



## **OFFICER REPORT TO LOCAL COMMITTEE (SPELTHORNE)**

### **MEMBERS' FUNDS**

**24 November 2008**

#### **KEY ISSUE**

To make decisions on funding proposals.

#### **SUMMARY**

The report makes recommendations on a number of proposals.

#### **OFFICER RECOMMENDATIONS**

The Local Committee (Spelthorne) is asked:

1. To note funding approved under delegated authority (paragraph 2.1-2.4).
2. To consider an application for funding of £8500 for replacement windows at Kenyngton Manor School.
3. To consider an application for funding of £6000 from Spelthorne Borough Council towards the costs of refurbishment of the tennis courts at Cedars Park Sunbury, to be funded from Mr Davies' allocation.
4. To consider an application for funding of £3600 for the installation of benches in Stanwell, to be funded from Mr Agarwal's allocation.
5. To consider an application for funding of up to £3353 for the Youth Café.
6. To consider an application for funding of £12000 for

refurbishments to Stanwell Youth Centre, to be funded from the capital allocation.

7. To consider an application from the Youth Development Service for funding of £6000 for equipment for the Live & Direct project, to be funded from the capital allocation.

## 1.0 INTRODUCTION AND BACKGROUND

1.1 The budget for 2008/09 made the following funds available - £11,000 per Member and £35,000 capital allocation. These figures show the amounts still available taking account of any funding awarded under delegated authority.

### Member's Revenue Allocation

	Balance Remaining £
Mr Agarwal	16872
Mr Beardsmore	8309
Mr Burrell	7692
Mrs Coleman	4449
Mr Davies	7653
Mrs Saliagopoulos	7067
Mrs Turner-Stewart	4459

**Total £56505**

### Committee Capital Allocation

**Total £24693**

1.2 At the Local Committee meeting on 29 September 2008, it was agreed that Mr Davies would be asked if he wished to contribute to the funding bids on the report to that meeting. His contributions can be confirmed as Fishing for Fun £495.20, MS Society £71.43, Shortwood Path £500.

## 2.0 MEMBER'S REVENUE ALLOCATION

### Delegated authority

#### 2.1 Staines Players £1000 (Denise Saliagopoulos)

A sum of £1000 from Mrs Saliagopoulos' allocation was agreed for costumes for the Staines Players Christmas Panto.

#### 2.2 Laleham Recreation Ground £895 (Laurie Burrell)

A sum of £895 from Mr Burrell's allocation was agreed for a mower for Laleham Recreation Ground.

**2.3 Friends of the Fordbridge Centre £990.17 (Carol Coleman)**

A sum of £990.17 from Mrs Coleman's allocation was agreed for the costs of insuring the Centre's minibus (£700.55), AA Breakdown cover (£201.12) and certification and servicing of the wheelchair lift (£88.50).

**2.4 Clarendon Primary School £973.95 (Carol Coleman)**

A sum of £973.95 from Mrs Coleman's allocation was agreed for the costs of an outdoor pa system.

**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.

**2.5 Kenyngton Manor School £8500 (Ian Beardsmore)**

Kenyngton Manor School are carrying out a project to replace the windows in the school at a total cost of over £200,000. The windows in the school hall are most in need of replacement as their poor state of repair is jeopardising lettings. The cost of replacing the windows in the hall is £17000 and they are seeking funding of £8500 towards this. The remainder of the funding will be met from SCC central educational funds Mr Beardsmore has £8309 of his allocation remaining and is willing to fund to this amount. Members are asked if they wish to contribute to the remaining £191 and, if so, how much and by whom.

**2.6 Cedars Park Sunbury £6000 (Frank Davies)**

Spelthorne Borough Council (SBC) are undertaking a £29700 project to refurbish the three tennis courts at Cedars Park Sunbury and are seeking funding of £6000 towards these costs. This will benefit local residents and promote healthy living and recreational facilities as tennis courts within Spelthorne are free to use. The remainder of the funding will be met by SBC and SBC Councillors. This will be funded from Mr Davies allocation.

**2.7 Installation of benches in Stanwell/Stanwell Moor £3600 (Victor Agarwal)**

Mr Agarwal would like to use his allocation for the installation of benches at 4 locations within Stanwell and Stanwell Moor. This will benefit residents and bus users within the area. Residents have been informed of the positions of the benches. This will be funded from Mr Agarwal's allocation.

**2.8 Youth Café £3353 (Denise Saliagopoulos)**

Negotiations are currently being undertaken for the co-ordination of operating the Youth Café in Staines. Funding will be needed for premises, security, a co-ordinator post and a Youth Worker with costs likely to be in the region of £3353. A2 Dominion have offered funding of £500 which it is intended will be used for publicity and we are currently following up offers of funding from

three Borough Council Members. An addendum report containing further details and final costs will follow or an oral update made at the meeting.

### **3.00 CAPITAL ALLOCATION**

#### **3.1 Stanwell Youth Centre £12000 (Victor Agarwal)**

Surrey Youth Development Service (YDS) is seeking to upgrade the facilities at Stanwell Youth Centre to include a music studio/decks room (£7000), a dance/drama studio (£4000) and a counselling room (£4000). Additional building works to open up the reception area and recarpet key areas are £6000 and furniture and equipment for new areas are estimated to cost £2000. The total cost of the project is £23000 and the YDS are seeking funding of £11000 from the Local Committee towards the two most needed aspects (the music and decks room and the dance/drama studio) and £1000 for equipment for these areas. The remainder of the funding will be met from the Youth Centre's reserves.

#### **3.2 Live & Direct project £6000 (Denise Turner-Stewart)**

Live and Direct is a music based arts project offered to all young people in Spelthorne aged 13-19. Currently there are 2 groups operating in Shepperton and Ashford. The aim of the project is to work with young people interested in developing new skills and interests around music. Surrey Youth Development Service (YDS) are seeking funds to i) replace old and damaged equipment, ii) purchase new equipment to enhance the project to cover new aspects such as DJ skills, rapping, live recording and production and iii) provide equipment to be able to record and stage live events. The total cost of the project is £6415 and the YDS are seeking £6000 of this from the Local Committee. The remainder of the funding will be met from the YDS capital budget. Separately a second bid has also been submitted to the Youth Opportunities Fund by a group of young people at Shepperton for similar instruments and cabling equipment. If this bid is also successful, this will provide a pool of equipment that can be used in the future.

### **4. FINANCIAL AND VALUE FOR MONEY IMPLICATIONS**

Paragraph 1.1 sets out what remains of both the individual Members revenue allocation and the capital. There are sufficient funds for all the projects to be funded.

### **5 EQUALITIES AND DIVERSITY IMPLICATIONS**

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

### **6. CONCLUSION AND REASONS FOR RECOMMENDATIONS**

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

**Report by: Keely Duddy, Local Support Assistant - Spelthorne**

**LEAD/CONTACT OFFICER**                      **Keely Duddy**  
**TELEPHONE NUMBER:**                      **01932 795118**

## **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. FUNDING FOR INDIVIDUALS**

Funding bids which would benefit an individual or an individual's property will not be considered.

**6. 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.