



## **Allocating Local Committee funding**

**13 November 2002**

### **KEY ISSUE:**

The Local Committee has to decide how to spend the remainder of the £105,000 Members' allocations in 2002/03.

### **SUMMARY:**

This report recommends ways in which the money should be spent, in line with the priorities of Surrey County Council Corporate Plan and Woking Community Strategy.

### **CONSULTATIONS:**

Woking residents and organisations were invited to put forward ideas for spending the Members' allocations through the local paper and through an announcement at the Annual General Meeting of Woking Association of Voluntary Services.

**OFFICER RECOMMENDATIONS:**

The Committee is asked to:

- i) decide which of the projects should receive the funding which has not yet been allocated**
- ii) decide on a prioritised reserve list of projects.**

## Background

1. Each local committee has a delegated budget of £17,500 per Member. The local committee agrees all proposals for the use of this funding. Each local Member has a key role in influencing the way in which £17,500 is spent.
2. On 25 July 2002 the Local Committee agreed the process by which proposals will be assessed and decisions made. This involved two stages: an officer assessment followed by Members' decisions. The criteria against which proposals would be assessed at each stage were also agreed. The criteria and a summary of the process are in annexe 1 to this report.
3. At meetings of the Local Committee on 11 September and 15 October, the Committee allocated £84,843 of the total available of £105,000 (£4,000 of this – for extending the hours of a school crossing patrol - being provisional). The Committee also set aside up to £10,000 to be allocated to a Democracy Day if a detailed proposal was submitted and assessed favourably.
4. Depending on developments on the school crossing and democracy day, the sum available for allocation is therefore at least £10,157 and at most £24,157. The Local Director will provide an update at the meeting.

## Proposals considered

5. These proposals have been received and sponsored by Members by the deadline for this meeting:

	<b>£ requested</b>	<b>Sponsoring Member</b>
South Woking Help at Hand	700 - 1000	Mrs Sheila Gruselle
Woking Hospice for portable ultrasound cancer equipment	Up to 10,000	Mr David Rousell
Swingbridge Community Boat volunteers to staff trips for vulnerable groups and clear the canal between St John's and Woodham locks.	Sum not stated – estimate £10,000	Mrs Elizabeth Compton
Combating under-age sale of alcohol	2,000	Margaret Hill
Internet connection for Woking Youth Performing Arts Centre	820	Margaret Hill
Accessing the Basingstoke canal St John's back-pumping project	10,000	Mrs Elizabeth Compton

6. The proposal to fund the Neighbourhood Nursery Initiative, which was held over from the previous Local Committee discussion about use of members' allocations, has been withdrawn because the shortfall in secured funding is much more than £24,000, and it looks as if they will be able to bridge the gap in other ways.
7. The Local Director carried out officer assessments of the new proposals.

8. The following proposals match the criteria set by the Committee:
  - a. South Woking Help at Hand
  - b. Woking Hospice for portable ultrasound for cancer treatment
  - c. Swingbridge Community Boat
  - d. combating under-age sale of alcohol
  - e. internet access at Woking Youth Performing Arts Centre
9. In respect of (d): Trading Standards (a Surrey-wide service) asked for £5,000 towards combating under-age sale of alcohol. This objective is closely aligned with the criteria set by the Committee. But their bid contains no specific detail about how they intend to spend the money, nor specific targets for Woking. The Crime and Disorder Reduction Partnership *Safer Woking* is considering how to contribute to this objective and may be able to make up to £3,000 underspend available. It is therefore recommended that if funding is made available for this, it should be on two conditions:
  - i) that there are specific targets for Woking
  - ii) that it is allocated to the objective, delegating to *Safer Woking* the responsibility of deciding how the money can be most effectively spent.
10. In respect of (e): The Youth Development Service asked for funding for internet access at all four Woking youth centres. On 15 October 2002, the Committee approved an allocation to three, but did not make a decision on Woking Youth Performing Arts Centre because it was not known when, if ever, the building would re-open. The Youth Development Service has informed the Community Support Team that it will open in January as a drop-in centre, without the performing arts element, and that they would like the internet connections to be available then. It is therefore recommended that if funding is made available for this, it should be on the condition that the Centre opens before the end of February 2003.
11. The following proposal is not recommended for funding because it does not sufficiently meet the criteria which the Committee has set:
  - a. accessing the Basingstoke canal - St John's back-pumping project

**Report by: Christine Holloway, Local Director for Woking**

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**BACKGROUND PAPERS:** Detailed proposals for use of Members' allocations and officer assessments;  
Local Committee report and minutes of 25 July 2002;  
Local Committee reports on 11 September 2002 and 15 October 2002 entitled "Allocating Local Committee funding".

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## **Annex 1: Decision of Local Committee for Woking 25 July 2002**

### **The criteria against which proposals will be assessed and decisions made**

#### **Officer assessment**

1. The Local Director / Local Transport Manager will assess each suggestion to make sure that:
  - a. It is legal.
  - b. The project supports the priorities of the Surrey Corporate Plan and Woking Community Strategy.
  - c. It is possible to implement within the time and budget.
  - d. Funding from the Local Committee would not simply replace funding from another source.
  - e. There is no other probable alternative source of funding.

#### **Committee decision**

2. In deciding which proposals to fund, the Local Committee will aim for a portfolio of schemes which overall:
  - f. includes at least one comparatively large project of benefit to Woking;
  - g. benefits a variety of communities of interest (for example, young people, old people, ethnic minorities, disabled people), and different areas of Woking;
  - h. includes a mix of large and small projects, but not a lot of very small ones.
3. A large project that benefits a lot of people will take priority over a project that benefits only a few people.
4. Within this framework, projects are more likely to be funded if they meet the following criteria
  - i. The funding is needed "one-off".
  - j. The project will demonstrate its impact before the end of the financial year.
  - k. The project will give long-term benefit.
  - l. The project is preventive in purpose.
  - m. The project targets more disadvantaged areas or communities.
  - n. Surrey County Council funding will unlock much more funding from other sources.
  - o. If small and local, the project has a significant impact on the quality of life of the people affected.

## **The process by which proposals will be assessed and decisions made**

### **Stage 1: Officer assessment**

1. The Local Director will assess the proposals against the criteria.
2. A proposal for use of the £105,000 (6 x £17,500) will only go to the Committee for stage 2 of the decision-making process if it is supported by at least one Member. This means that the Member feels that the project is worth serious consideration; it does not mean that the Member has made any commitment that money will be committed to the project.

### **Stage 2: Committee decision**

3. The decision on allocation of the £105,000 (6 x £17,500) is a matter for the committee. An individual Member cannot compel the committee to accept a proposal. Nor can an allocation of £17,500 be spent contrary to the individual Member's wishes. If the committee cannot agree to the proposed use of the funding then the funding will remain unspent.

## **Personal interests and conflicts of interest**

4. It is likely that Members may need to declare a personal interest, especially in relation to the allocation of the £105,000 allocated on the basis of £17,500 per member. This becomes a prejudicial interest and therefore prevents that Member from taking part in the decision to allocate his/her individual funding where the personal interest is so significant that a member of the public, knowing all of the facts, would think that the judgement of the Member would be affected.
5. Where a Member has a prejudicial interest that Member should take no part in the decision or try to influence the decision. Where a Member wishes to allocate money to an organisation in which he/she could be considered as having a prejudicial interest, the Member should declare the interest and leave the meeting, so that the remaining Members make the decision *unless* the Member concerned represents the Council on the organisations. In that case, he/she has an exemption under the Code of Conduct and can therefore take part and vote. The Member will still have a personal interest and this should be declared and recorded in the usual way.