



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

### **MEMBERS' FUNDS**

**15 March 2010**

#### **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 that the benches in Stanwell funded by Mr Agarwal cost £1386, leaving £114 to be refunded back into Mr Agarwal's allocation. (para 2.1).
2. To agree a contribution of funding of £4000 by Mr Beardsmore towards the Catholic Children's Society (para 2.2).
3. To consider an application for funding of £8400 from Spelthorne Citizens Advice Bureau towards the costs of an advice tutor (para 2.3).
4. To consider an application for funding of £2000 from Surrey SATRO towards the provision of science workshops at two primary schools within Ashford, to be funded from Mrs Coleman's allocation (para 2.4).

5. To consider an application for funding of £2000 from Surrey Highways for the installation of weight restriction signage in Park Road, to be funded from Mrs Nichols' revenue allocation (£615) and capital allocation (£1385) (para 2.5).
6. To consider an application for funding of £2510 from Leonardo's Events and Promotions (LEAP) for a variety show targeted at older people (para 2.6).
7. To consider an application for funding of £3760 from Homestart Spelthorne for the provision of a Family Group, to be funded from Mrs Nichols' allocation (£3000) and Mr Beardsmore's allocation (£760). (para 2.7).
8. To consider an application for funding of £1800 from Sunbury Methodist Church towards new chairs and a freezer, to be funded from Mrs Nichols' allocation (para 2.8).
9. To consider an application for funding of £235 from 7<sup>th</sup> North Surrey Boys Brigade school for attendance at the Firm Foundations event, to be funded from Mr Beardsmore's allocation (para 2.9).
10. To consider an application for funding of £1770 from KeepOut, the Crime Diversion Scheme, for crime diversion workshops targeted at young people from Spelthorne (para 2.10).
11. To consider an application for funding of £1000 from Kingscroft School towards the costs of redecoration of the school hall, to be funded from Mrs Saliagopoulos' allocation (para 2.11).
12. To consider an application for funding of £1800 from Surrey Care Trust for a mentoring programme for young people in Stanwell, which is set out in detail in the Self Reliance report to this meeting, agenda item 12. This will be funded from Mr Agarwal's allocation (para 2.12).
13. To consider an application for funding of £224 from Spelthorne Borough Council towards hanging basket brackets within Staines South and Ashford West, to be funded from Mrs Turner-Stewart's allocation (para 2.13).
14. To consider an application for funding of £2500 from Saxon Primary School towards IT equipment, to be funded from Mr Walsh's revenue allocation (£1395) and capital allocation (£1105) (para 2.14).
15. To consider an application for funding of £3000 for 2 streetlights in Caledonia Road, Stanwell, to be funded from Mr Agarwal's capital allocation (para 3.1).
16. To consider an application for funding of £5000 from Surrey Highways towards the provision of parking areas in Keywood Drive and Kenyngton Drive, to be funded from Mr Beardsmore's capital allocation (para 3.2).
17. To consider an application for funding of up to £1000 towards hanging basket brackets within Ashford, to be funded from Mrs Coleman's capital allocation (para 3.3).

## 1.0 INTRODUCTION AND BACKGROUND

1.1 The budget for 2009/10 made the following funds available - £8250 revenue allocation per Member and £5000 capital allocation per Member. These figures show the amounts still available taking account of any funding awarded under delegated authority.

### Member's Revenue Allocation

	Balance Remaining £
Mr Agarwal	3318
Mr Beardsmore	5703
Mrs Coleman	2125
Mrs Nichols	8015
Mrs Saliagopoulos	4347
Mrs Turner-Stewart	224
Mr Walsh	2278

**Total £26018**

### Member Capital Allocation

	Balance Remaining £
Mr Agarwal	5000
Mr Beardsmore	5000
Mrs Coleman	3900
Mrs Nichols	1385
Mrs Saliagopoulos	2850
Mrs Turner-Stewart	0
Mr Walsh	1105

**Total £19240**

## 2.0 MEMBER'S REVENUE ALLOCATION

### 2.1 Stanwell benches

Funding of up to £1500 for benches in Stanwell was agreed at the Local Committee on 12 October 2009. The work has now been completed and the final cost was £1386, leaving £114 to be refunded back into Mr Agarwal's allocation.

### 2.2 Catholic Children's Society £4000 (Ian Beardsmore)

The Catholic Children's Society submitted a bid for funding of £10000 in October 2009. Contributions of £1429 each were given by Mr Agarwal and

Mrs Coleman. Mr Beardsmore advised that he would consider contributing towards the end of the financial year. He is now able to contribute £4000 from his allocation. Members are asked to agree to this contribution.

### **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.

#### **2.3 Spelthorne Citizens Bureau £8400 (Ian Beardsmore)**

Spelthorne Citizens Advice Bureau has submitted a bid for funding of £8400 towards overall costs of £16800 for an advice tutor. They have successfully recruited 20 new volunteers within Spelthorne but to keep pace with the current increased demand for services, they require a dedicated advice tutor who will be able to provide the extra training and support needed for the volunteers. This is needed for the short-term only to meet the current acute needs following which recruitment and training can return to a more limited basis undertaken by the existing management structure. The main areas to be covered will be debt, employment, housing benefits, consumer and relationships. Mr Beardsmore is willing to contribute £708 towards the project. Other Members are asked if they wish to contribute and if so how much, and by whom.

#### **2.4 Surrey SATRO £1000 (Carol Coleman)**

Surrey Science and Technology Regional Organisation is an educational charity that organises maths and science workshops within Surrey. They have submitted a bid for funding of £1000 to provide interactive science workshops in two primary schools within Ashford, namely St Michael's and Echelford Schools. This will provide an exciting and interactive day for 720 pupils and will involve volunteer scientists, engineers or technologists. This will be funded from Mrs Coleman's allocation.

#### **2.5 Park Road signage £2000 (Caroline Nichols)**

Cllr Nichols would like to fund the installation of advance warning signs regarding the weight restrictions of Park Road, Sunbury. Surrey Highways has advised that this will cost up to £2000 and will be funded from Mrs Nichol's revenue allocation (£615) and her capital allocation (£1385)

#### **2.6 LEAP £2510 (Carol Coleman)**

LEAP (Leonardo's Events & Promotions) is a voluntary community group that seeks to engage the community through performing arts. They are seeking funding of £2510 to create, organise and present a variety show targeted specifically at audiences of older people. This will be held within Spelthorne and will help to prevent isolation for older people. The funding will cover the costs of transport, carers and a light supper. Mrs Coleman is willing to contribute £1000 to this project and Mrs Saliagopoulos and Mr Walsh are willing to contribute £200 each, leaving £1110 outstanding. Other Members are asked if they wish to contribute and if so, how much and by whom.

**2.7 Homestart Spelthorne £3760 (Caroline Nichols)**

Homestart Spelthorne has submitted a bid for funding of £3760 towards the costs of provision of the Family Group for 2010/11. This is a structured and supportive group that promotes confidence and self-development in parents and children and can help with isolation issues as well as providing a stepping stone for parents and their children to move forward to other groups and local services. This will benefit families living with Spelthorne. This will be funded by Mrs Nichols (£3000) and Mr Beardsmore (£760).

**2.8 Sunbury Methodist Church £1800 (Caroline Nichols)**

Sunbury Methodist Church is seeking funding of £1800 towards the costs of 50 new chairs and a freezer. This will benefit people using the facilities such as community groups including the Friendly Club and TOFFs Club (older people's groups), Christophers (disabled), Mums & toddlers, youth activities including brownies, guides and youth club, as well as church members. This will be funded from Mrs Nichols' allocation.

**2.9 7<sup>th</sup> North Surrey Boys Brigade £235 (Ian Beardsmore)**

The Firm Foundations course is an annual Boys Brigade event focusing on faith and positive attitudes and activities. The total cost of the project is £635 to include tickets, travel and food and the Boys Brigade is seeking £235 towards this. This will be funded from Mr Beardsmore's allocation.

**2.10 KeepOut Crime Diversion Scheme £1770 (Carol Coleman)**

KeepOut are planning to hold a series of crime diversion workshops at HMP Coldingley in partnership with Surrey Youth Offending Team and Surrey Care Trust. The sessions, operated by trained prisoners, will be targeted at young people aged 13-17 years old from Spelthorne who are either committing crime or at serious risk of becoming involved in crime. The young people will attend the prison and participate in a day long session with proven results of reducing offending. KeepOut are seeking funding of £1770 towards overall costs of £3250, which would allow them to allocate 32 spaces on the scheme for young people from Spelthorne. Mrs Coleman is willing to contribute her remaining allocation of £125 to this project. Mr Walsh is also willing to contribute £125, leaving a balance of £1520 outstanding. Other Members are asked if they wish to contribute and if so, how much and by whom.

**2.11 Kingscroft School £1000 (Denise Saliagopoulos)**

Kingscroft School has submitted a bid for funding of £1000 towards hall redecoration. The total cost of the project is estimated to be £5000 to include the purchase and installation of new blinds. This will be funded from Mrs Saliagopoulos' allocation.

**2.12 Surrey Care Trust £1800 (Victor Agarwal)**

Surrey Care Trust has submitted a bid for funding of £1800 for a mentoring programme for young people within Stanwell. Full details of this project are included in the Self Reliance report to this meeting at agenda item 12. This will be funded from Mr Agarwal's allocation.

**2.13 Hanging basket brackets £224 (Denise Turner-Stewart)**

Spelthorne Borough Council has submitted a bid for funding of £224 for the purchase and installation of hanging basket brackets within Staines South and Ashford West. The overall project will cost £1000 for 37 brackets. This will be funded from Mrs Turner-Stewart's allocation.

**2.14 Saxon Primary School £2500 (Richard Walsh)**

Saxon Primary School has submitted a bid for funding of £2500 towards IT equipment of an interactive whiteboard projector and 7 visualisers. The total cost of the project is £5150. This will benefit the children in the school and will also assist in having additional parent workshops. This will be funded from Mr Walsh's revenue allocation (£1395) and his capital allocation (£1105).

**3.00 Capital Allocation**

**3.1 Caledonia Road Streetlights £3000 (Victor Agarwal)**

Mr Agarwal would like to fund new streetlights on Caledonia Road Stanwell. This will improve community safety and will be funded from Mr Agarwal's capital allocation.

**3.2 Kenyngton Drive & Keywood Drive £5000 (Ian Beardsmore)**

Mr Beardsmore would like to give £5000 towards the provision of parking areas on Kenyngton Drive and Keywood Drive in Sunbury. This will be funded from Mr Beardsmore capital allocation.

**3.3 Hanging basket bracket £1000 (Carol Coleman)**

Spelthorne Borough Council has submitted a bid for up to £1000 for the purchase and installation of hanging basket brackets within Ashford. The exact amount will be reported to the next Local Committee. This will be funded from Mrs Coleman's capital allocation.

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

Paragraph 1.1 sets out what remains of the individual Members revenue allocation and their capital allocations. 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**

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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 divided equally between Members but are agreed 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 that £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 a 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.