisations and people you have spoken with, who support your project.</p>
<p>Q7 When will the project be: a) started: The building work is already underway. b) completed: Q2 2013</p>	<p>The dates you expect your project to begin and be finished. Successful applications for members' allocations are expected to spend the funding within 12 months of being agreed.</p>
Financial Questions	
<p>Q8 When will you need the funds? End of Q1 2013</p>	<p>The date by which you will require the funds.</p>
<p>Q9 What is the total cost of the project? Please include estimate/breakdown of costings. Building Costs Fowler Building Contractors Limited £ 85,270.00 Other Costs As well as contractor's build cost the following also have to be taken into account:- a) Planning application fee (paid to Surrey County Council). £ 335.00 b) Asbestos i) Survey and air test £ 725.00</p>	<p>The total amount of money the project will cost with a breakdown of the costings.</p>

<p>ii) Removal £ 1,000.00</p> <p>c) Professional fees</p> <p> i) Architect £4,800.00</p> <p> ii) Structural engineer (£875.00) included in (i) above.</p> <p>d) Building Control £ 625.00</p> <p>TOTAL FOR OTHER COSTS £7,485.00</p> <p>We understand that as a County school, Busbridge can reclaim VAT paid. This has therefore not been included in our computations.</p>	
<p>Q10 How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.</p> <p>£2,000</p> <p>The school has funding to cover the main structural building work for the project as a whole but needs further funding for:</p> <p>Data and Communications £750</p> <p>New library furniture £1250</p> <p>£1004 Capital <u>£ 996 Revenue</u> £2000</p>	<p>The amount of funding you would like from the local committee with a breakdown of these costs. If you have a quote, please attach it to the form.</p>
<p>Q11 Where is the rest coming from?</p> <p>From the school budget and PTA fundraising</p> <p>Is it promised already, or still to be found?</p> <p>The majority of it has been found but there is still fundraising to take place to improve books and other equipment.</p>	<p>The names of the sources from where you are obtaining the rest of the costs for the project or whether it is still to be found.</p>
<p>Q12 Have you applied to anywhere else for this same funding? If so, to whom and when?</p> <p>GOLO (Sept 2012)</p> <p>WHSmiths Trust (Sept 2012)</p> <p>St Christopher's Educational Trust (June 2012)</p> <p>None of these applications were successful.</p>	<p>Details of other organisations you have applied to for this same funding. Please give names of the organisations and the dates applied.</p>
<p>Q13 Have you applied for this funding from any other part of Surrey County Council? Please give details.</p> <p>We have contacted Councilor Peter Martin for additional funding (April 2012)</p>	<p>Details of other departments in Surrey County Council you have applied to for this funding. Please give names of the department, the contact person and dates applied.</p>

<p>Q14 Are you currently in receipt of any grant or contract funding from Surrey County Council? Please give details</p> <p>We are not currently in receipt of any grant or contract funding from SCC.</p>	<p>Details of any grant or contract funding your organisation receives from Surrey County Council, even if not for this particular project. Please give details of contract no., purpose, dates/period covered and amounts.</p>
<p>Q15 Has the organisation responsible for the project received any Local Committee funding for this or any other purpose in the past? Please give details.</p> <p>2002/3 £500 towards the playground (Maureen Nyazai)</p> <p>2004/5 £545 towards playground markings (Maureen Nyazai)</p> <p>2005/6 £750 towards playhouses (Maureen Nyazai)</p> <p>2007/8 £400 towards the castle project from Local Waverley Committee</p>	<p>Details of any other funding your organisation has previously received from any SCC Local Committee including purpose, dates and amounts.</p>
<p>Q16 If this project will need funding in future, how will the costs be met? (Costs may be include e.g. maintenance, replenishment, breakdown, repair, support)</p> <p>The school will maintain the building as bau</p>	<p>Information on how you intend to fund and/or maintain your project in the future.</p>

NB If your bid is successful; you will need a bank account in the name of your organisation. Any queries please contact the Community Partnerships Team (West) on:

Community Partnerships Team
 Quadrant Court
 35 Guildford Road
 Woking
 Surrey, GU22 7QQ

Telephone: 01483 517 301

Email: communitypartnershipswest@surreycc.gov.uk

Please return the form, by e-mail, to your local County Councillor.