

Item 12

**SURREY COUNTY COUNCIL
LOCAL COMMITTEE (Surrey Heath)
MEMBERS' ALLOCATIONS 2007/08
26th July 2007**

KEY ISSUE

To set out the funding available for County Councillors' allocations for 2007/08, and consider the requests received.

SUMMARY

This report lists and makes recommendations on bids received for Members' Allocations that have been sponsored by at least one Member.

RECOMMENDATIONS

That the Local Committee :

1. Agree to pool £5,000 per Members into a central revenue fund for 07/08.
2. Agree a maximum level of funding per project for revenue allocations of £3,000.
3. Agree that capital projects over £3,000 may be considered by the Local Committee.
4. Agree to delegate the power to approve revenue bids up to £1000 to the Area Director in consultation with Members as outlined in paras 12 – 14.
5. Agree the criteria in para 15.
6. Agree the allocations detailed in paragraphs 16 – 32

CONTACT DETAILS

Accountable Officer: Carolyn Rowe
Area Director
01483 518093

Responsible Officer: Jane Biscombe
Local Committee & Partnership Officer
01276 800269

BACKGROUND

1. The budget available to Members is £66,000 of revenue funding to be spent on local projects to promote the social, environmental or economic well-being

of the people of Surrey Heath. This amounts to £11,000 for each County Member of the Committee.

2. An additional capital allocation of £35,000 has been made available to each Surrey County Council Local Committee.
3. The current allocations are set out in Annex A to this report, together with the balance remaining to be spent.
4. Previously Members agreed to pool an amount from each fund to a central pot. Members are asked to agree to pool £5,000 for 2007 / 08.
5. Previously Members also agreed that a maximum level of funding of £3,000 would be considered for each project. Members are asked to discuss this and agree to this maximum level for revenue funded projects only. Members are asked to agree that projects over £3,000 may be considered for capital funding.

Members' Allocation Criteria for 2007/08

6. Members have been allocated £11,000 each revenue funding plus an additional £35,000 capital funding for the committee as a whole to allocate.
7. Members' Allocations can only be used for purposes that fall under Surrey County Council's legal powers. In summary, this means that funds must be used either for a Surrey County Council service, or under the power to promote the social, economic or environmental well-being of the area contained in the Local Government Act 2000.
8. **Criteria to be considered should include whether projects:**
 - a. support the priorities of Making Surrey a Better Place:
 - to learn and develop
 - to live and do business
 - to travel
 - where vulnerable people are more independent
 - where people feel safe
 - where everybody matters
 - b. support the priorities of the Community Strategy for Surrey Heath:
 - Health
 - Housing and Employment
 - Transport
 - Safety
 - Community Support
 - Education
 - Environment
 - c. Meet demonstrable local needs
 - d. Be possible to implement within the time and budget, offer value for money, have a clear audit trail and demonstrate its impact within 12 months of receiving funding.
 - e. The funding needed is "one-off". Any organisation that uses funding from this source will have to make arrangements for securing any future ongoing funding necessary for their project.
 - f. The project will give long-term benefit and be preventative in purpose.
 - g. The project targets more disadvantaged areas or communities.

- h. Local Committee funding will unlock more funding from other sources.
- i. There is no other probable alternative source of funding

The funding should not:

- be used to fund schools for the direct delivery of the National Curriculum as this is already resourced on a formula basis by the County Council
- be used as a “grant” to an individual
- sponsor a political party, including contributing to the expenses of any conference, meeting or other event organised by or on behalf of the party.

Capital Funding

The £35,000 capital is primarily allocated for support to the voluntary sector, however this funding may be used for other functions.

Members’ Allocation Procedure for 2007/08

9. To be considered projects need to be sponsored by their local County Councillor in the first instance.

10. If the local County Councillor feels that a project meets the criteria and wishes to sponsor the project and put it forward to the Local Committee for approval, then a bid form (Annex B) needs to be completed by the group applying for funding and returned to the Local Partnerships Team. The Local Partnerships Team will confirm eligibility and, if appropriate, will ensure the project is included in the next Members Allocations Local Committee report for Local Committee approval.

11. If the Local Committee approves the funding then the Local Partnership Team will forward a Service Level Agreement to the group for completion and on receipt of a fully completed Service Level Agreement form will ensure payment is made.

Delegated allocations

12. On the 17 October 2006 the County Council amended the scheme of delegation to give Area Directors, in consultation with the Local Committee Chairman, authority to approve grants from Member’s revenue allocations, subject to agreed criteria in order to minimise the time taken to respond to grant applications. An extract from this report is attached as annex B.

13. The criteria agreed by the Executive on 12 September 2006 are set out below:
 - (i) The application must have been endorsed by the appropriate local Member.
 - (ii) The application should be for a maximum of £1,000
 - (iii) Applications from private clubs or other membership organisations must clearly demonstrate the wider community benefit of the project
 - (vi) Projects must not contravene any of the Council’s agreed policies or priorities
 - (v) The application should be for a future project, not a retrospective request
 - (vi) The application should not be to cover ongoing revenue costs

14. The amended scheme of delegation also enables Local Committees to, by resolution of the Committee, retain the power to approve all grants from Members’ revenue allocations, in which case the Area Director will have no

authority to approve any such grant from an allocation of a Member of that Committee. In order to minimise the time taken to respond to grant applications, it is suggested that this Local Committee does not retain this power.

15. The County Council agreed that the Local Committee could further outline the circumstances in which the Area Director may exercise his or her delegated authority by adding to the criteria set out in paragraph 9 of this report. These are as follows:
- (i) The money is required before the next Local Committee meeting.
 - (ii) Each individual Member may sponsor up to two grants for approval in between each formal Local Committee meeting.
 - (iii) On receipt of a completed application form that is supported by the local Member the application will be shared with the six County Councillors for their agreement prior to approval by the Area Director.
 - (iv) Allocations made under delegated powers will be reported back to the next Local Committee meeting.

PROPOSALS FROM INDIVIDUAL REVENUE ALLOCATIONS

16. Wildlife Area and Pond for Ravenscote Community Junior School

Funding towards creating a wildlife and wildflower area within the school grounds for use by all pupils, assisting them with science, art and a practical hands on approach to conservation.

Member Name: David Ivison
Project cost: £4,535
Amount requested: £2,500 (55%)

17. Chobham and Valley End Parish Magazine

Funding for distributing a parish magazine to every home in the parish together with an invitation to receive the magazine in future. It will include all housing areas including the travellers' sites which are not currently involved in village activities.

Members Name: Lavinia Sealy
Project Cost: £250
Amount requested: £250 (100%)

PROPOSALS FROM POOLED BUDGET

18. New Advisor Training Programme for Camberley Citizens Advice Bureau

Funding towards training new recruits in 07/08 to take them to being qualified advisors. This will assist the Bureau with its increasing workload and will provide succession planning to maintain the service within Surrey Heath.

Member Name: Maurice Neighbour
Project Cost: £6,326
Amount requested: £3,000 (47%)

19. Sunshine and Showers

Funding towards setting up a facilitated support group in Surrey Heath for helping those diagnosed as suffering or recovering from depression or anxiety, using the Hart Voluntary Action "Sunshine and Showers" model.

Member Name: Maurice Neighbour
Project cost: £10,000
Amount requested: £3,000 (30%)

20. Family Links and Surrey Parenting Education and Support

Funding to train 10 facilitators on the Family Links Parent Group Leader training course that will enable them to deliver Parent groups in the Surrey Heath area. This accredited course offers parents/carers practical ways of guiding children so they learn to handle their feelings and behaviour.

Member Name: David Ivison
Project Cost: £2945
Amount Requested: £2945 (100%)

21. Storage Facilities for 2nd Frimley (St. Francis) Guides

Funding towards 6 cupboards to be fitted at the church hall to secure guide, brownie and rainbow equipment. The girls come from all over the Surrey Heath area and have enlisted the help of a father of a guider to assist with the building of the cupboards to keep the labour costs down.

Members Name: David Ivison
Project Cost: £1,380
Amount requested: £800 (58%)

PROPOSALS FROM CAPITAL BUDGET

22. Kitchen Project at Chertsey Road Hall, Windlesham

Funding towards replacing old kitchen with new durable fittings, appliances and worktops. To renew the electrics and hot and cold water facilities. This will offer a more safe and hygienic facility for the pre-school users, scouts, W.I and casual users of the Hall. It is hoped this update will attract more use of the Hall, especially for casual bookings in the Windlesham area.

Member Name: Alan Peirce
Project Cost: £7,500
Amount requested: £2,500 (33%)

23. Library Development at Frimley Church of England Junior School

Funding towards maximising the electronic library management system at the school and allowing the children to listen to stories and record their own work. This funding will help purchase a new computer workstation, desks, bookcase, cd and cassette players and headphones.

Member Name: Chris Pitt
Project Cost: £2955.70
Amount Requested: £1655.70 (56%)

24. Refurbishment of counter area at Frimley Green Library

Funding towards moving, replacing and installing a smaller library counter, enabling better access for everyone including wheelchairs and pushchairs.

Member Name: Chris Pitt
Project Cost: £8,000
Amount requested: £4,950.00 (61%)

25. New shelving at Camberley Library

Funding for two bays of shelving to be put up in the library, one for Book Sale and the other for Basic Skills. This will address the concerns from the public to bring back the Book Sale, increasing visitor figures and income. With Basic Skills, it will promote a valuable section to the people of the Borough who have literacy and numeracy problems and for a large section of the ethnic population, who have English as a second language.

Member Name: Maurice Neighbour

Project Cost: £1,800

Amount requested: £1,800 (100%)

26. Playground redevelopment at Watchetts Junior School

Funding towards the third and final phase of the playground redevelopment which will include installing 3 freestanding play panels and a safagrass surface.

The school did receive funding of £3,000 in 06/07 towards phase 2 of this project.

Member Name: Fred Chipperfield

Project Cost: £12,000

Amount Requested: £2,000 (16.7%)

27. Gazebo for Sensory Garden at New Dimensions

Funding towards purchasing a gazebo for a new sensory garden at New Dimensions, a charity who support people who have autism and live at the residence in Jubilee Road, Mytchett. The Sensory garden will help stimulate the senses of the residents and the gazebo will offer shelter from the sun and rain.

Member Name: Chris Pitt

Project Cost: £3935

Amount Requested: £1145 (29%)

28. Storage Facilities at St. Francis Pre-School

Funding towards new cupboards and storage facilities enabling the children to have more choice of activities, which can be stored on mobile trolleys and will give them greater access to all the equipment and toys. It will be easier and quicker for the staff to tidy up and put the equipment away at the end of the session, which keeps the area clear for church users later in the day.

Members Name: David Ivison

Project Cost: £1,600

Amount Requested: £1,600 (100%)

29. Street Signs for Heatherside Arcade area – Surrey Police

Funding to supply and fit 3 off prohibition signs in the Heatherside Arcade area to address anti-social behaviour and benefit local shopkeepers and residents.

Members Name: David Ivison

Project Cost: £640.38

Amount Requested: £640.38 (100%)

30. Stay and Play Session – Surrey Primary Care Trust

Funding for equipment for a Stay and Play session in Chobham and West End surgeries, to encourage new parents/carers to leave home and come and interact in a social environment where they can meet other parents in the same position. This will help prevent isolation within the working families in the area.

Member Name: Lavinia Sealy
Project Cost: £298.00
Amount requested: £298.00 (100%)

31. Bagshot Friends Coffee Mornings – Bagshot Library

Funding to set up a regular coffee morning at the library to encourage people to use it and make them aware of the resources on their doorstep. This will benefit existing users but also encourage new users who use Bagshot as a shopping centre.

Member Name: Alan Peirce
Project Cost: £345.71
Amount requested: £345.71 (100%)

32. Variation of Allocation

In 06/07 Members allocated £500 to Surrey Police for a youth residential trip for young people on the Old Dean. Unfortunately, this trip cannot go ahead until 2008. Surrey Police have asked whether this funding could be put towards 2 new Pool tables at the Old Dean Youth Centre. Surrey Police would like to apply for part funding for the Youth trip in 2008.

CONCLUSION AND REASON FOR RECOMMENDATION

34. The spending proposals put forward for this meeting have been assessed against the County standards for appropriateness and value for money and it is recommended that they should be approved.

Annex A

	Project	Allocation £	Date agreed	Paid ?
Capital				
£16,934.79	Kitchen project at Chertsey Road Hall, Windlesham	2,500.00	26.07.07	
	Library development, Frimley C.of.E School	1,655.70	26.07.07	
	Counter area at Frimley Green Library	4,950.00	26.07.07	
	Shelving at Camberley Library	1,800.00	26.07.07	
	Playground redevelopment, Watchetts School	2,000.00	26.07.07	
	Gazebo for sensory garden, New Dimensions	1,145.00	26.07.07	
	Storage facilities, St. Francis Pre-school	1,600.00	26.07.07	
	3 x street signs for Heatherside area, Surrey Police	640.38	26.07.07	
	Stay & Play Session – Surrey PCT	298.00	26.07.07	
	Equipment for coffee morning at Bagshot Library	345.71	26.07.07	
	Total	18065.21		
Pooled				
£20,255.00	Training advisors, Camberley CAB	3,000.00	26.07.07	
	Sunshine & Showers project, Churches Together	3,000.00	26.07.07	
	Surrey Parenting Education & Support	2,945.00	26.07.07	
	Storage facilities for 2 nd Frimley Guide Unit	800.00	26.07.07	
	Total	9745.00		
Mr Neighbour				
£6,000				
	Total			
Mr Chipperfield.				
£6,000				
	Total			
Mrs Sealy.				
£5,750	Costs towards Chobham & Valley End Magazine	250.00	26.07.07	
	Total	250.00		
Mr Ivison.				
£3,500	Wildlife area & pond, Ravenscote Junior School	2,500.00	26.07.07	
	Total	2,500.00		
Mr Peirce.				
£6,000				
	Total			
Mr Pitt.				
£6,000				
	Total			

Surrey County Council's Local Committee for Surrey Heath

Bids for Members' Allocations

<p>1. Name of project:</p>
<p>2. Which organisation would be responsible for carrying out the project?</p> <p>Name of contact person:</p>
<p>3. Description of Project:</p> <p>a) what will be done?</p> <p>b) what needs will it address?</p> <p>c) what geographical area will it cover?</p> <p>4. who will benefit?</p>
<p>5. How do you know it is needed? For example, who have you consulted?</p>
<p>6. When will the project be</p> <p>a) started</p> <p>b) completed</p>
<p>7. What is the total cost of the project? Please include estimate/breakdown of costings.</p>

<p>8. How much of the total cost would you like from the Local Committee? Please include estimate/breakdown of this part.</p>
<p>9. Where is the rest coming from? Is it promised already, or still to be found?</p>
<p>9a. Have you applied to anywhere else for this same funding? If so, to whom and when? Please give details.</p> <p>9b. Have you applied for this funding from any other part of Surrey County Council? Please give details.</p>
<p>10. Have you received Local Committee funding for this purpose in the past? Please give details.</p>
<p>11. If this project will need funding in future, how will that be met?</p>
<p>12. Details of the contact person for your project. This should be the person with whom your Local County Councillor will liaise.</p> <p>Name:.....</p> <p>Role in project.....</p> <p>Address.....</p> <p>Tel. No.....</p> <p>Email address.....</p>
<p>13. Name of your local County Councillor who you are asking to support your request to the Local Committee:</p>

Local Partnerships Team
The Absolute Building
Lyon Way, Frimley
Camberley, Surrey. GU16 7ER
Tel: 01276 800208
jane.biscombe@surreycc.gov.uk or amber.Jenkins@surreycc.gov.uk