

GASP MOTOR PROJECT – APPLICATION FOR FINANCIAL ASSISTANCE

Executive Summary	
<p>Established in 2005 GASP Motor Project is widely recognised in Surrey as a provider of non-judgemental, caring and practical support, delivering accredited AQA courses in basic motor mechanics and practical engineering skills, and contributes to students’ positive personal development. This is done through the provision of a hands-on, specialist and personalised alternative learning environment within a focused and disciplined framework. Where it is appropriate, the Group also helps to facilitate a students’ onward progression into education, training and employment.</p> <p>GASP Motor Project has requested funding of £4,950 towards the provision of After School Courses for young people who are Not in Education, Employment or Training (NEET). A successful outcome to the application would mean that 18 young people would directly benefit from the After School courses. There would also be a wider benefit to the community with the potential for reduced anti social behaviour as young people who are NEET will have the incentive to work towards employment and become a positive benefit to the community, reducing the potential for further support after they leave education.</p> <p>The organisation works in partnership with Woking Community Transport which offers facilities twice a month and they currently work with both Woking High School and Bishop David Brown.</p> <p>It is recommended that a grant of £4,950 should be awarded as the project would create a long-term benefit for those young people who participate in the after school courses by learning new skills and gaining a new qualification. It is also recommended that wider partnership with Woking Community Transport and other potential partners be explored.</p>	

Recommendations	
Reasons for Decision	To assist young people in the Borough who may be disengaged with school to develop their skills and aspirations in basic motor mechanics.
Legal Authority	S106 Transport Act 1985
The Executive is requested to:	RESOLVE That a grant award of £4,950 be awarded towards the provision of basic motor mechanics after-school courses in the Borough for young people who are at risk of becoming Not in Education, Employment or Training (NEET).
Conditions	<p>Accounts. 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>Monitoring Information. 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>Publicity. Where possible, the Organisation is required to publicise the support received from Woking Borough Council, including on all</p>

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	<p>literature and leaflets produced.</p> <p>Payments. 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>Payment Period. 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 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>The Group to explore wider partnership working with Woking Community Transport and other potential partners.</p> <p>Homelessness Reduction Act 2017. 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>Venue Hire. 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"> • Basic details should be recorded to include speakers address, mobile phone number & organisation details. • Has the identity of the speaker been confirmed & is their organisation bona fide? Are they known to you? • Is the speaker from the area? Are they UK citizens or from overseas & will they travel specifically for this event? • Consider checks on the internet to confirm the status of speaker to include website, YouTube or social media sites. • How many people are likely to attend (check previous or similar events either locally or online).
Performance Indicators	<p>Users. The Organisation to provide a breakdown of the users in the past quarter.</p> <p>Activities. The Organisation to provide details of activities and events held during the last quarter.</p> <p>Enquiries. The Organisation to provide a breakdown of the enquiries received during the last quarter.</p> <p>Publicity. The Organisation to advise how the Council's support has</p>

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	<p>been publicised over the last quarter.</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 2018/19 does not imply that a similar application in 2019/20 would be supported. In particular, it is emphasised that the Council is unlikely to be in a position to award any sums above the 2018/19 levels.</p> <p>In view of this, the applicant is to be advised to ensure that contingency plans for the Group's operations for 2019/20 have been drawn up in the event that the Council is unable to continue its support beyond April 2019. 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:

2018/19 Application Form.

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1.0 Summary of Application	
1.1 Status and Aims	The key aims of the organisation are to help young people change behaviours and support them in making a successful transition to adult life. To help young people to progress through education, employment and training and to prepare them in a practical way for the world of work. To enable young people to experience the value of teamwork, focussing on personal, social and emotional development.
1.2 Employees	10, comprising the CEO (full time), Workshop Manager (full time), five sessional instructors (part time), a Programme Coordinator (12 hours per week), an Executive Assistant (8 hours per week) and the Secretary to the Board of Trustees (5 -10 hours per quarter).
1.3 Volunteers	17 including the Board of Trustees and Board Advisers, whose activities include evening sessions/workshops
1.4 Clients/Users	<p>270, comprising:</p> <ul style="list-style-type: none"> 230 male 40 female 80 disabled 90 ethnic minority 30 resident in Woking 263 aged 11-18 7 aged 19-65 <p>In 2016/17 the Group worked with 246 young people, 230 of whom started an accreditation and 197 completed it.</p>
1.5 Members	Not Applicable
1.6 Sum Requested	£4,950 Revenue
1.7 Project	<p>Over the last four years, GASP has been working with schools in Surrey and has developed a programme of early intervention 'After School' courses which target young people in areas of multi deprivation and who would otherwise be at risk of antisocial behaviour at the end of the school day. The organisation offers them the opportunity to learn new skills and to gain an AQA accreditation.</p> <p>During the financial year 2016-2017 GASP delivered a total of 15 After School courses, equating to 90 sessions or 180 hours of tuition at secondary schools across Surrey. Primarily targeting young people from the most deprived local communities and who had been identified by the school as being 'most in need', in total the organisation worked with 76 young people, of those 68 completed the course and received AQA Unit Award Accreditations, often the first academic recognition for these young people. Five of the schools involved in the project have subsequently arranged and funded additional day time courses so that more of their hard to reach</p>

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	<p>students could gain from the GASP experience.</p> <p>The workshops are primarily offered via a mobile unit and Woking Community Transport workshop facilities are used approximately 2 days per month.</p> <p>A successful grant application from the Council will be used to provide three six week course exclusively within the Borough.</p>
<p>1.8 Cost breakdown:</p>	<p>Per each six week course:</p> <p>Session leader and tutor salary inc. on-costs £1,320</p> <p>Transport and mobile workshop £165</p> <p>Accreditation costs £60</p> <p>Programme development and evaluation £65</p> <p>Insurance £40</p> <p>Total cost for each six week course £1,650</p> <p>Three six week courses equates to the £4,950 requested.</p>
<p>1.9 Community Benefit</p>	<p>The support that GASP provides opens avenues of engagement, building self confidence, self esteem and opportunities for success that are not otherwise available. GASP work with Woking Community Transport two days per month to provide practical hands-on experience for students who may not be achieving success at school. The students also work in a precision engineering company which shows them the potential opportunities in the commercial engineering environment. There is a great need in Woking for opportunities of young people who are at risk of becoming NEET and GASP to have a potential escape route from that destiny.</p> <p>18 young people will directly benefit from the After School courses but there is a much wider benefit to the community with the potential for reduced anti-social behaviour as young people who are NEET will have the incentive to work towards employment and become a positive benefit to the community, reducing the potential for further support after they leave education.</p>

<p>2.0 Financial Background</p>	
<p>2.1 Budget</p>	<p>At the time of the application, the Group held £87,649 in the bank. £66,000 is held in reserves equating to 4 months running costs.</p> <p>The Group has submitted a budget for 2018/19 which shows an anticipated income of £80,850 against an anticipated expenditure of £75,475, resulting in an anticipated surplus of £5,375.</p> <p>Anticipated income includes: Grants and donations £79,800; other income £1,050. Items of expenditure include: salaries £48,440; admin salaries £14,960; Marketing £4,200; Insurance £2,625; Other costs £5,250.</p>
<p>2.2 Accounts</p>	<p>The Group has submitted accounts for 2016/17 which show an income of £164,523 (£170,002 in 2015/16) against expenditure of £178,611 (£167,546 in 2015/16), resulting in a surplus of £5,812 (a surplus of £2,456 in 2015/16). The sum of £71,899 was carried</p>

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	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	<ul style="list-style-type: none"> ○ Constitution ○ Registered Charity ○ VAT Registered ○ Equal Opportunities Policy ○ Safeguarding Policy ○ Reserves Policy ○ Quality Mark ○ Other funding sources pursued ○ Other support by the Council ○ Fundraising ○ Two quotes ○ Regular monitoring provided previously 	<ul style="list-style-type: none"> Yes Yes Yes Yes Yes Yes No Yes Yes No N/A N/A
3.2 Consultee Comments	<p><u>Officer Comment</u></p> <p>I would be supportive of this application, as through the medium of the project, it enables young people who, for whatever reason may have disengaged with school, to build self confidence and self esteem, whilst learning new skills and having the opportunity to gain an AQA accreditation. Identifying young people early and getting them into the project so they maybe supported helps with preventing issues from escalating and raises the levels of aspirations for the young person themselves.</p> <p>It is worth noting that the monies requested are identified for Woking residents in particular.</p>	
3.3 Assessment	<p>The organisation is recognised in Surrey as a provider of non-judgemental, caring and practical support, delivering accredited AQA courses in basic motor mechanics and practical engineering skills, they contribute to students' positive personal development by providing a hands-on, specialist and personalised alternative learning environment within a focused and disciplined framework. The Group also, where appropriate, helps to facilitate students' onward progression into education, training and employment.</p> <p>The organisation offers an extremely beneficial service to vulnerable young people, offering a way of achievement to those who prefer and respond to a more practical approach to learning.</p> <p>The programme is delivered using a mobile unit and has proved very successful with participating students and schools, both Bishop David Brown and Woking High School have partnered with GASP to refine the courses offered. Both schools have confirmed the need for the courses on offer which are targeted towards young people from socio-</p>	

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economic deprivation areas.

A successful application will mean that 18 young people who are at risk of being NEET will directly benefit from the After School courses and will be able to work towards a recognised accreditation.

GASP Motor Project is requesting £4,950 revenue costs towards the provision of After School Courses for those young people who are Not in Education, Employment or Training (NEET).

Given the benefit to young people within the Borough, it is recommended that the application should be supported as it will contribute to a long-term benefit for those young people who are participating as well as to the community as a whole. It is also recommended that wider partnership with Woking Community Transport and other potential partners be explored.

REPORT ENDS