

- 2.8 Priority will be given to maintaining a high profile for the WCDF and the records of expenditure under the Scheme (ie a summary of the member request form above) will be publicly viewable on the WCC website and will be held for public inspection on request for 6 years at County Hall.

3. Scheme Specifics

- 3.1 Any decision under this scheme must not be contrary to County Council policy, and the County Council must have legal powers to make the decision and incur the expenditure proposed.

- 3.2 The Members' Code of Conduct applies to the exercise of the Scheme. Members must declare any Disclosable Pecuniary Interest (DPI) or Other Disclosable Interest (ODI)0.000008866 0 594.96 842.04 reW*nBT/F1 12 Tf1 0 0 1 223.13 5

Members involved in the joint proposals. Note that a joint proposal must be of benefit to the Divisions of all Members putting it forward.

- 3.8 Proposals to use the WCDF for road repairs and highway schemes will be referred by the Member to the Economy and Infrastructure Directorate to determine the feasibility and cost. Funding for speed cameras is permissible if the camera is used under the guidance, authority and training of the Police.
- 3.9 Members should consider the financial viability of a potential recipient (such as a local voluntary body) in order to reduce the risk of public money being wasted, and in cases of uncertainty or concern are encouraged to seek advice from the Chief Financial Officer.
- 3.10 Members will be responsible for organising and facilitating any publicity in relation to expenditure from the WCDF which should, where possible, clearly state the link to Worcestershire County Council. Any publicity must be non-party political and in accordance with legal restrictions on the Council, with the periods before elections particularly sensitive.
- 3.11 Where a proposal is for a project that requires funding from more than one

for such projects must be made subject to these conditions, should ensure the WCDF grant has been used for the intended purpose and must update the record supplied to the Chief Financial Officer to reflect any subsequent variation.

- 3.15 Authorisation of expenditure from the WCDF must be made on the pro-forma provided and returned to the Assistant Director for Legal and Governance who will arrange publication of the decision and forward it to the Chief Financial Officer. Orders will be placed, where appropriate, using the Council's usual procurement arrangements (for which details can be obtained from Strategic Procurement), or alternatively a cheque will be produced in the name of the recipient.
- 3.16 In the year of a County Council election, no commitments, payments or related publicity may be undertaken once the Notice of Election has been published appropriate, using the