

WOKING DISTRICT SCOUTS (HANDICAMP) – APPLICATION FOR FINANCIAL ASSISTANCE

Executive Summary

Woking District Scouts has run Handicamp since 1986 and each year the schools ask for the camp to be continued. Handicamp also has a beneficial knock on effect, as some scouts have gone on to work with children as special needs teachers, nurses, paediatricians and teachers, due to their initial experience at Handicamp. The event is held at the Woodlarks campsite in Farnham, a purpose built centre for disabled people.

Handicamp is provided for the young people in the Borough, both disabled and able-bodied. Around 30 – 35 disabled children are able to take part in activities that they would not normally have the chance to try in a safe and fun environment, such as climbing and abseiling, kayaking, backwoods cooking, shooting, archery and craftwork. The pupils are buddied up with between 40 – 48 Explorer Scouts on a 1 to 1 or sometimes 2 to 1 basis.

There are approximately 90 leaders & adults supporting the activities, as well as teachers from the schools. The cost to put on the weekend is in the region of £10,000. The young people pay a fee to cover the cost of their food (£30 is proposed for 2019).

The event has proved to be very successful and needed by the schools attending. It brings both disabled and able-bodied young people together for a memorable weekend of fun and friendship.

It is recommended that the Council continues its financial support of Handicamp by awarding a grant of £3,500 for the 2019/20 financial year. As in previous years the funding will be used towards the hire of scaffolding equipment for the abseiling activity.

Recommendations

The Executive is requested to:	RESOLVE That a grant of £3,500 be awarded towards the cost of hiring scaffolding equipment for the abseiling activity.
Reason for Decision	To enable the popular abseiling and climbing activity to be available for the children participating in Handicamp for the year ahead.
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 monitoring information after the annual Handicamp event 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>

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	<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>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 at the annual Handicamp event.</p> <p>Publicity. The Organisation to advise how the Council's support has been publicised.</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>

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The Executive has authority to determine the above recommendations.

Background Papers:

2019/20 Application Form.

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Date Published:

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1.0 Summary of Application	
1.1 Status and Aims	<p>The Scouting organisation was formed in 1911.</p> <p>Handicamp started in 1986 and has been run every year. It is an annual camp organised for the benefit of 30 to 35 children with special needs from local schools. The aim is to give the pupils a fun weekend. They are buddied with between 40 to 48 explorer scouts aged 14 to 18 years old, who look after them for the whole weekend on a one to one or sometimes on a one to two basis depending on the disabilities.</p> <p>The young people enjoy typical scouting activities such as climbing & abseiling, shooting, archery, kayaking & rafting, backwoods cooking and craft work.</p> <p>They are supported by around 90 leaders, and some teachers from the schools. The camp costs around £10,000 and the children pay a fee to cover some of the cost of food.</p>
1.2 Employees	None.
1.3 Volunteers	72. The volunteers within Handicamp are mainly scout leaders from the Borough who support scouting in Woking and surrounding villages. There are 7 activity bases manned by qualified leaders and instructors as well as a team of 12 leaders on the catering team feeding around 180 people for the weekend.
1.4 Clients/Users	None.
1.5 Members	<p>1695, comprising:</p> <p>1245 male</p> <p>392 female</p> <p>172 disabled</p> <p>101 ethnic minority</p> <p>1687 resident in Woking</p> <p>702 aged 6-10</p> <p>470 aged 11-18</p> <p>465 aged 19-65</p> <p>58 aged 65+</p> <p>Handicamp is run on a self-funding basis and has its own account to ensure all monies raised are only spent on this event, but equipment purchased for the camp if appropriate is available for use by the young people at other times.</p> <p>The proposed camp fees for 2019 equate to £30 per child.</p>
1.6 Sum Requested	£3,500 (Capital)
1.7 Project	Handicamp has been running for 32 years and each year the disabled children, scouts and leaders ask to come back the following year. Although the cost of the camp is high, the schools ask for the camp to carry on as they see such a difference in their pupils. The leaders

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	<p>and scouts also learn to appreciate the various disabilities.</p> <p>The grant would be used to provide the climbing and abseiling tower, one of the main adventure activities of the camp, which the teachers find gives their pupils a great sense of achievement and confidence building. The structure from this year will be provided at a reduced rate of £3,490 with the price held for three years. This is at a lower rate than the previous provider.</p> <p>The Group has looked into purchasing the equipment and has decided not to for cost and health and safety reasons. There is just a two day window for the equipment to be transported and erected, which needs to be done by a scaffolding company who take full responsibility for the Tower and are on call over the weekend.</p>														
1.8 Cost breakdown:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Scaffolding -</td> <td style="text-align: right;">£3,500</td> </tr> <tr> <td>Food for 180 people -</td> <td style="text-align: right;">£2,800</td> </tr> <tr> <td>Activities -</td> <td style="text-align: right;">£1,780</td> </tr> <tr> <td>Campsite Fees -</td> <td style="text-align: right;">£1,800</td> </tr> <tr> <td>Transport for van and minibuses -</td> <td style="text-align: right;">£300</td> </tr> <tr> <td>Misc -</td> <td style="text-align: right;"><u>£500</u></td> </tr> <tr> <td>Total -</td> <td style="text-align: right;">£10,680</td> </tr> </table>	Scaffolding -	£3,500	Food for 180 people -	£2,800	Activities -	£1,780	Campsite Fees -	£1,800	Transport for van and minibuses -	£300	Misc -	<u>£500</u>	Total -	£10,680
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1.9 Community Benefit	<p>Around 40 disabled children will be challenged in both taking part in the fun activities, and for the majority camping for the first time, as well as being away from home environment and achieving beyond their parents' and teachers' expectations.</p> <p>The 50 scouts who would buddy the disabled pupils for the weekend would learn and appreciate the various types of disabilities in the community which this year includes Autism, ADHD, ASD, Quadriplegic, Cerebral Palsy and Sight impairment.</p>														

2.0 Financial Background	
2.1 Budget	<p>At the time of the application, the Group held £17,000 in the bank. Handicamp has its own dedicated bank account. The sum of £10,000 had been reserved for Handicamp 2018, £2,000 was a donation and has been reserved for Handicamp 2019 and £5,000 has been set aside to replace safety type equipment such as climbing helmets, ropes and buoyancy aids.</p> <p>The Group has submitted a costing for 2019/20 which is set out above in paragraph 1.8 – cost breakdown.</p>
2.2 Accounts	<p>The Group has submitted accounts for 2017/18 which show an income of £122,843 (£98,223 in 2016/17) against expenditure of £140,993 (£81,906 in 2016/17), resulting in a deficit of £18,150 (a surplus of £16,317 in 2016/17). The sum of £127,468 was carried forward at the end of the 2017/18 year.</p>
2.3 Support over the past five years	<p>2018/19 – £3,500 towards the annual Handicamp event 2017/18 – £3,500 towards the annual Handicamp event 2015/16 – £3,000 towards the annual Handicamp event 2014/15 – £3,000 towards the annual Handicamp event</p>

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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 Yes Yes No Yes No Yes
3.2 Consultee Comments	<p><u>Sylvie Marshall, Community Development Manager</u></p> <p>Handicamp gives young people with special needs the opportunity to camp and enjoy typical scouting activities such as climbing and abseiling, kayaking, backwoods cooking, shooting, archery and craft work with able bodied youngsters of the same age. For many of the young people it is the first opportunity they have had to stay away from home, parent-free and make new friends and long-lasting memories. Between 30 – 36 pupils from local Special Needs schools aged 10 to 16 years old will be buddied with 40–48 Explorer Scouts aged 14 to 17 years old for the entire weekend.</p> <p>Funding is required to supply, erect and dismantle a climbing and abseiling tower which will be used for many of the essential activities of camp.</p> <p>I recommend that the full amount of £3,500 be awarded to Woking District Scouts.</p>	
3.3 Assessment	<p>Woking District Scouts, established in 1908, is made up of the following Scout Groups; 1st Brookwood, 1st Byfleet, 1st Goldsworth Park, 1st Horsell, 1st Knaphill, 1st Old Woking, Pyrford, 1st St Johns, 1st Send, Sheerwater, 1st West Byfleet, 7th Woking and 8th Woking. The application for a grant is submitted on behalf of Handicamp, an annual camp run for the benefit of children with disabilities from local schools.</p> <p>The camp has been running since 1986 and each year the schools ask for the camp to be run. The event is held at the Woodlarks campsite in Farnham, a purpose built centre for disabled people. The numbers accommodated for the weekend is limited due to the size of the venue. Handicamp has a knock on affect, as some scouts have go on to work with children as special needs teachers, nurses, paediatricians and teachers, due to their initial experience at Handicamp. The Surrey Army Cadets are invited to assist with the</p>	

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camp.

Handicamp is provided for the young people in the Borough, both disabled and able bodied. Around 30 – 35 disabled children are able to take part in activities that they would not normally have the chance to try in a safe and fun environment, such as climbing and abseiling, kayaking, backwoods cooking, shooting, archery and craftwork. The pupils are buddied up with between 40 – 48 Explorer Scouts on a 1 to 1 or sometimes 2 to 1 basis.

In October each year the Group begins fundraising for the following year, with around £2,000 having been raised already for Handicamp 2019. An approach has been made for 2019 to the Children with Special Needs Foundation. In previous years the camp has been funded by Surrey Army Cadet Force, Children with Special Needs Foundation, Mayors Appeal, St Faiths in Dorking, and the Kelsy Trust.

Handicamp is organised and managed on a self funding basis, so it is able to use the general membership funds for the camp. The camp has its own dedicated bank account within Woking Scouts charitable status, to ensure the funds are only used for the camp and not for general scouting in Woking.

The event has proved to be very successful and needed by the schools attending. It brings both the disabled and able bodied young people together for a memorable weekend of fun and friendship.

Accordingly, it is recommended that the Council continues its financial support of Handicamp by awarding a grant of £3,500 for the 2019/20 financial year. As in previous years the funding will be used towards the hire of scaffolding equipment for the abseiling activity.

REPORT ENDS