



OFFICER REPORT TO LOCAL COMMITTEE (Woking)

Allocating Local Committee Funding: Members' Allocations

23rd June 2008

KEY ISSUE

To set out the funding available for County Councillors' allocations for 2008/09, to agree the protocol for the expenditure of this money, and to 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. The report also makes proposals for delegating power to the Area Director to approve small allocation between meetings of the Committee.

OFFICER RECOMMENDATIONS

The Local Committee (Woking) is asked to:

- i) pool revenue and capital funds of £77,000 and £35,000 respectively for 2008/09
- ii) agree to delegate the power to approve revenue bids up to £1,000 to the Area Director between meetings, subject to consultation with and agreement of the local Member and the majority of County Local Committee Members
- iii) consider and agree the proposed expenditure (outlined in 3.2) from the Members Allocation budget.

1 Introduction and Background

- 1.1 The County Council's budget for 2008/9 made available £77,000 to be spent on local projects to promote the social, environmental or economic well-being of the people of Woking. This amounts to £11,000 revenue for each County Member of the Committee.
- 1.2 An additional capital allocation of £35,000 has been made available to each Surrey County Council Local Committee.
- 1.3 A returned proportion of a member allocation from 2006/07 has also been made available to Woking's Local Committee. The sum of £2,209.76 is returned to the revenue fund from an original allocation of £4,000 to the Girls Venture Corps due to the group folding in 2007.
- 1.4 In allocating funds Members are asked to have regard to the County Council's Corporate Plan 2007/08, *One Outstanding Council: Making Surrey a better place*. The Plan sets out the following four priorities for the current year:
 - 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.
- 1.5 Member allocation funding is made to organisations on a one-off basis, so that there should be no expectation of future funding for the same or similar purpose.
- 1.6 It is proposed Members of Local Committee (Woking) agree to pool available funds.
- 1.7 At its meeting on 2 November 2006 the Local Committee noted the authority of the Area Director, in consultation with the Local Committee Chairman, has authority in approving grants under 1) criteria agreed by Surrey County Council (SCC) Executive, and 2) local criteria for Woking. These are outlined in turn below:
 - 1.7.1 SCC Executive criteria for delegation:
 - (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

1.7.2 Additional local criteria for Woking:

- (i) Each individual Member can have up to two grants approved in between each formal Local Committee meeting.
- (ii) Applications up to £1,000 will be considered for approval by the Area Director between meetings, subject to consultation with and agreement of the local Member and the majority of County Local Committee Members

2 Analysis

- 2.1 Each project listed in 3.2 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

- 3.2 County Councillors are invited to consider each of the following bids received, and to seek further details as required.

| | Project summary | Capital/ Revenue | Member sponsor | Reques- ted | Recom- mended |
|---|---|---------------------|-------------------|----------------|------------------|
| 1 | <p>Computers for children in Domestic Abuse Refuge</p> <p>To enable children based in the refuge access to a computer for educational purposes/homework. It will assist teachers who are tutoring those children.</p> <p>They have not received members' allocation funding in the past</p> | Capital | Val Tinney | £1,152 | £1,152 |
| 2 | <p>Pyrford Scout Group- Tents</p> <p>Funding is required to replace old and outdated tents that are no longer suitable for the Scout Group's needs. They require funding to purchase 3 tents which cost £350 each.</p> <p>Pyrford Scout group have not received members' allocation funding in the past.</p> | Capital | Val Tinney | £1,050 | £1,050 |

| | Project summary | Capital/ Revenue | Member sponsor | Reques-ted | Recom- mended |
|---|--|---------------------|-------------------|------------|------------------|
| 3 | <p>Replacement VHS radios for Woking Air Cadets To purchase 6 hand-held VHS radios which are vital to safety and also provide radio and communication training.</p> <p>The Air Cadets have received £2650 for a trailer in July 2005.</p> | Capital | Andrew Crisp | £1,000 | £1,000 |
| 4 | <p>Birchmere, Woking District Scouts Campsite Funding is required to replace weather damaged felt roofing of indoor accommodation block at the campsite.</p> <p>The scouts have received £850 in June 2006 for a digester sewage treatment tank</p> | Capital | John Doran | £2,200 | £2,200 |
| 5 | <p>Double Glazing-St Johns Cornerstone (Deferred from June and October 2007 and February 2008) 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.</p> <p>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> | Capital | Geoff Marlow | £6,858 | £6,858 |
| 6 | <p>Surrey Care Trust - STEPS STEPS is an Alternative Education centre. Funding is required to refurbish the kitchen. The kitchen is used by staff and 20 young people to produce lunches. It is also needed for practical work by the young people as part of their courses in food preparation, cooking, food hygiene and Health and Safety. Costs include- Materials (Work Surfaces/storage etc) £1725.73 Installation: £3040.00</p> <p>STEPS have not received members' allocation funding in the past.</p> | Capital | Diana Smith | £4,765.73 | £4,765.73 |
| | | | | | |

| | Project summary | Capital/ Revenue | Member sponsor | Reques-ted | Recom- mended |
|---|--|---------------------|-------------------|------------|------------------|
| 7 | <p>Safe Drive Stay Alive</p> <p>The SDSA initiative runs a hard-hitting programme of performances that visit every school and college in Woking. Using real emergency service staff and victims of dangerous driving, the performances encourage young people to drive more responsibly. The Members allocation will go towards producing a DVD that will enable the initiative to access hard to reach youths throughout the Borough who are not exposed to the SDSA performances at school or sixth-form college. This is a one off cost, and a high-quality DVD would become a long-term asset.</p> <p>On an un-related project, Surrey Fire & Rescue have received £3860 in 2005 to pay for a youth and community room in the fire station.</p> | Revenue | Elizabeth Compton | £5,000 | £5,000 |
| 8 | <p>Byfleet Art Group</p> <p>Buy equipment for Byfleet art Group including: Stands to exhibit pictures x 6- £450 10 Videos showing different art techniques £100 4 x Artbooks £50</p> <p>Byfleet Art group have not received members' allocation funding in the past.</p> | Revenue | Geoff Marlow | £600 | £600 |
| 9 | <p>Jigsaw</p> <p>This is a regular drop in offering practical support for parents with children 0-5 on very low income and or difficult personal circumstances. Practical support is given by providing good quality clothes and toys free of charge. They are applying for funding to improve storage of clothes and toys. They also want to expand the service they provide to include free services from professionals such as parenting courses, stress management etc. Costs include Racking, rails, hangers boxes for storage: £678.95 Room Decoration: £200 Room Signage: £435 Securing exclusive use of storage area: £600 Parenting Course: £425 Printing/postage costs for flyers: £60 Total: £2398.95</p> <p>Jigsaw have not received members' allocation funding in the past.</p> | Revenue | Diana Smith | £5,227.03 | £2,398.95 |

| | Project summary | Capital/ Revenue | Member sponsor | Reques-ted | Recom- mended |
|----|---|---------------------|-------------------|------------|------------------|
| 10 | <p>Sheerwater Community Forum An amount of £650 is required for producing a forum newsletter, for hiring of premises for forum meetings in order to prepare the newsletter, stationary and other admin costs.</p> <p>Have not received members' allocation funding in the past.</p> | Revenue | Shamas Tabrez | £650 | £650 |
| 11 | <p>Woking Contemporary Art Fair Funding is required to pay for Indemnity Insurance for an exhibition of Art and Sculpture in the town centre.</p> <p>Not received members' allocation funding in the past.</p> | Revenue | Shamas Tabrez | £110 | £110 |
| 12 | <p>Goldsworth Care- Publicity and Recruitment Campaign An amount of £466 is required to print and distribute leaflets and hold a meet and greet morning to publicise the group in the Goldsworth Park catchment area with the purpose of publicising the activities of and recruiting to Goldsworth Care.</p> <p>Have not received members' allocation funding in the past</p> | Revenue | Shamas Tabrez | £466 | £466 |
| 13 | <p>Woking Active Retirement Club- Bowls Group Half of the total required to replace the bowls mats at the Woking Active Retirement Club: £700.</p> <p>The Bowls group have not received members' allocation funding in the past.</p> | Capital | Val Tinney | £700 | £700 |
| 14 | <p>Arbor Centre An amount up to £2,171 is requested to provide and fit three double glazed windows for the Arbor Community Centre. WBC owns the centre, but allows Pyford Guide and Scout Parents Association to use it in return for maintaining the building; this agreement stands until 2026.</p> <p>The Arbor Centre have not received members' allocation funding in the past.</p> | Capital | Val Tinney | £2,171 | £1,500 |

| | Project summary | Capital/ Revenue | Member sponsor | Reques- ted | Recom- mended |
|----|--|---------------------|-------------------|----------------------------------|---------------------------------|
| 15 | <p>Woking Children's Centre – Family Links</p> <p>Funds are requested to help run 3 sets of facilitator led parent groups for 10 weeks. Each group will accommodate up to 12 parents/carers from the Mayford and Send area and the Old Woking Children's Centre. The majority of the request is to fund 2 facilitators for 5 hours per week per group for 10 weeks.</p> <p>It is recommended the Local Committee fund the one-off cost for the necessary training material and administration, which is broken down as below:</p> <p>Training materials and consumables: £300 Administration and photocopying: £225</p> <p>This project has received members' allocation of £922 in October 2007.</p> | Revenue | Andrew Crisp | £5,655 | £525 |
| | | | | Requested | Recom- mended |
| | TOTAL Capital Revenue | | | £19,896.73 £17,708.03 | £19,225.73 £9,749.95 |
| | Total available to this meeting: Capital Revenue | | | £35,000 £79,209.76 | £35,000 £79,209.76 |
| | Balance for future use Capital Revenue | | | £15,103.27 £61,501.73 | £15,774.27 £69,459.81 |

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 VALUE FOR MONEY AND FINANCIAL 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 that 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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BACKGROUND PAPERS:

Version No. 1 Date: 29.05.08 Time:10.43 Initials: NP No of annexes:0