

Waverley Community Partnership 2011/12 Community Themed Bids Receive Proposed Funding Levels

ORGANISATION	Grant Approved 2006/07	Grant approved for 2008/09	Grant approved for 2009/10	Grant approved for 2010/11	Grant requested for 2011/12	Recommended grant	% difference compared to current grant	Notes item
	(£)	(£)	(£)	(£)	(£)	(£)	(%)	
Community Themed Organisations								
Rowleys (Age Concern Waverley)	44,030	46,968	48,400	50,000	50,000	48,060	-4%	1
Age Concern Farncombe	43,010	45,835	48,127	50,000	51,500	48,060	-4%	1
Age Concern, Haslemere & District	43,010	45,835	47,210	50,000	55,000	48,060	-4%	1
Brightwells Gosrey Centre	43,010	45,835	45,835	46,150	46,150	44,360	-4%	1
The Clockhouse (Home of Milford & Villages Day Centre)	45,670	49,000	49,000	49,150	49,150	47,240	-4%	1
Farnham Assist *		n/a	n/a	n/a	15,000	0	n/a	2
Age Concern Waverley	32,770	34,938	36,000	38,000	38,000	34,200	-10%	
Surrey Community Action (Village Halls)	0	0	2,000	2,000	2,000	2,000	0%	3
Citizens Advice Waverley	201,350	222,499	227,823	227,250	227,820	204,500	-10%	
Voluntary Action South West Surrey*		n/a	n/a	n/a	10,260	0	n/a	4
Surrey Law Centre *		n/a	n/a	n/a	25,000	0	n/a	5
St Marks Church and Community Centre (Community Development Worker) *		n/a	n/a	n/a	6,900	2,000	n/a	6
Cranford Job Seekers Club	0	1,000	1,000	500	500	0	-100%	7
Surrey Compact *		n/a	1,000	0	2,000	0	n/a	8
Enterprise First	4,500	4,658	4,658	4,658	4,658	0	-100%	9
3 Counties Money Advice		n/a	n/a	200	2,000	0	-100%	10
Sub-Total	452,850	496,568	511,053	517,908	585,938	478,480		
Emergency Funding Provision Remaining Balance			1,839	n/a				
Total Funding for Environment & Leisure Themed Organisations		132,358	126,034	121,018	124,630	96,520		
OVERALL TOTAL FOR YEAR (including environment & leisure themed organisations)		629,926	638,926	638,926	710,568	575,000	-10%	

* note - these organisations are new applicants to the scheme for 2011/12.

Comments on Proposed Funding Levels

Day Centres (note 1) : It was felt that all day centres were providing a similar, high priority service to vulnerable members of the community. Making proposals on funding was a difficult task this year due to the budgetary constraints of the scheme and reduced grants were unavoidable. The same percentage decrease in funding for each of the day centres was proposed.

Farnham Assist (note 2) : The organisation is a new applicant to the scheme and offers a new approach to supporting older people. However, taking into account the grant scheme's reduced budget this year, and the proposal to reduce grants for the day centres, a nil grant was unavoidable.

Surrey Community Action Village Halls Adviser (note 3) : Waverley organisations are the highest users of the service and funding goes directly towards a post. Given that each of the Surrey boroughs fund the post at the same levels, with a larger grant from Surrey County Council, the same level of funding was proposed.

Voluntary Action South West Surrey (note 4) : The organisation is a new applicant to the scheme. Given the budgetary constraints of the scheme and that some financial support is provided to the organisation towards the Haslemere and Farnham Volunteer Bureaux, a nil grant was proposed.

Surrey Law Centre (note 5) : The Council currently provides funding towards the Law Centre's running costs through the Voluntary Grants Panel, therefore a nil grant was proposed.

St Marks Community Development Worker (note 6) : The value of the post to the Community at Ockford Ridge was recognised. A grant of £2,000 was proposed as a contribution towards the community development work. It was also felt that St Marks church may wish to consider making a contribution towards the post.

Cranford Job Seekers Club (note 7) : The value of the organisation's work to help people find employment was recognised, however the Club's grant application stated that given its level of reserves it could continue without a grant for another year. Considering the budgetary constraints of the scheme, a nil grant was proposed.

Surrey Compact (note 8) : The service is driven by Surrey County Council. The Compact is embedded within the Council and the need to contribute towards a Director's post was not considered a priority.

Enterprise First (note 9) : Waverley's grant is 1.6% of Enterprise First's income. It was considered that the organisation could financially withstand a nil grant this year although the value of the organisation's partnership with the Council was recognised.

3 Counties Money Advice (note 10) : The organisation's good work and benefit to the community was recognised, however, given the budgetary constraints of the scheme and that Citizens Advice provides a similar service, a reduced grant was proposed.

Waverley Community Partnership 2011/12 Environment and Leisure Themed Bids Received and Proposed Funding Levels

ORGANISATION	Grant Approved 2006/07 (£)	Grant approved for 2008/09 (£)	Grant approved for 2009/10 (£)	Grant approved for 2010/11 (£)	Grant requested for 2011/12 (£)	Recommended grant (£)	% difference compared to current grant (%)	Notes item
Environment & Leisure Themed Organisations								
Blackwater Valley Countryside Partnership	6,790	7,239	6,900	6,900	7,714	0	-100%	1
Surrey Heathland Project	10,050	10,714	10,332	10,332	10,332	6,000	-42%	2
Surrey Hills AONB	5,550	5,916	5,705	6,503	6,346	5,850	-10%	3
Hurtwood Control Committee		544	0	did not apply	did not apply	n/a	n/a	
Surrey Farming & Wildlife Advisory Group		1,642	0	did not apply	did not apply	n/a	n/a	
Farnham District Sports Advisory Council	400	420	420	440	450	400	-10%	
Sport Godalming	410	436	436	500	500	450	-10%	
Sport Haslemere	410	436	436	440	440	400	-10%	
Cranleigh Arts Centre	28,420	36,415	31,327	29,000	29,000	24,000	-17%	4
Farnham Mallings	39,010	41,385	40,180	38,000	38,000	34,200	-10%	5
New Farnham Repertory Actors Company		1,000	0	did not apply	did not apply	n/a	n/a	
Godalming Museum Trust	2,560	2,730	2,630	2,630	3,156	2,370	-10%	6
Haslemere Educational Museum	3,070	3,272	2,900	2,900	2,900	2,610	-10%	
Haslemere Hall	4,100	4,371	4,370	4,370	5,000	3,930	-10%	
Rural Life Centre	3,000	3,198	3,198	3,263	3,500	2,940	-10%	
40 Degreez (formerly Farnham Youth Project)	4,000	4,140	6,000	4,140	6,000	3,730	-10%	
Disability Challengers (youth, play services)	0	5,000	8,000	9,600	9,792	8,640	-10%	
A Place To Be Youth Group	2,000	2,000	2,000	1,500	1,500	1,000	-33%	7
Sculpt It	1,840	1,500	1,200	500	did not apply	n/a	n/a	
Sub-Total	111,610	132,358	126,034	121,018	124,630	96,520		
Emergency Funding Provision Remaining Balance		n/a	1,839	n/a				
Total Funding for Community Themed Organisations		496,568	511,053	517,908	585,938	478,480		
OVERALL TOTAL FOR YEAR (including community themed organisations)		628,926	638,926	638,926	710,568	575,000	-10%	

Comments on Proposed Funding Levels.

Blackwater Valley Countryside Partnership (note 1) : The value of the Partnership's work and volunteer support was recognised, however given the scheme's budgetary constraints and that the Blackwater Valley occupies little coverage within Waverley, a nil grant was proposed.

Surrey Heathland Project (note 2) : The project has provided excellent support and enhancement to the Waverley countryside, however, given the budgetary constraints of the scheme the project was not considered a high priority for funding this year. It was felt that a reduced grant was unavoidable.

Surrey Hills AONB (note 3) : The project has provided excellent support and enhancement to the Waverley countryside, however, given the budgetary constraints of the scheme the project was not considered a high priority for funding this year. It was felt that a reduced grant was unavoidable.

Cranleigh Arts Centre (note 4) : Given the need to reduce the grant pot overall next year, in recognition of Council increases in grants to the Arts Centre in recent years and other assistance provided to help the Arts Centre get on an improved financial position, it was felt that a grant reduction in 2011/12 was unavoidable and could be withstood.

Farnham Maltings (note 5) : The Malting's increased partnership working with the Council was recognised and it was noted that local authority support is required to secure Arts Council funding. Given the budgetary constraints of the scheme, however, a small reduction in grant was proposed.

Godalming Museum (note 6) : The Museum's good work and their current financial position was noted, however, given the budgetary constraints of the scheme a small reduction in grant was proposed. In addition, it was also proposed that the Council pays the Museum's rent of £1,500.

A Place to Be (note 7) : The youth club has been closed for a while since the youth coordinator left, however, the new postholder starts in January 2011. In recognition that some of the current year's grant has not been used due to the club's temporary closure, and given the budgetary constraints of the scheme, a reduced grant was proposed.

Annexe 2

Waverley Financial Assistance Provided to Partner Organisations

COMMUNITY THEMED ORGANISATIONS

ORGANISATION	Waverley Community Partnership 2010/11 (£)	Waverley Voluntary Grants Panel 2010/11 (#) (£)	Discretionary Rate Relief 2010/11 (*) (£)	Rent-Related Grants 2010/11 (**) (£)	Other Misc. Financial Support (£)	Explanation of other Misc. Support	Total for Each Organisation (£)
Community Themed Organisations							
Rowleys (Age Concern Waverley)	50,000	11,471	712		560	insurance 2009/10	62,743
Age Concern Farncombe	50,000	11,185	613		2,014	maintenance/ utilities/ insurance 2009/10	63,812
Age Concern, Haslemere & District	50,000	10,037					60,037
Brightwells Gostrey Centre	46,150	16,251	257		12,295	maintenance/ utilities/ insurance 2009/10	74,953
The Clockhouse	49,150	10,037	1,076		2,000	one-off contribution from DLYH project 2009/10	62,263
Farnham Assist (new)	n/a						0
Age Concern Waverley	38,000	11,471					49,471
Surrey Community Action (Village Halls)	2,000						2,000
Citizens Advice Waverley	227,250		4,548				231,798
Voluntary Action South West Surrey (new)	n/a	21,987	496				22,483
Surrey Law Centre (new)	n/a	4,780					4,780
St Marks Active Resident's Team (new)	n/a				5,463	Grant from HRA 2010/11	5,463
Cranford Job Seekers Club	500	717					1,217
Surrey Compact	0						0
Enterprise First	4,658						4,658
3 Counties Money Advice	200						200
Total	617,908	97,936	7,702	0	22,332		

Note:

(#) Waverley Voluntary Grants Partnership - The amount shown is the grant-aid from the pooled arrangement with the PCT and County Council. Grants are for specific services that meet the health or social care needs of the community and not general running costs.

(*) Discretionary Rate Relief - the amount of grant-aid is reviewed at the time of rent review and organisations must reapply for grant-aid upon renewal of their lease.

(**) Rent-Related Grants - organisations must complete a form to apply for rate relief and satisfy certain criteria. The decision on funding is made by the Deputy Chief Executive.

(new) New applicant this year.

Waverley Financial Assistance Provided to Partner Organisations

ENVIRONMENT & LEISURE THEMED ORGANISATIONS

ORGANISATION	Waverley Community Partnership 2010/11 (£)	Waverley Voluntary Grants Panel 2010/11 (#) (£)	Discretionary Rate Relief 2010/11 (*) (£)	Rent-Related Grants 2010/11 (**) (£)	Other Misc. Financial Support (£)	Explanation of Other Misc. support	Total for Each Organisation
Environment & Leisure Themed Organisations							
Blackwater Valley Countryside Partnership	6,900						6,900
Surrey Heathland Project	10,332						10,332
Surrey Hills AONB	6,503						6,503
Farnham District Sports Advisory Council	440						440
Sport Godalming	500						500
Sport Haslemere	440						440
Cranleigh Arts Centre	29,000				10,325	one-off contribution to studio refurb	39,325
Farnham Mallings	38,000						38,000
Godalming Museum Trust	2,630		807	2,630	5,000	one-off contribution to assist with projected deficit	11,067
Haslemere Educational Museum	2,900		7,162				10,062
Haslemere Hall	4,370				32,000	one-off contribution to assist with roof project	36,370
Rural Life Centre	3,263		101				3,364
40 Degreez (formerly Farnham Youth Project)	4,140		654				4,794
Disability Challengers	9,600	20,362					29,962
A Place To Be Youth Group	1,500						1,500
Total	120,518	20,362	8,724	2,630	47,325		

Note:

(#) Waverley Voluntary Grants Partnership - The amount shown is the grant-aid from the pooled arrangement with the PCT and County Council. Grants are for specific services that meet the health or social care needs of the community and not general running costs.

(*) Discretionary Rate Relief - the amount of grant-aid is reviewed at the time of rent review and organisations must reapply for grant-aid upon renewal of their lease.

(**) Rent-Related Grants - organisations must complete a form to apply for rate relief and satisfy certain criteria. The decision on funding is made by the Deputy Chief Executive



Waverley Community Partnership

APPLICATION GUIDANCE – ADMISSION & FUNDING – 2011/12

Aims

The principle aim of the Waverley Community Partnership is to provide financial support for the ongoing revenue costs of voluntary and charitable organisations that are delivering high priority services for the benefit of Waverley residents, in partnership with the Council.

The scheme does not fund project or capital costs.

Who Can Apply – Eligibility

Organisations eligible to receive revenue funding from the Waverley Community Partnership need to meet the following:

STATUS

The organisation is a charity, a voluntary, a community-based or a partnership organisation run on a not-for-profit basis.

STRUCTURE

The organisation has a constitution or a set of rules;

There are identified postholders and officers; and

The organisation's aims and objectives are commensurate with the Council's.

SERVICES

The organisation provides high priority services to the benefit of Waverley residents; and

The services provided by the organisation meet one or more of Waverley Borough Council's Corporate Plan objectives.

MANAGEMENT

The organisation has clear and appropriate policies in relation to the activities they are undertaking (eg health and safety, child protection etc);

The last full year accounts have been properly audited or independently verified;

The organisation has appropriate levels of insurance in relation to the activities they are undertaking;

Demonstrate a robust approach to Equality and Diversity in their priorities;

Demonstrate that the organisation's carbon footprint is considered and CO2 reductions are implemented where appropriate;

The organisation has clear accounting and financial procedures; and

The organisation has sought, and will continue to seek, partnership funding from other sources.

APPLICATION

The application has been fully completed in the format requested, with all additional attachments requested, and signed and dated; and

Officers of the organisation are prepared to sign a Partnership Agreement and provide relevant monitoring and financial records.

**FINANCIAL RESERVES/
FUNDS**

Waverley will prioritise funds to areas where they are most needed. Organisations with general reserves/funds (excluding any designated funds for specific projects) will need to justify the level of reserves/funds in relation to the grant request. (Please refer to Charity Commission Publication CC19 Charities' Reserves.)

Grant Criteria

Each application will be assessed against the following criteria:

- The degree of priority of the services provided by the organisation in relation to Waverley's Corporate Plan and findings from the budget consultation exercise held in autumn 2009. Please refer to Waverley's website to read our Corporate Plan 2008-11 and a copy of the report on the budget consultation (Executive meeting report 02/02/10). Hard copies are available on request from the Grants Officer;*
- Having clear feasible details on how the money will be spent;*
- Having a realistic and detailed budget for the year 2011/12, taking into account the Council's earlier notice that the overall budget for the scheme is likely to be reduced this year.*
- Providing value for money – both quality and quantity of the service in relation to the cost;*
- The service delivery in the previous year against stated outputs and outcomes and objectives of the Partnership Agreement;*
- The proposed service delivery in the coming year in terms of key outputs and outcomes; and*
- Evidence that relevant/appropriate partnership funding and income streams have, or are being, sought for revenue and project costs.*

Waverley's Corporate Plan 2008-2011

Waverley's top five priorities in the Corporate Plan are:

1. **Environment** - Protecting and enhancing Waverley's unique mix of rural and urban communities
2. **Improving lives** - Improving the quality of life for all, particularly the more vulnerable within our society
3. **Subsidised affordable housing** - Working for more affordable housing to be built, and managing Council housing well
4. **Leisure** - Improving and supporting opportunities for all to take part in sport, recreation and culture
5. **Value for money** - Ensuring all our activities are customer focused and provide good value for money

When to Apply

Applications are made in annual bidding rounds. For funding from 1 April 2011 to 31 March 2012, the deadline for applications is **12 noon on 26 October 2010**.

How to Apply – Application Checklist

- Application forms are available electronically by email or fax. Handwritten or typed applications are welcome. Completed applications may be returned by post, fax or email and must include all supporting information.
- To assist with the application process, organisations that currently receive funding can arrange a 1:1 meeting with their Link Officer.
- Please complete all questions on the application form and enclose the following:
 - A copy of the most recent audited or independently verified accounts;
 - A copy of your organisation's signed constitution or set of rules if these have changed since your application to the 2009/10 funding round ;
 - A copy of the budget forecast for 2011/12; and
 - Any relevant business plans, strategic or policy documents, (for example, Health & Safety and Child Protection Policies).

Please send the completed application form by 12 noon on 26 October 2010 to:
Jane Todd, Grants Officer, Waverley Borough Council, The Burys, Godalming, Surrey
GU7 1HR

or electronically to jane.todd@waverley.gov.uk

Next Steps

All applicants should receive an acknowledgement of their application within a week of submission. Please contact Jane Todd, Grants Officer, on 01483 523067 if you do not receive an acknowledgement.

The final decision on grant levels will be made at full Council on 15 February 2011, Applicants will be notified of the outcome of their application in writing, or the reason for any delay, by 18 February 2011.

Further Information

If you would like to discuss the details of your application, please contact your Waverley Community Partnership Link Officer or the Grants Officer.

Most of our publications can be provided in alternative formats. For an audio version, large print, text only or a translated copy of this publication, please contact jane.todd@waverley.gov.uk or call 01483 523067.

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WAVERLEY COMMUNITY PARTNERSHIP

ASSESSMENT OF APPLICATION 2011/12

ORGANISATION NAME _____

CHECKLIST

*please
tick*

Application	The application has been fully completed in the format requested and signed & dated	
	Is any further information required	
	The organisation is prepared to sign a partnership agreement and provide relevant monitoring and financial records with good data quality	
Status	The organisation is a charity, voluntary or a partnership organisation and run on a not-for-profit making basis	
Structure	The organisation has a constitution	
	There are identified postholders and officers	
	The organisation's aims and objectives are commensurate with the Council's	
Management	The organisation has clear and appropriate policies in relation to the activities they are undertaking such as child protection, equality & diversity, health & safety etc.	
	The accounts have been properly audited or independently verified as appropriate.	
	The organisation has appropriate levels of insurances in relation to the activities they are undertaking.	
Partnership Agreement	Has the organisation met, or is on target to meet, the agreed conditions in the partnership agreement including appropriate performance monitoring?	
	Has Waverley's grant been acknowledged/publicised in the current year?	
	Are there any areas of concern relating to the organisation delivering the proposed work?	
Financial Assessment	Undertaken by accountants	
Reserves/Funds	Does the organisation hold any general reserves/funds?	
	If yes, does the organisation have a written reserves policy providing a clear statement on why they are holding their level of reserves?	

ANNEXE 4

Criteria Score Score each criteria 0 - 10

10 for a high score **5** for a medium score **0** for a low score

Indicator	Score 0 - 10
Value for money in relation to the size of grant requested – output/outcomes in relation to cost	
Degree of priority of the service provided in relation to Waverley's Corporate Plan priorities	
Extent to which the organisation has met the agreed activities in the Partnership Agreement (not applicable for new organisations)	
Overall performance of the organisation in the previous year	
Extent to which organisation has sought to identify and secure other sources of funding	
Clear, feasible details of how the money will be spent or, if appropriate, a project plan with costs for the next financial year taking into account the Council's advice that applications should be at a level no higher, and preferably less, than the amount awarded in 2010/11	
Total Score	

RECOMMENDATIONS

Total grant awarded 2010/11

£

Total grant requested 2011/12

£

Total grant recommended 2011/12

£

Please give a brief summary of the grant assessment and reasons for the recommendation:

Assessment Officer _____

Date of Assessment _____

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Rowleys 50+ Centre
Grant Requested	£50,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Provision of healthy meals and snacks – Monday to Friday, thriving restaurant serves lunches. • Exercise and active-ageing programme – yoga, new age kurling, chair based exercises, monthly programme of brain teasers, arts, crafts etc. • Well-being services – chiropody, hairdressing, reflexology, waxing, massage, hoping to provide a men's barber. • Working with related services and partnership – currently has access to a lifestyle mobility company, monthly CAB advice session, mobile library, Alzheimer's and Dementia Society 'drop ins', talks.
Efficiency savings/other sources of income sought during year	<ul style="list-style-type: none"> • Applied to Voluntary Grants Panel for funding to provide a quality care and well-being for longer life programme. Will not run without funding. • Cranleigh Lions and Wildwood Golf Club in Alfold have offered help with capital funding only. • Attempts are being made to generate funds from parish councils for the first time. • Savings on catering through bulk buying. • Savings on heating, lighting, stationery. • Charges and rents to users have been increased.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • A 10% reduction – staff levels would be cut. Currently running a 50-50 ratio of staff to volunteers. • A 10% reduction – could force Trustees to consider closing the centre for at least one day a week to reduce costs.
Officer summary comment	<p>Rowleys benefits from the close association with Age Concern Waverley in terms of being part of a wider network and understanding what is happening in Adult Social Care and the NHS.</p> <p>Rowleys has worked hard to bring their catering operation to close to break-even (including salary costs) and is addressing the continuing subsidy of the Hoppa service.</p> <p>Operations have been severely impacted by the Rowland House demolition, which forced the centre to close temporarily earlier in the year, and inevitably there will be further disruption as the Rowland House development gets underway.</p> <p>It is a concern that Rowleys has no reserves and the breakeven budget forecast for 2011/12 assumes a similar level of grant-funding as 2010/11. The grant from the Waverley Voluntary Grants Partnership is likely to be significantly reduced compared to the</p>

	<p>current year, which will impact on Rowley's ability to provide for their older, frailer clients. If Waverley's grant is also significantly reduced there will need to be a corresponding reduction in services offered, most likely through shutting the centre one day a week.</p> <p>Management make a very important point regarding the need to provide proper supervision of volunteers, and not to make unreasonable demands on them in order to maintain services.</p>
Member representative summary comment	Not applicable

FINANCIAL APPRAISAL 2011/12

Organisation	Rowleys 50+ Centre
Grant requested	£50,000
Are audited accounts provided?	No
Period of accounts	Management Accounts year ended 31 March 2010
Total income	£127,948
Total expenditure	£140,913
Surplus/Loss (-)	-£12,965
Funds at end of year	£194,950
Total unallocated reserves	£2,454
Percentage of unallocated reserves in relation to running costs	1.7% (low)
Percentage of funding from Waverley in relation to costs	35% (medium)
Other support from Waverley	Discretionary rate relief £712 Insurance £560 Waverley Voluntary Grants Panel 2009/10 £11,204 for bathing and care (2010/11 grant £11,471)
Comments on the accounts	
<ul style="list-style-type: none"> Funds at end of year include Appeal Fund of £192,496 set up in 1992 for the purpose of raising funds to build the new Day Centre attached to Rowland House. Appeal closed in 1995 and since then used only to receive major donations for the purpose of capital equipment. Rowleys has a full repairing lease on premises. New lease is being negotiated (£5,000 pa) as part of the arrangements around the Rowland House development. Rowleys ceased bathing service wef 01/04/10. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Age Concern Farncombe
Grant Requested	£51,500
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • The opportunity to have a nutritious meal at an affordable price – two course lunch Mon to Fri, snacks etc. • The opportunity to meet and enjoy the company of others – entertainment on many afternoons, outings/holidays, hairdressing, footcare and massage • Basic care services – bathing (14 baths/week) and chiropody. • 57,000 people used the centre in 2010.
Efficiency savings/other sources of income sought during year	<ul style="list-style-type: none"> • Funding from GOLO and Surrey County Council for specific projects. • Tried in the past to secure revenue funding from other sources with no success. • Paid staff stretched – do not have time to investigate and seek alternative funding. Insufficient volunteers to persuade anybody to take on a fundraising role. Experiences difficulty in attracting trustees and volunteers generally. Those involved already are fully committed.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Realistic funding from Waverley is essential if services are to be maintained and to support Waverley in achieving its corporate plan objectives.
Officer summary comment	<p>Provides for one of the more disadvantaged areas in the borough.</p> <p>FDC benefits significantly from premises and utilities costs paid by Waverley. Their accounts do not show fund-raising income, which is generated by the separate Friends organisation to pay for social activities. There is a deep-rooted resistance by Trustees to the principle that they should be looking to raise funds from other sources.</p> <p>The FDC budget forecast for 2011/12 assumes a 3% increase in grant from Waverley, and a 3% inflationary increase to salaries and most other costs (except the service charge paid to Waverley, which is budgeted at £1,300 – the same as agreed in 1997). The grant from the Waverley Voluntary Grants Partnership is likely to be significantly reduced compared to the current year, with no grant award for the bathing service and only half of the requested grant for the care assistant. If Waverley's grant is also significantly reduced there will be a corresponding reduction in services offered.</p>
Member representative summary comment	Not applicable

FINANCIAL APPRAISAL 2011/12

Organisation	Age Concern Farncombe
Grant requested	£51,500
Are audited accounts provided?	Report of trustees and unaudited financial statements
Period of accounts	Year ended 31 March 2010
Total income	£126,271 (unrestricted and restricted funds)
Total expenditure	£128,380
Surplus/Loss (-)	-£2,109
Funds at end of year	£75,559
Total unallocated reserves	£71,619
Percentage of unallocated reserves in relation to running costs	56% (low)
Percentage of funding from Waverley in relation to costs	40% (medium)
Other support from Waverley	Waverley Voluntary Grants Panel 2009/10 £10,995 for bathing & care (2010/11 grant = £11,185). Discretionary rate relief £613. Maintenance/utilities/insurance £2,014. Rent free premises.
Comments on the accounts	
<ul style="list-style-type: none"> • Pay no rent and all maintenance and repairs are Waverley's responsibility. • Utilities are on same metres as Bowring House so they have not been separately identified. • Annual service charge of £1,300 (agreed in 1997) as contribution to gas/electric charges. • Friends of the Day Centre raise funds to cover some of the costs of social activities. • Reserves policy – 1 year's running costs but not been able to fully achieve this position. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Age Concern Haslemere & District
Grant Requested	£55,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Restaurant/snack bar serving coffees and lunches • Social activities and trips. • Active ageing – computers, art classes, trips etc • Well-being – assisted bathing, chiropody, hairdressing and laundry. • Information point and signposting for elderly carers.
Efficiency savings/other sources of income sought during year	<ul style="list-style-type: none"> • Application submitted to Voluntary Grants Panel for care and bathing assistants. • £1,500 grant from local church for revenue needs. • Fundraising is difficult – volunteers reluctant to take on this task, appointment of a full-time manager should help. • Unable to raise funds from letting out premises as they do not belong to the day centre. • Lost 3 trustees throughout the year who have been replaced with younger trustees who all work or help several other charities.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • £21,000 of Waverley's grant immediately goes to Haslewey for rental fees. • Grant reduction will mean running at a loss and spending reserves with the likelihood of redundancies in the second year. • Have committed to spending reserves in a deliberate attempt to improve the café in the hope turning it into a source of revenue.
Officer summary comment	<p>All areas of the Centre's work have been reviewed and refreshed over the last 12 months. Personnel changes have required an increase in salaries to bring them closer to market rates. Rental agreement with Haslewey includes above inflation annual increase, which means that over 50% of Waverley grant is committed to premises expenses with no opportunity to raise income from external hiring.</p> <p>The grant from the Waverley Voluntary Grants Partnership is likely to be significantly reduced compared to the current year. If Waverley's grant is also significantly reduced there will be a corresponding reduction in services offered</p>
Member representative summary comment	<p>Cllr Lee - Made huge strides in sorting out the very long standing problems. Hopefully the new chef will make a significant improvement in the café and numbers are already increasing.</p>

FINANCIAL APPRAISAL 2011/12

Organisation	Age Concern Haslemere
Grant requested	£55,000
Are audited accounts provided?	Signed trustees annual report and financial statements, unaudited.
Period of accounts	Year ended 31 March 2010
Total income	£111,853 (unrestricted and restricted funds)
Total expenditure	£104,823
Surplus/Loss (-)	£7,030
Funds at end of year	£84,028
Total unallocated reserves	£49,924
Percentage of unallocated reserves in relation to running costs	48% (low)
Percentage of funding from Waverley in relation to costs	52% (high)
Other support from Waverley	Waverley Voluntary Grants Panel 2009/10 £10,230 for bathing & care
Comments on the accounts	
<ul style="list-style-type: none"> • Rent building from Haslewey at cost of £21,000. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Brightwells Gostrey Centre
Grant Requested	£46,150
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Door-to-door transport • Healthy meals • Social and recreational activities, outings & holidays • Well-being services – exercise and bathing, therapeutic and respite services, chiropody, hairdressing and computer awareness classes
Efficiency savings/other sources of income sought during year	<ul style="list-style-type: none"> • Continued fundraising support from Sainsburys • other fundraising activities including banquet, bridge afternoon, golf day will continue. • Worked hard to raise funds from other sources, however, very few grants offer revenue funding.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Will be unable to develop new initiatives or cover rising costs. • Supplement Waverley's grant from customer contributions and fundraising so need more customers to raise more income. This is difficult when the building is not suitable to develop services any further. Await new building with anticipation!
Officer summary comment	<p>Further development of the programme is restricted by the limitations of the building, and the uncertainty surrounding the timing of the East Street development. Brightwells Gostrey benefits from the use of Waverley premises, paying only a fairly nominal service charge (£1,670 pa). Waverley pays all premises costs, utilities, etc. (around £20,000 pa). In recognition of this additional support provided to Brightwells, their grant was less than that awarded to the other day centres. Trustees are working hard to raise funds (golf-days, bridge afternoons), but they compete for supporters of these events with similar events for other local charities.</p> <p>The grant from the Waverley Voluntary Grants Partnership for 2011/12 is likely to be considerably reduced, which will affect services for older, frailer clients.</p> <p>The application indicates that there are 6 FTE staff, and only 40-45 volunteer hrs/week, which suggests that there might be scope longer-term for cost-savings and increased use of volunteers</p>
Member representative summary comment	<p>Cllr Beel – fundraising is an ongoing topic at committee meetings and staff work extremely hard with guidance of an exceptional chairman. Centre is in urgent need of everyday funding for upkeep of the building in addition to the money needed for service provision. Leaky roof is an ongoing problem.</p>

FINANCIAL APPRAISAL 2011/12

Organisation	Brightwells Gostrey Centre
Grant requested	£46,150
Are audited accounts provided?	Yes
Period of accounts	Year ended 31 March 2010
Total income	£155,118 (unrestricted and restricted funds)
Total expenditure	£162,062
Surplus/Loss (-)	-£6,944
Funds at end of year	£96,023
Total unallocated reserves	£61,852
Percentage of unallocated reserves in relation to running costs	38% (low)
Percentage of funding from Waverley in relation to costs	28% (medium)
Other support from Waverley	Waverley Voluntary Grants Panel 2009/10 £15,612 for bathing and care (2010/11 grant = £16,251). Discretionary rate relief £257. Maintenance/utilities/insurance £12,295. Rent free premises.
Comments on the accounts	
<ul style="list-style-type: none"> • 1st floor of building occupied by Carer's Support and WRVS (MoW) who also have use of the kitchen for heating meals. No rental or other license to occupy. • Brightwells pay no rent and all maintenance and repairs are Waverley's responsibility. • Waverley pays utilities bills, rent for garage and photocopier, building insurance. • Brightwells pays an annual service charge of £1,670 (agreed in 1997) as a contribution to gas/electric charges. • Expenditure figures is less depreciation. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	The Clockhouse
Grant Requested	£49,150
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • A caring environment where members can take advantage of a variety of services including chiropody, hairdressing, eye tests and reflexology. • Freshly cooked hot lunch, morning and afternoon refreshments. • Daily activities and entertainment, day trips and holidays. • Transport service using two suitably equipped and adapted mini buses. • Special day for carers on Fridays.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Fundraising events generate around £15,000 pa. • Other income is received by renting rooms to other organisations and hiring the building during events and weekends - generates around £23,000 pa. • The appointment of a volunteer Grants Administrator generates £15,000 in grants pa. At present 6 grant applications are outstanding. Many applications are being rejected for the sole reason that trusts are increasingly receiving far more applications than can be funded. <p>For 2011/12 plan to:</p> <ul style="list-style-type: none"> • Reduce the Manager and Deputy Managers posts to part time saving £20,000 pa. • Review role of Admin Assistant with view to cutting working hours. • Investigate reducing costs by working with other day centres in Waverley. • Cut afternoon entertainments budget. • Review rentals and charges to members.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Further action to either cut the days that the centre opens each week and/or reduce the services and activities available.
Officer summary comment	<p>The Clockhouse are proactive in engaging the wider community in their work (Surrey Employability Scheme, Trident work experience for yr 10 & 11 pupils), and in offering their premises to other voluntary organisations to provide complementary services.</p> <p>They actively promote their premises as a venue for private hire, and are planning internal re-fitting to improve the configuration of rooms to better suit proposed activities. The Clockhouse are the most proactive of the day centres in applying for grants from other charitable trusts but have struggled to obtain positive outcomes, and then only for relatively small amounts. They have a successful fundraising committee and Friends scheme, which make a</p>

	<p>significant contribution to overall income.</p> <p>The Clockhouse is taking steps to reduce its level of staffing and salary budget through redundancies and reducing hours worked. The number of volunteer hours worked is impressive, and it is important to have adequate supervision by paid staff.</p> <p>The grant from the Waverley Voluntary Grants Partnership for 2011/12 is likely to be considerably reduced, which will affect services for older, frailer clients. A reduction in Waverley's grant will further impact on services</p>
Member representative summary comment	Cllr Holder

FINANCIAL APPRAISAL 2011/12

Organisation	The Clockhouse
Grant requested	£49,150
Are audited accounts provided?	Yes.
Period of accounts	Year ended 30 September 2009 (2010 accounts not available)
Total income	£198,346 (restricted and unrestricted)
Total expenditure	£215,633
Surplus/Loss (-)	-£17,287
Funds at end of year	£1,042,254
Total unallocated reserves	£264,622
Percentage of unallocated reserves in relation to running costs	123% (medium)
Percentage of funding from Waverley in relation to costs	23% (medium)
Other support from Waverley	Waverley Voluntary Grants Panel 2009/10 £10,612 for bathing & care (2010/11 grant = £10,037) Discretionary rate relief £1,076. Hardship payment towards utilities from DLYH £2,000.

Comments on the accounts

- Expenditure is less depreciation. Income is less capitalisation of minibus.
- Reserves policy – unallocated reserves should cover 12 month's running costs. Free reserves are currently £50,000 higher than the total budgeted expenditure for 2009/10 because Trustees are aware of the pressure on individual donors and grant making bodies. Expected to return to level of 12 month's expenditure by 30 Sept 2010.
- Reserves include general reserve of £135,000 and designated reserves of £130,000.
- Ceased bathing service wef 01/12/09.

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Farnham ASSIST
Grant Requested	£15,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Information centre – drop ins every week day morning, Age Concern Waverley and CAB outreach service, venue for events. • Developing peoples' skills – computer tuition, mobile phones, volunteering, craft club. • Befriending scheme – for older people living on their own. • Lunches – weekend Sunday roasts, Pie and Pint Club and Ladies Pub Lunch • Events – accompanies free bus trips, Knit n Natter, talks, church services.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Recently launched Friends of ASSIST scheme in April. Anticipate the scheme will raise £6,750 in 2010/11 and £9,750 in 2011/12.
Effect of a possible grant reduction from Waverley	Not applicable – new applicant
Officer summary comment	<p>This is a relatively new service (operating independently only since Jan 2010) that takes a different approach to traditional day centres to providing social opportunities and activities for older people. Less emphasis on premises, more on facilitating group use of other facilities (e.g. local pubs for group meals). Complements the services provided by Brightwells Gostrey (as nearest day centre). They are keen to develop the service elsewhere in the borough.</p> <p>Important to encourage new approaches to providing services in the sector. Farnham ASSIST have seedbed funding from their parent organisation, reducing over 3 years.</p>
Member representative summary comment	Not applicable

FINANCIAL APPRAISAL 2011/12

Organisation	Farnham Assist
Grant requested	£15,000
Are audited accounts provided?	Yes for a 6 month period
Period of accounts	For 6 months ended 30 June 2010 (newly registered charity)
Total income	£45,248
Total expenditure	£34,775
Surplus/Loss (-)	£10,473
Funds at end of year	£36,173
Total unallocated reserves	£45,471
Percentage of unallocated reserves in relation to running costs	131% (high)
Percentage of funding from Waverley in relation to costs	43% (high)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • Established as part of Farnham Christian Community Trust in 2002. Became an independent charity at beginning of 2010. • Reserves policy – anticipate building up reserves to optimum level of £35,000 to cover liabilities. Income showed funding for reserves £25,700 which was taken off. • Committed income in 2011 = Friends of Assist £10,000, Seedbed Trust £40,000 and • Committed income in 2012 = Friends of Assist £12,000, Seedbed Trust £25,000. • Occupy premises in Borelli Yard - rent and service charge is £11,142. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Age Concern Waverley
Grant Requested	£38,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Information and advice – ACW has been invited to become a brand partner of Age UK, access to vast database of fact sheets and information booklets, looking at ways to run a monthly outreach service at the other day centres in Waverley. • Gardening scheme – 500 fully paid clients with 105 gardeners on the database. • Handyperson service – under contract with Surrey County Council through Supporting People Team. • Partnership and raising awareness – working with other public authorities and organisations on issues affecting older people.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Currently tapping into reserves at a rate of approx £20,000 pa as grants no longer keep in line with increased costs. Each year the organisation is being asked to undertake more consultation, more projects and initiate more ways of keeping the elderly active and out of hospital. • No salary increases for 2 years. Administrator due to go on maternity leave – a volunteer or existing member of staff will support the vacant role. • Attempted too identify other sources of income but most businesses that have been approached have little or no spare resources. • Had reasonably fruitful discussions with other charities and sports bodies. • Some fundraising has been achieved with Cranleigh Lions and Wildwood Golf Club but monies must be used for capital items. • Intend to write to every parish council in the borough seeking financial support.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Reserves would be used up. AC Waverley must operate within the Charities Act with sufficient reserves to enable it to make an orderly run down before closure, it would be forced to close in two years.
Officer summary comment	<p>Need to do more to deliver on outreach of Advice & Information service across the borough, which will require training of volunteers to an adequate standard of service delivery. This is now being addressed.</p> <p>The Gardening service may be 'at risk' in the medium-term due to reduced WVGP grant. Supporting People contract for Handyman Service will be due for renewal in 2011.</p> <p>There is no cross-subsidy between ACW and Rowleys, but Rowleys is relying on ACW's reserves to be</p>

	considered a going concern. ACW continue to take steps to reduce on-going costs, and to raise funds. However, they find it difficult to attract funds for day-to-day running costs rather than capital/projects. A reduced grant will lead to an immediate reduction in service and curtailment of development plans.
Member representative summary comment	Cllr Cable/Cllr Beel – demolition of Rowland House has resulted in practical problems, unforeseen expenditure and closure of the centre on occasions. Can take time to investigate who is liable for those costs. To cut costs Rowley's car has been disposed of, member of staff leaving for maternity will be replaced by a volunteer, Finance Administrators hours cut from 16 to 12 hours, activities assistant is being replaced by a volunteer. To raise funds space is being let and fundraising activities are being run in partnership with other organisations. ACW actively seeks additional funding. Chairman constantly uses her contacts to encourage local businesses and others to support ACW.

FINANCIAL APPRAISAL 2011/12

Organisation	Age Concern Waverley
Grant requested	£38,000
Are audited accounts provided?	No
Period of accounts	Management Accounts year ended 31 March 2010
Total income	£41,656 (general fund)
Total expenditure	£43,595
Surplus/Loss (-)	-£1,930
Funds at end of year	£92,027
Total unallocated reserves	£75,418
Percentage of unallocated reserves in relation to running costs	173% (high)
Percentage of funding from Waverley in relation to costs	87% (high)
Other support from Waverley	Waverley Voluntary Grants Panel 2009/10 £11,761 for gardening scheme, £14,738 for handyman scheme and £11,204 integrated care support project (2010/11 grant was £11,471 for handyman scheme.)
Comments on the accounts	<ul style="list-style-type: none"> Figures above are for the ACW general fund only. Also operate 3 restricted funds for handyman service, 50+ directory fund and gardening fund. Reserves are the ACW general fund. Also have £16,609 for handyman van fund.

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Village Halls Adviser (Surrey Community Action)
Grant Requested	£2,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Respond to requests for advice and support from community and village halls. • Provide information on relevant subjects including legal requirements to management committees, including newsletters. • Provide training workshops and networking meetings for committees. • Sharing best practice examples of service provision and environmental sustainability projects.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • The funding is used for the salary of the Village and Community Halls Adviser. Waverley's funding levers in £28,300 from Surrey County Council and other Surrey district and borough councils.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Surrey Community Action may need to make a nominal charge to Halls, or make a charge for information requested, in order to cover the cost of the service provided.
Officer summary comment	Waverley has an abundance of village halls (40), virtually all in rural locations. The support of the Village Halls Adviser has been crucial to many of them. The Surrey Community Buildings Grant Scheme will be withdrawn from April 2011, so this function becomes even more important to village halls to help secure funding and advice in future. Waverley funding levers in £28,300 from other authorities.
Member representative summary comment	Not applicable.

FINANCIAL APPRAISAL 2011/12

Organisation	Village Halls Adviser (Surrey Community Action)
Grant requested	£2,000
Are audited accounts provided?	No (although full accounts for SCA provided)
Period of accounts	Used Annual Budget figures for 2010/11 for the post
Total income	£28,430
Total expenditure	£23,580
Surplus/Loss (-)	£4,850
Funds at end of year	£18,796
Total unallocated reserves	£18,796
Percentage of unallocated reserves in relation to running costs	80% (medium)
Percentage of funding from Waverley in relation to costs	8.4% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • Surrey Community Buildings Grant Scheme will cease from April 2011 (Waverley withdrew in 2007). • Funding for the future of the post from other authorities is currently uncertain, although Surrey County Council funding is secured for 2011/12. • Current funding shown in above figures from 8 other local borough authorities plus Surrey County Council. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Citizens Advice Waverley
Grant Requested	£227,820
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Borough-wide public telephone enquiry line Monday to Friday. • Face to face appointments for residents in Cranleigh, Farnham, Godalming and Haslemere. • Provide information and act as a critical friend to Waverley BC and others in order to shape improvements to their social policies and services. • Work with Waverley to meet its corporate objectives through supporting benefit take-up, working with the DLYH team, and improve levels of financial capability and reduce financial exclusion. • Other, self-funded services including Financial Capability training, outreach services and home visits to the elderly.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Additional funding for financial literacy training, upgrading of IT systems and extending outreach services. • Sought to rent office space to other organisations – agreements reached with Community Mental Health Team – and in discussion with local volunteer centre and HM Customs and Excise. • New Trustee appointed to help with fundraising and donations, but the financial downturn is making this an increasingly difficult task. • Signed a Memorandum of Understanding with other CABx across Surrey to enable better joint working. • The economic downturn has impacted on community giving, grants are often denied as Surrey is perceived as a uniformly affluent area, modest PR budgets make it difficult to 'sell' our cause.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Anticipate income reduction of £38,000 in 2011/12 before any potential reduction in Waverley's grant. Savings and additional income have been identified without significantly reducing the service. • A 10% reduction in grant, in addition to other reduced income streams, would necessitate reducing opening hours, including closing three of them one day a week. Reduction of 1,500 clients pa.
Officer summary comment	<p>CAW is seeing an increasing number of clients with debt, financial, employment and relationship issues. Supported 8,351 clients from Waverley during 2009/10. The service is largely provided by 140 volunteers. CAW is reducing its cost base and will be moving out of privately rented premises in Godalming to better</p>

	located, cheaper premises in Bridge Street. Discussions in hand between Waverley, Cranleigh Parish Council and CAW to reduce the costs of the Cranleigh premises occupied by CAW. Now also has an active fundraising programme. CAW is facing a number of grant reductions (end of £10,500 grant from Dept for Business, Enterprise and Regulatory Reform, Farnham Town Council grant of £19,200 will reduce by at least 20%, Surrey CC payment for work in respect of benefit take-up will cease): This is a service clearly meeting a demonstrable need at a particularly difficult time for many people.
Member representative summary comment	Cllr Causey

FINANCIAL APPRAISAL 2011/12

Organisation	Citizens Advice
Grant requested	£227,820
Are audited accounts provided?	Yes.
Period of accounts	Year ended 31 March 2010
Total income	£347,134 (unrestricted funds)
Total expenditure	£337,025
Surplus/Loss (-)	£10,109
Funds at end of year	£92,799
Total unallocated reserves	£92,799
Percentage of unallocated reserves in relation to running costs	28% (low)
Percentage of funding from Waverley in relation to costs	67% (high)
Other support from Waverley	Discretionary rate relief £4,549.54
Comments on the accounts	
<ul style="list-style-type: none"> • Rent Godalming £23,000 • Rent Haslemere £13,600 • Reserves held are in line with the Trustee's policy – unallocated reserves level should cover 3 month's normal operating costs. • 2011/12 Budget forecast shows projected loss of -£5,454. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Voluntary Action South West Surrey
Grant Requested	£10,260
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Recruiting volunteers through the volunteer centres (new centre to open in Godalming in 2011). • Market volunteering – promotional events, outreach sessions throughout the borough • Advice, support and information service – to voluntary organisations • Development work – identify gaps in services • Networking, liaison, representation – regular meetings for groups, responses to consultations
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Also apply to Voluntary Grants Panel for a contribution towards running costs of the Haslemere and Farnham Volunteer Centres – not the CVS work. Awaiting decision on funding but if it is reduced this is likely to affect how the service is delivered.
Effect of a possible grant reduction from Waverley	Not applicable – new applicant
Officer summary comment	<p>Service fits well with Waverley's Corporate Priorities and VASWS should be a key partner in developing the 'big society' in Waverley and helping voluntary & community groups to build capacity to help deliver services.</p> <p>VASWS helps facilitate Waverley's employee volunteering scheme, and works with Waverley community development officers in priority places (Binscombe, the Chantries, etc).</p> <p>2011/12 will be the final year of the BIG Lottery grant awarded to develop the CVS role in Waverley. Historically, Waverley has contributed to funding for the volunteer centres via the WVGP, but this arrangement is likely to be un-wound for 2011/12. Grant award for VASWS needs to be considered in relation to the WVGP award (and possible top-slicing of Waverley's grant to the WVGP) to minimise overall reduction in grant for 2011/12.</p>
Member representative summary comment	Not applicable.

FINANCIAL APPRAISAL 2011/12

Organisation	Voluntary Action South West Surrey
Grant requested	£10,260
Are audited accounts provided?	Yes
Period of accounts	Report and Financial Activities year ended 31 March 2010
Total income	£142,934 (unrestricted funds)
Total expenditure	£27,190
Surplus/Loss (-)	£115,744
Funds at end of year	£328,901
Total unallocated reserves	£128,500
Percentage of unallocated reserves in relation to running costs	5% (low)
Percentage of funding from Waverley in relation to costs	38% (medium)
Other support from Waverley	Waverley Voluntary Grants Panel 2009/10 £12,524 for Farnham Volunteer Centre and £6,906 for Haslemere Volunteer Centre running costs (this work is separate to the CVS work)
Comments on the accounts	
<ul style="list-style-type: none"> • Funds of £121,478 transferred to unrestricted funds at end of year. • Reserves policy to maintain minimum of 6 months expenditure. • Within the organisation contingency fund £40,000 is designated for year 2010/11 and the same for 2011/12 and £120,000 for year 2012/13 onwards. • Grants income is shown in the restricted funds - shows loss of £18,236. Voluntary income is shown in unrestricted funds. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Surrey Law Centre
Grant Requested	£25,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Housing – get clients off the street and into accommodation provided by local authorities, help clients at risk of losing their accommodation, assist clients to move to more suitable accommodation, assist clients to obtain necessary repairs from landlords. • Family law – assist clients who are victims of domestic abuse with getting injunctions to prevent further abuse and applications relating to their accommodation. • Community care – assist families and people with disabilities and older people to obtain assessments and services from the local authority.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • The Ministry of Justice's budget will be cut by 6% over the next 4 years and is expected to make savings on legal aid.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Not applicable – new applicant.
Officer summary comment	<p>Surrey Law Centre, based at offices in Guildford, provides a professional/expert/specialist legal service for people who are unable to access the services of a solicitor. Their role is to act as the advocate for the client and, where necessary, through the judicial process. It employs 8 staff and some 200 hours of voluntary work are committed to the centre each week. 9.5% of SLC's clients are from the Waverley area. SLC has seen an increase of 30% in demand for their services over the last year across the board.</p> <p>SLC is able to access funding through the Legal Aid system – though this budget is being reformed and reduced by the Ministry of Justice and clients in a number of areas (eg matrimonial) are to be encouraged to use mediation rather than the Courts for resolving conflict/difficult relationship issues.</p> <p>Some years ago Waverley did make a contribution to the SLC of a token gesture of around £2,000 for a period. In recent years SLC has received funding through the Voluntary Grants Panel.</p> <p>It is recommended that a grant not be made because:</p> <ul style="list-style-type: none"> • of the new stance being taken by the Ministry of Justice in respect of legal aid and dealing with disputes through the Courts; • SLC will still be able to access the Legal Aid system for funding (which Citizens Advice cannot do); • a relatively small number of clients can be served – albeit with a high quality, specialist service;

	<ul style="list-style-type: none"> of the pressures on the Council's grant budget and that SLC is funded through the Voluntary Grants Panel.
Member representative summary comment	Not applicable

FINANCIAL APPRAISAL 2011/12

Organisation	Surrey Law Centre
Grant requested	£25,000
Are audited accounts provided?	Yes
Period of accounts	Report and Financial Activities year ended 31 March 2010
Total income	£216,538 (unrestricted funds)
Total expenditure	£216,247
Surplus/Loss (-)	£291
Funds at end of year	£40,173
Total unallocated reserves	£40,173
Percentage of unallocated reserves in relation to running costs	18.5% (low)
Percentage of funding from Waverley in relation to costs	11.5% (low)
Other support from Waverley	Waverley Voluntary Grants Panel 2009/10 £4,054 (2010/11 £4,780)
Comments on the accounts	
<ul style="list-style-type: none"> 2011/12 budget shows forecasted surplus of £12,785. Details of MOJ cuts in spending on legal aid not yet known – expected in November. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	St Marks Church and Community Centre
Grant Requested	£6,900
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • To find the 7 hour per week post for the Community Development worker at St Marks, Ockford Ridge, who manage St Marks Active Residents Team (SMART). • Worker's time provides support and admin support for SMART to run a breakfast club, toy library, Active Kids after school football club, promotes Citizens Advice outreach service, compiles the estate's community news and manages a team of volunteers, runs general events. • Help manage the new Foodbank project to manage the requests for food parcels and liaise with health professionals, children's centres etc as well as sourcing the food.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Post joint funded by Waverley Housing and Surrey County Council self reliance but funding will cease in March 2011. • SMART have fundraised over £300,000 in past 10 years for capital projects and their continued fundraising efforts need 5 hours of dedicated community development time if they are to continue.
Effect of a possible grant reduction from Waverley	Not applicable – new applicant
Officer summary comment	<p>St Marks Community Centre has hosted the Community Development Worker post for many years, which has been jointly funded for 6 years by Waverley Housing and Surrey County Council Self Reliance. Waverley's £6,000 grant will cease at the end of March 2011.</p> <p>It is recommended that the community centre work is not funded, as this should be paid for out of community centre revenue for bookings. Any funding from Waverley should be for the additional value-added work of community development across the estates. Waverley's own community development or tenant participation officer cannot replace this post. It is something that Ockford Ridge and Aaron's Hill residents want to do themselves to be able to develop their own projects and initiatives.</p>
Member representative summary comment	Not applicable.

FINANCIAL APPRAISAL 2011/12

Organisation	St Marks Church and Community Centre (Community Development Worker post)
Grant requested	£6,900
Are audited accounts provided?	Not audited
Period of accounts	Year ended 31 December 2009
Total income	£8,147 (restricted fund for the post)
Total expenditure	£11,386
Surplus/Loss (-)	-£3,238
Funds at end of year	£33,475
Total unallocated reserves	£33,475
Percentage of unallocated reserves in relation to running costs	294% (high)
Percentage of funding from Waverley in relation to costs	61% (high)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • The post is hosted by St Marks Community Centre. Costs for post-holder are shown in the restricted funds. Accounts don't show expenditure costs for the projects that the Community Development Worker coordinates on behalf of SMART (St Marks Active Residents Team). • Waverley's funding would be towards the community development work only (7hours / wk) which is not within the remit of St Mark's. The community centre work (6 hours / wk) would be funded by St Marks out of community centre revenue for bookings. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Cranfold Job Seekers Club
Grant Requested	£500
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • From 1/9/09 to 31/8/10 the Club assisted 103 people into work. • The club provides free, independent and confidential advice to people from the Cranleigh area looking for work.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • The Club undertook its routine appeal to grant-making trusts in May 2010 but has only raised £900 as a result. A further appeal will be made next year. • For three years the club has received £1,250 from the Community Foundation for Surrey but the club has now come to the end of that cycle of grants.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Since the Club has reserves of £13,200 it could continue without a grant from Waverley for another year, however, the Club's finances are insecure.
Officer summary comment	The Club's work in supporting people who are seeking work in the Cranleigh area has led to them being nominated for receipt of the Queens Award for Voluntary Service. Volunteers run the project with funding from a range of sources. The level of reserves is quite high but dwindling all the time, so it is proposed that a grant representing 50% of the amount requested is approved.
Member representative summary comment	Not applicable.

FINANCIAL APPRAISAL 2011/12

Organisation	Cranfold Job Seekers Club
Grant requested	£500
Are audited accounts provided?	Yes.
Period of accounts	Year ended 31 August 2010.
Total income	£5,387
Total expenditure	£5,666
Surplus/Loss (-)	-£279
Funds at end of year	£13,199
Total unallocated reserves	£13,199
Percentage of unallocated reserves in relation to running costs	232% (high)
Percentage of funding from Waverley in relation to costs	9% (low)
Other support from Waverley	Waverley Voluntary Grants Panel 2009/10 £1,250 contribution. (2010/11 grant = £717)
Comments on the accounts	
<ul style="list-style-type: none"> • Cash in hand at end of year £13,199. • Office stationery costs increased by 39% in 2010. Purchased at favourable rates through the Parish Council. • Annual rental to CAB £2,400 = 42% of costs. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Surrey Compact
Grant Requested	£2,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Provide compact support and signposting to the Council and the third sector in the borough. • Empowering, capacity building and increasing volunteering. • Awareness raising. • Conflict resolution – Positive Disputes Code.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • The Compact has been warned by Surrey County Council that their grant may be cut.
Effect of a possible grant reduction from Waverley	Not applicable – new applicant.
Officer summary comment	The Surrey Compact is an agreement that builds relationships between voluntary and statutory organisations. The funding will help deliver a wider understanding of the Compact in Surrey and Waverley (via Compact Champions) and training events leading to more positive and sustainable working arrangements for the third sector. This work is increasingly important in the current economic climate, especially with the promoting of Big Society themes in Waverley.
Member representative summary comment	Not applicable.

FINANCIAL APPRAISAL 2011/12

Organisation	Surrey Compact
Grant requested	£2,000
Are audited accounts provided?	No (although full accounts for Surrey Community Action provided)
Period of accounts	Statement of Financial Affairs year ended 31 March 2010
Total income	£45,622.55
Total expenditure	£40,279.29
Surplus/Loss (-)	£5,343.26
Funds at end of year	£5,343.26
Total unallocated reserves	£5,343.26
Percentage of unallocated reserves in relation to running costs	13% (low)
Percentage of funding from Waverley in relation to costs	5% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • Funded by Surrey County Council £35,622 plus PCT, Surrey Police, Surrey & Borders Partnership and Runnymede/Guildford Borough Councils. • 2011/12 budgeted income is shown as per previous year. • Surrey Compact will be relocating from Surrey Community Action to Guildford Borough Council in the New Year (2011) who will be providing accommodation as help-in-kind. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Enterprise First
Grant Requested	£4,658
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Free, impartial and confidential 1-2-1 advice to business start-ups and existing small enterprises. • Free mentoring for clients. • Free workshop delivery. • Promotion of networking via the Blackwater Valley Business Network. • Work with Waverley BC and the Waverley Business Forum to support recession initiatives and to promote and signpost the Forum's activities.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Launched a new Sponsors Club in June, which aims to attract private company sponsorship from local businesses or larger organisations. Target of £18,000 has been set - £5,000 agreed so far. • In discussion with parties to manage Enterprise Centres but this is a long-term project.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Could not deliver current services with grant reductions. 1-2-1 business start-up and advice to small businesses would likely be withdrawn. • Workshops would be reduced.
Officer summary comment	Enterprise First is a key partner in supporting the local economy and local businesses providing free advice and training to new and start-up businesses. Given the current economic climate, demand for services may well increase putting further pressure on delivery and current resources. The work carried out by Enterprise First may be currently regarded as invaluable so the full amount is recommended.
Member representative summary comment	Not applicable.

FINANCIAL APPRAISAL 2011/12

Organisation	Enterprise First
Grant requested	£4,658
Are audited accounts provided?	Not signed.
Period of accounts	Year ended 31 March 2010
Total income	£258,136
Total expenditure	£287,122
Surplus/Loss (-)	-£28,998
Funds at end of year	£140,655
Total unallocated reserves	£140,655
Percentage of unallocated reserves in relation to running costs	49% (low)
Percentage of funding from Waverley in relation to costs	1.6% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> Forecast for 2011 shows 'public sponsorship' from 12 authorities including Guildford BC £15,000. No contribution from other Surrey authorities shown. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	3 Counties Money Advice
Grant Requested	£2,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Debt advice and debt adjustment • Benefits advice • Bankruptcy advice and support • Budgeting and financial advice • Court support and attendance • Public advice surgery every Tuesday at Haslemere Locality Office • Work with the DLYH team at Waverley
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Continue to be supported by 3 Counties Church by £1,300 which helps pay towards running costs. • Received a £200 donation from Haslemere Church. • Continuously fundraise for the 'emergency fund'.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • A reduction would reduce the ability to raise awareness of our service and may affect our ability to provide the service to an increasing number of clients.
Officer summary comment	<p>Three Counties Money Advice is a relatively new local initiative responding to an identified need in the community – operating in the spirit of the 'Big Society' agenda. It is particularly relevant to the economic situation at present and the financial difficulties that people are facing. In 2008/09 they saw some 100 clients and in 2009/10 this increased to 150 clients. It operates on a great deal of good will, volunteer support of some 70 hours per week and a modest budget.</p> <p>The work complements that undertaken by Citizens Advice Waverley and the Council's own Don't Lose Your Home initiative.</p> <p>The service is provided by five trained local volunteers. Waverley staff make referrals to this service and consider it offers an excellent local service.</p> <p>This is a service clearly meeting a demonstrable need at a particularly difficult time for many people.</p>
Member representative summary comment	Not applicable

FINANCIAL APPRAISAL 2011/12

Organisation	3 Counties Money Advice
Grant requested	£2,000
Are audited accounts provided?	No – standardised accounts for 3 Counties Money Advice arm of Frontline Debt Advice UK
Period of accounts	2009/10
Total income	£1,399.06
Total expenditure	£1,564.06
Surplus/Loss (-)	£165
Funds at end of year	£165
Total unallocated reserves	£165
Percentage of unallocated reserves in relation to running costs	10% (low)
Percentage of funding from Waverley in relation to costs	127% (high)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • No staffing costs. Volunteer hours = 70hrs / wk. • Operate out of Haslemere locality office free of charge. 3 Counties may be charged next year £1,000 has been budgeted for in 2011/12. • Budgeted figures for 2010/11 show 3 Counties Church awarding a grant of £2,000 and £5,000 for other funding applications. • Appear to have no specific reserves policy. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Blackwater Valley Countryside Partnership (BVCP)
Grant Requested	£7,717
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Countryside and access. • Community action. • Publicity and promotion. • Planning and strategic development.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • A charitable trust has been set up and additional income streams are being explored eg SANG and site management. £40,000 has been raised in 2009/10 but mostly for capital projects.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • If Waverley were to reduce its grant the concern is that other partner will follow. Waverley, like most other partners, is already contributing below the agreed formula. • A reduction in staff may be required. • Promotional activities will cease, so leading to a reduction in public participation and volunteering.
Officer summary comment	<p>BVCP is a local authority partnership managing the Blackwater Valley strategic open space, enhancing its landscape & biodiversity value, involving local people in managing their local area and helping people to gain access and enjoy their local countryside. In particular, the residents in Farnham and surrounding area benefit from the partnership's activities. Without the work of the partnership BV would become degraded and neglected.</p> <p>Waverley's contribution is vital in maintaining the partnership. If a partner withdraws the partnership will collapse.</p>
Member representative summary comment	Cllr Hill

FINANCIAL APPRAISAL 2011/12

Organisation	Blackwater Valley Countryside Partnership
Grant requested	£7,714
Are audited accounts provided?	No – although part of Hampshire CC accounts. Outturn figures provided.
Period of accounts	Outturn figures for 2009/10
Total income	£155,056
Total expenditure	£157,107
Surplus/Loss (-)	-£2,051
Funds at end of year	£0
Total unallocated reserves	£60,097
Percentage of unallocated reserves in relation to running costs	38% (low)
Percentage of funding from Waverley in relation to costs	5% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • Outturn figures provided. Part of Hampshire CC accounts. • Funded by 5x local authorities and 4x town councils. • Budget forecast shows an expected increase in gross expenditure of c£13,000 in 2010/11 and c£7,600 compared to the above outturn figures causing reserves to be drawn on. Reserves would be below minimum required to cover liabilities. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Surrey Heathland Project
Grant Requested	£10,332
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Prevent further loss and restore protected heathland • Manage heathland to propagate the protected wildlife and provide an enjoyable recreational facility. • Assist land-owners and managers through advice, networking, sourcing grant aid and implementation of works on site. • General landscape and access work across 8 sites in Waverley. • Provide grazing services.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Secured contract management work for the Sunningdale golf course HLS heathland restoration scheme. Worth £9,000. • Aiming to make grazing work realise some income. • Vehicles are serviceable second-hand Land Rovers, less than half the cost of new vehicles.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Reserves are small to allow for further financial cuts. A reduced or nil grant would most likely mean staff cuts once reserves have been exhausted.
Officer summary comment	<p>This is a local authority partnership that carries out important work to restore and maintain the valuable and extensive, rare heathland habitat within Waverley. It is particularly important to Waverley over the next 3 years where the project staff are helping us to deliver an extensive programme of works for our High Level Stewardship grant scheme agreement and SSSI responsibilities.</p> <p>Waverley's contribution is vital in maintaining the partnership and this important habitat work. It also contributes to the Council's statutory duty for biodiversity. Additional funds have been secured through contract management work for heathland restoration at Sunningdale Golf Course and the animal grazing service will in time generate some income.</p>
Member representative summary comment	<p>Cllr Webster – Surrey's heathland is considered to be under threat and is a major resource of its kind in Europe. The organisation is supported by councils with heathland under threat and in their ownership. A worthy cause.</p>

FINANCIAL APPRAISAL 2011/12

Organisation	Surrey Heathland Project
Grant requested	£10,332
Are audited accounts provided?	No (although part of Surrey CC accounts)
Period of accounts	Outturn figures for the project year ended April 2010
Total income	£109,666
Total expenditure	£110,295
Surplus/Loss (-)	-£629
Funds at end of year	£72,978
Total unallocated reserves	
Percentage of unallocated reserves in relation to running costs	
Percentage of funding from Waverley in relation to costs	9.3% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • 2010/11 budget forecasts a reduction in income from Surrey Wildlife Trust from £37,968 in outturn above to £15,000, although contract management services provided on Ash Ranges on behalf of SWT are no longer needed. • In Spring will be taking on an HLF funded bursary student. • Recent round of government cuts have affected DEFRA and thus Natural England. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Surrey Hills AONB
Grant Requested	£6,346
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Administration of Surrey Hills Leader programme. • Promotion of Hindhead Tunnel scheme. • Enhancement of country lanes through a de-clutter programme. • Promotion of Waverley countryside including funding from SEEDA Sustainable Tourism Project – subject to a successful £950,000. • Offered advice on landscape and amenity impacts of proposed developments. • Held first Surrey Hills Wood Fair near Bramley. • Effectively represent the interest of the AONB in Waverley at local, regional and national level.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Outside of core funding the Surrey Hills Board has a good track record of partnership working and generating external funding.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Surrey Hills Board would no longer be in a position to prepare and keep under review the AONB Management Plan, which is a statutory duty on Waverley. • Undermining of the pro-rata funding from other core funding partners. • Waverley would not have a place on the Surrey Hills Board.
Officer summary comment	<p>This is a local authority partnership that carries a statutory function for Waverley, helps deliver the AONB Management Plan and brings in considerable additional funding – of which 50% is within Waverley. Waverley's contribution is vital to supporting the work of the unit and withdrawal by a local authority partner will put the whole partnership at risk. The considerable level of funding provided by Natural England to support the core costs is dependent on all partners contributing and is subject to a Memorandum of Understanding. A fundraising strategy is being developed and a review of staff structures to see how the unit can cope with reductions in its core funding.</p>
Member representative summary comment	<p>Cllr Band – It continues to be in Waverley's interest to support Surrey Hills AONB, not least because the Board manages access to over £300,000 of various grant funds. Provide advice and commentary on planning issues. Actively taking steps to reduce costs over next few years in response to likely funding constraints.</p>

FINANCIAL APPRAISAL 2011/12

Organisation	Surrey Hills AONB
Grant requested	£6,346
Are audited accounts provided?	No (although part of Surrey CC accounts)
Period of accounts	Outturn figures for the project year ended April 2010
Total income	£209,435
Total expenditure	£210,112
Surplus/Loss (-)	-£677
Funds at end of year	-£8,736
Total unallocated reserves	
Percentage of unallocated reserves in relation to running costs	
Percentage of funding from Waverley in relation to costs	3% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • Contribution of £27,422 from Surrey County Council and 5 other borough/district councils. • 2011/12 budget forecasts a deficit of £900. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Farnham & District Sports Council
Grant Requested	£450
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Organise the annual Farnham Sports Personality of the Year Awards. • Provide an important link between the local authorities that own and manage most of the sports facilities in the borough. • Key partner in Active Waverley. • Provide up to date information to clubs, teams and individuals on local and national issues relating to sport and leisure through regular meetings, discussion groups and newsletters. • Act as a forum for discussion and act as arbitrators on disputes.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Will run a campaign in 2010/11 to recruit more clubs/organisations to become members of the Sports Council and this should generate a modest income.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Waverley's grant provides core funding for administration costs and this is essential for the continued role the Sports Council plays in promoting sports and leisure in the local community.
Officer summary comment	Farnham Sports Council are a very important link into grassroots sport and an important communication mechanism for the Council. The amount of grant funding they receive is minimal and they are completely reliant on it. All of their staff are volunteers and the group would be unable to continue without our support. They provide us with a very valuable feedback service.
Member representative summary comment	Cllrs Sampson and Steel

FINANCIAL APPRAISAL 2011/12

Organisation	Farnham Sports Council
Grant requested	£450
Are audited accounts provided?	No
Period of accounts	Income and expenditure account for year ended 30 September 2010
Total income	£500
Total expenditure	£774
Surplus/Loss (-)	-£274
Funds at end of year	£918
Total unallocated reserves	£918
Percentage of unallocated reserves in relation to running costs	118% (medium)
Percentage of funding from Waverley in relation to costs	58% (high)
Other support from Waverley	
Comments on the accounts	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Sport Godalming
Grant Requested	£500
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Promote sport in Godalming and encourage the community to participate in active leisure pursuits. • Maintain communication with the public through a dynamic website and with clubs through a regular Newsflash. • Hold a sports award evening to reward outstanding performances by local athletes. • Give financial support to local athletes through a grant aid scheme and through the Go for Gold Champions Fund. • To consult with all parties to produce a long term plan for Broadwater Park to be developed as a sporting village.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Constantly looking for new sponsors but in the current economic climate they are not generally viable. • Do not have the resource to fundraise other than the very large commitment to Go for Gold. • Been successful in obtaining an increase from the main Sports Award sponsor in 2010 from £500 to £700. • Costs are very focused to deliver core services and there is little scope for a reduction in costs.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • It is essential to maintain our services and represents 22% of our total budgeted income of £2,225. If Waverley's grant was withdrawn the organisation would be unable to continue.
Officer summary comment	Farnham Sports Council are a very important link into grassroots sport and an important communication mechanism for the Council. The amount of grant funding they receive is minimal and they are completely reliant on it. All of their staff are volunteers and the group would be unable to continue without our support. They provide us with a very valuable feedback service.
Member representative summary comment	Cllrs Welland and Gordon-Smith

FINANCIAL APPRAISAL 2011/12

Organisation	Sport Godalming
Grant requested	£500
Are audited accounts provided?	No
Period of accounts	Receipts and Payments Account year ended 31 December 2009
Total income	£2,150
Total expenditure	£3,018
Surplus/Loss (-)	-£868
Funds at end of year	£413
Total unallocated reserves	£413
Percentage of unallocated reserves in relation to running costs	14% (low)
Percentage of funding from Waverley in relation to costs	16% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • The Go For Gold Fund operates from a separate account. • 2010 budget shows expenditure reduction of £793. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Sport Haslemere
Grant Requested	£440
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Promote and host an annual sports awards occasion in Haslemere. • Provide the link between the voluntary sports sector and the local authorities, sports governing bodies and the public. • Participation in Active Waverley. • Provide a source of reference and information to local sports organisations. • Provide information about clubs and sporting activities through meetings, our website and the local media. • Promote and develop, with Haslemere Sport Association, our project 'Create a Star'.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • We have applied for grants from the Community Foundation for Surrey, Haslemere Sports Association and Haslemere Town Council for our 'Create a Star' programme. We are also in discussion with the local business community to support this project.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • We would be unable to support Active Waverley and Waverley officers in providing a link to sports clubs in the area. • We would be unable to continue with our Annual Sports Awards unless we were able to identify a sponsor.
Officer summary comment	Sport Haslemere have some very exciting projects coming up in 2011/12 and should be supported. The amount of grant funding they receive is very small and they would struggle to survive without it. All our sports councils are a very important link to grassroots sports. They also run sports awards on our behalf, which frees up an enormous amount of officer time.
Member representative summary comment	Cllr Mulliner

FINANCIAL APPRAISAL 2011/12

Organisation	Sport Haslemere
Grant requested	£440
Are audited accounts provided?	No
Period of accounts	Financial Statement year ended 31 May 2010
Total income	£746
Total expenditure	£1,095.99
Surplus/Loss (-)	-£349.99
Funds at end of year	£1,071.50
Total unallocated reserves	£1,071.50
Percentage of unallocated reserves in relation to running costs	98% (medium)
Percentage of funding from Waverley in relation to costs	40% (medium)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • 2011/12 budget shows deficit of £380 reducing funds to £691. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Cranleigh Arts Centre
Grant Requested	£29,000
Application Summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Provide a community venue • Developing local artists • Encouraging people to participate in arts activity • Celebrating and developing village culture and heritage • 100,000 people attend shows. 10,000 are casual visitors and 24,000 attend classes and workshops.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • made major savings three years ago principally by changing utility suppliers. • Fitted low power bulbs for general lighting. • Halved IT maintenance expenditure during last year. • Marketing has successfully increased the number of people attending events. • Overheads £4,000 lower than budgeted. • Increased coffee bar prices in August by 17%. • More local businesses are financially supporting the organisation. • Set up a philanthropy committee to encourage donations and legacy giving.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Audience development and outreach project work would be at risk. • Possible redundancies. • Room hire charges may be increased. • Ticket prices would increase and Waverley's IN2 card discount would be at risk. • Bar and coffee prices would increase further. • Building maintenance put on hold.
Officer summary comment	CAC provide a community venue for 35 organisations and 44,000 visitors. They have a strong, proactive Board, which is constantly seeking to maximise income streams and reduce overheads. They are improving their website and marketing activities and developing stronger relationships with the Cranleigh Initiative and businesses in the area. A small reduction in grant should not affect them too harshly.
Member representative summary comment	Cllrs J Savage and B Ellis

FINANCIAL APPRAISAL 2011/12

Organisation	Cranleigh Arts Centre
Grant requested	£29,000
Are audited accounts provided?	Unaudited Report and Financial Statements
Period of accounts	Year ended 31 March 2010
Total income	£172,322
Total expenditure	£173,221
Surplus/Loss (-)	-£899
Funds at end of year	£44,411
Total unallocated reserves	£44,411
Percentage of unallocated reserves in relation to running costs	26% (low)
Percentage of funding from Waverley in relation to costs	17% (low)
Other support from Waverley	Grant towards studio refurbishment £10,325 (CAC contributed £2,291 from reserves)
Comments on the accounts	
<ul style="list-style-type: none"> • Reserves policy to maintain unrestricted funds equivalent to 12 months grant subsidy. • New three year business plan will prepare for new era of Big Society, reduced public funds and greater reliance on self-sufficiency. • 2011/12 budget forecasts a loss of £5,611 (-£899 in 2009/10) 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Farnham Maltings Association Ltd
Grant Requested	£38,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Delivering a mixed art programme • Community participation and creating opportunities for young people • Community space • Supporting artists and developing services for creative businesses
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Many capital project funding applications pending for – Tindle Studio roof refurbishment, refurbishment to the Great Hall infrastructure, installation of internal lift and disabled facilities. • Project funding for – Northbourne Youth Theatre, new courtyard gates, stage doors, Theatre Meadows project. • Charges for venue hire increased by 3% on 1 April 2010, Membership increased to £20 per person, catering revenue should be maintained since bringing it in-house on 1 January 2010, launch of Food Festival in November • Loss of 11x car park season tickets in September, worth £4,400, will have an impact on revenue if they remain unsold.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Waverley's funding is invested directly in activity. • Currently absorbing costs for a post to run youth arts, which was part-funded by Waverley for two years. May mean loss of this work. • Cultural leadership function may be at risk. • May need to charge more for community rates.
Officer summary comment	<p>Continues to be an ambitious and entrepreneurial cultural provider in Waverley. Beyond the building they deliver a range of community arts programmes that inspire young people to take part in the arts. Through the Future Jobs Fund they provide regular work placements and internships.</p> <p>The Maltings work constantly with Waverley to develop their services. Recently received £80,000 from the Arts Council to run the Creative Communities programme for a third year.</p> <p>Their current funding agreement with the Arts Council comes to an end in March 2011 and they will have to renegotiate their grant for the next 3 years. To protect the ACs' investment of £250,000 it is vital that the Maltings is able to demonstrate the value in which they are held by Waverley.</p>
Member representative summary comment	Cllrs Le Gal and Steel

FINANCIAL APPRAISAL 2011/12

Organisation	Farnham Maltings
Grant requested	£38,000
Are audited accounts provided?	Yes
Period of accounts	For year ended 31 March 2010
Total income	£881,709 (unrestricted fund)
Total expenditure	£950,413
Surplus/Loss (-)	-£68,704
Funds at end of year	£1,038,155
Total unallocated reserves	£1,038,155
Percentage of unallocated reserves in relation to running costs	109% (medium)
Percentage of funding from Waverley in relation to costs	4% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • Farnham Town Council grant £22,000. Arts Council grant £70,012 (plus £142,140 within restricted fund) • Desired level of residual reserves £100,000 to cover £20,000 loss of a major funder for one year plus £80,000 to cover retention of key staff and alternative accommodation for 6 months if Maltings is required to close due to a major occurrence. • Within fixed assets charity holds the cottage valued at £240,000, which can be used as security for borrowing. • 2011/12 budget forecast not available until January 2011. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Godalming Museum
Grant Requested	£3,156
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Offers displays on geology, archeology, local history and arts and crafts movement. • Temporary exhibition programme. • Children's activities, especially at holiday time. • Services for schools, home educators, social and cultural organisations, loan boxes, talks, guided walks. • Local studies library and enquiries service.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Very few sources of general revenue funding which makes Waverley's funding hard to replace. • Good track record of attracting external funding for special projects. • Introduction of chip and pin in the shop to maximise income. • New museum leaflet to increase visitor numbers.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Waverley's grant used primarily for curatorial work, which would have to be reduced. • Already doing all it can to raise money to cover the running costs of the museum, most of which are inescapable and rising. • May need to cut the contribution towards the Volunteer Coordinator post • May need to cut specialist work on archive collection.
Officer summary comment	<p>Runs a highly effective service, which benefits 20,000 visitors every year. Recently been awarded full accreditation under the national scheme. Waverley's grant has primarily been used for curatorial work but as running costs continue to rise, it has become critical to the museum's annual income.</p> <p>The Trust has requested a 20% increase in their grant for next year to compensate for the fact that Waverley is no longer able to act as a budget holder for the grant in order for the Museum to recover VAT on the services it procures. The reason for paying the grant in the form of a budget dates back to when the grant scheme was set up and the decision was taken to put the curator's small budget (£2,500) into the annual grant pot.</p>
Member representative summary comment	Cllr Taylor-Smith = The Museum should do more to raise revenue and cut costs.

FINANCIAL APPRAISAL 2011/12

Organisation	Godalming Museum
Grant requested	£3,156
Are audited accounts provided?	Unaudited financial statements
Period of accounts	Report and financial statements for year ended 31 March 2010
Total income	£43,363 (general fund)
Total expenditure	£39,803
Surplus/Loss (-)	£3,560
Funds at end of year	£76,902
Total unallocated reserves	£76,902
Percentage of unallocated reserves in relation to running costs	193% (high)
Percentage of funding from Waverley in relation to costs	8% (low)
Other support from Waverley	Discretionary rate relief £807.30 Rent-related grant £2,100 Premises owned by Waverley Full-time curator employed by Waverley £5,000 grant to assist drop in income
Comments on the accounts	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Haslemere Museum
Grant Requested	£2,900
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Core activities include education and learning, collections and research, events and exhibitions, local and visitor information service plus community centre and venue. • Particular activities in 2011/12 include education programme for schools, early years service, annual programme of events and exhibitions, care and management of collections and interpretation of garden and grounds.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Some funding streams are being withdrawn and many others are being significantly reduced. Museum is constantly making grant applications. • The Board of Trustees manage the Museums assets carefully and regularly considers the financial future of the Museum. • Developing the new Forward Plan 2011-15 to place significant emphasis on financial stability. • Engagement of a volunteer fundraiser one day a week.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Museum will continue to research funding opportunities and make grant applications. • May result in reduced programming, removal of certain services, fewer visitors, shortened opening hours.
Officer summary comment	<p>In 2009 over 31,000 people visited the museum, which included 100 school groups. As well as the care and interpretation of the collection, the museum also provides an annual programme of events, exhibitions and outreach services.</p> <p>Aspirations for 2011/12 include a new forward plan for 2011-15, developing the grounds as a sanctuary for biodiversity and updating the storage facilities.</p> <p>Trustees acknowledge that the next few years are going to be tough as they contend with rising utility costs, salary increases and on-going building maintenance. They are financially prudent and have also benefited from donations and bequests. The focus of their new forward plan will be on achieving financial sustainability and partnership working with other cultural organisations.</p>
Member representative summary comment	Committee no longer meets.

FINANCIAL APPRAISAL 2011/12

Organisation	Haslemere Museum
Grant requested	£2,900
Are audited accounts provided?	Yes
Period of accounts	Financial Statements year ended 31 December 2009
Total income	£137,997 (unrestricted funds)
Total expenditure	£219,586
Surplus/Loss (-)	-£81,589
Funds at end of year	£591,706
Total unallocated reserves	£591,707
Percentage of unallocated reserves in relation to running costs	269% (high)
Percentage of funding from Waverley in relation to costs	1.3 (low)
Other support from Waverley	Discretionary rate relief £7162.20
Comments on the accounts	
<ul style="list-style-type: none"> • Trustees report states 'Went into 2010 with total invested funds of £644,000 which should give sufficient funding for 6-7 years without the need for major fundraising or bequests'. • Appointment of Audience Participation Officer in 2007 through HLF funding. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Haslemere Hall
Grant Requested	£5,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Provision of fully equipped theatre . • Bringing professional entertainment events to the community. • Providing space at modest prices for community activities/groups • Showing the latest films at modest prices.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Scope for savings is limited as hall is run on a very strict expenditure basis. Staff and volunteers put in much extra time. • Effort is being put into providing live 'satellite' events and rather than renting a digital projector the hall may lease a dedicated projector in future. • Looking to increase revenue from the provision of a more attractive and efficient bar and ice-cream sales. • Promoting low risk, fund raising events with profits going directly to the Hall. • The Hall is one of the Haslemere Mayor's charities for 2010/11.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Provision of subsidised fees and events to the local community would be jeopardised. • Upgrading of the Hall's constitution may be put on hold. • Attendance numbers may be affected.
Officer summary comment	<p>With assistance from Waverley, the Haslemere Hall Trust has successfully raised funds to repair the roof and is working on a range of measures to improve energy efficiency. Their current ambition is to fundraise for the construction of a small studio theatre / rehearsal space above the annex and they are investing in an internal marquee to promote the hall as a venue for weddings:</p> <p>They support the council's corporate objectives in a range of ways for example providing free entertainment for people in nursing homes and subsidised hire rates for local charities.</p> <p>Haslemere Hall operates effectively within a very tight budget and there is little scope for making savings. A reduction in their grant would mean that they are no longer able to subsidise fees for vulnerable people and the wider local community and they would find difficult to continue making improvements to their marketing and the internal and external condition of the hall.</p>
Member representative summary comment	<p>Cllr King Cllr Lee = well known issues with long-term under-funding and the need to replace the roof etc. Very few employed staff leaving little room to cut costs. Extensive use of volunteers managing bar, admin, box</p>

	office etc which would be good to see replicated elsewhere in the borough before the Hall's grant was cut again.
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FINANCIAL APPRAISAL 2011/12

Organisation	Haslemere Hall
Grant requested	£5,000
Are audited accounts provided?	Unaudited financial statements
Period of accounts	Financial Statements year ended 31 December 2009
Total income	£120,155 (unrestricted fund)
Total expenditure	£105,927
Surplus/Loss (-)	£14,228
Funds at end of year	£56,463
Total unallocated reserves	£56,463
Percentage of unallocated reserves in relation to running costs	53% (low)
Percentage of funding from Waverley in relation to costs	4.7% (low)
Other support from Waverley	Waverley grant £5,547 towards building conditions survey. £32,000 grant towards roof project.

Comments on the accounts

- Separate designated fund for asbestos removal.
- Permanent endowment fund shows balance of £117,878
- Reserves policy to not exceed 3 months expenses of the Hall
- Income shows no grant from Haslemere Town Council in 2009.
- Waverley grant towards roof replacement in February 2010 (not this year's accounts)
- 2011 budget forecast shows surplus of £10,113.

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	Rural Life Centre
Grant Requested	£3,500
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Hosts pre-arranged school and group visits. • Provides facilities for researchers. • Provides outreach services to schools and groups. • Provides a programme of heritage related events throughout the year. • Provides a venue for heritage and conservation related organisations to meet. • Partnership work with other like-minded groups.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Billmeir Trust has contributed £7,000 for a number of projects. • Lottery funding for the Tweedsmuir Barracks project. • £4,500 towards the Textile Store. • £3625 towards the Kent Wagon restoration. • Grant towards re-design of the shop. • 12 applications for funding were unsuccessful. • The Museum is prudently run with very close attention paid to minimising costs and reusing materials wherever possible.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Although small, Waverley's grant is critical to support the small staffing team, maintenance of the museum and demonstrates support to all the volunteers. • Undesignated reserves are below charity commission guidelines and there would be some difficulties within a few months. • Parts of the Museum may have to close.
Officer summary comment	<p>For a small organisation they have been successful in attracting external funding, which they attribute to the value signified by Waverley's grant to other funding partners. In addition to the museum's clear objectives for the coming year, the community partnership funding assists them with their running costs.</p> <p>The museum has asked about the possibility of a small funding uplift to £3,500 this year (from £3,263) to offset the loss of income as a result of low interest rates and damage caused to artefacts by the heavy snow earlier this year.</p>
Member representative summary comment	Not applicable

FINANCIAL APPRAISAL 2011/12

Organisation	Rural Life Centre
Grant requested	£3,500
Are audited accounts provided?	Yes
Period of accounts	Report and Financial Statements year ended 31 March 2010
Total income	£131,219 (unrestricted funds)
Total expenditure	£147,258
Surplus/Loss (-)	-£16,039
Funds at end of year	£34,804
Total unallocated reserves	£34,804
Percentage of unallocated reserves in relation to running costs	24% (low)
Percentage of funding from Waverley in relation to costs	2.3% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> Received 14 other grants totalling £23,480 but are shown in the restricted funds. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
(Information extracted from grant application form)

Organisation	40 Degreez
Grant Requested	£6,000
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Employs two part-time administrators. • Respite teaching provided every day. • Employment of a qualified youth worker. • Surrey Children's Services hire rooms. • Hire rooms to organisations and members of the public. • Hire space to the Surrey Youth Development Service, which has a youth worker based at 40 Degreez. • Programme of activities throughout the summer holidays. • Computer suite. • Drop in advice centre for young people.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • 3 grant applications towards – payroll and maintenance costs, youth worker's salary, social inclusion work – were all unsuccessful. • Grant application to Farnham Town Council towards social inclusion work outstanding.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • In the event of no grant one part-time member of staff would need to be made redundant, thereby jeopardising future income by forcing the centre to close in the afternoons. • May have to lose youth worker and dispense with the clubs and services she provides.
Officer summary comment	<p>40 Degreez aims to meet the need for the provision of youth services in Farnham through being a dedicated youth venue whose purpose is to be a 'one stop' centre aimed at reaching out to all young people in Farnham and the surrounding areas.</p> <p>It is continuing to be used regularly by advice organisations such as Connexions, Options Pregnancy Advice and Surrey Youth Justice Team. Other uses include Surrey Children's Team, Farnham Heath End and Weydon schools.</p> <p>May lose some of their income due to organisations looking at the services they provide and could they provide them in a better and more cost effective way. It is paramount that Waverley continue to support this valuable provision so that vulnerable people have somewhere to meet and gain access to support.</p>
Member representative summary comment	<p>Cllr Cockburn (Observer) = increasing their provision, new IT suite, doubled the provision for pupils from schools, now have 2 rooms rather than 1, complete summer programme organised by the youth worker, Eve is busy fundraising, trustees are very supportive.</p>

FINANCIAL APPRAISAL 2011/12

Organisation	40 Degreez
Grant requested	£6,000
Are audited accounts provided?	Yes
Period of accounts	Year ended 31 March 2009
Total income	£50,914 (revenue fund)
Total expenditure	£53,501
Surplus/Loss (-)	-£2,587
Funds at end of year	£10,490 (general funds)
Total unallocated reserves	£10,490
Percentage of unallocated reserves in relation to running costs	20% (low)
Percentage of funding from Waverley in relation to costs	11% (low)
Other support from Waverley	Discretionary Rate Relief £654
Comments on the accounts	
<ul style="list-style-type: none"> • Information has been extracted from revenue fund only. 40 Degreez holds 2 other funds – 1 for maintenance (balance £4,157) and 1 for special projects, IT upgrade (balance £29,275). • Budget forecasts a deficit of -£7,988 for 2011/12. Income expected to be similar but expenditure to increase by c£5,000. • Reserves policy - aim to cover 3 months running costs. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
 (Information extracted from grant application form)

Organisation	Disability Challengers
Grant Requested	£9,792
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Well-equipped play centre for 2-12 years = play group Monday to Friday, parent and toddler sessions, after school clubs Monday to Friday, school play sessions, play scheme. • Youth centre for 13-18 years = youth scheme every Saturday, youth nights 4 days a week, activity weekends, looking after young people excluded from school.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Fundraising from the private sector in 2010/11 has been difficult but Challengers is still working hard to deliver services and find new sources of income. • Funding from Hampshire has increased and new services have been provided.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • Schemes would be at risk and as fundraising is difficult we would be unable to make up the shortfall.
Officer summary comment	Challengers provide essential play and leisure opportunities for disabled children and young people. This is not a service that should be provided by the County Council as they do not have a remit for play and leisure. Their users do not have the same opportunities and access to leisure as other children and Challengers reach an extremely valuable part of Waverley's community. Grant is highly recommended.
Member representative summary comment	Not applicable.

FINANCIAL APPRAISAL 2011/12

Organisation	Disability Challengers
Grant requested	£9,792
Are audited accounts provided?	Yes
Period of accounts	Year ended 31 December 2009
Total income	£1,457,216 (general fund Guildford and Farnham centres)
Total expenditure	£1,472,307
Surplus/Loss (-)	-£15,091
Funds at end of year	£549,358
Total unallocated reserves	£457,895
Percentage of unallocated reserves in relation to running costs	31% (low)
Percentage of funding from Waverley in relation to costs	0.66% (low)
Other support from Waverley	Waverley Voluntary Grants Panel (2009/10 £21,373) (2010/11 grant 20,362) to Challengers Farnham and Guildford
Comments on the accounts	
<ul style="list-style-type: none"> • Income and expenditure for Farnham and Guildford centres cannot be separated. • Additional costs in year due to significant reduction in bank interest, additional IT support costs and exceptional maintenance costs at Guildford centre. • Reserves policy – between 3 and 6 months costs in the bank to cover expenditure and liabilities of general fund. • 2010 draft budget shows anticipated deficit of £38,650 for Farnham Play and Youth activities. 83% of costs are for staffing. 	

Officer calculation

Unallocated Reserves

< 75% = low

76% - 124% = medium

> 125% = high

Waverley Funding

< 20% = low

21% - 40% = medium

> 41% = high

EVALUATION SUMMARY SHEET
 (Information extracted from grant application form)

Organisation	A Place to Be Youth Group
Grant Requested	£1,500
Application summary	
Summary of purpose for requested grant = key activities of organisation for 2010/11	<ul style="list-style-type: none"> • Provide young people with a safe place to meet in Haslemere on a Friday night. • Encourage young people to take part in group activities. • Focus on vulnerable individuals with specific problems. • Encourage young people to take part in their community.
Efficiency savings/other sources of income sought	<ul style="list-style-type: none"> • Waverley's grant represents 10% of expected funding in 2010/11. Wage costs have been reduced but remain at risk. • Already receive funding from Community Foundation for Surrey for core work and there are few alternatives. • Our funding from the Tesco's Foundation does not cover wages. Many funders insist on charity status within their criteria.
Effect of a possible grant reduction from Waverley	<ul style="list-style-type: none"> • 90% of costs are wages. If funding were reduced we would have to cut either the hours that the youth group is open or simply close some Friday nights. • Nil grant would mean closure on 6x Friday nights and closure of 12x junior Friday nights.
Officer summary comment	The youth club is run separately from the County Council's Youth Development Service and provides a much needed safe place for young people to go on a Friday evening. Staff are required to operate the scheme if it is to be sustained so revenue funding is essential. They are now attracting a large number of 13+ young people which has really helped tackled some of the issues around anti-social behaviour, alcohol and substance misuse that have occurred in Haslemere. Their coordinator recently left and until the new post-holder starts in January 2011 they have had to temporarily close.
Member representative summary comment	Not applicable.

FINANCIAL APPRAISAL 2011/12

Organisation	A Place to Be
Grant requested	£1,500
Are audited accounts provided?	Not yet audited. Treasurer's report and accounts.
Period of accounts	Year ended 5 April 2010
Total income	£12,338.73
Total expenditure	£12,554.59
Surplus/Loss (-)	-£215.86
Funds at end of year	£0
Total unallocated reserves	£0
Percentage of unallocated reserves in relation to running costs	0% (low)
Percentage of funding from Waverley in relation to costs	12% (low)
Other support from Waverley	
Comments on the accounts	
<ul style="list-style-type: none"> • Cash at end of year was £3,352.69, however Grassroots grant was paid in advance and needs to be carried forward to 2010/11, plus other creditors and accrual, which totals £3,829.73 hence reserves shown as £nil. • No apparent reserves policy. 	

Officer calculation

Unallocated Reserves

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76% - 124% = medium

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Waverley Funding

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21% - 40% = medium

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