



OFFICER REPORT TO LOCAL COMMITTEE (Surrey Heath)

Members Allocations 08/09

26th February 2009

KEY ISSUE

To consider the requests received for funding in 08/09.

SUMMARY

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

OFFICER RECOMMENDATIONS

The Local Committee (Surrey Heath)

1. Agree the allocations detailed in paragraphs
2. Notes the summary of allocations in Annex A
3. Notes the allocations agreed under delegated powers in Annex B

CONTACT DETAILS

Accountable Officer: Carolyn Rowe
Area Director
01483 518093

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

INTRODUCTION

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. An additional capital allocation of £35,000 has been made available to each Surrey County Council Local Committee.
2. The current allocations are set out in Annex A to this report, together with any balance remaining.
3. In July 2008 Members agreed to pool £5,000 from each fund to a central pot totalling £30,000. Members also agreed that a maximum level of funding of £3,000 would be considered for each project, however, projects over £3,000 may be considered for capital funding.

Allocation criteria 08 / 09

4. To be considered, projects should support County Council's Corporate plan 2007/08, One: Outstanding Council Making Surrey a better place, which sets out the following four priorities:
 - Improving highways and maintaining roads;
 - Ensuring that looked after children grow up better equipped for life, in particular through education;
 - Increasing the number of vulnerable adults able to live independently;
 - Increasing waste minimisation and recycling.
5. and should support the priorities of the Community Strategy for Surrey Heath:
 - Health
 - Housing and Employment
 - Transport
 - Safety
 - Community Support
 - Education
 - Environment
6. The project must also 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.
7. The Local Committee does not have enough money to fund all the good ideas. In choosing what to fund, the Local Committee considers projects which
 - have the support of the Local County Councillor
 - benefit a variety of communities of interest (for example, young people, old people, ethnic minorities, disabled), and different areas of Surrey Heath;
 - A large project that benefits a lot of people will take priority over a project that benefits only a few people.
8. Within this framework the Committee seeks to assure:
 - The funding is needed "one-off". All payments are made on a one off basis. There is no expectation of future funding. Consequently any organisation that uses funding from this source will have to make arrangements for securing any future ongoing funding necessary for their project. If the project involves ongoing costs such as maintenance, repair etc. there must be confirmation that an organisation has agreed to take on these costs.
 - The project will commence within 12 months of Local Committee approval.
 - The project will give long-term benefit and be preventative in purpose.
 - The project targets more disadvantaged areas or communities.
 - Local Committee funding will unlock much more funding from other sources.
 - If small and local, the project has a significant impact on the quality of life of the people affected.

9. Capital funding must meet the above criteria but also:
 - it must be applied to a physical asset/s with life of more than one year
 - it must not be used to meet staffing costs or other routine running costs

10. 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 on behalf of the party

NB Some Surrey residents’ associations and local societies have to register as political parties because they have candidates standing in District, County or General Elections
 - a project which has already started

Capital Funding

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

Allocation Procedure

12. 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 C) 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.

13. 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 Powers

14. 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.

15. 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
16. 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.
17. 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

18. St. Michael's Project Group – support for activities

To provide support for activities including stakeholder and resident events, fundays and youth diversion activities for people who live in the St. Michael's area in Camberley.

Members Name: Fred Chipperfield
 Project Cost: £3,000.00
 Amount Requested: £ 1,000.00 (33%)

19. Tomlinscote School – “The Next Generation Science Project”

To provide LED tubes for a student body at the school that aims to encourage the reduction in the school's energy usage and carbon footprint through a number of initiatives. These initiatives will investigate if LED tubes will provide satisfactory lighting for school classrooms and other school spaces and will be shared with other schools.

Members Name: Fred Chipperfield
 Project Cost: £1,400.00
 Amount Requested: £1,400.00 (100%)

20. Mytchett Bowls Club – secure storage facility

To provide a secure storage facility with base for the Bowls Club to store equipment, chairs and other furniture in. The Club currently have to store equipment in various places including changing rooms, which causes safety issues within the Club and is inconvenient for practical use of the facilities.

Members Name: Chris Pitt
 Project Cost: £1,600.00
 Amount Requested: £1,600.00 (100%)

21. The Surrey Heath Gang Show 2009

To provide funds towards audio equipment hire including microphones for the Gang Show at Camberley Theatre put on by Scouts, Guides and Explorer Scouts in the Surrey Heath area. This Show helps young people to achieve their potential in all aspects of entertaining and the wider community being entertained.

Members Name: Fred Chipperfield
 Project Cost: £ 21,000.00
 Amount Requested: £ 1794.22 (8.5%)

22. Prior Heath School – Wildlife Area

To provide funds towards installing a free form shaped pond with bog garden and dipping platform, with fenced area, part paved, part garden to attract wildlife and for children to stand on. This will give the children an interesting area to investigate nature and learn about caring for the environment.

Members Name: David Ivison
 Project Cost: £ 5,000.00
 Amount Requested: £ 2,000.00 (40%)

23. Lightwater Village School – Cookery area

To provide funds towards converting a free space within the school staff room to create a children's kitchen area. This will greatly enhance facilities for the children where they can learn to cook, learn about food preparation and take part in the cookery process with easy access to resources and utensils.

Members Name: Alan Peirce
 Project Cost: £ 2,200.00
 Amount Requested: £ 900.00 (41%)

24. St Peter's Church, Frimley – Major improvements to facilities

To provide funds towards improvements to the Church to bring it up to date in terms of access, basic heating, lighting and sound systems. A more flexible internal layout will facilitate more contemporary styles of worship, local school use and orchestral/choral events.

Members Name: Fred Chipperfield
 Project Cost: £ 50,000.00
 Amount Requested: £ 3,000.00 (2.5%) (£1338.86 from Fred Chipperfield and £1661.14 from Pooled)

25. Chertsey Road Hall – replacement boiler

To provide funds towards purchasing and installing a new boiler for the central heating and hot water system at the Hall. The existing boiler is very unreliable and when not working, threatens the closure of the pre-school who operate from the Hall 5 days a week as well as many other local community groups.

Members Name: Alan Peirce
 Project Cost: £ 3,000.00
 Amount Requested: £ 1,897.50 (54%)

26. The Mytchett Centre – replacement fire exit doors

To provide funds towards purchasing and installing new fire exit doors at the Centre as existing ones are unsafe and cannot be repaired. The Centre is used by many local community groups and the new doors will improve security and meet with current health and safety regulations.

Members Name: Chris Pitt
 Project Cost: £ 3,000.00
 Amount Requested: £ 2,700.00 (90%)

PROPOSALS FROM POOLED BUDGET

27. The Surrey Heath Show 2009

To provide funds towards hiring of marquees for the Surrey Heath Show, a fun day out for individuals and families to help foster community spirit and provide fundraising and publicity platforms for local organisations and groups.

Members Name: Chris Pitt
 Project Cost: £ 3,577.00
 Amount Requested: £ 3,000.00 (83%)

28. St. Paul's Church – Youth Provision

To provide a video projector and laptop to enable the Youth Pastor and his team to communicate through multimedia to young people effectively about issues that affect them. The project will benefit approximately 100 young people per week aged between 11-18 in and around the Camberley area.

Members Name: David Ivison
 Project Cost: £ 995.00
 Amount Requested: £ 995.00 (100%)

29. Camberley Rugby Football Club – U16's Youth Rugby tournament

To provide funds towards transportation for the U16 youth team to represent Camberley in the Welsh national youth rugby tournament in Prestatyn in April 2009. The balance of the costs will be raised by the team packing bags at a local store over the Christmas period.

Members Name: Fred Chipperfield
 Project Cost: £ 2,000.00
 Amount Requested: £ 1,000.00 (50%)

30. Old Dean Community Group

To provide funds towards providing a community advice day for people on the Old Dean. It will provide information on how to access services, give support for training and offer other useful information for residents.

Members Name: David Ivison
 Project Cost: £ 4,430.00
 Amount Requested: £ 2,395.00 (54%)

31. Homestart Surrey Heath

To provide funds towards an 8 week preparation course for volunteers with the objective of helping families with young children in the Surrey Heath area. Subjects covered include safeguarding children, confidentiality, listening skills and supporting families.

Members Name: David Ivison
 Project Cost: £ 3,750.00
 Amount Requested: £ 2,000.00 (53%)

32. St Peter's Church, Frimley – Major improvements to facilities

To provide funds towards improvements to the Church to bring it up to date in terms of access, basic heating, lighting and sound systems. A more flexible internal layout will facilitate more contemporary styles of worship, local school use and orchestral/choral events.

Members Name: Fred Chipperfield
 Project Cost: £ 50,000.00
 Amount Requested: £ 3,000.00 (2.5%) (£1338.86 from Fred Chipperfield and £1661.14 from Pooled)

33. The Butts, Bisley Centre – CRB and First Aid training

To provide funds for all staff and volunteers at the Centre having CRB checks carried out. One staff and one volunteer also need to renew first aid training and a health and hygiene course.

Members Name: Lavinia Sealy
 Project Cost: £ 500.00
 Amount Requested: £ 500.00 (100%)

34. Crawley Ridge Infant School – Outdoor play equipment

To provide funds to purchase large Lego bricks to be used in the playground to encourage cooperative and creative play for the infant children at the school.

Members Name: David Ivison
 Project Cost: £ 820.00
 Amount Requested: £ 320.00 (39%)

35. Frimley Green Football Club – Replacement boiler

To provide funds towards purchasing a replacement boiler for the club.

Members Name: Chris Pitt
 Project Cost: £ 4,000.00
 Amount Requested: £ 3,000.00 (75%) (£33.42 from Capital and £2966.58 from Pooled)

36. Commemorative plaque

To fund a commemorative plaque in memory of Cllr Maurice Neighbour.

Members Name: David Ivison
 Project Cost: £ 366.28
 Amount Requested: £ 366.28 (100%)

PROPOSALS FROM CAPITAL BUDGET

37. St Mary's Church Centre – Toilet Refurbishment

To provide funding towards replacing and upgrading the toilets at the Centre. This facility is used by many local Groups including Playschemes, Social Services, local Residents Groups, Scouts etc and the current equipment is aged and out of date.

Members Name: Fred Chipperfield
 Project Cost: £ 13,600.00
 Amount Requested: £ 3,000.00 (22%)

38. Our Lady Queen of Heaven Church – car park extension

To provide funding towards creating an additional 15 spaces in the car park by resurfacing an area of the church grounds. The Church has insufficient parking and is unable to manage car parking in a safe and orderly manner. The additional spaces should improve this problem as well as enhancing the Church's frontage on the Portsmouth Road.

Members Name: Fred Chipperfield
 Project Cost: £ 15,479.00
 Amount Requested: £ 3,000.00 (19%)

39. Frimley Green Football Club – Replacement boiler

To provide costs towards purchasing a replacement boiler for the club.

Members Name: Chris Pitt
 Project Cost: £ 4,000.00
 Amount Requested: £ 3,000.00 (75%) (£33.42 from Capital and £2966.58 from Pooled)

40. Disability Initiative – Furniture Replacement

To provide funding towards replacing mis-matched and second hand tables and chairs which breach health and safety guidelines. The new tables will be suitable for wheelchair users and will improve better communication for those seated around them. The chairs will offer better support to clients who have complex physical disabilities and have drop arms which allows for easy wheelchair transfer.

Members Name: David Ivison
 Project Cost: £ 10,844.00
 Amount Requested: £ 3,000.00 (27%)

CONCLUSION AND REASON FOR RECOMMENDATION

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

WHAT HAPPENS NEXT

42. The agreed payments will be progressed for payment as soon as possible. Agreement forms will be sent to the organisations and payment made when the form is returned.

Version No.1

Date:

Initials: JB

No of annexes: 2

Annex A

	Project	Allocation £	Date agreed	Paid ?
Capital				
£35,043	Bisley Scouts – kitchen, fuse board and roof	2,000.00	10.07.08	
	St Francis Hall car park	3,000.00	10.07.08	Y
	Heather Ridge School PTA - toilets	3,000.00	10.07.08	
	Bisley Village Hall roof	3,000.00	10.07.08	
	Camberley Town Football Club – toilet access	3,000.00	10.07.08	Y
	Tringham Hall - refurbishment of entrance hall.	3,000.00	10.07.08	Y
	Commercial Dishwasher – Chob. St. Lawrence Church	1,509.88	16.10.08	Y
	Kitchen refurbishment – Our Lady Queen of Heaven	1,000.00	16.10.08	Y
	Refurbishment of HQ – Camberley Sea Cadets	3,000.00	16.10.08	
	Surrey Fire and Rescue - YES	1,000.00	16.10.08	Y
	Heatherside Pre-School – resurface outdoor play area	1,500.00	16.10.08	Y
	Camberley Rugby club – Balcony repairs	1,000.00	04.12.08	
	St Marys Church – Toilet refurbishment	3,000.00	26.02.09	Y
	Our Lady Q of Heaven Church – car park extension	3,000.00	26.02.09	
	Disability Initiative – Furniture replacement	3,000.00	26.02.09	
	Frimley Green Football Club – Replacement boiler	33.42	26.02.09	
	Total	35,043.30		
Pooled				
£30,000	Youth Development Service – Sweden trip	2,000.00	10.07.08	Y
	Surrey Fire and rescue – Safe Drive Stay Alive	5,000.00	10.07.08	Y
	Camberley town Centre CIC – “Party in Park Street”	1,000.00	10.07.08	Y
	Surrey Police & Army Cadet Corp – Outreach Project	500.00	16.10.08	
	Surrey Lifelong Learning – Family Fun Day	800.00	16.10.08	Y
	Camberley Rugby Club – U16 rugby trip	1,000.00	26.02.09	
	Surrey Heath Show Committee – marquee costs	3,000.00	26.02.09	
	Tomlinscote School – KS3 rugby shirts	901.00	12.01.09	
	St Paul’s Church Youth team – Laptop and projector	995.00	26.02.09	
	Homestart Surrey Heath – preparation course	2,000.00	26.02.09	
	Old Dean Community Group – Community Advice Day	2,895.00	26.02.09	
	St. Peter’s Church, Frimley – Refurbishment works	1,661.14	26.02.09	
	The Butts, Bisley Centre – CRB checks for volunteers	500.00	26.02.09	
	Drainage survey for Sturt Road – SCC Highways	1,000.00	26.02.09	
	VAS sign for Surrey Heath – SCC Highways	3,000.00	26.02.09	
	2 x Coach trips – Cross Farm School	95.00		
	Crawley Ridge Infant School – Outdoor Lego bricks	320.00	26.02.09	
	Frimley Green Football Club – Replacement boiler	2,966.58	26.02.09	
	Tribute to Cllr Maurice Neighbour	366.28	26.02.09	
	Total	30,000.00		

ITEM 7

Mr Neighbour				
£6,500.00	Hubble – summer play sessions at Pine Ridge School	1,600.00	10.07.08	Y
	Older and Bolder – trip for elderly residents.	700.00	14.05.08	Y
	Youth Dev. Service – Old Dean Summer Programme	750.00	10.07.08	Y
	Hubble – portable lighting for puppets	400.00	16.10.08	Y
	Total	3,450.00		
Mr Chipperfield.				
£6,000.00	Frimley Baptist Church – After school club	466.92	21.10.08	Y
	Tomlinscote School – LED lightbulb project	1,400.00	26.02.09	
	Surrey Heath Gang Show – audio & microphone costs	1,794.22	26.02.09	
	St. Michael's Project Group – supporting activities	1,000.00	26.02.09	
	St. Peter's Church, Frimley – Refurbishment works	1,338.86	26.02.09	
	Total	6,000.00		
Mrs Sealy.				
£6,189.87	Bisley All-stars soccer strip	650.00	12.05.08	Y
	Chobham Par. Council – football pavilion roof repairs	750.00	16.10.08	Y
	Chobham Community Ctre – Sound system/Ind Loop	1,000.00	16.10.08	Y
	Chobham Mothers & Toddlers – New bookcase/toys	700.00	16.10.08	Y
	VAS sign for West End – SCC Highways	3,089.87	26.02.09	
	Total	6,189.87		
Mr Ivison.				
£6,000.00	Heatherside Comm. Ctre – Reindeer for Xmas Fair	650.00	29.07.08	Y
	Surrey Police – Heatherside/Parkside Sports Day	1,000.00	29.07.08	Y
	Surrey Police – Heatherside Halloween Festival	2,000.00	16.10.08	Y
	Prior Heath School – Wildlife pond	2,000.00	26.02.09	
	Total	5,650.00		
Mr Peirce.				
£6,000.00	Youth Dev. Service – Lockable Filing cabinet	950.00	10.07.08	Y
	Stilwell Project – Lightwater Parking survey	1,900.00	16.10.08	Y
	Bagshot Society – Christmas Road Closure	352.50	01.12.08	Y
	Lightwater Village School – children's cookery area	900.00	26.02.09	
	Chertsey Road Hall – replacement boiler	1,897.50	26.02.09	
	Total	6,000.00		
Mr Pitt.				
£8,815.00	Mytchett Community BBQ	50.00	29.07.08	Y
	Mytchett Bowls Club – secure storage facility	1,600.00	26.02.09	
	Mytchett Centre – replacement fire doors	2,700.00	26.02.09	
	ATD Fourth World – repairs to tow path	2,000.00	26.02.09	
	Drainage survey for Sturt Road – SCC Highways	2,000.00	26.02.09	
	Cross Farm School – Educational visits	465.00		
	Total	8,815.00		

Annex B

ALLOCATIONS MADE UNDER DELEGATED POWERS SINCE 16th OCTOBER 08**1. Bagshot Society – Christmas road closure**

To provide the funding for a road traffic management company to help marshall the closure of Bagshot High Street to enable the village to come together for a Christmas event on 13th December 2008.

Members Name: Alan Peirce
 Project Cost: £ 352.50
 Amount Requested: £ 352.50 (100%)

2. Frimley Baptist Church – Youth provision

To provide funds towards an After School Club for young people. It will offer a safe place for young people to hang out and chat with friends, have help with homework, play pool and computer games in a supervised environment..

Members Name: Fred Chipperfield
 Project Cost: £ 500.00
 Amount Requested: £ 466.92 (93%)

3. Tomlinscote School – KS3 Rugby Kit

To provide funding towards providing a new rugby kit for KS3 boys and girls afterschool rugby club. The new shirts will enhance the team's identity and feeling of team spirit. Each squad requires a strip which will help promote confidence and correct attire when playing against other schools. The shirts will have the Surrey County Council logo printed on them.

Members Name: Fred Chipperfield
 Project Cost: £ 901.00
 Amount Requested: £ 901.00 (100%)

4. Camberley Rugby Club – Balcony Repairs

To provide funding towards replacing rotten hardwood timbers on the club house balcony, following a prohibition order from Surrey Heath Borough Council. The club house provides sporting facilities for over 400 young people at weekends as well as adult teams.

Members Name: Fred Chipperfield
 Project Cost: £ 1,100.00
 Amount Requested: £ 1,000.00 (90%)

5. Cross Farm School – 2 x coach trips

To provide funds for coach transport for an educational trip to the National Gallery in London Also for a mobile science and technology bus to visit the school in April.

Members Name: Chris Pitt
 Project Cost: £ 560.00
 Amount Requested: £ 560.00 (100%) (£465 from Chris Pitt and £95 from Pooled).

VARIATION TO EXISTING ALLOCATIONS

43. None

RETURNED FUNDS

44. None



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>d) who will benefit?</p> <p>e) Please confirm that, where expenditure is for maintenance or repair of a non-Surrey County Council building, you envisage that building will remain in use for the foreseeable future.</p>
<p>4. What consultation has been undertaken?</p>
<p>5a. When will the project be: a) started</p> <p>b) completed</p> <p>b. When will you need the funds?</p>
<p>6. What is the total cost of the project?</p>

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

Please return to:

The Local Partnerships Team, Surrey County Council, The Absolute Building, Lyon Way, Frimley, Camberley, Surrey, GU16 7ER.

Tel: Jane Biscombe: 01276 800269 or Amber Jenkins: 01276 800208

Email: jane.biscombe@surreycc.gov.uk or amber.jenkins@surreycc.gov.uk



Surrey County Council's Local Committee (Surrey Heath) Members' Allocations – Details & Criteria

The Surrey County Council Local Committee has funding to be used on projects which will benefit the people of Surrey Heath. The maximum amount which can be allocated for any one project is £3,000.

If you would like your bid to be considered at the meeting on Thursday 16th October 2008, please return your completed form by **Friday 3rd October 2008**.

Criteria for Members' Allocations

To be considered, projects should support County Council's Corporate plan 2007/08, One: Outstanding Council Making Surrey a better place, which sets out the following four priorities:

- Improving highways and maintaining roads;
- Ensuring that looked after children grow up better equipped for life, in particular through education;
- Increasing the number of vulnerable adults able to live independently;
- Increasing waste minimisation and recycling.

and should support the priorities of the Community Strategy for Surrey Heath:

- Health
- Housing and Employment
- Transport
- Safety
- Community Support
- Education
- Environment

The project must also 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.

The Local Committee does not have enough money to fund all the good ideas. In choosing what to fund, the Local Committee considers projects which

- have the support of the Local County Councillor
- benefit a variety of communities of interest (for example, young people, old people, ethnic minorities, disabled), and different areas of Surrey Heath;
- include a mix of large and small projects, but not a lot of very small ones
- A large project that benefits a lot of people will take priority over a project that benefits only a few people

Within this framework the Committee seeks to assure:

- The funding is needed "one-off". All payments are made on a one off basis with no expectation of future funding. If the project involves ongoing costs such as maintenance, repair etc. there must be confirmation that an organisation has agreed to take on these costs
- The project will commence within 12 months of Local Committee approval
- The project will give long-term benefit and be preventative in purpose
- The project targets more disadvantaged areas or communities
- Local Committee funding will unlock much more funding from other sources.
- There is no other probable alternative source of funding

What cannot be funded

The funding should not:

- be used to fund schools for the direct delivery of the National Curriculum
- 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 on behalf of the party
NB Some Surrey residents’ associations and local societies have to register as political parties because they have candidates standing in District, County or General Elections
- a project which has already started

Capital Funding

Capital funding must meet the above criteria but also:

- it must be applied to a physical asset/s with life of more than one year
- it must not be used to meet staffing costs or other routine running costs

How to apply for Members Allocation Funding

1. Criteria and you wish to apply for funding, you should contact your local County Councillor in the first instance. Details are as follows:

Councillors Name	Division	Address	Telephone No.	Email
	Camberley East			
Lavinia Sealy	Chobham, Bisley & West End	Timber Hill Chertsey Road Chobham GU24 8JF	01932 873875	lsealy@surreycc.gov.uk
Alan Peirce	Bagshot, Windlesham & Lightwater	11 Arthur Close Bagshot GU19 5QT	01276 453721	a.pierce@surreycc.gov.uk
David Ivison	Heatherside & Parkside	1 Dundaff Close Camberley GU15 1AF	01276 27778	david.ivison@surreycc.gov.uk
Fred Chipperfield	Camberley West	4 Melville Ave. Frimley GU16 8LX	01276 65138	No email
Chris Pitt	Frimley Green & Mytchett	Moor Farm 20 Henley Drive Frimley Green GU16 6NE	01252 834221	chris.pitt@surreycc.gov.uk

2. If the County Councillor feels the project meets the criteria and wishes to support the project, the applicant should complete the bid form and return it to the Local Partnerships Team. They will confirm compliance with the allocation criteria and if this is met, will ensure the project is included in the next report to the Local Committee for their approval.
3. If the funding is approved, the Local Partnerships Team will complete the allocation process by sending out a confirmation letter, funding agreement form and payment advice form. Once these are received back, the payment can be made.
4. Evidence of expenditure (ie. Invoices and/or receipts totalling the amount given) should be sent through to the Local Partnerships Team within 3 months of receipt of the funding.

If you have any questions, please contact the Local Partnerships Team on 01276 800269 or email Jane Biscombe at jane.biscombe@surreycc.gov.uk