

**WOKING PEOPLE OF FAITH – APPLICATION FOR FINANCIAL ASSISTANCE**

<b>Executive Summary</b>	
<p>Woking People of Faith is a multi-faith organisation providing a platform for people to get together and gain an understanding of each other. Since its inception, Woking People of Faith has been supported by the Council, through the Community Support Scheme and previously through community cohesion funding received from the Department of Communities and Local Government.</p> <p>Woking People of Faith has applied to extend its funding at the level of £15,000 for 2020/21 towards the salary of its part-time consultant co-ordinator and running costs. The co-ordinator post is necessary to maintain the programme of events and meetings held each year. The activities previously held include the annual football tournament, Refugee Week and an event to mark the International Day of Peace.</p> <p>Woking Borough Council has recognised the importance of the role played by the Group and the difficulties faced in raising funds. In light of the supportive consultee comments along with the unique and important work undertaken by the Group in the Borough, it is recommended that the application be supported with a revenue grant of £15,000 during the 2020/21 financial year.</p>	

<b>Recommendations</b>	
The Executive is requested to:	<b>RESOLVE That</b> a grant of £15,000 be awarded towards the core costs of the Group.
Reason for Decision	To enable the Group to continue to build strong relationships between people of different faiths and culture in the Borough.
Legal Authority	S19 (Misc. Provisions) Local Government Act 1976
Conditions	<p><b>Accounts.</b> The Organisation must submit audited 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><b>Monitoring Information.</b> The Organisation must submit quarterly monitoring information as a measure of its achievements. Failure to provide details will jeopardise the award. E-mail requests will be sent to the applicant on a quarterly basis.</p> <p><b>Publicity.</b> Where possible, the Organisation is required to publicise the support received from Woking Borough Council, including on all literature and leaflets produced.</p> <p><b>Payments.</b> Unless exceptional circumstances exist all invoices must be received quarterly with details of the costs incurred and monitoring information for the previous quarter.</p> <p><b>Payment Period.</b> Final quarter claims must be made by the second week in March. Unclaimed awards will not be available at a later date unless exceptional circumstances can be demonstrated to the Council</p>

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	<p>before the end of the award year.</p> <p><b>Joint Working.</b> 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><b>Homelessness Reduction Act 2017.</b> With the introduction of new legislation from April 2018, the council will expect 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 will be 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> <p><b>Venue Hire.</b> Woking Borough Council has a duty to ensure that publicly-owned venues and resources do not provide a platform for extremists and are not used to disseminate extremist views. This duty extends to organisations that work with the local authority so this includes recipients of any grants from Woking Borough Council. If you hire out your venue/s you should ensure you have good processes in place for record keeping and checking if they are an appropriate group to be making the hire arrangements. The following are some of what should be considered:</p> <ul style="list-style-type: none"> <li>• Basic details should be recorded to include speakers address, mobile phone number &amp; organisation details.</li> <li>• Has the identity of the speaker been confirmed &amp; is their organisation bona fide? Are they known to you?</li> <li>• Is the speaker from the area? Are they UK citizens or from overseas &amp; will they travel specifically for this event?</li> <li>• Consider checks on the internet to confirm the status of speaker to include website, YouTube or social media sites.</li> <li>• How many people are likely to attend (check previous or similar events either locally or online).</li> </ul>
Performance Indicators	<p><b>Users.</b> The Organisation to provide a breakdown of the users in the past quarter.</p> <p><b>Activities.</b> The Organisation to provide details of activities and events held during the last quarter.</p> <p><b>Publicity.</b> The Organisation to advise how the Council's support has been publicised over the last quarter.</p> <p><b>Statement of Use.</b> 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</p>

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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.

**The Executive has authority to determine the above recommendations.**

### **Background Papers:**

2020/21 Application Form.

### **Reporting Person:**

Ray Morgan, Chief Executive  
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### **Contact Person:**

Frank Jeffrey, Democratic Services Manager  
Extn: 3012, Email: frank.jeffrey@woking.gov.uk  
Doug Davern, Democratic Services Officer  
Extn: 3018, Email: doug.davern@woking.gov.uk

### **Portfolio Holder:**

Cllr Ayesha Azad  
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### **Shadow Portfolio Holder:**

Cllr Will Forster  
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### **Date Published:**

18 February 2020

## **Working People of Faith – Application For Financial Assistance**

## Woking People of Faith – Application For Financial Assistance

<b>1.0 Summary of Application</b>	
1.1 Status and Aims	The Charity was formed in 2007 to build strong relationships between people of different faiths and cultures in Woking Borough for the good of the whole community.
1.2 Employees	None. The Group hires a part-time Co-ordinator on a consultancy basis for 12 hours a week.
1.3 Volunteers	<p>13, whose activities include overseeing the business and activities of the Charity.</p> <p>All the Trustees are volunteers and form the Management Committee. They are also responsible for holding at least one event per year which follows the Group's aims of improving understanding between people of different faith and cultures, such as debates from different faith perspectives to an audience of various faith and ethnic backgrounds, inter-faith sports events, religious education support in schools and coffee mornings.</p>
1.4 Clients/Users	<p>Around 1,000 people are stated to benefit from the work of the Group each year. No charge is made to its users.</p> <p>The Group states that members of the public in Woking are invited to attend its community initiatives and highlights that its new constitution encourages faith establishments to join as institutional members.</p> <p>Schools use the Forum's services to educate their pupils about multi-faith issues; work takes place with Woking Borough Council to co-host their Annual Refugee Week Event; Faith Institutions use the Forum to run events such as talks and pilgrimage walks; Brookwood Cemetery use its services to hold an annual multi-faith service; and work takes place with Horsell Common Preservation Society each year to run two environmental clean-up events.</p>
1.5 Members	13, all resident to Woking. Members per £15 per year and are faith institutions such as Churches, Mosques and Temples which nominate representatives from their organisations onto the Management Committee.
1.6 Sum Requested	£15,000 (Revenue)
1.7 Project	The funding would be used to continue the employment of an Administrator on a part-time basis (12 hours per week), along with making a contribution towards the costs of holding events such as hall hire, equipment and prizes for children and inter-faith sports competitions.
1.8 Cost breakdown:	A budget for the Group is set out in section 2.1 below.
1.9 Community Benefit	In the last year the events reached around 1,000 people which included a variety of different ages and cultures. Its activities are completely voluntarily attended, which shows that people enjoy attending them and that there is a need for different cultures to interact together in positive situations and learning environments.

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<b>2.0 Financial Background</b>	
2.1 Budget	<p>At the time of the application, the Group held £20,248 in the bank, with around £3,500 being reserved in case of emergencies or any shortfalls in funding.</p> <p>The Group has submitted a break-even budget for 2020/21 which shows an anticipated expenditure of £15,000.</p> <p>Anticipated expenditure includes Co-ordinator (£9,300), Events (£4,000), Telephone / Stationery (£830), Insurance (£550), and Website (£320).</p>
2.2 Accounts	<p>The Group has submitted accounts for 2018/19 which show an income of £15,991 (£15,370 in 2017/18) against expenditure of £16,083 (£12,747 in 2017/18), resulting in a deficit of £92 (a deficit of £2,623 in 2017/18). The sum of £16,545 was carried forward at the end of the 2018/19 year.</p>
2.3 Support over the past five years	<p>2019/20 – £15,000                  2018/19 – £15,000                  2017/18 – £15,000                  2016/17 – £15,000                  2015/16 – £15,000</p>

<b>3.0 Assessment of Application</b>																																					
3.1 Key Information	<table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%;"><input type="radio"/></td> <td style="width: 70%;">Constitution</td> <td style="width: 25%; text-align: right;">Yes</td> </tr> <tr> <td><input type="radio"/></td> <td>Registered Charity</td> <td style="text-align: right;">Yes</td> </tr> <tr> <td><input type="radio"/></td> <td>VAT Registered</td> <td style="text-align: right;">No</td> </tr> <tr> <td><input type="radio"/></td> <td>Equal Opportunities Policy</td> <td style="text-align: right;">Yes</td> </tr> <tr> <td><input type="radio"/></td> <td>Safeguarding Policy</td> <td style="text-align: right;">Yes</td> </tr> <tr> <td><input type="radio"/></td> <td>Reserves Policy</td> <td style="text-align: right;">Yes</td> </tr> <tr> <td><input type="radio"/></td> <td>Quality Mark</td> <td style="text-align: right;">No</td> </tr> <tr> <td><input type="radio"/></td> <td>Other funding sources pursued</td> <td style="text-align: right;">Yes</td> </tr> <tr> <td><input type="radio"/></td> <td>Other support by the Council</td> <td style="text-align: right;">No</td> </tr> <tr> <td><input type="radio"/></td> <td>Fundraising</td> <td style="text-align: right;">Yes</td> </tr> <tr> <td><input type="radio"/></td> <td>Two quotes</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td><input type="radio"/></td> <td>Regular monitoring provided previously</td> <td style="text-align: right;">Yes</td> </tr> </table>	<input type="radio"/>	Constitution	Yes	<input type="radio"/>	Registered Charity	Yes	<input type="radio"/>	VAT Registered	No	<input type="radio"/>	Equal Opportunities Policy	Yes	<input type="radio"/>	Safeguarding Policy	Yes	<input type="radio"/>	Reserves Policy	Yes	<input type="radio"/>	Quality Mark	No	<input type="radio"/>	Other funding sources pursued	Yes	<input type="radio"/>	Other support by the Council	No	<input type="radio"/>	Fundraising	Yes	<input type="radio"/>	Two quotes	N/A	<input type="radio"/>	Regular monitoring provided previously	Yes
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3.2 Consultee Comments	<p><u>Zafar Iqbal, Senior Policy Officer (Community Engagement)</u></p> <p>As per last year I am the nominated WBC officer and Cllr Louise Morales is the Council's designated Trustee on WPOF board. The group continue to deliver a wide variety of initiatives/programmes and contributes directly to the Council's cohesion and integration agenda.</p> <p>The new coordinator is now well settled and fully active in WPOF</p>																																				

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	<p>activities and efforts to engage with the youth especially via schools is progressing well.</p> <p>My recommendation is to continue to support the group.</p>
3.3 Assessment	<p>The Woking People of Faith is a multi-faith organisation providing a platform for people to get together and gain an understanding of each other. Since its inception Woking People of Faith has been supported by the Council, through the Community Support Scheme and previously through community cohesion funding received from the Department of Communities and Local Government. The Group has representatives from faiths including Christian, Muslim, Jewish, Buddhist, Baha'i, Quaker, Sikh and Hindu.</p> <p>The central objective of Woking People of Faith is to build and strengthen relationships between people of different faiths and cultures for the good of the whole of the Borough. It works hard to challenge prejudice and to facilitate understanding between different faith and culture groups in Woking, which is an important contributor to a healthy society. Donations are invited at every event held and some events receive sponsorship from the local community and businesses.</p> <p>The Charity intends to continue with, and extend their engagement with local people, promoting cross-cultural and faith dialogue, facilitate working together and creating opportunities for the strengthening of relationships.</p> <p>Since 2009, the Charity has engaged with numerous local faith groups to try to establish core funding. The Charity has found that, as inter-faith work is secondary to the core objectives of most faith institutions, direct funding is not provided by the different partners. However, faith groups and businesses do contribute to specific events when invited to do so, though this is not sufficient to support the part-time worker. Consequently, the Group considers it vital to secure core funding from Woking Borough Council to drive and develop this work for the benefit of the community.</p> <p>Woking People of Faith has applied to extend its funding of £15,000 for 2020/21 towards the cost of its consultant Co-ordinator and the running costs of the Group. The Co-ordinator role is necessary to maintain the programme of events and meetings held each year. The activities previously held include the annual inter-faith football tournament, Refugee Week and an event to mark the International Day of Peace.</p> <p>Woking Borough Council has recognised the importance of the role played by the Group and the difficulties faced in raising funds. In light of the supportive consultee comments along with the unique and important work undertaken by the Group in the Borough, it is recommended that the application should be supported with a revenue grant of £15,000 during the 2020/21 financial year.</p>

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