

CHILDREN'S SERVICES LOCAL AUTHORITY CIRCULAR

LAC Ref: 0506080003

To: The Chief Executive
The Director of Children's Services
Chief Finance Officers

5 June 2008

CONDITIONS OF GRANT AND GUIDANCE 2008-09

FAIR PLAY PLAYBUILDER CAPITAL AND REVENUE GRANTS¹

SUMMARY AND BACKGROUND

1. Having more high-quality and safe places to play is a priority for both children and parents across England. The DCSF is investing significant funding in play as part of a three-year programme from 2008-09 to 2010-11. By the end of this period, 120 local authorities will each have received around £1.1m playbuilder capital and £45k revenue to develop 20-25 play areas while the other 30 play Pathfinders will each have received around £2.1m Pathfinder capital and £500k revenue to build a large adventure playground each and to develop around 28 play areas. This will lead to around 3,500 play areas being developed nationally by the end of the period. The first 43 authorities spending Playbuilder capital and the first 20 play Pathfinders were selected in April 2008.
2. This circular sets out the amounts of capital and revenue funding allocated to the 43 Playbuilders for 2008-09 and the specific requirements placed upon these authorities as they spend these grants. It contains details of:
 - the initial allocations of the Fair Play Playbuilder Capital Grant for 2008-09 and indicative allocations for 2009-10 and 2010-11 (Annex A);
 - allocations of the Fair Play Playbuilder Revenue Grant for 2008-09 and indicative allocations for 2009-10 and 2010-11 (also Annex A);
 - payment arrangements (see below);
 - the specific conditions, financial arrangements and guidance for each grant (Annexes C and D);
3. To accept these grants, authorities must complete and return the Formal Acceptance of Grant offer form at Annex B by **23 June 2008**.
4. An estimate of expenditure form for the capital and revenue grants, to be returned by **2 January 2009**, is at Annex E.
5. The Final Statement certificate for the capital and revenue grants, to be returned by **30 June 2009**, is at Annex F.

¹ A separate circular is being issued for the 20 local authorities spending Fair Play Pathfinder capital and revenue in 2008-09.

PAYMENT ARRANGEMENTS

6. The Fair Play Playbuilder Capital and Revenue Grants will be paid under Section 14 (2) (j) of the Education Act 2002 for the purpose of the promotion of the welfare of children and their parents.

7. The initial Year 1 capital and revenue allocations for each authority in 2008-09 are listed at Annex A, along with indicative amounts for 2009-10 and 2010-11. Both the Fair Play Playbuilder Capital and Revenue Grants will be paid in two equal instalments in 2008-09: the first instalment on or before 30 July 2008 and the second instalment on or before 28 February 2009.

ENQUIRIES

8. For further information on the grants detailed in the circular, please contact Bhupinder Bhoday at bhupinder.bhoday@dcsf.gsi.gov.uk, telephone number 020 7925 6858.

CANCELLATION OF CIRCULAR

9. This circular should be cancelled on 30 June 2009.

Playbuilder authorities: allocation of Year 1 Fair Play Playbuilder Capital and Fair Play Playbuilder Revenue Grants

Notes

Fair Play Playbuilder Capital Grant

1. The Fair Play Playbuilder Capital Grant has been calculated using a formula that contains three variables: deprivation, building costs and child population. The formula has been applied to a portion of the available capital to compensate for differences in the three variables between authorities, whilst still ensuring all authorities have sufficient funding to deliver the required pathfinder outputs. Total payments are consistent with the average levels of Playbuilder funding that have previously been publicised. Allocations for each of the 43 Playbuilders are set out in the table below. Allocations for 2009-10 and 2010-11 are indicative and the final figures will be confirmed in November.

Local Authority	Fair Play Playbuilder capital			
	2008-09	2009-10	2010-11	Total
Lancashire	£315,521	£433,842	£433,842	£1,183,205
Lambeth	£313,149	£430,579	£430,579	£1,174,307
Islington	£312,832	£430,143	£430,143	£1,173,118
Leicester	£311,015	£427,645	£427,645	£1,166,304
Middlesbrough	£308,367	£424,004	£424,004	£1,156,375
Lewisham	£307,785	£423,204	£423,204	£1,154,194
Newcastle upon Tyne	£307,407	£422,685	£422,685	£1,152,778
Hampshire	£306,914	£422,007	£422,007	£1,150,927
Blackpool	£305,071	£419,472	£419,472	£1,144,015
Kirklees	£304,669	£418,920	£418,920	£1,142,509
Cornwall	£304,421	£418,579	£418,579	£1,141,580
Luton	£303,879	£417,834	£417,834	£1,139,547
Brent	£303,415	£417,195	£417,195	£1,137,806
Nottinghamshire	£303,420	£417,203	£417,203	£1,137,826
Wandsworth	£302,671	£416,173	£416,173	£1,135,017
Coventry	£302,007	£415,259	£415,259	£1,132,524
Bolton	£301,984	£415,228	£415,228	£1,132,439
Lincolnshire	£301,778	£414,944	£414,944	£1,131,667
Croydon	£301,457	£414,503	£414,503	£1,130,464
Staffordshire	£301,214	£414,169	£414,169	£1,129,552
Gateshead	£300,619	£413,351	£413,351	£1,127,322
Northamptonshire	£299,761	£412,171	£412,171	£1,124,104
Suffolk	£299,594	£411,942	£411,942	£1,123,477
Southampton	£299,498	£411,810	£411,810	£1,123,118
Halton	£299,092	£411,252	£411,252	£1,121,596
Tameside	£298,756	£410,789	£410,789	£1,120,334
Derby	£298,513	£410,455	£410,455	£1,119,423
Stockton-on-Tees	£298,641	£410,631	£410,631	£1,119,903
Peterborough	£298,191	£410,013	£410,013	£1,118,217
Plymouth	£298,077	£409,855	£409,855	£1,117,787

Sefton	£297,984	£409,729	£409,729	£1,117,442
Northumberland	£297,258	£408,730	£408,730	£1,114,718
Somerset	£297,142	£408,570	£408,570	£1,114,282
Calderdale	£297,082	£408,488	£408,488	£1,114,057
Redbridge	£296,436	£407,600	£407,600	£1,111,636
Worcestershire	£295,848	£406,791	£406,791	£1,109,430
Slough	£294,724	£405,246	£405,246	£1,105,217
Southend	£294,057	£404,329	£404,329	£1,102,715
Bury	£293,307	£403,297	£403,297	£1,099,900
Reading	£292,148	£401,704	£401,704	£1,095,556
Oxfordshire	£291,682	£401,063	£401,063	£1,093,808
Thurrock	£290,866	£399,940	£399,940	£1,090,747
Solihull	£286,535	£393,986	£393,986	£1,074,508

Fair Play Playbuilder Revenue grant

2. The revenue funding for each Playbuilder has been calculated according to a formula based on deprivation, the Area Cost Adjustment and child population. Allocations for each of the 43 Playbuilders are set out in the table below. Allocations for 2009-10 and 2010-11 are indicative and the final figures will be confirmed in November.

Local Authority	Fair Play Playbuilder Revenue			
	2008-09	2009-10 ²	2010-11	Total
Lancashire	£13,004	£16,719	£16,719	£46,442
Lambeth	£12,958	£16,661	£16,661	£46,279
Islington	£12,950	£16,650	£16,650	£46,249
Leicester	£12,903	£16,589	£16,589	£46,081
Lewisham	£12,818	£16,481	£16,481	£45,779
Hampshire	£12,763	£16,409	£16,409	£45,581
Middlesbrough	£12,741	£16,381	£16,381	£45,502
Newcastle upon Tyne	£12,730	£16,367	£16,367	£45,463
Cornwall	£12,714	£16,347	£16,347	£45,408
Blackpool	£12,710	£16,342	£16,342	£45,394
Nottinghamshire	£12,709	£16,340	£16,340	£45,389
Brent	£12,695	£16,322	£16,322	£45,339
Wandsworth	£12,685	£16,310	£16,310	£45,305
Kirklees	£12,684	£16,307	£16,307	£45,298
Luton	£12,663	£16,281	£16,281	£45,224
Bolton	£12,662	£16,280	£16,280	£45,222
Lincolnshire	£12,659	£16,276	£16,276	£45,212
Staffordshire	£12,645	£16,257	£16,257	£45,160
Coventry	£12,641	£16,252	£16,252	£45,145
Tameside	£12,606	£16,208	£16,208	£45,022
Croydon	£12,604	£16,206	£16,206	£45,016
Halton	£12,593	£16,191	£16,191	£44,974

² Revenue allocations for 2009-10 and 2010-11 are indicative.

Suffolk	£12,589	£16,186	£16,186	£44,960
Derby	£12,588	£16,185	£16,185	£44,958
Northamptonshire	£12,583	£16,179	£16,179	£44,941
Peterborough	£12,582	£16,176	£16,176	£44,935
Southampton	£12,577	£16,170	£16,170	£44,918
Plymouth	£12,563	£16,153	£16,153	£44,868
Gateshead	£12,553	£16,140	£16,140	£44,832
Somerset	£12,532	£16,112	£16,112	£44,757
Calderdale	£12,521	£16,098	£16,098	£44,718
Stockton-on-Tees	£12,509	£16,082	£16,082	£44,673
Sefton	£12,505	£16,078	£16,078	£44,662
Slough	£12,501	£16,072	£16,072	£44,646
Worcestershire	£12,484	£16,051	£16,051	£44,587
Redbridge	£12,474	£16,038	£16,038	£44,550
Bury	£12,465	£16,026	£16,026	£44,516
Northumberland	£12,445	£16,000	£16,000	£44,446
Southend	£12,409	£15,954	£15,954	£44,316
Reading	£12,406	£15,951	£15,951	£44,309
Oxfordshire	£12,399	£15,941	£15,941	£44,282
Thurrock	£12,356	£15,886	£15,886	£44,129
Solihull	£12,238	£15,735	£15,735	£43,709

FORMAL ACCEPTANCE OF GRANT OFFER

To: Bhupinder Bhoday,
Health and Wellbeing Division,
Ground Floor, Sanctuary Buildings,
Great Smith Street,
London SW1P 3BT

FROM:

Tel:

e-mail:

DATE:

FAIR PLAY PLAYBUILDER CAPITAL AND REVENUE GRANT: 2008-09

We are writing formally to accept the terms and conditions of the DCSF Fair Play Playbuilder Capital and Revenue Grant offer in this circular dated 5 June 2008 (LAC Ref: 0506080003), offering financial assistance towards the delivery of the Fair Play programme. This form should be returned to the address above by **23 June 2008**.

Signature: _____

Name in capitals: _____

Job Title: _____

Authority: _____

Date: _____

Specific Conditions, Aims and Objectives of Fair Play Playbuilder Capital Grant

Definitions

In these Conditions of Grant the following terms shall have the meaning given below:

- “the Department” means the Department for Children, Schools and Families;
- “the Support Body”, means an organisation to be appointed shortly by the Department to assist Pathfinders and playbuilders and to provide progress reports to the Department;
- “the Grant” means the Fair Play Playbuilder Capital Grant;
- “the Playbuilder Project Plan” means the plan submitted by the Recipient to the Department and the Support Body and approved by the Department in consultation with the Support Body; and
- “the Recipient” means the local authority in receipt of the Grant.

Specific Conditions of Grant

1. That the Grant is used within the meaning of Section 14 (2) (j) of the Education Act 2002 for the purpose of promoting the welfare of children and parents, to support the delivery of the Playbuilder Project Plan.
2. This Grant can be used for capital expenditure only, in accordance with the Playbuilder Project Plan, as approved by the Department in consultation with the Support Body.
3. This Grant is to be used to develop new and existing public play areas. The Recipient should develop a minimum of 6 play areas in 2008-09, at an average unit cost of £50k. Developments must be “substantial” as set out in paragraph 5 of the guidance below. The Grant is not to be used to develop or refurbish schools or Children’s Centres.
4. The Recipient can use this Grant in conjunction with other capital streams, for example from BIG Lottery, but the Playbuilder Project Plan must set out what this Grant will provide.
5. The Playbuilder Project Plan may include specific integrated projects, where approved by the Department in consultation with the Support Body.

Planning

6. The Recipient must set out a Playbuilder Project Plan for its capital investment over the three years from 2008-09 to 2010-11, including underpinning needs analysis and arrangements for the engagement of children and young people, parents and communities. The Playbuilder Project Plan must be completed and submitted to the Department and the Support Body by 31 July 2008. Details of what the Playbuilder Project Plan should contain are set out in the guidance below.
7. Any changes to the Playbuilder Project Plan must be approved by the Department in consultation with the Support Body.

Capital Assets

8. If the Recipient uses the Grant to purchase any capital asset and that asset is disposed of or ceases to be used by the Recipient for the provision of services for which the Grant is made, the Department may recover the full market value of that asset, net of any

costs of disposal, if applicable.

9. In paragraph 8 above, "full market value" means:

- (a) the value of the asset received or determined by the Recipient following its own asset disposal procedures or valuation and depreciation policy as agreed with its auditors, or
- (b) in a case where the Recipient has not followed that procedure or policy, the value of the asset which the Recipient would have received or determined had it followed that procedure or policy.

Carry Forward of Under Spend

10. The Recipient is permitted to carry forward a maximum of 5% of the Grant into 2009-10 to meet imminent expenditure due to arise in the following period (usually up to a month) subject to agreement by the Department. However, any sums remaining at the end of the financial year 2008-09 greater than 5% of the Grant shall become repayable to the Department on 30 June 2009 or such date, if any, as the Department may determine.

Procurement of goods and services

11. The Recipient shall have regard to HM Treasury guidelines in the procurement of goods and services for which it receives grant so as to secure best value for money. In particular, contracts of work, equipment, stores and services etc. awarded by the Recipient shall be placed on a competitive basis, unless there are good reasons to the contrary. Tendering procedures shall be in accordance with the EU Procurement Directive and UK Procurement Regulations³, where applicable and any additional guidance issued by the Department. The Recipient shall not make any advance payment, any interim payments or enter into any deferred payment arrangements without the prior written consent of the Department.

Reporting

12. The Recipient is required to provide a report to the Department and the Support Body as follows:

- Status report 1: for the period 1 April 2008 to 30 September 2008 (to be received by 30 September 2008);
- Status report 2: for the period 1 October 2008 to 31 March 2009 (to be received by 31 March 2009).

The reports, drawing from the Playbuilder Project Plan, should include:

- progress against key targets and milestones;
- actions to manage risks and resolve issues;
- slippage and actions to manage this, or re-planning undertaken.

Estimate of Expenditure

13. The Recipient is required to complete an Estimate of Expenditure (Annex E), certified by its Chief Financial Officer, setting out spend to date and projected spend to March 2009 in respect of the Grant for the financial year 2008-09. This must be sent to the Department no later than 2 January 2009. Auditor certification is not required.

³ http://www.ogc.gov.uk/procurement_policy_and_practice/procurement_policy_and_application_of_eu_rules.asp

Certification of Expenditure

14. The Recipient is required to complete and send a Statement of Expenditure (Annex F), certified by its Chief Financial Officer in respect of the Grant for the financial year 2008-09, to the Department no later than 30 June 2009. Auditor certification is not required.

Corporate Recognition and Publicity

15. The Recipient agrees that it will officially recognise and promote the financial contribution provided by the Department. It will also officially recognise and promote the Department's Rainbow logo which must appear on all play area developments to which the Fair Play Playbuilder Capital Grant has made a contribution. The logo must also appear on all communication for consumption by the public and by any stakeholder externally.
16. The Department shall have the right to promote its association with the Recipient and its facility(ies) without charge, to use the name and image of the Recipient and the right to disclose information concerning the Recipient and its facility(ies) to third parties while remaining sensitive to situations where confidentiality is a significant issue. As such the Recipient will be included in any on-going publicity of the Fair Play Playbuilder programme.

Further information

17. The Recipient shall provide to the Department such further information as may be required for the purposes of determining whether the Recipient has complied with the conditions set out in this circular.

Other Conditions

18. If the Recipient fails to comply with any of the conditions specified in this Circular, the Department may require the repayment of the whole or any part of the Grant paid to the Recipient as may be determined by the Department and notified in writing to the Recipient. Such sum as has been notified shall immediately become repayable to the Department.
19. If the Recipient fails to comply with any of the conditions set out in this circular, or following a consistent poor performance in meeting the conditions set out in this circular, the Department may, after giving one month's notice, terminate the Grant on the terms set out in the notice of termination.

GUIDANCE

1. The Department for Children Schools and Families is making its biggest ever investment of £235 million in play over the three years 2008–2011. The Department expects innovative and exciting new public play areas to be developed with this investment, led strategically by local authorities working in partnership with district and town councils, the third sector, children, families and community groups. This result should be no less than the transformation of local play opportunities across the country.

Support body

2. The Department will appoint a Support Body shortly to provide a support role for the Pathfinders and Playbuilders. The assistance provided will be proportionate to need, and will include assistance with planning, design, procurement, partnership working and disseminating best practice. The Department expects Playbuilders to engage with the Support Body and it will also be sharing information with the Support Body, including financial details of predicted spend, etc.
3. In order to deliver effectively, Playbuilders will need to ensure that they maintain strong partnerships between Directors of Children's Services and senior colleagues in other key

departments such as parks and leisure, planning, housing, environment and transport. The Support Body will be able to offer assistance in strengthening these arrangements. In two-tier authorities there will need to be very close working between the top tier and district councils and a process must be developed to ensure that the needs of all its districts are considered in a fair and transparent manner. The Department also expects the play investment programme to be embedded into authorities' broad top-tier strategic approach to planning and commissioning. The Department would also like Playbuilders to engage their MPs and other locally-elected members throughout the process.

4. The Department and the Support Body will shortly be publishing detailed design guidance which will set out principles of good play design and provide examples of them. The Department expect Playbuilders to demonstrate best practice in innovative design and production of play sites and to be mindful of this guidance when undertaking their capital investment. Playbuilders should also be prepared to discuss decisions made on the location and design of sites with the Support Body.

Details of the contents of the Playbuilder Project Plan

5. The Recipient's Playbuilder Project Plan will need to set out in sufficient detail how the minimum of 20-25 play area developments will be delivered over the three years of the capital grant, and the needs analysis on which this will be based. The Plan must also show how the Recipient will ensure that these capital assets will have the maximum impact. The Plan should set out in detail how the Recipient will select and develop 6 play areas in 2008-09. 'Development' in this context is taken to mean the complete or substantial replacing of old equipment for new, or the building of a completely new play area. Decisions on whether and by how much variation from this unit cost figure is permissible will be made by the Department in consultation with the Support Body and in discussion with the Recipient, on a case by case basis.
6. The Plan should set out key targets, milestones and risks (and how they will be managed). In addition to setting out which play areas will be delivered by when, the Plan should also contain details how the Recipient will deliver the investment. This should include the following sections:

Innovation

- The Plan should set out how the Recipient will provide innovative and stimulating equipment and landscaping on sites that will deliver physically active play opportunities, which are attractive to all children, including 8-13 year-olds.

Engagement

- The Plan should contain details of how the Recipient intends to involve children and young people, parents, carers and the wider community and locally-elected members in the decisions about where and how the Grant will be spent. This must go deeper than one-off consultation and should seek to engage and involve them throughout the process. It must also include children seen as 'hard to reach', whom the Recipient may need to access through voluntary and community sector groups. The Support Body will be able to advise Recipients with less experience in this area.
- The Plan should detail arrangements for encouraging bids from community and Third sector groups, given their play expertise and direct experience of working in the community with children, families and other residents. The Department would expect each Recipient to look to fund a number of appropriate Third sector and/or community-led projects, in line with their established procurement procedures.

Access

- The Plan should set out how the Recipient will ensure that sites are open-access (with children generally free to come and go as they please) and free of charge. They must also ensure better access and experiences for disabled children across all the sites that are developed. This must include ensuring that all developments of play areas comply with the disability discrimination legislation.

Safety

- The Plan should show how the Recipient will carry out risk assessments to ensure the safety of play areas developed, and also how the Recipient will ensure that children are able to travel to and from play areas in safety. This may be in the form of making links with other projects aimed at safer travel for children. However, the Capital Grant may not be used for such purposes as traffic-calming.

Operational sustainability

- The Plan should show how the Recipient will ensure that the capital investment is sustainable in terms of protection of sites against vandalism and ongoing maintenance of sites. Approaches will need to vary according to the location of the play area. The Support Body will be able to advise. Recipients should also look to maximise the use of other capital assets to support their play investment.

Environmental sustainability

- The Plan should set out the Recipient's consideration of the environmental impact of its investment, and the Recipient should give serious consideration to sustainable refurbishment of play areas using natural materials which encourage children to explore the natural environment.

Specific Conditions, Aims and Objectives of Fair Play Playbuilder Revenue Grant

Definitions

In these Conditions of Grant the following terms shall have the meaning given below:

- “the Department” means the Department for Children, Schools and Families;
- “the Support Body”, means an organisation to be appointed shortly by the Department to assist Pathfinders and playbuilders and to provide progress reports to the Department;
- “the Grant” means the Fair Play Playbuilder Revenue Grant; and
- “the Recipient” means the local authority in receipt of the Grant.

Specific Conditions of Grant

1. That the Grant is used within the meaning of Section 14 (2) (j) of the Education Act 2002 for the purpose of promoting the welfare of children and parents, to support the delivery of the Play Playbuilder Project Plan.

Carry Forward of Underspend

2. There can be no carry forward on revenue. If a Recipient does not spend the whole of the allocated grant monies in the financial year 2008-09, then the Recipient shall repay to the Secretary of State an amount equal to such part of the grant monies as the Recipient has not spent in the financial year. Such sums shall become repayable to the Secretary of State on 30 June 2009 or such date, if any, as the Secretary of State may determine.

Estimate of Expenditure

3. The Recipient is required to complete an Estimate of Expenditure (Annex E), certified by its Chief Financial Officer, setting out spend to date and projected spend to March 2009 in respect of this Grant for the financial year 2008-09. This should be sent to the Department for Children Schools and Families no later than 2 January 2009. Auditor certification is not required.

Certification of Expenditure

4. Recipients are required to complete and send a Statement of Expenditure (Annex F), certified by its Chief Financial Officer, to the Department no later than 30 June 2009. Auditor certification is not required.

Further information

5. The Recipient shall provide to the Secretary of State such further information as may be required by him for the purposes of determining whether they have complied with the conditions set out in this circular.

Capital Assets

6. If the Recipient uses the Grant to purchase any capital asset and that asset is disposed of or ceases to be used by the Recipient for the provision of services for which the Grant is made, the Department may recover the full market value of that asset, net of any costs of disposal, if applicable.
7. In paragraph 6 above, “full market value” means:

(c) the value of the asset received or determined by the Recipient following its own asset disposal procedures or valuation and depreciation policy as agreed with its

auditors, or

(d) in a case where the Recipient has not followed that procedure or policy, the value of the asset which the Recipient would have received or determined had it followed that procedure or policy.

Other Conditions

8. If a Recipient fails to comply with any of the conditions specified in this Circular, the Secretary of State may require the repayment of the whole or any part of the grant monies paid to that authority as may be determined by him and notified in writing to the authority. Such sum as has been notified shall immediately become repayable to the Secretary of State.
9. If the Recipient fails to comply with any of the conditions set out in this circular, or following a consistent poor performance in meeting the conditions set out in this circular, the Department may, after giving one month's notice, terminate the Grant on the terms set out in the notice of termination.

GUIDANCE

1. There are a number of possible uses for this funding, all of which would support the delivery of the Recipient's capital programme. These are as follows:

- interim support for any new and additional maintenance costs whilst longer-term, sustainable funding routes are put in place;
- similar interim support for any supervisory costs, including development of new volunteering infrastructure, associated with creating safer play areas in line with local demand;
- support for additional design costs associated with delivering innovative sites;
- support for community action, for example community development worker costs, linked to capital roll-out;
- Any additional social marketing that authorities really think would add value, for example targeting very hard to reach groups;
- Project management staffing costs needed to run an effective playbuilder capital programme.

2. The Department is not requesting a detailed plan for this funding. However, the recipient will still need to include this revenue in its estimate of expenditure (Annex E) and final statement certificate at Annex F.

FINANCIAL YEAR END SPEND PREDICTION 2008-09

Fair Play Playbuilder Capital and Revenue Grants

All funding must be accounted for in financial year 2008-09. To inform the end year grant reconciliation process, authorities are required to submit an estimate of final expenditure for 2008-09 by **2 January 2009**. Authorities are reminded that no carry forward of revenue funding is permitted.

LOCAL AUTHORITY

	Capital	Revenue
Total grant available in 2008-09	£	£
Actual eligible expenditure: 1 April 2008 to 31 December 2008	£	£
Planned eligible expenditure: 1 January 2009 to 31 March 2009	£	£
Planned carry forward required for 2009-10 (a maximum of 5% of total grant)	£	

.....(signature)
(block capitals)
(Authority)
 (date)

Authorities listed at Annex A should complete this form and return it to the Department for Children Schools and Families at the address given below by 2 January 2009.

Bhupinder Bhoday, Health and Wellbeing Division,
 Ground Floor, Sanctuary Buildings, Great Smith Street, London SW1P 3BT

FINAL STATEMENT CERTIFICATE:**FAIR PLAY PLAYBUILDER CAPITAL AND REVENUE GRANTS 2008-09**

All Playbuilder authorities should complete this form and send it, certified by the Chief Financial Officer, to the Department for Children, Schools and Families at the address given below by **30 June 2009**. No auditor certification is required.

Bhupinder Bhoday, Ground Floor, Sanctuary Buildings, Great Smith Street, London, SW1P 3BT

LOCAL AUTHORITY.....	Capital Grant	Revenue Grant
A. 2008-09 allocation	£_____	£_____
B. Eligible expenditure incurred in 2008-09	£_____	£_____
C. Unspent balance of grant to be carried forward (Lower of line A minus line B, or 5% of line A)	£_____	
D. Unspent balance to be repaid to DCSF (Line A minus (Line B plus Line C))	£_____	£_____

CERTIFICATE OF THE CHIEF FINANCIAL OFFICER

I certify that the above entries are correctly stated and that expenditure at B was properly incurred in accordance with the Local Authority Circular LAC(0506080003).

CHIEF FINANCIAL OFFICER.....

Date.....

Enquiries to.....Telephone no.....

Email.....