



# **Allocating Local Committee Funding: Members' Allocations**

**Local Committee (Woking)  
28 February 2007**

## **KEY ISSUE:**

To set out the funding available for County Councillors' allocations for 2006/07, and to consider the requests received.

## **SUMMARY:**

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

## **OFFICER RECOMMENDATIONS:**

The Committee is asked to:

- Consider and approve the proposed expenditure from the Members' Allocation budget
- Agree where any money returned as unspent before the end of the financial year should be allocated to.

## Background

1. The Surrey County Council Local Committee (Woking) has £77,000 in 2006/07 to spend on local projects to promote the social, economic or environmental well-being of the people of Woking. This amounts to £11,000 per County Council member of the committee.
2. An additional capital allocation of £35,000 has been made available to each Surrey County Council Local Committee.
3. Members of the Local Committee (Woking) have agreed to pool the available funds.
4. Annex 1 sets out a list of all funding approved from the Members Allocation and Capital Allocation budget to date for 2006/07.

## Criteria for allocations

5. Members' Allocations can only be used for purposes that fall under Surrey County Council's legal powers. In summary, this means that money 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.
6. In spending the budgets the Local Committee must do so in accordance with the administrative guidelines. In spending these sums the Committee must ensure that in doing so it does not commit to on-going funding. Annex 2 sets out the criteria to be considered when allocating to this budget and the procedure that groups who wish to apply for funding should follow.

## Bids received

7. The table below shows all bids received which have been sponsored by at least one member. They are therefore all eligible for decision by the Local Committee.

Project summary	Capital/ Revenue	Member sponsor	£ requested	£ recommended
<p><b>Sea Cadets: new training dinghy</b></p> <p>As an RYA training centre, the Sea Cadets would like to update their equipment to ensure that they offer the best they can to the local Community. The new dinghy will enable them to provide state of the art sailing equipment to young adults in Goldsworth Park.</p> <p>They have asked for the full cost of their project £5,458.78. The Sea Cadets have received Local Committee funding for various projects in the past:</p> <ul style="list-style-type: none"> <li>• £3,100 allocated in June 2006 to part fund the purchase of 4 dinghies</li> <li>• £595 allocated in Oct 05 for trailer</li> <li>• £3,234 allocated in March 2004 for a replacement rescue boat.</li> </ul>	Capital (964.23) Revenue (4,494.55)	Andrew Crisp	£5,458.78	£5,458.78
<p><b>YMCA: Equipment for Youth Café and Stage Equipment</b></p> <p>Aim to encourage less advantaged young people into an informal youth programme centred on a variety of activities in a safe and friendly environment at the YMCA.</p> <p>The centre has a recording studio, internet café with performance area, soft seating and café tables, pool and table football, 3 counselling rooms, 2 large meeting rooms toilet and kitchen facilities.</p> <p>They are requesting games, equipment and furnishings totalling £10,000 to help attract and retain young people to the project. This is the total funding required for this project.</p> <p>The YMCA (YPOD) received a grant of £21,183.27 for musical equipment from the Local Committee in 2005/06.</p>	Revenue	Val Tinney	£10,000	£10,000
<p><b>Woking High School - New Minibus</b></p> <p>Woking high requires a second mini bus due to the level of demand from the school. The mini bus is for the school band and their instruments. In addition it would be used to:</p> <ul style="list-style-type: none"> <li>• forge links with the community by bringing year 5/6 students to the school to use facilities in Science and Design</li> </ul>	Revenue	John Doran	£3,500 (or more)	£3,500

<p>Technology.</p> <ul style="list-style-type: none"> <li>• Provide transport to/from evening classes as part of the schools commitment to provision of skills development for older people.</li> <li>• help support the work of the North West Surrey Sports Partnership. (e.g, transporting students to/from relevant events)</li> <li>• transport students to sporting fixtures at other schools.</li> </ul> <p>It is also possible that other schools in the area could benefit by borrowing the minibus when it is available.</p> <p>The total cost of the minibus is £35,000. Woking High is asking for £3,500 or more from the Local Committee. The remainder will need to be raised by the PTA with a possible grant from Woking Borough Council (maximum 50% of cost).</p> <p>They have not received Local Committee funding for this purpose in the past.</p>				
<p><b>Woking High School – Renewable Energy</b></p> <p>Woking High School requires initial funding of £2,250 to pay for pre-planning and assessment of installing renewable energy technologies at Woking High School. The aim is to reduce the school's carbon emissions, act as an example to the community, use in the curriculum and save energy costs. The School is asking for £2,250 from the current financial year payment but would also like to apply for funding in the next financial year to cover further stages of the project (planning and installation).</p> <p>The school has not applied for funding for this purpose in the past. There is an additional application from Woking High School this quarter for contribution to their new minibus (see above)</p>	Revenue	John Doran	£2,250	£2,250

<p><b>Summer Festival 2007</b></p> <p>Funfair to be held in Sheerwater Recreation Ground over 4 days in July with performance by BDB, Broadmere Schools, the Sea Cadets, Karen Clarke Performers and possible other acts with firework finale on Sunday evening.</p> <p>Aim to provide a family event in Woking's most deprived super output area which has never been done before.</p> <p>Money is required for various performers and to cover insurance. The total cost of the project is £3,813 with the remainder of the money coming from a community grant applied for from Woking Borough Council. This is yet to be confirmed. The Organising Committee has also applied to the Sheerwater and Maybury Partnership for a maximum of £500.</p> <p>Future funding will be met by car boot sales and local sponsorship.</p> <p>They have not received funding from the Local Committee in the past</p>	Revenue	Shamas Tabrez	£1,100	£1,100
<p><b>St Johns Ambulance – Life Support Aids</b></p> <p>Purchase of life support aids for training/instruction needs. Training will be given to all members of Woking Division and demonstrations will be given to the public. The total cost of the project is £1,397.50. The Local Committee is being applied to for the full amount</p> <p>St Johns Ambulance, Woking Division has not applied to local committee in the past.</p>	Revenue	Val Tinney	£1,397.50	£1,397.50
<p><b>Feasibility Study – Bampton Way Bus Stop</b></p> <p>Members have requested that Transportation investigate improvements for bus users/operators at this important bus stop where there is a 10 minute bus frequency for the 91 route (Rail station to Knaphill). In order to undertake this quickly, the total cost of the feasibility study for £1,500, is being requested from the Local Committee as one off additional funding. Dependent on the outcome of the feasibility study, future funding for construction will come from S106 and or/LTP (ITS). Funding from the local committee has not been requested for this purpose in the past.</p>	Revenue	Val Tinney	£1,500	£1,500

<p><b>Members Local Transport Plan Trip</b></p> <p>This year, a trip around the borough has been arranged to view and understand the impact to the customer of the various Local Transport Plan schemes in Woking for 2007/2008. The total cost of the project of £100 is being asked for from the Local Committee as an additional one off. This is the first time this has been undertaken and if continued in future years, it is expected to be part of mainstream funding.</p>	Revenue	Val Tinney	£100	£100
<p><b>The Garden Project</b></p> <p>The Garden Project would like to apply for £2,500 towards a trailer. They currently use a large Woking Borough Council trailer, however the vehicle provided by the probation service is not powerful enough to tow it. There is no other trailer available for use on a similar basis.</p> <p>The Garden Project will put £500 towards the cost of the trailer. The project has been successful in obtaining lottery funding which will support the running costs.</p> <p>The Garden Project supports independent living for elderly, disabled and other disadvantaged people by improving accessibility and safety of their gardens. This is achieved through a skilled horticulturist and uses community service offenders as a free labour force.</p> <p>The project covers the borough of Woking, but is specifically targeted at areas of disadvantage.</p> <p>The Garden Project received £15,000 of Local Committee funding on 12/06/03 towards the running costs of the project whilst the lottery application was submitted.</p>	Revenue	Val Tinney	£2,500	£2,500
<p><b>Pyrford Cricket Club Fence Renewal</b></p> <p>Pyrford Cricket Club would like £6,907.31 to cover the cost of replacing the boundary fence on one side of the ground, which runs parallel to Footpath 137. The fence is currently in a poor state of repair, with rusting sharp metal in some places. It is also hoped that the increased security will lead to reduced vandalism. The Cricket Club will carry out some of the clearance work, which has brought the overall cost of the</p>	Revenue	Val Tinney	£6,907.31	£6,907.31

<p>project down by £2000.</p> <p>The Cricket Club has many members, including 100 boys and girls, and 40 senior members. The Football Club, Oakhill Playgroup, Pyrford Primary School and the Pyrford Guide and Scouts Association use the Cricket Club facilities on a regular basis.</p> <p>The ownership of the fence is unclear.</p> <p>The Crickets Club has received Local Committee funding on two occasions in the past, £6,000 on 23/7/03 for new toilets and £1,100 on 2/11/06 for shower repairs.</p>				
<p><b>Horsell Village Hall</b></p> <p>They would like to replace the old plastic chairs with new upholstered seats for the main hall ready for the centenary in 2007. The old chairs are not fire resistant, and the new chairs will require less storage space. The new chairs will also be more comfortable – a current complaint amongst users regarding the old chairs.</p> <p>Horsell Village Hall received £10,390 for stage restoration on 1/02/06.</p>	Revenue	John Doran	£3,864	£3,864
<p><b>Nature Conservation Exchange – Woking Town Twinning Association</b></p> <p>Support to young people taking part in nature conservation with representatives from Rastatt Faro. Conservation work to be done on Heathland in Woking.</p> <p>The total project cost is £20,000. The Nature Conservation Exchange would like £1,000 from the Local Committee to contribute towards the cost of accommodation in Dorking for 10 people from Woking for 8 days (£3,500). The remainder of the funding will come from Woking Borough Council and contributions from young people.</p> <p>Funding has not been received from the Local Committee for this purpose in the past.</p>	Revenue	Val Tinney	£1,000	£1,000
<p><b>Knaphill Directory – Knaphill Residents' Association</b></p> <p>Printing of a directory of local amenities, clubs, youth groups etc for children and young people and families. Will benefit people currently living in</p>	Revenue	Diana Smith	£700	£700

<p>Knaphill as well as newcomers to the area.</p> <p>The total cost of the project is £700 (600 for printing 1,500 copies, £50 for posters and £50 for display material to launch event)</p>				
<p><b>Byfleet Youth Event – Marketing and Venue Hire</b></p> <p>Marketing material costing £1,920 is required for youth event in Byfleet in September 2007 to highlight to both children and adults what is available locally and to encourage more adults to get involved in the existing clubs. All work to be carried out by SCC Communications Team.</p> <p>In addition £80 is required to cover hire of St Mary's Day Centre in Byfleet from Woking Borough Council.</p> <p>Money has not been received from the local committee for this reason in the past.</p>	Revenue	Geoff Marlow	£2,000	£2,000
<p><b>Badger Posts</b></p> <p>The West Surrey Badger Group would like £500 (10 x £50) to pay for the erection of 10 reflective badger posts to stop badgers crossing Sopwith Drive, Byfleet. The posts are being supplied by The West Surrey Badger Group.</p>	Revenue	Geoff Marlow	£500	£500
<p><b>Knaphill library – extra funding for staff to get Friends of set up</b></p> <p>The new Knaphill Library will open in March 2007. The Library Service would like £2,000 for one year only to pay for additional staff hours to set up and promote a 'Friends of Knaphill Library', set up reading groups and storytimes etc. which will help promote the library. Staff time will also be used to train Friends and volunteers where needed. Some of the funding will also be used for publicity and advertising. This will all be handed over to the Friends and volunteers to continue. Without the funding the service will not have the capacity to carry out the work within the core staff hours. The new library will provide increased scope for wider community use.</p> <p>£2000 costs include £1500 on staff time and £500 on materials.</p>	Revenue	Diana Smith	£2,000	£2,000



<b>Brookwood Care</b>	<b>Revenue</b>	Elizabeth Compton	£1,000-£2000	£1,000
The Brookwood Village Association would like to establish a community care scheme, similar to other successful schemes in Surrey which will provide the community with a scheme that helps those who need transport, errands, help, small jobs and other needs that would otherwise not be fulfilled. They would like £1000-2000 to help with establishing the infrastructure required to set up such a project. Additional funding will be applied for from other grant bodies.				
Brookwood Village Association received £625 in June 2006 for planters for the village.				
<b>Capital</b>				<b>Subtotal £964.23</b>
<b>Revenue</b>				<b>Sub-total - £44,813.36</b>
<b>Potential Bids to be approved Under Delegated Powers for 2006/07</b>				
Maybury Mother and Toddler Group set up costs	Revenue	Shamas Tabrez	£1,000	
<b>TOTAL Capital Revenue</b>				<b>£964.23 £43,056.57</b>
<b>Total available to this meeting: Capital Revenue (including £2,042 returned as unspent in Feb 07)</b>				<b>£964.23 £46,098.57</b>
<b>Balance for future use Capital Revenue</b>				<b>£0 £1,285.21</b>

## Conclusion and Reason for Recommendation

- 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.

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**Responsible (Lead contact): Sarah Goodman/Ruth Meade, Local  
Committee and Partnership Officer, Tel 01483 518095**

**Accountable: Carolyn Rowe, Area Director**

**Consulted:**

**Background Papers: The listed bids for Members' Allocations**

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**Annex 1**  
**Local Committee bids funded to date from April 2006/March 2007 Budget**

<b>Project summary</b>	<b>Capital/ Revenue</b>	<b>Member sponsor</b>	<b>Date Approved</b>	<b>Agreed</b>
Holiday Classes for Muslim Girls	Revenue	Shamas Tabrez	15 June 2006	£1,500
Lakeview Play Scheme	Revenue	Shamas Tabrez and John Doran	15 June 2006	£2,690
The Generation Centre: Guide and Scout HQ	Revenue	Diana Smith and Shamas Tabrez	15 June 2006	£4,000
Marjorie Richardson Centre – Renewal of Carpet	Revenue	Diana Smith	15 June 2006	£3,500
Woking Dance Festival: Radiance Glow	Revenue	Elizabeth Compton/Diana Smith	15 June 2006	£5,000
Chill and Chat	Capital	Diana Smith	15 June 2006	£2,800
Brookwood Centre Restoration	Capital	Elizabeth Compton	15 June 2006	£625
Outside Area for Orchard Centre	Capital	Elizabeth Compton	15 June 2006	£1,700
“Attitude” Youth Group	Capital	Val Tinney	15 June 2006	£1,300
Woking Sea Cadets – Purchase of 4 Pico dinghys	Capital	Val Tinney	15 June 2006	£3,100
Birchmere Campsite Digester Sewage Treatment Tank	Capital	John Doran	15 June 2006	£850
Vehicle Activated Sign for Horsell High Street	Capital	John Doran	15 June 2006	£5000
Community Speedwatch Program	Revenue	John Doran	15 June 2006	£909.60
Display Case for West Byfleet Library	Revenue	Geoff Marlow	2 November 2006	£610.95
St John’s Cornerstone Centre – double glazing	Capital	Geoff Marlow	2 November 2006	£13,660.77
Girls Venture Corps – French War Graves & Recruiting	Revenue	Geoff Marlow	2 November 2006	£4,000
Pyrford Cricket Club Shower Repair	Revenue	Val Tinney	2 November 2006	£1,100
St Peters Day Centre – Computer/Internet costs	Revenue	Andrew Crisp	2 November 2006	£1,232.88
Sutton Green Village Hall	Capital	Andrew Crisp	2 November 2006	£4,500
Local and Global Community Business Enterprise Project	Capital	Shamas Tabrez	2 November 2006	£500
Refurbishment of Goldsworth Park Community Association Community Hall	Revenue	Shamas Tabrez/Diana Smith	2 November 2006	£8,400
<b>TOTAL</b>				
<b>Capital</b>				<b>£34,035.77</b>
<b>Revenue</b>				<b>£32,943.43</b>
<b>Total available to this meeting:</b>				
<b>Capital</b>				£35,000
<b>Revenue</b>				£77,000

## Item 20

<b>Balance for future use</b>				
<b>Capital</b>				£964.23
<b>Revenue</b>				£44,056.57

## Annex 2

### Local Committee (Woking) Members Allocation Criteria

Criteria to be considered should include whether projects:

1.
  - 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 Woking:
    - A strong community spirit with a clear sense of belonging and responsibility
    - A clean, healthy and safe environment
    - A transport system that is integrated and accessible, recognising Woking's potential as a transport hub
    - Access to housing that is decent and affordable for local people and key workers
    - A community which values personal health and well being
    - Integrated and accessible local facilities and services
  - c. Meet demonstrable local needs
  - d. Be possible to implement within the time and budget, offer value for money and have a clear audit trail.
  
2. To be eligible for consideration for funding a project should be able to demonstrate that:
  - a. The funding needed is "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 those costs
  - b. The project will commence within 12 months of Local Committee approval.
  - c. The project will demonstrate its impact within 12 months of receiving funding.
  - d. The project will give long-term benefit and be preventative in purpose.
  - e. The project targets more disadvantaged areas or communities.
  - f. Local Committee funding will unlock much more funding from other sources.
  - g. There is no other probable alternative source of funding
  
3. The funding must 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. 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.

### Capital Funding

4. The £35,000 capital is primarily allocated for support to the voluntary sector, however this funding may be used for other functions. It must meet the following criteria:
  - a. it must be applied to physical assets with life of more than one year
  - b. it must not be used to meet staffing costs or other routine running costs.

### Additional Guidelines:

5. In choosing what to fund, the Local Committee aims for a portfolio which overall:
  - a. includes at least one comparatively large project of benefit to Woking;
  - b. benefits a variety of communities of interest (for example, young people, old people, ethnic minorities, disabled people), and different areas of Woking;
  - c. includes a mix of large and small projects, but not a lot of very small ones.
  - d. A large project that benefits a lot of people will take priority over a project that benefits only a few people.

## **Members Allocation Procedure for 2006/7**

6. Groups that wish to apply for funding should contact their local County Councillor to discuss the project.
7. If the County Councillor feels the project meets the criteria (paragraphs 6-10) and wishes to support the project, the applicant should complete the bid form and return it to the Local Partnerships Team. The Local Partnerships Team will confirm compliance with the allocation criteria and if this is met will ensure the project is included in the next report to the Committee.
8. If the funding is approved, the Local Partnerships Team will complete the allocation process and ensure that payment is made.