



**OFFICER REPORT TO LOCAL COMMITTEE
Woking**

Allocating Local Committee Funding: Members' Allocations

20th October 2008

KEY ISSUE

To set out the funding available for County Councillors' allocations for 2008/09 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 2008/09

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 small amount from a member allocation from 2006/07 has also been made available to Woking's Local Committee. The sum of £48.42 is returned to the revenue fund from an original allocation of £7015, to Byfleet Bowls Club.
- 1.4 Members of the Local Committee agreed to pool available funds at Committee on 23rd June 2008.
- 1.5 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.
- 1.6 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.
- 1.7 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.

2 ANALYSIS

- 2.1 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	Recom- mended
1	<p>Brooklands Museum – Clean up and Building Assessment Survey (Byfleet Fire Station) Project to clean up and conduct detailed survey and assessment of this listed building's main services (gas, water, drains, electrics etc), to determine costing for full conservation and repair.</p> <p>This Project has not received funding in the past.</p>	Capital	Geoff Marlow	£5,000	£5,000
2	<p>Home Start – Awareness & Recruitment Campaign. Project includes creation of a Woking Home Start website (similar to that which exists for Guildford), and a volunteer recruitment and training drive.</p> <p>Home Start have not received any funding in the past.</p>	Revenue	Geoff Marlow	£3,000	£3,000
3	<p>Dance for Health – project to encourage anyone over 50 years of age to engage in a free 10-week programme of dance workshops in two areas of Woking – Maybury and Byfleet.</p> <p>The total cost of the Woking element of the project is £3,767. Help the Aged have funded £1,270 and Woking BC £500 towards this total.</p> <p>Dance for Health have not received any funding in the past.</p>	Revenue	Geoff Marlow	£1,000	£1,000
4	<p>Ockenden Project – Woking Community Play Association to engage members of the community to research, write, produce and stage a play in Woking.</p> <p>The project is estimated at costing £79,600 in total, of which the majority is staffing costs (such as Consultant, Author, Director). It is recommended the Local Committee fund:</p> <ul style="list-style-type: none"> - Props: £500 - Costumes: £500 <p>The project has not received any funding in the past</p>	Revenue	Geoff Marlow	£10,000	£1,000

5	<p>The Evergreens – the project aims to hold a number of social events to reach a growing number of elderly and frail people that may be in need of some support across Woking.</p> <p>In total the programme will provide - across 5 events - approximately 250 individual opportunities for elderly and frail people to access the Evergreens network.</p> <p>The Evergreens have received £1220 Members Allocation funding in March 2005.</p>	Revenue	Geoff Marlow	£2,000	£2,000
6	<p>SFRS - Youth Engagement Scheme</p> <p>A request to help expand and improve a scheme that engages young people (between 14-17) in a 5-day practical programme in a fire station.</p> <p>It is planned to deliver an additional course in the west area, which will create opportunities for around 4 young people from Woking.</p> <p>This scheme has not received funding in the past</p>	Revenue	Val Tinney	£1,000	£1,000
TOTAL Capital Revenue				£5,000 £17,000	£5,000 £8,000
Total available to this meeting: Capital Revenue					£15,103 £69,508
Balance for future use Capital Revenue					£10,103 £61,508

Revenue Funding Allocated under Delegated Powers

None

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 fulfill 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:

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Annex 1

Local Committee bids funded to date from April 2008/March 2009 Budget

Project summary	Capital/ Revenue	Member sponsor	Date Approved	Agreed
Computers for children in Domestic Abuse Refuge	Capital	Val Tinney	23 rd June 2008	£1152
Pyrford Scout Group- Tents	Capital	Val Tinney	23 rd June 2008	£1050
Replacement VHS radios for Woking Air Cadets	Capital	Andrew Crisp	23 rd June 2008	£1000
Birchmere, Woking District Scouts Campsite	Capital	John Doran	23 rd June 2008	£2200
Double Glazing-St Johns Cornerstone (Deferred from June and October 2007 and February 2008)	Capital	Geoff Marlow	23 rd June 2008	£6858
Surrey Care Trust - STEPS	Capital	Diana Smith	23 rd June 2008	£4765.73
Woking Active Retirement Club-Bowls Group	Capital	Val Tinney	23 rd June 2008	£700
Arbor Centre	Capital	Val Tinney	23 rd June 2008	£2171
Safe Drive Stay Alive	Revenue	Elizabeth Compton	23 rd June 2008	£5000
Byfleet Art Group	Revenue	Geoff Marlow	23 rd June 2008	£600
Jigsaw	Revenue	Diana Smith	23 rd June 2008	£2398.95

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Sheerwater Community Forum	Revenue	Shamas Tabrez	23 rd June 2008	£650
Woking Contemporary Art Fair	Revenue	Shamas Tabrez	23 rd June 2008	£110
Goldsworth Care- Publicity and Recruitment Campaign	Revenue	Shamas Tabrez	23 rd June 2008	£466
Woking Children's Centre – Family Links	Revenue	Andrew Crisp	23 rd June 2008	£525
Total Capital Revenue				£19,896.73 £9,749.95

Annex 2

Surrey County Council Local Committee (Woking) Members' Allocation Criteria

To be considered, projects should support County Council's Corporate plan 2007/08, An 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 Woking:

- Crime
- Anti-social Behaviour
- Community Reassurance
- Fire
- Re-offending
- Data Quality and Collection

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 and benefit a variety of communities of interest (for example: young people, old people, ethnic minorities, disabled) and different areas of Woking.

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:

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- 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
- be used for a project which has already started

Capital Funding

Capital funding must meet the above criteria but also:

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

Members Allocation Procedure for 2008/9

- Groups that wish to apply for funding should contact their local County Councillor to discuss the project.
- 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.
- 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.
- Evidence of expenditure (ie. Invoices and/or receipts totalling the amount given) should be submitted within 3 months of receipt of the funding.