



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

### **MEMBERS' FUNDS**

**11 July 2011**

#### **KEY ISSUE**

To agree the criteria and guidance for the use of Members' Funds in 2011/12 and 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 agree the criteria and guidance for the use of Members' Funds for this year (Appendix A) and that this criteria will remain in place until the first formal meeting of the next municipal year (para 1.2).**
- 2 To agree that the capital allocation of £35000 is divided equally between Members (para 1.3).**
- 3 To approve the use of delegated authority (for both revenue and capital allocations) to the Community Partnership Manager in consultation with the Chairman (or Vice Chairman if the Chairman's monies are being proposed for spend) (para 1.4).**
- 4 To note the distribution of funds in the financial year 10/11 (Appendix B).**
- 5 To note that funding of £200 awarded to Surrey Police in 09/10 has**

- been withdrawn and returned to Ms Turner-Stewart's allocation (para 1.5).
- 6 To note that funding of £1000 awarded to Surrey Fire & Rescue in 10/11 has been withdrawn and returned to Mrs Coleman's allocation (para 1.6).
  - 7 To note that funding of £1000 awarded to Spelthorne Borough Council has been withdrawn and returned to Ms Turner-Stewart's allocation (para 1.7).
  - 8 To note funding agreed under delegated authority since the last Local Committee (paras 1.8-1.22).
  - 9 To consider a bid for funding of £2,000 from SATRO for fun Maths for Primary Schools to be funded from Mrs Coleman's allocation (para 2.1).
  - 10 To consider a bid for funding of £5000 from KeepOut the Crime Diversion Scheme to be funded £1,540 from Mrs Coleman's, £250 from Mr Walsh's and £125 from Mrs Saliagopoulos' allocation (para 2.2).
  - 11 To consider a bid for funding of £1892 from Spelthorne Surestart Children's Centres towards accident prevention in the home to be funded from Mrs Coleman's allocation (para 2.3).
  - 12 To consider a bid for funding of £275 from The Rotary Club of Ashford towards Illustrated Dictionaries to Year 5 Pupils in Ashford & Stanwell Schools 2011 to be funded from Mrs Coleman's allocation.
  - 13 To consider a bid for funding of £900 from Surrey Search & Rescue (para 2.5) to be funded £450 from Mrs Coleman's allocation and up to £450 from Mr Beardsmore's allocation (para 2.4).
  - 14 To consider a bid for funding of £2,626 from Spelthorne Borough Council towards Summer hanging baskets in Staines South/Ashford West to be funded from Ms Turner-Stewart's allocation (para 2.6).
  - 15 To consider a bid for funding of £2,500 from St Nicholas C of E Primary School towards CCTV camera and hardware to be funded from Mr Walsh's capital allocation (para 3.1).
  - 16 To consider a bid for funding of £2,000 from St Peter's Church towards an access ramp to be funded from Mrs Saliagopoulos' capital allocation.

## **1.0 INTRODUCTION AND BACKGROUND**

**1.1** The budget for 2011/12 made the following funds available - £8,410 per Member and £35,000 capital allocation. The tables below shows the amounts available to each Member taking into account funding returned (paras 1.5 – 1.7) and funding approved under delegated authority in this financial year to date (paras 1.8 – 1.22).

**Member's Revenue Allocation**

Revenue	Balance £
Mr Agarwal	7,840
Mr Beardsmore	8,410
Mrs Coleman	9,410
Mrs Nichols	8,410
Mrs Saliagopoulos	6,195
Ms Turner-Stewart	8,420
Mr Walsh	6,930
<b>Total</b>	<b>54,615</b>

**Committee Capital Allocation****Total £ 35,000**

Capital	Balance £
Mr Agarwal	5,000
Mr Beardsmore	5,000
Mrs Coleman	4,500
Mrs Nichols	5,000
Mrs Saliagopoulos	4,500
Ms Turner-Stewart	5,000
Mr Walsh	5,000
<b>Total</b>	<b>34,000</b>

**1.2** Members are asked to agree the criteria with guidance for the use of Members' Funds for this municipal year (Appendix A) and that these criteria will remain in place until the first Local Committee meeting of the next municipal year.

**1.3** The Local Committee has a capital allocation of £35,000. Members are asked to agree that this should be divided equally giving each Member £5,000 capital allocation.

**1.4** Members are asked to agree that the approval of funding of not more than £1000 (revenue or capital) can be delegated to the Community Partnership Manager, in consultation with the Chairman of the Local Committee. Funding paid under delegated authority is subject to the additional criteria laid down in Appendix A.

**1.5** Funding of £200 was awarded to Surrey Police in 09/10 towards the cost of two digital cameras. This was to be funded from Ms Turner-Stewart's revenue allocation. This offer has not been taken up and the offer has therefore been withdrawn. The funds have been returned to Ms Turner-Stewart for re-allocation.

**1.6** Funding of £1,000 was awarded to Surrey Fire & Rescue Service in 10/11 This was to be funded from Mrs Coleman's revenue allocation. This offer has not been taken up and the offer has therefore been withdrawn. The funds have been returned to Mrs Coleman for re-allocation.

**1.7** Funding of £1,000 was awarded to Spelthorne Borough Council in 10/11 for a bench in Ashford. This offer has not been taken up and the offer has therefore been withdrawn. This was to be funded from Ms Turner-Stewart's revenue allocation and the funds have been returned to Ms Turner-Stewart for reallocation.

#### **Delegated funding - Financial year 10/11**

**1.8 Stanwell SureStart Children's Centre £145 (Victor Agarwal)**

A sum of £145 from Mr Agarwal's capital allocation was agreed towards the costs of a storage shed.

**1.9 Rotary Club of Ashford £400 (Victor Agarwal)**

A sum of £400 from Mr Agarwal's capital allocation was agreed towards the costs of dictionaries for the dictionary project.

#### **Delegated funding – Financial year 11/12**

**1.10 Richmond Road Street party £200 (Denise Saliagopoulos)**

A sum of £200 from Mrs Saliagopoulos' revenue allocation was agreed towards the costs of a street party to celebrate the royal wedding.

**1.11 Penton Road Street party £500 (Denise Saliagopoulos)**

A sum of £500 from Mrs Saliagopoulos' revenue allocation was agreed towards the costs of a street party to celebrate the royal wedding.

**1.12 Rosefield Road Street party £200 (Denise Saliagopoulos)**

A sum of £200 from Mrs Saliagopoulos' revenue allocation was agreed towards the costs of a street party to celebrate the royal wedding.

**1.13 Shepperton Village Fair £507 (Richard Walsh)**

A sum of £507 from Mr Walsh's revenue allocation was agreed towards the costs of pennant flags and frames.

**1.14 Halliford Colts U10s football team £385 (Richard Walsh)**

A sum of £385 from Mr Walsh's revenue allocation was agreed towards the costs of football kit.

**1.15 Thomas Knyvett College £1000 (Carol Coleman/Denise Turner-Stewart)**

A sum of £500 each from Mrs Turner-Stewart revenue allocation and Mrs Coleman's capital allocation was agreed towards the costs of the creation of a talent zone in the playground.

**1.16 Stanwell in Bloom £500 (Victor Agarwal)**

A sum of £500 from Mr Agarwal's revenue allocation was agreed towards hanging baskets in Stanwell village.

**1.17 Surrey Search and Rescue £500 (Denise Saliagopoulos)**

A sum of £500 from Mrs Saliagopoulos' capital allocation was agreed towards the costs of portable radios.

**1.18 Leacroft Resident's Association £315 (Denise Saliagopoulos)**

A one off sum of £315 from Mrs Saliagopoulos' revenue allocation was agreed towards Leacroft Green additional maintenance.

**1.19 Hanging Baskets – Shepperton £588 (Richard Walsh)**

A sum of £588 from Mr Walsh's revenue allocation was agreed towards hanging baskets in Shepperton.

**1.20 Posters for Stanwell Surestart Children's Centre**

A sum of £70 from Mr Agarwal's revenue allocation was agreed towards posters for the Women's Resource Centre at Stanwell Surestart Children's Centre.

**1.21 Garden Shed – Berrycroft Court, Staines**

A sum of £690 from Mrs Denise Turner's revenue allocation was agreed towards a shed for residents of Berrycroft Court storage purposes.

**1.22 A2dominion - Summer Youth Bike Project**

A sum of £1,000 from Mrs Denise Saliagopoulos' revenue allocation was agreed towards the Summer Youth Bike Project.

**2.0 MEMBER'S REVENUE ALLOCATION**

**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.

**2.1 SATRO – Fun Maths for Primary Schools £2,000 (Carol Coleman)**

Surrey SATRO has submitted a bid for funding of an interactive KS2 maths challenge which will offer a diverse range of problem-solving tasks to challenge and enthuse pupils about maths in a non-confrontational environment. This will address the needs of functional skills, scientific enquiry and investigation, team building, independent enquirers, effective participation and will provide differentiated levels to cater for all abilities. It will benefit KS2 pupils in years 3, 4, 5 or 6 and be delivered at 4 Spelthorne Schools, Ashford C of E Primary School, Clarendon Primary School, Echelford Primary School and Saint Michael's RC Primary School.

The total cost of the project is sought from the Local Committee.

**2.2 KeepOut Crime Diversion Scheme - £5,000  
£1,540 (Carol Coleman), £250 (Richard Walsh) &  
£125 (Denise Saliagopoulos)**

KeepOut Crime Diversion Scheme has submitted a bid for funding of £5,000 towards the costs of crime diversion workshops targetted at young people aged 13-17 years within Spelthorne who are either committing crime or at serious risk of becoming involved in crime. The cost for 125 young people is £13,750 and they are seeking £5000 from the Local Committee. Mrs Coleman has agreed to contribute £1,540, Mr Walsh has agreed to contribute £250 and Mrs Saliagopolous has agreed to contribute £125. Other Members are asked if they wish to contribute and if, how much and by whom.

**2.3 ROSPA Safe at Home - Spelthorne Surestart Children's Centre £1,892  
(Carol Coleman)**

This project will provide funding towards identifying vulnerable families in Spelthorne who will benefit from safety advice on accident prevention in the home. First families will be visited and advised on safety measures, then eligible vulnerable families will have preventative equipment such as stair gates and cupboard locks supplied and fitted into their homes. The project will cover the cost of supplying the equipment and also the cost for the fitting.

Accidents within the home are the main cause of accidents or death in the under 5's in the UK. The aim of the project is to prevent this from happening.

This project will cover the areas of Ashford, Stanwell, Staines, Sunbury and Shepperton.

The project will cost £135.14 per family. This funding will enable a further 14 families to benefit.

**2.4 The Rotary Club of Ashford – Illustrated Dictionaries  
£275 (Carol Coleman)**

This project will provide funding towards the purchase of 472 illustrated dictionaries and their distribution as gifts to individual year 5 pupils in 8 junior schools in Ashford and Stanwell (Ashford C of E, Ashford Park, Clarendon, Echelford, Town Farm, Stanwell Fields, St Michael's RC and Spelthorne County).

**2.5 Surrey Search & Rescue – Mobile Shelters/Medical Kit  
£900 (£450 Carol Coleman & upto £450 Ian Beardsmore depending upon  
any other member allocations)**

This project will provide funding towards 2 dome tents to keep the team and equipment dry when out searching for missing people in bad weather. It will also purchase one full medical bag for advanced life support.

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**2.6 Summer Baskets – Staines South & Ashford West  
£2,626 (Denise Turner)**

This project will provide funding towards hanging Summer baskets in various locations around Staines South & Ashford West. The cost of a half basket is £49 and a whole basket £98. The total cost of the project is £3,626 with the remaining £1,000 funding being provided by Spelthorne Borough Councillors.

**3.00 CAPITAL ALLOCATION**

**3.1 St Nicholas C of E Primary School, Shepperton – CCTV  
£2,500 (Richard Walsh)**

This project will provide funding towards the installation of 3 new CCTV cameras and a new server. This will address the security of the school grounds and buildings from trespassers, safeguarding issues for staff and children. The camera will cover the playground and gate entrance.

The total cost of the project is £3,466 (ex VAT)

**3.2 St Peter’s Church Staines – Ramp £2,000 (Denise Saliagopoulos)**

This project will provide funding towards building an access ramp into St Peter’s Church, Staines. This will provide easy access to anyone in a wheelchair/pushchair who are attending events such as concerts, meetings and the congregation of the church.

The total cost of the project is £10,552, including VAT. The remainder will be raised by fundraising with £4,050 raised already.

**4. EQUALITIES AND DIVERSITY IMPLICATIONS**

**4.1** The contributions proposed would benefit a wide range of adults and children in Spelthorne.

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

**5.1** Paragraph 1.1 sets out what remains of both the individual Members revenue allocation and capital fund. There are sufficient monies from which the proposals in paragraphs 3 and 4 could be funded and if the above recommendations are approved the remaining sums will be as follows:

**Member's Revenue Allocation**

Revenue	Balance £
Mr Agarwal	7,840
Mr Beardsmore	7,960
Mrs Coleman	3,253
Mrs Nichols	8,410
Mrs Saliagopoulos	6,070
Ms Turner-Stewart	5,794
Mr Walsh	6,680
<b>Total</b>	<b>46,007</b>

**Committee Capital Allocation**

Capital	Balance £
Mr Agarwal	5,000
Mr Beardsmore	5,000
Mrs Coleman	4,500
Mrs Nichols	5,000
Mrs Saliagopoulos	2,500
Ms Turner-Stewart	5,000
Mr Walsh	2,500
<b>Total</b>	<b>29,500</b>

**6. CONCLUSION AND REASONS FOR RECOMMENDATIONS**

The proposal meets the proposed criteria agreed by the Local Committee for financial support.

**7. WHAT HAPPENS NEXT**

7.1 The Community Partnerships Team (East) will inform the applicants whether or not their application has been approved and process the funding payment as appropriate.

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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 Community Partnership Manager, 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.

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.

### **GUIDANCE**

This guidance 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.

### **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.

Applications for retrospective projects cannot be funded under the delegated authority powers.

### **FUNDING FOR INDIVIDUALS**

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

### **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.