

FAMILY VOICE SURREY – APPLICATION FOR FINANCIAL ASSISTANCE

Executive Summary	
<p>Formed in 2011, Family Voice Surrey champions SEND (Special Needs and Disabilities) families with children or young adults under 25 who have special educational needs or disabilities. The Group is applying for funds of £1,974 towards the costs of employing a Local Hub Co-ordinator to assist with the development of family hubs as part of the Early Help work taking place in Woking. The Co-ordinator would build a forum of parents / carers of children with additional needs and disabilities meeting bi-monthly, build relationships with local agencies, and raise issues identified by parent carers.</p> <p>The role of Parent Carer Forums is recognised in the Children and Families Act 2014, providing Family Voice Surrey with a platform as a voice of parent carers of children and young people with additional needs. The emphasis nationally is shifting to a more tailored local offer through the development of the Early Help hubs, which will bring together a collection of legally required services and voluntary services to support children, young people and their families. The Group estimates that there are around 3,320 families in Woking who have children with additional needs or disabilities.</p> <p>The consultee comments show support for the work taking place by Family Voice Surrey, and it is noted that Local Family Hubs are being developed across the County, with contributions being made in Woking from the multi-agency Early Help Advisory Board. However, the comments note that the Council is not aware of the Group liaising with the Borough’s Family Support Programme or the Advisory Board and so at the present time it is recommended that no grant be awarded.</p>	

Recommendations	
Reasons for Decision	Consultation has not yet taken place with the Council or the Early Help Advisory Board regarding the proposals.
The Executive is requested to:	RESOLVE That no grant be awarded.

The Executive has authority to determine the above recommendations.

Background Papers:

2018/19 Application Form.

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Date Published:

6 December 2017

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1.0 Summary of Application	
1.1 Status and Aims	Family Voice Surrey was formed in 2011. The Group champions the needs and rights of SEND families in Surrey: families with children or young adults up to the age of 25 who have special educational needs, chronic illnesses, including mental health conditions, or disabilities.
1.2 Employees	2, comprising an Operations Manager (21 hours per week) and a Co-ordinator (20 hours per week).
1.3 Volunteers	21. The volunteer parent representatives provide the views of families at meetings, workshops and events relating to education, health, disabilities and social care. They may also represent Family Voice Surrey at events, parents support groups and other meetings.
1.4 Clients/Users	None.
1.5 Members	<p>1,350, comprising:</p> <ul style="list-style-type: none"> 68 male 1,282 female 101 disabled 95 ethnic minority 162 resident in Woking 1,200 aged 19-65 150 aged 65+ <p>No membership fees are levied by the Group.</p>
1.6 Sum Requested	£1,974 (Revenue)
1.7 Project	<p>Family Voice Surrey is applying for funding towards a Local Hub Co-ordinator for Woking, noting that the development of Surrey County Council's Early Help family hub model provides an opportunity for families caring for children with additional needs to shape local services and have their voice heard at a local level. The Group is aiming to support the development of these family hubs in each local area.</p> <p>As a small voluntary organisation, Family Voice Surrey is keen to increase network of supporters would need to increase and adds that appointing a Co-ordinator in Woking would strongly assist.</p> <p>The Local Hub Co-ordinator would:</p> <ul style="list-style-type: none"> - represent Family Voice Surrey in Woking, build a network of parents/carers of children with additional needs and/or disabilities through bi-monthly meetings. These meetings would both meet the needs and interests of local parent carers, and be an opportunity for local partner organisations to consult with parent carers; - build relationships with other organisations in Woking on behalf of Family Voice Surrey, including the emerging Woking early help family hub, special and mainstream schools, children's centres

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	<p>and local parent carer support groups;</p> <ul style="list-style-type: none"> - identify and raise issues that parent carers are experiencing with professionals, providing direct feedback on services provided locally. As an example, Family Voice Surrey sits on the Mindsight Surrey CAMHS (Children & Adolescent Mental Health Service) board and the Co-ordinator would feed into this; - act as the link between Family Voice Surrey, local parent carers and the Woking Early Help family hub; - promote and share Family Voice Surrey consultations and surveys.
1.8 Cost breakdown:	<p>Salary: £12.50/hour for 67.25 hours/year incl annual leave = £840.63</p> <p>Meeting room costs: bi-monthly meetings - 6/year (£20/hour, 4 hours/meeting) = £480</p> <p>Travel expenses: average 15 miles/month = £81</p> <p>IT: MS Office license @ £9.40/month + VAT = £135.36</p> <p>Core costs/overheads: Payroll @ £132 incl VAT + management support @ £305 for 2 days/yr Ops Mgr = £436</p> <p>TOTAL = £1,973.99</p>
1.9 Community Benefit	<p>The target of reaching 10% of SEND parent carers in Woking would be evidenced through the number of Woking families that took part in surveys, consultation events, attended events and/or who signed up as members to Family Voice Surrey. Reaching 10% of Woking's SEND population of parent carers would give a more rounded picture of families' experiences, and would improve decision-making, with services designed to meet the needs of these families.</p>

2.0 Financial Background	
2.1 Budget	<p>At the time of the application, the Group held £52,812 in the bank.</p> <p>This figure represents a number of grants received plus reserves. Most recently, the Group has received the first half (£7,500) of its grant from the DfE for parent participation, which will cover costs such as its IT system, the annual event and parent carer expenses.</p> <p>There is also some remaining grant amounts from funders including the Community Foundation for Surrey, Raven Housing Trust's Brighter Community Fund and Elmbridge Borough Council for parent engagement events and a schools information pack project. The total includes provision for staff salaries for the Coordinator and Operations Manager, along with a provision for parent carer expenses for the Surrey SEND work.</p> <p>The Group has submitted a break-even budget for the Woking Local Hub Co-ordinator 2018/19 which shows an anticipated income and expenditure of £1,974. The breakdown is set out above in paragraph 1.8 – Cost Breakdown.</p>
2.2 Accounts	<p>The Group has submitted accounts for 2016/17 which show an income of £94,443 against expenditure of £77,777, resulting in a</p>

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	surplus of £16,666. The sum of £41,790 was carried forward at the end of the 2016/17 year.
2.3 Support over the past five years	New application.

3.0 Assessment of Application																									
3.1 Key Information	<table border="0"> <tr><td>○ Constitution</td><td>Yes</td></tr> <tr><td>○ Registered Charity</td><td>No</td></tr> <tr><td>○ VAT Registered</td><td>No</td></tr> <tr><td>○ Equal Opportunities Policy</td><td>Yes</td></tr> <tr><td>○ Safeguarding Policy</td><td>Yes</td></tr> <tr><td>○ Reserves Policy</td><td>No</td></tr> <tr><td>○ Quality Mark</td><td>No</td></tr> <tr><td>○ Other funding sources pursued</td><td>Yes</td></tr> <tr><td>○ Other support by the Council</td><td>No</td></tr> <tr><td>○ Fundraising</td><td>Yes</td></tr> <tr><td>○ Two quotes</td><td>N/A</td></tr> <tr><td>○ Regular monitoring provided previously</td><td>N/A</td></tr> </table>	○ Constitution	Yes	○ Registered Charity	No	○ VAT Registered	No	○ Equal Opportunities Policy	Yes	○ Safeguarding Policy	Yes	○ Reserves Policy	No	○ Quality Mark	No	○ Other funding sources pursued	Yes	○ Other support by the Council	No	○ Fundraising	Yes	○ Two quotes	N/A	○ Regular monitoring provided previously	N/A
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3.2 Consultee Comments	<p><u>Officer Comment</u></p> <p>Family Voice is a Surrey group that provides support to families with Special Educational Needs and Disability (SEND). The Group acts as an advocacy, support and voice for families and are requesting £1,974 to fund a Local Hub Coordinator in Woking.</p> <p>As discussed in the application, local family hubs are being developed across the County and stakeholder engagement events have taken place which included representative from Family Voice. The Woking Early Help Advisory Board are looking for representation for families, however, it has not yet been established how this will be organised.</p> <p>I am not aware of Family Voice liaising with the Borough Council and have checked with the Chair of the Woking Advisory Board and we have not had any specific contact with Family Voice regarding a Local Hub Coordinator in Woking. Therefore, although I am supportive of the work this Group does in advocating for SEND families, I am not in a position to support this specific application at this time.</p>																								
3.3 Assessment	<p>Formed in 2011, Family Voice Surrey champions SEND (Special Needs and Disabilities) families with children or young adults under 25 who have special educational needs or disabilities. The Group is applying for funds of £1,974 towards the costs of employing a Local Hub Co-ordinator to assist with the development of family hubs as part of the Early Help work taking place in Woking. The Co-ordinator would build a forum of parents/carers of children with additional needs and disabilities meeting bi-monthly, build relationships with local agencies, and raise issues identified by parent carers.</p> <p>In its application the Group highlights the Children with Disabilities</p>																								

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Forum in Spelthorne, which is similar to the proposal for Woking and had been in operation for 14 years. The Forum employs a chair for five every three months who runs quarterly meetings for parent carers and professionals.

The role of Parent Carer Forums is recognised in the Children and Families Act 2014, providing Family Voice Surrey with a platform as a voice of parent carers of children and young people with additional needs. The emphasis nationally is shifting to a more tailored local offer through the development of the Early Help hubs, which will bring together a collection of legally required services and voluntary services which support children, young people and their families. To ensure these hubs deliver what families need, the Group notes that it is essential that the voice of parent carers is heard to inform their development and help shape services for the estimated 3,320 Woking families who have children with additional needs or disabilities.

The Group has also applied for core funding from Reigate & Banstead Borough Council for a Local Hub Coordinator in their borough, and plans to consider the proposal in other districts and boroughs. As well as increasing its level of fundraising, the Group has also begun to look at charging for training places and offering training as a means to increase its income. Grants awarded recently include:

- Parent participation grant - DfE - £15,000
- Discretionary grant for research into Health & Wellbeing of carers - DfE - £3,693
- Parent carer training events - Community Foundation for Surrey - £3,000
- Raven Housing Trust's Brighter Community Fund - £3,000 (project working to develop a school information pack)
- Elmbridge Borough Council - £1,766.50 (extension of the above)

The consultee comments show support for the work undertaken by Family Voice Surrey, and it is noted that Local Family Hubs are being developed across the County, with contributions being made in Woking from the multi-agency Early Help Advisory Board. However, the comments note that the Council is not aware of the Group liaising with the Borough's Family Support Programme or the Advisory Board and so at the present time it is recommended that no grant be awarded.

REPORT ENDS