

**CENTRAL DUDLEY AREA COMMITTEE – 14 June 2005**

**PROCESS FOR AWARDING CAPITAL ALLOCATIONS**

**1.0 Applications**

- 1.1 Application Forms, together with an explanatory letter and a copy of the criteria are made available to applying organizations on request.
- 1.2 There are no time limits placed on these requests and received applications will be submitted to the next available meeting of the Capital Allocation Working Group.
- 1.3 Missing or supplementary information will be sought as necessary, prior to completion of the summary Report.

**2.0 Summary Reports**

- 2.1 A summary report is prepared for the Capital Allocation Working Group, with additional information available as required.
- 2.2 The Working Group considers the applications and determines recommendations to submit for ratification to the Area Committee.
- 2.3 To protect the financial and business confidentiality of the applying organizations, this Report is considered under the provisions of the Local Government Act 1972 i.e. Paragraphs 5 & 7 of Part 1 of Schedule 12A, which thereby excludes the public from the meeting.
- 2.4 A Report outlining the recommendations of the Working Group is then submitted for the approval of the Area Committee at its next meeting.

**3.0 Composition of the Working Group**

- 3.1 It was agreed at the Area Committee meeting of 6 July 2000, that the total sum available of £50,000.00 would be divided equally between the five Wards of the Central Dudley Area, allowing each Ward to have £10,000.00 to allocate as it may decide.  
This agreement is re-submitted to the Area Committee for approval in each new municipal year.
- 3.2 It was originally agreed that the Capital Allocation Working Group may consist of one Member from each Ward, plus the Chair and Vice-Chair, with additional Members as may be agreed.  
This agreement is re-submitted to the Area Committee for approval in each new municipal year.

3.3 The following officers will support the Working Group, as necessary, the Area Liaison Officer; a Legal Officer; a Democratic Services Officer and an officer acting as grants administrator on behalf of the Area Liaison Officer, plus any other specialist officers that may be required.

#### **4.0 Amounts of Capital Allocation**

4.1 The earlier decision to restrict most allocations to a maximum of £1,000.00 was changed by the Area Committee on 3 July 2001 and further changed by the Area Committee of 27 October 2003. In most cases the maximum amount available to any one organization in any one financial year will be £2,000 although the Area Committee may increase that amount for any application if it so decides.

4.2 The five Wards may decide to jointly fund a project and allocate any amount from their budget as they may so decide.

4.3. The Members of the Area Committee have the right to subsequently monitor the use of these capital grants, as they may so decide.