

THE COUNSELLING PARTNERSHIP – APPLICATION FOR FINANCIAL ASSISTANCE

Executive Summary	
<p>The Counselling Partnership is a mental health Charity which provides face to face therapy to anyone who needs it, offering a subsidised service for those who are on low incomes. The Charity supplies up to one year of talking therapy to assist with matters such as relationship issues, bereavement, depression, domestic abuse and carers' issues.</p> <p>The Partnership relies on donations, one off grants, fundraising and client contributions in order to continue to provide subsidised therapy to those on low incomes. In the financial year 2018-2019 a total of 1,483 counselling sessions were held. For those living in Woking, the number of clients referred to the Charity equated to 24, with 11 receiving counselling courses totalling 107 sessions and the full allocation of the grant being used.</p> <p>The Counselling Partnership has requested funding of £5,000 in 2020/21 to contribute towards the salary of the Charity's Administrator and Clinical Services Manager. The amount requested represents an increase of £2,000 on the current year's level of support – the Council has to-date provided annual funding of £3,000.</p> <p>It is proposed that the Council continues its support of the Partnership. However, it is recommended that the level of funding is kept at the 2019/20 level of £3,000.</p>	

Recommendations	
The Executive is requested to:	RESOLVE That funding of £3,000 be agreed towards the salary costs of the part-time Administrator and Clinical Services Manager.
Reason for Decision	To enable the Counselling Partnership to continue their work within the Borough of Woking.
Legal Authority	S142 Local Government Act 1972
Conditions	<p>Accounts. The Organisation must submit accounts for the year in which the grant is awarded, including an income and expenditure account and balance sheet. Please note that accounts for other years may also be required.</p> <p>Monitoring Information. The Organisation must submit annual monitoring information as a measure of its achievements. Failure to provide details will jeopardise the award.</p> <p>Publicity. Where possible, the Organisation is required to publicise the support received from Woking Borough Council, including on websites and literature / leaflets produced.</p> <p>Payments. Unless exceptional circumstances exist all invoices must be received quarterly with monitoring information for the previous quarter.</p> <p>Payment Period. Final quarter claims must be made by the second week in April. Unclaimed awards will not be available at a later date</p>

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	<p>unless exceptional circumstances can be demonstrated to the Council before the end of the award year.</p> <p>Joint Working. WBC expects the Organisation to engage positively on health and wellbeing multi-agency joint work affecting Woking. Groups which refuse may place their Council support at risk, e.g. grant, concessionary rent and other assistance.</p> <p>Homelessness Reduction Act 2017. Following the introduction of new legislation from April 2018, the Council expects the support of partner agencies in identifying people at risk of homelessness as early as possible to maximise the opportunities to prevent such. Partner agencies / organisations are expected to be engaged in joint working arrangements to assist in finding suitable housing and support solutions, and where appropriate to undertake and respond to the new 'duty to refer'. Groups which do not support this new legislation and way of working positively may put their Council support at risk.</p>
Performance Indicators	<p>Users. The Organisation to provide a breakdown of the users.</p> <p>Enquiries. The Organisation to provide a breakdown of the enquiries received.</p> <p>Publicity. The Organisation to advise how the Council's support has been publicised.</p> <p>Statement of Use. The Organisation to provide a statement stating the use to which the grant money has been put.</p>
Future Support	<p>The financial pressure on the Council's budgets is expected to continue in the coming years and accordingly the overall level of support available in future years may be reduced. The applicant is therefore to be advised that the award of funding for 2020/21 does not imply that a similar application in 2021/22 would be supported. In particular, it is emphasised that the Council is unlikely to be in a position to award any sums above the 2020/21 levels.</p> <p>In view of this, the applicant is to be advised to ensure that contingency plans for the Group's operations for 2021/22 have been drawn up in the event that the Council is unable to continue its support beyond April 2021. All applicants are strongly recommended to pursue alternative sources of funding and are encouraged to approach Woking Borough Council's Community Support Team for advice and support.</p>

The Executive has authority to determine the above recommendations.

Background Papers:

2020/21 Application Form.

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Date Published:

18 February 2020

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1.0 Summary of Application	
1.1 Status and Aims	<p>The Counselling Partnership is a mental health charity which has been operating for over twenty years and prides itself on providing high quality fact to face therapy, regardless of financial circumstances with the aim to help improve mental wellbeing with the North Surrey community. Many vulnerable clients who come to the charity include people in abusive relationships, have limited financial means and cannot afford one to one therapy in the private sector.</p> <p>The key objectives are to:</p> <ul style="list-style-type: none"> ○ Promote the Charity’s work across North Surrey where there are known pockets of deprivation or adults over the age of 17 who are on low incomes. ○ Provide one to one talking therapy to those who otherwise could not afford it ○ Provide good quality supervision/mentoring to train and support volunteer counsellors who in turn serve the clients <p>Develop partnerships with local voluntary services, including Carer support groups and Victim Support Surrey, to maximise their reach within the community.</p>
1.2 Employees	<p>2, comprising the Office Administrator (25 hours per week) and the Clinical Service Manager (21 hours per week).</p> <p>The Administrator is the first point of contact for people in distress who would benefit from counselling. Tasks also include day to day office management such as dealing with client bookings, arranging training and recruitment events and venues, management of non-clinical volunteers and production of analytical and financial information.</p> <p>The role of the Clinical Service Manager includes recruitment of volunteer counsellors, counsellor supervision and initial client assessments.</p>
1.3 Volunteers	<p>31.</p> <p>Two volunteers assist with non-clinical office work supporting the Administrator and six volunteers are Trustees. The remaining 23 volunteers are counsellors who have completed post graduate training course to provide one to one counselling for clients for up to three sessions per week. The counsellors are supervised in accordance with the requirements of the British Association of Counselling to which the Group is accredited.</p>
1.4 Clients/Users	<p>191, comprising:</p> <p>48 male</p> <p>143 female</p> <p>1 disabled</p> <p>21 ethnic minority</p> <p>39 resident in Woking</p>

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	<p>180 aged 19-65</p> <p>11 aged 65+</p> <p>No charge is levied to the users although donations are requested from those who would be able to make a contribution. A counselling centre is held in Maybury for three hours, three times per week.</p>
1.5 Members	<p>23, comprising:</p> <p>6 male</p> <p>17 female</p> <p>3 ethnic minority</p> <p>1 resident in Woking</p> <p>23 aged 19-65</p>
1.6 Sum Requested	£5,000 (Revenue)
1.7 Project	<p>The Counselling Partnership has requested revenue funding of £5,000 to part fund the salary of the Charity's Administrator and Clinical Services Manager. The combined annual cost is £37,644. It would also cover the costs of the Maybury Centre for counselling Woking Residents which is estimated at £2,880.</p>
1.8 Cost breakdown:	<p>Administration Officer salary (25 hours per week)</p> <p>Gross Salary – Administrator: £17,234</p> <p>Gross Salary – Clinical Services Manager: £19,090</p> <p>Pension: £1,320</p> <p>The Charity's latest estimate is that the cost of one counselling session is £42, therefore £3,000 would provide 71 fully funded sessions to Woking residents.</p>
1.9 Community Benefit	<p>The Charity will use the grant to benefit vulnerable people in Woking to address stressful personal issues. This would include the following community benefits:</p> <ul style="list-style-type: none"> - positive changes to people's mental health and well being; - positive impact on families, friends and children through the work of the charity with young people from the age of 17 years as well as older clients and carers; - improved outlook and attitudes through long term counselling to 'move on with their lives' and understand how to cope with future events; and - improved social interaction through the counselling sessions by building confidence and developing a greater sense of autonomy and self esteem. <p>During 2018/19 the Group delivered 1,483 counselling sessions to 191 people in need of help. The aim of the Charity is to improve this number year on year, with a capacity currently of 2,000 sessions. Approximately 15-20% of referrals come from within Woking and the Group has linked with organisations such as Woking Carers and Cornerhouse.</p>

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2.0 Financial Background	
2.1 Budget	<p>At the time of the application, the Group held £50,000 in the bank. The sum of £6,000 is reserved for restricted income specified by donor and £40,000 reserved for the running of the Charity for six months in the event that funding difficulties were incurred.</p> <p>The Group has submitted a budget for 2020/21 which shows an anticipated income of £61,235 against an anticipated expenditure of £62,543, resulting in an anticipated surplus of £1,308.</p> <p>Anticipated income includes client contributions (£62,550), counsellor fees (£4,500), fundraising (£3,500), donations (£904), grants (£16,250) interest (£84) and Gift Aid (£6,000). Items of expenditure include office & admin (£39,199), training (£10,900), advertising (£1,800), legal and professional costs (£930).</p>
2.2 Accounts	<p>The Group has submitted accounts for 2018/19 which show an income of £157,798 (£116,705 in 2017/18) against expenditure of £160,265 (£119,091 in 2017/18), resulting in a deficit of £2,467 (a deficit of £2,386 in 2017/18). The sum of £52,374 was carried forward at the end of the 2018/19 year.</p>
2.3 Support over the past five years	<p>2019/20 – £3,000 towards the cost of services within Woking 2018/19 – £3,000 towards the cost of services within Woking 2017/18 – £3,000 towards the cost of services within Woking 2016/17 – £3,000 towards the cost of services within Woking 2015/16 – £3,000 towards the cost of services within Woking</p>

3.0 Assessment of Application																																					
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3.2 Consultee Comments	<p><u>Jade Buckingham, Health and Wellbeing Manager</u></p> <p>The counselling partnership provides a much needed service to those who would be unable to access counselling via the private sector. Although the request is for £5000, I suggest funding £3000, the same</p>																																				

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	as it has been in previous years.
3.3 Assessment	<p>The Counselling Partnership is a mental health charity which provides face to face therapy to anyone who needs it, offering a subsidised service for those who are on low incomes. The Charity supplies up to one year of talking therapy to assist with issues such as relationship issues, bereavement, depression, domestic abuse and carers' issues.</p> <p>The Partnership relies on donations and one off grants, fundraising, donations and client contributions in order to continue to provide subsidised therapy to those on low incomes.</p> <p>In the financial year 2018-2019 a total of 1,483 counselling sessions were held. The Counselling Partnership has requested funding of £3,000 in 2020-2021 to part fund salary costs. The salary of the part-time administrator for 25 hours per week is estimated to be £17,234 per annum. Woking's part funding of the post has previously been based on a budget of 20% of all enquiries received per annum from residents living in Woking.</p> <p>For those living in Woking, the number of clients referred to the Charity equated to 24, with 11 receiving counselling courses totalling 107 sessions and the full allocation of the grant being used.</p> <p>It is proposed that funding be awarded at the same level as 2019/20 to contribute towards the salary costs, equating to the sum of £3,000 for 2020/21.</p>

REPORT ENDS