



**SURREY COUNTY COUNCIL LOCAL
COMMITTEE IN SPELTHORNE
2nd July 2007**

MEMBERS' FUNDS

KEY ISSUE

To agree the criteria and process for the use of Members' Funds and make decisions on funding proposals.

SUMMARY

The report outlines the proposed criteria and process for the use of Members' Funds in 2007/08 including the suggestion that the Committee continue to operate the delegated authority and makes recommendations on a number of proposals.

RECOMMENDATIONS

The Committee is asked:

1. To (i) approve the criteria in Annex A for the use of funds (ii) approve the use of delegated authority to the Area Director in consultation with the Chairman (or Vice Chairman if the Chairman's monies are being proposed for spend) (iii) adopt the guidance note in Annex B
2. To note funding approved under delegated authority in the last financial year 2006/7 (paragraphs 2.1 & 2.2)
3. To note funding approved under delegated authority (paragraphs 2.3 – 2.5)

4. To consider an application for funding of £1770 for advertisements to publicise the Local Committee.
5. To consider an application for funding of £850 for SCC Children's Services to provide community training.
6. To consider an application for funding of £196 for administration costs for the Children with Disabilities Forum.
7. To consider an application for funding of £3000 for events for the Colne Valley partnership.
8. To consider an application for funding of £3000 for an interactive whiteboard at Thamesmead School.
9. To consider an application for funding of £3201.75 for a security gate at Littleton C of E School.
10. To consider an application for funding of £2000 for a child mannequin and 3 helmets for Surrey Air Ambulance.
11. To consider an application for funding of £4000 towards roof repairs at Staines Congregational Church, to be funded from the capital allocation.
12. To consider an application for funding of £5634 towards wet room facilities at the Bradbury Centre, to be funded from the capital allocation.
13. To consider an application for funding of £6156 for Ashford Congregational Church for set up costs for a pregnancy listening service, to be funded from the capital allocation.

1.0 INTRODUCTION

- 1.1 The budget for 2006/07 made the following funds available - £11,000 per Member and £35,000 capital allocation. These figures show the amounts still available.

Member's Revenue Allocation

	Balance Remaining £
Mrs Saliagopoulos	10769
Ms Turner	10000
Mr Agarwal	11000
Mr Beardsmore	11000
Mr Burrell	10778
Mrs Coleman	11000
Mr Davies	10778

Total £75325

Committee Capital Allocation

Total £ 35,000

2.0 MEMBER'S REVENUE ALLOCATION

DELEGATED FUNDING 2006/07

2.1 Christmas lights, Ashford Chamber of Commerce £1000 (Denise Turner)

A sum of £1000 from Ms Turner's allocation was agreed towards the costs of improvements to Christmas lights in Ashford.

2.2 Portable projector, Salvation Army £1000 (Denise Turner)

A sum of £1000 from Ms Turner's allocation was agreed towards the purchase of a portable projector.

DELEGATED FUNDING 2007/08

2.3 Spelthorne in Bloom, Spelthorne Borough Council £231 (Denise Saliagopoulos)

A sum of £231 from Mrs Saliagopoulos' allocation was agreed for hanging baskets in Staines High Street.

2.4 Playground equipment, Spelthorne Borough Council £1000 (Denise Turner)

A sum of £1000 from Ms Turner's allocation was agreed towards the purchase of a spring rocker for Woodthorpe Road park.

2.5 Advert for Local Committee £442.50 (Laurie Burrell/Frank Davies)

A sum of £221.25 each from Mr Burrell's and Mr Davies' allocations was agreed for the publication of an advertisement publicising the Local Committee.

FUNDING BIDS

The following new requests for funding have been received since the last meeting of the Local Committee. The name of the Divisional Member or Member proposing the scheme is in brackets and, where the project would benefit Spelthorne residents Borough wide, these have been proposed by the Chairman.

2.6 Advertisements in the Surrey Herald and the Staines & Ashford News £1770 (Denise Saliagopoulos as Chairman)

To provide funding for advertisements for the Local Committees in October 2007, December 2007, February and March 2008. The previous advertisement for this financial year has been paid for from Cllr Burrell's and Cllr Davies' allocation (see para 2.5 above). It is proposed that the total cost of the advertisements for 2007/8 is split between all Members and the total cost to each Member would be £316 (Cllrs Burrell & Davies would therefore only have another £94.50 to pay towards this). Members are asked if they are willing to contribute to this project and at this level.

2.7 SCC Children's Services £850 (Denise Saliagopoulos as Chairman)

Surrey County Council's Children's Services want to provide community training to relevant professionals (school staff, youth workers) in all aspects of Aspergers and ADHD syndromes. The training will be facilitated by parent/carers of young people with these conditions who have the relevant knowledge and expertise and will be trained by Carers Support Spelthorne. The total cost of the project is £1250 and they are seeking funding of £850 from the Local Committee. These costs include the training of facilitators and producing literature. The rest of the funding will be match funded in terms of SCC staff time and venue premises. This will address the increase in school exclusions of young people with these conditions due to a lack of knowledge of the factors that affect them, coupled with advice on strategies from those that deal with them on a daily basis. This will reduce exclusions of this nature and increase provision through increased awareness. These young people are also more likely to come into the youth justice system with a disproportionate impact on borough resources. Members are asked if they wish to contribute, and if so how much and by whom.

2.8 Spelthorne Children with Disabilities Forum £196 (Denise Saliagopolous as Chairman)

The Forum is seeking funding of £196 to cover the costs of administration of the Forum meetings, including writing and distributing the Agenda and Minutes. This will benefit parent carers, professionals and voluntary groups working with children with complex needs. Members are asked if they wish to contribute, and if so how much and by whom.

2.9 Colne Valley Partnership £3000 (Carol Coleman)

Funding for a part time Countryside Officer post from the Heritage Lottery for a 'Discover the Colne Valley Park' project expires in June 2007. The Colne Valley Partnership (comprising 9 Local Authorities including Surrey County Council) would like to continue with the project as local community groups operating in the park have indicated that they value the support and activities undertaken as part of the project. The Partnership is seeking funding of £3000 from the Local Committee for events (cost of events £1350, community group support £1350 and event leaflets, travel & training for volunteers £300). This will cover the Colne Valley Regional Park / Spethorne geographical crossover including Staines Moor, Stanwell Moor, Church Lammas and Lammas Park. Any funding received from the Local Committee will be allocated for the benefit of Spelthorne residents. Members are asked if they wish to contribute, and if so how much and by whom.

2.10 Interactive whiteboard, Thamesmead School £3000 (Laurie Burrell)

Thamesmead School hope to install interactive whiteboards in all classrooms and now have only ten classes which still need this equipment. The total cost of this project is £30000 (£3000 per classroom) and the School is seeking funding of £3000 from the Local Committee. The rest of the funding will

hopefully be met from school funds. Members are asked if they wish to contribute, and if so how much and by whom.

2.9 Security Gate, Littleton C of E School £3201.75 (Laurie Burrell)

Due to the provision of a private nursery on the school site, the school needs to provide a steel gate with access control provision to permit access for nursery parents without compromising the school boundary security. The cost of the project is £3102.75 and the school is seeking the total cost from the Local Committee. Members are asked if they wish to contribute, and if so how much and by whom.

2.10 Mannequin and helmets, Surrey Air Ambulance £2000 (Denise Saliagopoulos as Chairman)

Surrey Air Ambulance is seeking funding for a child mannequin (1821.65) and 3 RTA helmets (£80 each). The mannequin will be used for training purposes in times when the crew are not attending an emergency – the crew currently have use of an adult mannequin only. The total cost of the items is £2061.25 and they are seeking funding of £2000 from the Local Committee. Members are asked if they wish to contribute, and if so, how much and by whom.

3.00 Capital Allocation

3.1 Staines Congregational Church £4000 (Denise Turner)

Staines Congregational Church is seeking funding towards the costs of roof repairs for the Youth Hall. The total cost of the project is £12000 and the Church is seeking funding of £4000 from the Local Committee. The rest of the funding will be met from Spelthorne Borough Council (£4000) and Church funds. It will benefit Church members and the many community users of the Youth Hall (Buggies & Bikes group, Contact Centre, Rainbow Guides, Youth Club, Parenting class, Bronzefield Prison Fellowship).

3.2 Wet room facilities, Bradbury Centre £5634 (Laurie Burrell)

The Bradbury Centre is a care home operated by Age Care a non-profit making charity. The Centre would like to install wet room facilities to allow extra choice between having a bath or a shower and preserve the dignity of the residents as they will have facilities nearer their bedroom. The total cost of the project is £6620 and the Centre is seeking funding of £5600 from the Local Committee. The rest of the funding will be met through fundraising.

3.3 Ashford Congregational Church £6156.18 (Denise Saliagopoulos as Chairman)

Ashford Congregational Church are seeking to set up a listening support service for women facing an unplanned pregnancy and to enable them to make the right choice for themselves. Funding is required for building adaptation to 2 rooms including access and lighting (£4702), signage (£350.29), carpets (446.50), curtains & blinds (651.50), office furniture (£205.59) and computer and printer (£800.00). The total costs of the project are £7156 and the Church is seeking funding for £6156. The Church hope to secure grant funding of £1000 from BAA. The service has the support of SCC

Children's Service, Connexions Teenage Pregnancy Advisor and the Primary Care Trust.

4.0 EQUALITIES IMPLICATIONS

The contributions proposed will benefit a wide range of adults and children in Spelthorne, some of whom may have disabilities.

5.0 FINANCIAL IMPLICATIONS

Paragraph 1.1 sets out what remains of both the individual Members revenue allocation.

6.0 CONCLUSION AND REASONS FOR RECOMMENDATIONS

These proposals meet the criteria agreed by the Committee for financial support.

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APPENDIX A

CRITERIA FOR USE OF FUNDS

1. MEMBER'S ALLOCATIONS

- a) Support for any one project will not normally exceed £10,000.
- b) Any proposal to be considered by Committee must be proposed by at least one Member who is willing to provide at least some financial support to the project. However, Members whose funds are totally committed may still put proposals forward for support by the Committee.
- c) The funds will not be used to cover revenue costs – expenditure must be of a one-off nature or serve as “pump-priming”.
- d) Contributions will not normally be made to cover funding gaps arising from budget reduction decisions.
- e) Priority will be given to proposals attracting an element of match funding.
- f) Proposals will be considered from SCC services, other statutory bodies and voluntary organisations.

2. FUNDING PAID UNDER DELEGATED AUTHORITY

The decision to pay funding of not more than £1000 can be delegated to the Area Director, in consultation with the Chairman of the Local Committee. Funding paid under delegated authority is subject to the criteria laid down in paragraph 1 above, **and** the following additional criteria:

- a) the application must have been endorsed by the appropriate local Member
- b) the application should be for a maximum of £1000
- c) applications from private clubs or other membership organisations must clearly demonstrate the wider community benefit of the project
- d) projects must not contravene any of the Council's agreed policies or priorities
- e) the application should be for a future project, not a retrospective request.
- f) the application should not be to cover ongoing revenue costs.

3. COMMITTEE CAPITAL ALLOCATION

The balance of the £35,000 initially allocated to support capital projects through voluntary organisations will be used for any suitable project promoting well being in Spelthorne and agreed by the Committee. These funds are not allocated to individual Members but are allocated by Committee decision.

The following is a definition for “capital” in these circumstances:

Capital expenditure is defined as the acquisition, construction, enhancement or replacement of an asset. An asset can be land & buildings, vehicles, plant, furniture & equipment or infrastructure. In order for an asset to be capitalised it should yield benefits for a period of more than one year.

It is proposed that the following criteria should apply to this fund:

- a) Any proposal to be considered by Committee must be put forward by at least one Member.
- b) Priority will be given to proposals attracting an element of match funding.
- c) Proposals must be of a local nature and be for the benefit of the people of Spelthorne.

APPENDIX B

GUIDANCE NOTE

SCC LOCAL COMMITTEE SPELTHORNE - MEMBERS' ALLOCATIONS

This guidance note is designed to assist in the consideration of applications for requests for funding from Members' Allocations, and should be used in conjunction with the formal criteria laid down for funding.

1. FUNDING CEILINGS

- i) There is a general presumption against requests for 100% funding of projects and the Local Committee would wish to see evidence of fund raising and/or other partner contributions. However the Local Committee reserves the right to fund 100% of projects, taking into account the overall resources of the organisation, the sum requested and any previous fundraising by the organisation.
- ii) Individual bids should generally be for no more than £10,000.

2. REPEAT REVENUE FUNDING

There is a general presumption against requests for repeat funding for the same project, as over time this would reduce the scope to fulfil the original aim of allocations which was to enable Members to respond to local issues. However, the Local Committee reserves the right to vary this rule where it is felt that the project is making an exceptional contribution to the community and more time may be required to secure alternative funding.

3. RETROSPECTIVE FUNDING

- i) As a general rule, it is not considered good practice to fund projects retrospectively and funding will not be considered for projects where the group has already committed, or decided to commit, funds.
- ii) Applications that are retrospective due to the timing of the Local Committee meetings may be considered provided that the proposed allocation has been brought to the attention of the Area Director before the event/purchase/expenditure takes place. However the group should be advised by the proposing Member that the Local Committee decision is not a 'rubber stamping' exercise and that any expenditure they commit in the hope of receiving funding is entirely at their own risk.
- iii) Applications for retrospective projects cannot be funded under the delegated authority powers.

4. PRIVATE CLUBS OR MEMBERSHIP ORGANISATIONS

Such organisations need to demonstrate clearly the wider community benefit that their project would bring.

5. HIGHWAYS PROJECTS

- i) Members' allocations should rarely be used to 'top up' the Highways budget agreed by the County Council, especially where the additional £100,000 capital allocation has been allocated by the Local Committee for Highways purposes. However, it is recognised that small street scene improvements, i.e. additional tree cutting or planting, can be a positive and welcome use of Members' Allocations.
- ii) Any such proposals should initially be shared with the West Area Group Manager/Local Transportation Manager for a view on appropriateness of the proposed expenditure bearing in mind any priority lists and the capacity for additional work to be carried out without damaging the implementation of the agreed work programme for the service.