

**THE CLUB AT OLD WOKING – APPLICATION FOR FINANCIAL ASSISTANCE**

<b>Executive Summary</b>	
<p>The Club at Old Woking provides a drop-in facility for young people in the surrounding areas of Old Woking, Kingfield and Westfield. The Club is managed by local volunteers, with the assistance of a Youth Worker from Surrey County Council, and seeks to reduce anti-social behaviour by providing facilities and activities for young people.</p> <p>The Club has applied for continued funding in the coming year to cover the costs of rent and public liability insurance. The amount requested - £2,910 - is higher than the figure awarded by the Council in previous years (£948 in 2019/20). The increase is due to the aspiration of running the Club once a week, as opposed to once every two weeks which is how they are operated currently.</p> <p>Without the Club, there would be little opportunity for young people to participate in such activities. Surrey Youth Services have recognised the importance of the Club and is now funding a paid helper, employed to better engage the young people. In view of the support the Club provides to young people in Old Woking, it is recommended that the Council's support continues up to the level of £2,500 towards the rental payments and to employ a youth worker for the 2020/21 financial year.</p>	

<b>Recommendations</b>	
The Executive is requested to:	<b>RESOLVE That</b> a grant of up to £2,500 be awarded for the 2020/21 financial year towards the rental costs of The Club and to employ a youth worker.
Reason for Decision	To enable the Group to continue its work with young people in South Woking.
Legal Authority	S19 (Misc. Provisions) Local Government Act 1976
Conditions	<p><b>Accounts.</b> 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><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 websites and literature / leaflets produced.</p> <p><b>Payments.</b> Unless exceptional circumstances exist all invoices must be received quarterly with monitoring information for the previous quarter.</p> <p><b>Payment Period.</b> Final quarter claims must be made by the second</p>

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	<p>week in April. Unclaimed awards will not be available at a later date unless exceptional circumstances can be demonstrated to the Council 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> 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><b>Users.</b> The Organisation to provide a breakdown of the users.</p> <p><b>Activities.</b> The Organisation to provide details of activities and events held.</p> <p><b>Publicity.</b> The Organisation to advise how the Council's support has been publicised.</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 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.

### Reporting Person:

Ray Morgan, Chief Executive  
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### Contact Person:

Frank Jeffrey, Democratic Services Manager

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### **Portfolio Holder:**

Cllr Ayesha Azad

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### **Shadow Portfolio Holder:**

Cllr Will Forster

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### **Date Published:**

18 February 2020

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<b>1.0 Summary of Application</b>	
1.1 Status and Aims	The Club at Old Woking aims to provide a safe, managed environment in which young people aged between 11 and 18 can mix, socialise and take part in activities which increase their sense of self worth and teach them how to value the needs of the wider community. The Club meets every fortnight for a club night including sports, crafts and input from a SCC children’s worker. There are occasional trips out.
1.2 Employees	1 youth worker (2 hours per fortnight) and is employed by Surrey County Council for 1 year. Duties include cover for the fortnightly club nights and to help recruit new helpers.
1.3 Volunteers	8, whose activities include running club nights, which includes organising games/crafts and manning the tuck shop. The Committee Members (Secretary, treasurer etc) deal with background organisation.
1.4 Clients/Users	None.
1.5 Members	30, comprising: 16 male 14 female 5 disabled 3 ethnic minority 30 resident in Woking 5 aged 6-10 25 aged 11-18  Young people can become members of the club after attending their first free session.
1.6 Sum Requested	£2,910 (Revenue)
1.7 Project	The Club has applied for continued funding in the coming year to cover the costs of rent and employment of a youth worker (that was previously funded by Surrey County Council).  The Club have the aspiration of running the Club once a week during term time, as opposed to once every two weeks which is how they are operating currently (depending on volunteer numbers). The young people pay 50p per session for entry, which covers craft materials. Revenue funding is needed to cover the additional cost of hiring the hall and public liability insurance.
1.8 Cost breakdown:	<b>Youth Worker – £26 x 39 weeks = £1,014</b>  £26 per session for a paid Youth Worker for one year (during term time) to support the transition back to weekly meetings and to help inspire and mentor new volunteers.)  <b>Hall Hire – £38 x 39 weeks = £1,482</b>  From 2020 the hall hire fees had increased by 10% to £38 and it was

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	desired to hold one session per week during term time.
1.9 Community Benefit	<p>Surreyi shows that South Woking is in the lowest 5% of the child deprivation index in Surrey, and it should be noted that there are no other youth clubs operating in the area.</p> <p>Without a regular youth club, young people have little else to do and many cannot afford to join subscription groups like scouts and guides.</p> <p>Local people will benefit by reduced boredom amongst young people locally and hopefully a reduction in anti-social behaviour. Much of the work of the Group is directed towards encouraging tolerance and community cohesion between the different groups of young people worked with.</p>

<b>2.0 Financial Background</b>	
2.1 Budget	<p>At the time of the application, the Group held £6,077 in the bank. The sum of £3,183 is specific grants to cover specific equipment and activities and therefore cannot be spent on hall hire.</p> <p>The Group has submitted a budget for 2020/21 which shows an anticipated income of £4,033 against an anticipated expenditure of £4,101, resulting in an anticipated deficit of £68 based on the assumption of increasing the number of sessions from fortnightly to weekly.</p> <p>Anticipated income includes grants (£1,061), refreshments (£212), subscriptions (£148), and fundraising (£53). Items of expenditure include Refreshments (£109), staffing (£1,200), insurance (£219), activities (£557), transport (£112), equipment (£109) and depreciation (£84).</p>
2.2 Accounts	<p>The Group has submitted accounts for 2018/19 which show an income of £1,836 (£952 in 2017/18) against expenditure of £1,215 (£1,270 in 2017/18), resulting in a surplus of £620 (a deficit of £318 in 2017/18). The sum of £6,572 was carried forward at the end of the 2018/19 year.</p>
2.3 Support over the past five years	<p>2019/20 - Up to £948 towards the cost of rent                  2018/19 – Up to £948 towards the cost of rent                  2017/18 – Up to £1,400 towards the cost of rent                  2016/17 – Up to £1,400 towards the cost of rent                  2015/16 – Up to £1,400 towards the cost of rent</p> <p>Woking Borough Council has funded the hall hire costs since the inception of the Club.</p>

<b>3.0 Assessment of Application</b>		
3.1 Key Information	<ul style="list-style-type: none"> <li>○ Constitution</li> <li>○ Registered Charity</li> </ul>	<p>Yes</p> <p>No</p>

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	<ul style="list-style-type: none"> <li>○ VAT Registered</li> <li>○ Equal Opportunities Policy</li> <li>○ Safeguarding Policy</li> <li>○ Reserves Policy</li> <li>○ Quality Mark</li> <li>○ Other funding sources pursued</li> <li>○ Other support by the Council</li> <li>○ Fundraising</li> <li>○ Two quotes</li> <li>○ Regular monitoring provided previously</li> </ul>	<p>No</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p> <p>Yes</p> <p>No</p> <p>Yes</p> <p>N/A</p> <p>Yes</p>
<p>3.2 Consultee Comments</p>	<p><u>Sandie Bolger, Development Officer</u></p> <p>The Club at Old Woking continues to support young people from the local community in a safe environment providing opportunities for young people through activities and sport.</p> <p>This is a vital service for the area, especially in light of the reduction in youth services across Woking by SCC. I fully support this application and the fact that the club would like to be more consistent in supporting young people on a weekly basis. Membership numbers are good and young people are making a contribution to the projects running costs. Additional funding for resources could also be sought through applying to other sources such as Woking Youth Council and the High Sheriff.</p> <p>I recommend that the funding be supported with a view that in the future funding is also sought from additional sources for activities and resources.</p>	
<p>3.3 Assessment</p>	<p>The Club at Old Woking provides a drop-in facility for young people in the surrounding areas of Old Woking, Kingfield and Westfield. It is a Club set up and managed by local volunteers, with the assistance of a Youth Worker from Surrey County Council, and seeks to reduce anti-social behaviour by providing facilities and activities for young people.</p> <p>The applicant has advised that a high proportion of children in Old Woking come from low income families and the Club therefore keeps its charges to a minimum, maintaining its charge to 50p. The entry fee does not cover the cost of the hall which is essential in order to run the club.</p> <p>The Club has applied for continued funding in the coming year to cover the costs of rent and employment of a youth worker (that was previously funded by Surrey County Council). The youth worker helps to ensure there is consistent cover for club nights and assists with the recruitment of new helpers.</p> <p>The amount requested - £2,910 - is higher than the figure awarded by the Council in previous years (£948 in 2019/20). The increase is due to the aspiration of running the Club once a week, as opposed to once every two weeks which is how they are operating currently depending on volunteer numbers.</p> <p>Without the Club, there would be little opportunity for young people to participate in activities. Surrey Youth Services have recognised the</p>	

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importance of the Club and is now funding a paid helper, employed to better engage the young people.

In view of the support the Club provides to young people in Old Woking, it is recommended that the Council's support continues up to the level of £2,500 towards the rental payments and to employ a youth worker for the 2020/21 financial year.

REPORT ENDS