

THE CLUB AT OLD WOKING – APPLICATION FOR FINANCIAL ASSISTANCE

Executive Summary	
<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 - £1,616 - is higher than the figure awarded by the Council in previous years (£948 in 2018/19). 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 £948 towards the rental payments for the 2019/20 financial year.</p>	

Recommendations	
The Executive is requested to:	RESOLVE That a grant of up to £948 be awarded for the 2019/20 financial year towards the rental costs of The Club.
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>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 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</p>

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	<p>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>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>Publicity. The Organisation to advise how the Council's support has 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 2019/20 does not imply that a similar application in 2020/21 would be supported. In particular, it is emphasised that the Council is unlikely to be in a position to award any sums above the 2019/20 levels.</p> <p>In view of this, the applicant is to be advised to ensure that contingency plans for the Group's operations for 2020/21 have been drawn up in the event that the Council is unable to continue its support beyond April 2020. 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.

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Background Papers:

2019/20 Application Form.

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1.0 Summary of Application	
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	None currently, however funding has been discussed with Surrey County Council for 1 person, 2 hours per week for 1 year.
1.3 Volunteers	12, whose activities include running club nights, which includes organising and manning a tuck shop and games/craft to be organised each fortnight. The committee members (secretary, treasurer etc) deal with background organisation.
1.4 Clients/Users	None.
1.5 Members	30, comprising: 13 male 17 female 4 disabled 1 ethnic minority 30 resident in Woking 2 aged 5-10 28 aged 11-18 Young people can become members of the club after attending their first free session.
1.6 Sum Requested	£1,616 (Revenue)
1.7 Project	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:	22 x £34 for the hall hire & £200 for Public Liability Insurance
1.9 Community Benefit	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. Without a regular youth club, young people have little else to do and many cannot afford to join subscription groups like scouts and guides. 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.

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2.0 Financial Background	
2.1 Budget	<p>At the time of the application, the Group held £6,358 in the bank. The sum of £3,294 is from specific grants to cover specific equipment and activities and so cannot be spent on hall hire.</p> <p>The Group has submitted a budget for 2019/20 which shows an anticipated income of £1,955 against an anticipated expenditure of £1,950, resulting in an anticipated surplus of £5.</p> <p>Anticipated income includes Woking Borough Councils contribution towards rent (£793), grants (£530), activities (£424), refreshments (£106), subscriptions (£74) and fundraising (£26). Items of expenditure include venue (£793), activities (£434), insurance (£212), transport (£109), refreshments (£106), external activities (£106), major equipment (£106) and depreciation (£82).</p>
2.2 Accounts	<p>The Group has submitted accounts for 2017 which show an income of £952 (£1,390 in 2016/17) against expenditure of £1,270 (£1,717 in 2016/17), resulting in a deficit of £317 (a deficit of £178 in 2016/17). The sum of £5,951 was carried forward at the end of the 2017/18 year.</p>
2.3 Support over the past five years	<p>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 2014/15 – Up to £3,400 towards the cost of rent</p> <p>Woking Borough Council has funded the hall hire costs since the inception of the Club.</p>

3.0 Assessment of Application																									
3.1 Key Information	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Constitution</td> <td style="padding-left: 10px;">Yes</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Registered Charity</td> <td style="padding-left: 10px;">No</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ VAT Registered</td> <td style="padding-left: 10px;">No</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Equal Opportunities Policy</td> <td style="padding-left: 10px;">Yes</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Safeguarding Policy</td> <td style="padding-left: 10px;">Yes</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Reserves Policy</td> <td style="padding-left: 10px;">Yes</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Quality Mark</td> <td style="padding-left: 10px;">No</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Other funding sources pursued</td> <td style="padding-left: 10px;">Yes</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Other support by the Council</td> <td style="padding-left: 10px;">No</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Fundraising</td> <td style="padding-left: 10px;">Yes</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Two quotes</td> <td style="padding-left: 10px;">N/A</td> </tr> <tr> <td style="border-right: 1px dashed black; padding-right: 10px;">○ Regular monitoring provided previously</td> <td style="padding-left: 10px;">N/A</td> </tr> </table>	○ Constitution	Yes	○ Registered Charity	No	○ VAT Registered	No	○ Equal Opportunities Policy	Yes	○ Safeguarding Policy	Yes	○ Reserves Policy	Yes	○ 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>Sylvie Marshall, Community Development Manager</u></p> <p>The Club at Old Woking provides an opportunity for young people</p>																								

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	<p>aged 9-17 years old to get together every fortnight in a safe space to engage with activities and sports, building confidence and community bonds.</p> <p>The Club currently has 30 members under the age of 18 all from the Kingfield, Old Woking and Westfield area. The area is identified by Surrey as in the lowest 5% of areas on the child deprivation index in Surrey meaning it important for young people to be able to access a positive evening environment for a low fee (50p).</p> <p>Given that Woking Borough Council has funded fully or towards the hall hire costs since the club first started, I would recommend that the funding be continued in to 2019/20 at the same level as 2018/19 at an amount of £948.</p>
3.3 Assessment	<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 public liability insurance. The amount requested – £1,616 – is higher than the figure awarded by the Council in previous years (£948 in 2018/19). 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 operated this year.</p> <p>In considering this request to increase the level of the Council's support from £948 to £1,616, Members are reminded that all Groups in receipt of revenue funding in the current year were advised of the following:</p> <p><i>“The applicant is therefore to be advised that the award of funding for 2019/20 does not imply that a similar application in 2020/21 would be supported. In particular, it is emphasised that the Council is unlikely to be in a position to award any sums above the 2019/20 levels.”</i></p> <p>Without the Club, there would be little opportunity for young people to participate in 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.</p> <p>Over the last year, the Club has managed to successfully apply for funding in the form of grants from WAVS (£450) for craft materials and from Surrey County Council Members Allocations (£520) for the Youth Worker.</p> <p>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 £948 towards the rental payments for the 2019/20 financial year.</p>