



OFFICER REPORT TO LOCAL COMMITTEE (SPELTHORNE)

MEMBERS' ALLOCATION REPORT

19th March 2012

KEY ISSUE

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

SUMMARY

The report outlines the criteria and process for the use of Members' Allocations and makes recommendations on a number of funding proposals.

OFFICER RECOMMENDATIONS

The Local Committee (Spelthorne) is asked to:

- (i) To note the Criteria and Guidance Note for the use of Members' Allocations as set out in Appendix A
- (ii) To note the allocations approved under delegated authority by the Community Partnership Manager and Community Partnership Team Leader (East) in consultation with the Chairman (section 2).
- (iii) To consider the items submitted for funding from the 2011/12 local committee budget detailed in section 3.

1 INTRODUCTION AND BACKGROUND

- 1.1 The budget for 2011/12 made £8,410 of revenue funding available per Member and the Committee agreed that its £35,000 capital allocation would be shared equally amongst Members (£5,000 each). Criteria for the use of Member funds are attached at **Appendix A**.

2 DELEGATED AUTHORITY

- 2.1 The following applications were approved by the Community Partnership Manager and Community Partnership Team Leader under delegated authority, in consultation with the Committee Chairman.
- 2.2 A one off sum of £1,000 from Mrs Coleman's revenue allocation was approved on 27 February 2012 to Ashford Chamber of Commerce to contribute towards the "Pride of Ashford " event.

3 FUNDING APPLICATIONS

The following new requests for funding have been received since the last meeting of the Local Committee:

3.1 **Signage for Shepperton £1,028.48 – Richard Walsh (Revenue)**

Spelthorne Borough Council has submitted a funding application to improve the appearance and perception of Shepperton. New entrance signs to the village are proposed.

The total cost is £1,285.50. The remainder of the funding will be funded by Spelthorne Borough Council.

3.2 **Support for Young Adult Carers 16-24 £2,000 - Caroline Nichols (Revenue)**

Surrey Young Carers (via Action for Carers, Surrey) has submitted a funding application to provide fun outings and/or activities. This is in response to the need for this group of young adults to have a break from their caring role and to have the opportunity to pursue an activity of their own choice. Funding would be able to be accessed directly by the carers while some may be in response to research and/or organized by the project if that is what the young carers wish.

The total cost of the project is £2,000.

**3.3 Looking Good, Feeling Good and Into Work
£2,000 - Caroline Nichols (Revenue)**

Love of Learning has submitted a funding application to provide an opportunity for NEET young people to access workshops to boost their confidence and self esteem. The ultimate goal is for them to engage in further education and training and to look for and find future employment. Advice, information, presentation/employability skills, volunteering opportunities, cv writing, job search, interview tips and one to one support will be provided.

The total cost of the project is £2,000.

**3.4 Summer hanging baskets for Lower Sunbury and Halliford
£1,410 - Caroline Nichols (Revenue)**

Spelthorne Borough Council has submitted a funding application for the supply and maintenance of hanging baskets for Lower Sunbury and Halliford

The total cost of the project is £1,410.

**3.5 Stanwell Rocks
£1,500 - Denise Saliagopoulos (Revenue)**

Surrey Police has submitted a funding application for "Stanwell Rocks" which is a fundraising event for the long term skate park that is to be set up at Long Lane Rec Stanwell. It will be a family event that will be held in Ashford Sports Club on Saturday 7th April 2012. The event will comprise of live bands, DJ, barbeque, face painting and giant inflatables including bungee runs and bouncy castles.

The total cost of the project is £3,000. The remainder of the funding is coming from the Police Property Act Fund with approaches being made to the Lord Knyvett Trust and A2 Dominion.

**3.6 Clare Road regeneration
£5,000- Victor Agarwal (Capital)**

Surrey County Council has submitted a funding application for a regeneration scheme that will comprise Relay Modulars, the replanting and rejuvenation of the grass area, the installation of a knee rail, tree planting and verge protection.

The total cost of the project is £10,000. The remainder of the funding is coming from Community Pride Funding.

**3.7 junction of nursery road and evelyn crescent
£5,000- Caroline Nichols (Capital)**

Surrey County Council has submitted a funding application to install dropped kerbs and no parking bollards and to resurface the footway.

The total cost of the project is £6,000. The remainder of the funding is coming from Surrey Highway's revenue budget.

**3.8 Development of a 'Musical Playground'.
£2,500- Richard Walsh (Capital)**

Manor Mead School has submitted a funding application to provide a new play area for their pupils. This involves putting down a safety surface and installing equipment for the children to play with.

The total cost of the project is £9,575.37. The remainder of the funding is coming from The Friends of Manor Mead who are fundraising to pay the balance. They anticipate that the recent fund-raising events (Quiz Night, Charity event in March 2012) will raise sufficient funds for the balance. They have already been presented with a piece of equipment by the Rotary Club.

**3.9 Lounge no more
£2,500- Caroline Nichols (Revenue)**

Surrey's Youth Support Service has submitted a funding application for a locally based project which will help young people to prepare for work. It will encourage their participation through working with locally based work experience providers such as BP and Kempton Park as well as construction companies. This will prepare these young people for a learning environment. Some of the funding will look to incentivize their attendance on the course.

The total cost of the project is £2,815. The remainder of the funding is coming from the Youth support service and is promised already.

4 EQUALITIES AND DIVERSITY IMPLICATIONS

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

5 CONCLUSION AND RECOMMENDATIONS

5.1 These proposals meet the criteria agreed by the Committee for Member Allocations and are eligible to be approved.

6 WHAT HAPPENS NEXT

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

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Background Papers:	None

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.

4 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.

5 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.

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

6 FUNDING FOR INDIVIDUALS

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

7 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.