



**OFFICER REPORT TO LOCAL COMMITTEE  
Woking**

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

**16<sup>th</sup> February 2009**

**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 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 has been returned to the revenue fund from an original allocation of £4,000 to the Girls Venture Corps due to the group folding in 2007. Also the sum of £48.42 has been 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 23<sup>rd</sup> 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 1 sets out a list of all funding approved from the Members Allocation and Capital Allocation budget to date for 2008/09.
- 1.8 Annex 2 sets out the criteria the Local Committee agreed in June 2008 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	<b>York Road Project:</b> 1. To purchase and install 2 clothes washing machines at the Homeless Shelter 2. To purchase four additional CCTV camera's for the safety of shelter service users. York Road Project would like to apply for the full amount of funding for these items. Re the CCTV, they are currently in discussions with Surrey Police to ensure they get the best use out of the new cameras. The project has not received any funding in the past	R	Andrew Crisp	£1220	£1220
		R		£1015	£1015
2	<b>Woking CAB- Waiting Room Refurbishment 2<sup>nd</sup> Stage:</b> To purchase notice boards, reception tables and units to hold leaflets. They are applying for part funding for the refurbishment, which is costing £4258.89 in total.  Woking CAB received funding in February 2008 for £966 to purchase a TV and DVD player for the waiting room area.	C R	Andrew Crisp	£3296 £612	£3296 £612
3	<b>Woking Swimming Club:</b> To fund the installation of an Electronic Timing System for the main competition pool in Woking Pool in the Park. Total cost is £1750 and they have requested £1250.  Woking Swimming Club have not received funding in the past.	R	Val Tinney	£1250	£1250

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<p><b>4</b></p>	<p><b>Holiday Classes for Muslim Girls:</b> Cultural and leisure classes will be held daily for three weeks at the Maybury Centre and outings will take place to enhance the girls' self image and enjoyment of their leisure time.</p> <p>The funding required is for hire of coaches, and subsidised entrance for the needy. The total cost of the project is £3000. £1000 is already promised from the Ethnic Minority Achievement Team. These classes have been shown to lead to increased educational attainment. This year in particular the girls from year 9 and 10 are not performing as well as they should be, offering out of school holiday classes will boost the girls morale and confidence which should help them perform better in school. Other organisations including schools will be approached in the future for funding as it has been made clear that this is one off funding.</p> <p>The Local Committee has in the past provided funding for holiday classes held during summer of 2004 and 2006.</p>	<p>R</p>	<p>Shamas Tabrez</p>	<p>£2000</p>	<p>£2000</p>
<p><b>5</b></p>	<p><b>Lightbox- Leonardo Education programme:</b> This is a project to deliver an educational programme to accompany the Leonardo exhibition at the Lightbox. The total cost of the exhibition is £70,000. Part funding of £4,470 is required to purchase materials for workshops, for activity packs and for an education corner at the exhibition. The Lightbox has had funding for £25,000 for a education room in August 2005.</p>	<p>R</p>	<p>Shamas Tabrez</p>	<p>£4470</p>	<p>£4470</p>
<p><b>6</b></p>	<p><b>Pyrford Village War Memorial Hall –</b> To replace the soak away in the centre of the village hall car park. The hall and car park are regularly used by a number of clubs including the Arbour Youth Club, local playschools and Pyrford Primary School. They would like to apply for full funding.</p> <p>Pyrford Village Hall has not received funding in the past.</p>	<p>R</p>	<p>Val Tinney</p>	<p>£6000</p>	<p>£6000</p>
<p><b>7</b></p>	<p><b>St Mary's Centre: Entertainment project.</b> To purchase blackout blinds, a digital photo frame and stage lighting. A wide screen TV has already been donated by Sony HQ in Weybridge. This will provide a free cinema experience to local users. The total cost of the project is approx £2500.</p> <p>St Mary's centre has not received funding in the past.</p>	<p>R</p>	<p>Geoff Marlow</p>	<p>£1311</p>	<p>£1311</p>

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8	<p><b>Ozone Youth Club:</b> Funding wanted for youth club equipment. Which includes; 3 Playstations, 1 Giant Connect 4 and 2 Tandam walk. They would like full funding of this from the Local Committee.</p> <p>The Ozone Youth club received £4630 in July 2005.</p>	R	Geoff Marlow	£1250	£1250
9	<p><b>Easter Community Radio Trial:</b> Funding of £750 for Brooklands FM Radio towards the Easter Community Radio Trial. Runnymede, Spelthorne and Elmbridge Local Committees have also been approached for funding. The Radio will cover the areas of Byfleet, West Byfleet, Pyrford and northern parts of Woking. The total cost of the project is £5116.</p> <p>This project has not received funding in the past.</p>	R	Geoff Marlow	£750	£750
10	<p><b>Tour Series- Schools Event:</b> A cycle event to take place on 2<sup>nd</sup> June 2009. A series of school cycle races are planned involving all school ages as well as a disabled race. Funding is required to buy trophies, medals, certificates and cycle bells to be awarded to participants.</p>	R	Val Tinney	£4000	£4000
11	<p><b>Bikeability</b> Bikeability is a new national scheme which has replaced cycling proficiency. This funding will enable subsidised level 1/2 (Year 5/6). Bikeability training for a minimum of 500 Woking children unable to pay the full cost. The suggested criteria of allocating this money is on free school meals.</p> <p>£10,000 was awarded to this scheme at the Local Committee held on the 3<sup>rd</sup> December 2008. The majority of this has been allocated to almost 500 students and an additional £5000 is requested to benefit 250 more students on free school meals.</p> <p>This will be one off funding for the first year of the scheme, and will enable the benefits of the new scheme to shown to staff and pupils. It will also give schools enough time to raise funds for future years.</p>	R	Elizabeth Compton	£5000	£5000
	<b>TOTAL Capital Revenue</b>				£3296 £28,878
	<b>Total available to this meeting: Capital Revenue</b>				£3,296 £49,243
	<b>Balance for future use Capital Revenue</b>				£0 £20,365

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



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Sheerwater Community Forum	Revenue	Shamas Tabrez	23 <sup>rd</sup> June 2008	£650
Woking Contemporary Art Fair	Revenue	Shamas Tabrez	23 <sup>rd</sup> June 2008	£110
Goldsworth Care- Publicity and Recruitment Campaign	Revenue	Shamas Tabrez	23 <sup>rd</sup> June 2008	£466
Woking Children's Centre – Family Links	Revenue	Andrew Crisp	23 <sup>rd</sup> June 2008	£525
Home Start - Woking	Revenue	Geoff Marlow	20 <sup>th</sup> October 2008	£3000
Dance for Health	Revenue	Geoff Marlow	20 <sup>th</sup> October 2008	£1000
Ockenden Project	Revenue	Geoff Marlow	20 <sup>th</sup> October 2008	£2000
The Evergreens	Revenue	Geoff Marlow	20 <sup>th</sup> October 2008	£2000
Youth Engagement Scheme	Revenue	Val Tinney	20 <sup>th</sup> October 2008	£1000
Byfleet Fire Station	Capital	Geoff Marlow	20 <sup>th</sup> October 2008	£5000
Creating something DeVyne in the Community-	Revenue	Diana Smith	3 <sup>rd</sup> December 2008	£750
St Mary's Church of England Primary School – Changing Facilities	Capital	Geoff Marlow	3 <sup>rd</sup> December 2008	£3000
Woking Sea Cadets – Canoes	Capital	Andrew Crisp	3 <sup>rd</sup> December 2008	£2000
Christmas Street Lighting in West Byfleet –	Capital	Geoff Marlow	3 <sup>rd</sup> December 2008	£1462
Christmas Street Lighting in West Byfleet –	Revenue	Geoff Marlow	3 <sup>rd</sup> December 2008	£515
Pyrford Playgroup	Capital	Val Tinney	3 <sup>rd</sup> December 2008	£345
Bikeability	Revenue	Elizabeth Compton	3 <sup>rd</sup> December 2008	£10,000
<b>Total Capital Revenue</b>				<b>£31,703 £30,014</b>

## 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:

- 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 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
- 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 spent within 3 months of receipt of the funding.