



**OFFICER REPORT TO LOCAL COMMITTEE
(WOKING)**

**ALLOCATING LOCAL COMMITTEE FUNDING: MEMBERS'
ALLOCATIONS**

20TH FEBRUARY 2008

KEY ISSUE

To set out the funding available for County Councillors' allocations for 2007/08 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:

- I. Consider and approve the proposed expenditure from the Members' Allocation budget 2007/08
- II. Agree where any money returned as unspent before the end of the financial year should be allocated.

1 INTRODUCTION AND BACKGROUND

1. The Surrey County Council Local Committee (Woking) has £77,000 in 2007/08 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. In addition to this £667 of capital monies has been returned as unspent from 2006/07 and can therefore be reallocated this financial year.
3. Members of the Local Committee (Woking) have agreed to pool the available funds. **Annex 1** sets out a list of all funding approved from the Members Allocation and Capital Allocation budget to date for 2007/08.
4. At its meeting on 2 November 2006, the Local Committee noted the authority that the Area Director, in consultation with the Local Committee, now has in approving grants from the Members' allocations budget and agreed additional local criteria set out in the committee report which went to this Committee on Members Allocation funding on 21 June 2007.

2 CRITERIA FOR ALLOCATIONS

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.

In spending the budgets the Local Committee must do so in accordance with the administrative guidelines and must ensure that it does not commit to on-going funding.

Annex 2 sets out the criteria the Local Committee agreed in June 2007 to allocate to this budget and the procedure that groups who wished to apply for funding should follow.

ANALYSIS

Each project detailed below has completed a standard application form giving further details of timescales, purpose and other funding applications made. The member proposing each project assesses its merits, before the project can be included as a proposal for funding in the report to Committee.

3 OPTIONS

3.1 Bids received

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>1. Equipment Store – 1st St John’s Scout Group (deferred from 21 June 2007 and 31st October 2007 meeting pending further information following a meeting with the scouts and the church)</p> <p>A storage facility will be built attached to St John’s Church youth hall for camping equipment which is currently stored offsite in an unsafe store. This will benefit boys aged 6-15 in the areas of St Johns, Hermitage, Hook Heath and parts of Goldsworth Park. The total cost of the project is £29,375. Approximately £4,500 has already been raised and the scout group is asking for as much as possible of the remainder from the Local Committee. The scout group has not received funding from the Local Committee in the past.</p> <p><u>Further information received from scouts</u></p> <ul style="list-style-type: none"> • The scouts have stated that the Parochial Church Council (owner of the land) has confirmed they will obtain planning permission if the Scouts arrange the cost of the structure • The architect Charter Design Associates is preparing the planning and grant submission on behalf of St. John’s Church • The Church as agreed to draw up an agreement to clarify the terms under which the store is financed as well as the long-term use of the store by the scout group. • Remaining funding. The scouts have £4,500 currently – the remainder needs to be raised 	Capital (£12,582) Revenue (£2,418)	Elizabeth Compton	Up to £24,875	£15,000

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<p>2. “Cracking Up” - Surrey Primary Care Trust Surrey PCT is seeking funding to support funding of a comedy show to raise awareness about mental well-being with hard to reach men. A show comprising of stand up comedy, sketches, skits and poetry will be developed based on discussion with different demographic groups of men in Surrey and on evidence based effective copying strategies. Performances are scheduled between 27th March and 25th April 2008 in Epsom, Guildford, Woking and Redhill. The sum requested is for venue hire Woking Football Club (£375), portion of artists fees (1,950), a contribution towards equipment hire (£250), travel expenses (£100), DVD production costs (£100), refreshment costs (£25). The Reigate and Banstead Local Committee have funded £1,150 towards the project.</p>	Revenue	Diana Smith	£2,800	£2,800
<p>3. Security Fencing –Byfleet Bowls Supply and erect high green steel palisade fencing inside the existing hedge to the south and west boundaries. This will improve security to the premises that been damaged on numerous occasions by intruders unlawfully entering the pavilion and green over the past 10 years.</p>	Revenue	Geoff Marlow	£7,015	£7,015
<p>4. Improvement to children’s area -West Byfleet Library Purchase of a new carpet for the children’s area which is used by babies and toddler during activities such as rhyme time. The funding will also pay for 3 new chairs and library cards. West Byfleet Library received Local Committee funding in November 2006 for a display case (£610.95) and September 2005 for a coffee machine (£1000).</p>	Revenue	Geoff Marlow	£347	£260
<p>5. Family Craft Club-Lakeview Community Action Group A project to run a weekly craft group (2 hour sessions) for local parents and young children between 4 and 10 years old who will be able to engage in creative play with their parents. The beneficiaries of this project will be mainly young single parents who need help with parenting skills and will be facilitated by the parents. The funding requested is for volunteer expenses (£200), laptop (£600) and printer (£400), craft materials (£1000) and printer cartridges / stationery (£300)</p>	Revenue	Shamas Tabrez	£2500	£1,700
<p>6. Refurbishment- St Andrew’s Church Hall in Goldsworth Park Funding is requested for a cooker in the kitchen and a projector screen and display boards in the big hall. The hall is used primarily by the Goldsworth Park as well as wider Woking community and the requested items will therefore be for the community benefit.</p>	Revenue	Diana Smith	£1,100	£1,100
<p>7. Replacement Equipment- 1st Horsell Scout Group The group would like to replace broken Scout and Guide Headquarters’ tables and chairs and replace an</p>	Revenue	John Doran	£1,250	£1,250

old storm damaged mess tent. Some of the chairs and tables were unsafe and withdrawn and the mess tent was damaged at a Woking Hospice function over the Christmas period. The hall is used by the Scout Group and also hired out for functions. The Mess Tent is used at camps and other Scout functions as well as by the Woking Hospice at outdoor events.				
<p>8. Provision of a building for changing facilities, storage and office- Woking & Maybury Sports Club</p> <p>The Woking & Maybury Sports Club has submitted a bid to accommodate changing facilities, equipment storage, a small office and a small meeting room. There is a proposal to relocate two portacabins (currently at Broadmere School to the Alpha Road playing field). The cost will include redesigning the layout (they are both open plan so partitions are required), upgrading the toilet facilities and adding security caging to cover all windows as well as plumbing and electrical work. This will provide a temporary solution to the accommodation problems faced by the Sports Club.</p> <p>Funding could be allocated to contribute to a permanent solution and work is already underway between partners regarding:</p> <ul style="list-style-type: none"> • the delivery of this scheme to determine what facilities will be available in addition to those required by the Woking and Maybury Sports Club with wider youth facilities. • other sources of funding. <p>It is therefore recommended that the Local Committee commit £39,340 to this project to contribute to either the temporary solution or permanent solution.</p>	Revenue	Shamas Tabrez	<p>Temporary solution £40,000</p> <p>Permanent solution estimated at £250,000</p>	£39,340
<p>9. Floodlighting improvements- Meadow Sports Youth Football Club</p> <p>Funding is sought for improve the floodlighting to the football training area so that the 28 teams (both boys and girls, between 5 and 18 years old) can benefit from safe environment in which to train at their own clubhouse. The group is asking for funding to pay for purchase and installation floodlights to be attached to the clubhouse roof and a portable floodlight system. At the moment because of the poor lighting a number of teams have been going to other all weather surfaces and an improvement to the Meadow Sports will mean that these pitches are released for junior clubs.</p> <p>Meadow Sports is also used by a senior team (Old Wokingians) and Link Leisure that provides support for disabled and educationally challenged children.</p>	Revenue	John Doran	£5,500	£5,500

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<p>10. Guildford, Leatherhead & Woking Credit Union Funding is sought from this Local Committee (as well as Guildford and Mole Valley) to contribute to the cost of progressing the development phase of the Credit Union. A feasibility study was conducted which highlighted the level of support across the public and private sectors for the facilities offered by a Credit Union. The request is for £10,000 from the Local Committee towards the overall funding for the development phase.</p>	Revenue	Val Tinney	£10,000	That the decision is deferred until other partners have agreed the way forward.
<p>11. Double Glazing-St Johns Cornerstone (Deferred from June and October 2007) Camphill Rd entrance and windows to be double glazed including Langsmede Room on 1st floor. This will reduce energy consumption, reduce draughts, traffic noise and improve security. The total cost of the project is £6,858. As much of the cost as possible is requested from the Local Committee. The Local Committee provided £13,660.77 to the Cornerstone Centre on 2nd November 2006 for double glazing of the main hall and kitchen (£667.06 was subsequently returned as unspent).</p>	Revenue	Geoff Marlow	£6,858	£3,429
<p>12. YPOD Counselling Service (Deferred from October 2007) Start up of a counselling service for young people. A coordinator is needed on a one off basis to facilitate recruitment, training and preparation of counsellors as well as publicise the launch of counselling to be carried forward by the volunteers. Any resulting ongoing costs will be met by the YPOD with additional funding promised from Greenoaks Housing Association. The full set up cost of the project is £24,400. YPOD is asking the Local Committee for £12,000. YPOD received £16,683 from the Local Committee in February 2006 to help set up the centre and £10,000 in February 2007 to pay for equipment for the café and stage.</p>	Revenue	Val Tinney	£12,000	Alternative approach
<p>13. Waiting room refurbishment- Citizens Advice Bureau The CAB is refurbishing the waiting room and funding is sought to pay for the purchase, installation and fit of a wall mounted LCD screen, DVD player and TV licence to provide information and advice to clients whilst they wait. The content of films will cover such topics as access to justice, equalities, domestic abuse to name a few. It is envisaged that this will help clients to feel more informed and comfortable about asking for CAB's help as well as creating a more relaxed and welcoming environment for clients.</p>	Revenue	Val Tinney	£1010.49	£966

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<p>14. Summer Beach Day – Woking Borough Council Funding is sought to contribute to the cost of hosting a summer beach day in Woking Park that will encourage young people and families to experience Woking's open spaces in a novel and exciting way and encourage them to engage in new and innovative sports and recreation activities. This will be an all day event from 11am to 10pm; an urban beach will be created with sand being brought into the park and games will be facilitated on the beach. The pool will be open for general swimming, snorkling and surfing. The proposal is to have various stalls with information relevant to young people. Large screens will broadcast films made by local groups such as Peer Production as well as the young people on site who are experiencing the activities. From 6pm it is proposed to show 2 family movies. Funding is specifically sought for the hiring of two large screens (16 square metres and 8 square metres) and a roving camera man (£6879.50), publicity (£1500) and a contribution to the cost of sand (£1,500). At present the total cost event is approximately £17,000 however this has not been finalised and is subject to change as planning progresses. Partners include the Youth Development Service, Police, PCT, Fire and Rescue Service and YPOD. Detailed project discussions and planning are currently taking place and further consultation is likely to shape the finer details of the event.</p>	Revenue	Andrew Crisp	£9879.50	Defer until more detailed costings are available.
<p>TOTAL Capital Revenue</p>				<p align="right">£12,582 £65,778</p>
<p>Total available to this meeting: Capital Revenue</p>				<p align="right">£12,582 £67,778</p>
<p>Balance for future use Capital Revenue</p>				<p align="right">£0 £2,000</p>

3.2 Revenue Funding Allocated under Delegated Powers

Since the last meeting on 31 October 2007, no revenue allocations have been approved under delegated powers.

4 CONSULTATIONS

4.1 As part of the standard application, each project must demonstrate that they have undertaken some consultation with service users or the community to show that the project is needed and will benefit people in the area.

5 FINANCIAL AND VALUE FOR MONEY IMPLICATIONS

- 5.1 Applicants for member allocations funding must provide costed proposals and supply evidence of spend after project completion.

6 EQUALITIES AND DIVERSITY IMPLICATIONS

- 6.1 The applications for member allocations will benefit people of different ages, race and gender.

7 CRIME AND DISORDER IMPLICATIONS

- 7.1 There are no specific crime and disorder implications.

8 CONCLUSION AND RECOMMENDATIONS

- 8.1 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.

9 REASONS FOR RECOMMENDATIONS

- 9.1 All of the proposals brought before the Committee fulfil the agreed criteria for member allocations funding.

10 WHAT HAPPENS NEXT

- 10.1 The Local Partnerships Team will write to all of the organisations which have made applications to the Committee to advise them of the Committee's decision, with a copy of the Funding Agreement for them to sign as appropriate. When this has been signed and returned, the funding will be released, and a monitoring report will be requested three months subsequent to that date.

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Annex 1

Local Committee bids funded to date from April 2007/March 2008 Budget

Project summary	Capital/ Revenue	Member sponsor	Date Approved	Agreed
Can U Claim it Benefit Campaign	Revenue	Shamas Tabrez	11 June 2007 (Delegated Powers)	£1,000
Byfleet Village and Produce Market	Revenue	Geoff Marlow	21st June 07	£1,000
SWAN - Recruitment for volunteers and clients	Revenue	Andrew Crisp	21st June 07	£500
Byfleet Campaign, Recruitment Campaign	Revenue	Geoff Marlow	21st June 07	£500
Friends of Byfleet Library Social Seating	Capital	Geoff Marlow	21st June 07	£2,500
Woking Salvation Army	Capital	Shamas Tabrez	21st June 07	£4,005
VAS Brewery Road	Capital	John Doran	21st June 07	£5,000 (not taken as funded centrally)
Rainbow tots	Revenue	Diana Smith	21st June 07	£1,774.47 (since withdrawn)
Parenting Puzzle, Barnsbury Infant School	Revenue	Andrew Crisp	24 September 2007 (delegated powers)	£922
Relate pilot project in Sheerwater/Maybury	Revenue	Shamas Tabrez	31 October 2007	£4,000
1 st Byfleets Scouts trailer	Capital	Geoff Marlow	31 October 2007	£3,500
Knaphill Residents Association – Inside Out Youth Project	Revenue	Diana Smith	31 October 2007	£520
Knaphill Care – Volunteer Recruitment	Revenue	Diana Smith	31 October 2007	£150
Attitude Youth Club	£1080 Capital £380 Revenue	Val Tinney	31 October 2007	£1460
Coldharbour Lunch Club	Revenue	Val Tinney	31 October 2007	£250
Vehicle Activated Signs	Capital	Val Tinney	31 Oct 2007	£12,000
TOTAL				
Capital				£23,085
Revenue				£9,222
Balance for future use				
Capital (including £667 returned from 06/07)				£12,582
Revenue				£67,778

Annex 2

Surrey County Council 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 2007/8

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.