

**WOKING MEN'S SHED – APPLICATION FOR FINANCIAL ASSISTANCE****Executive Summary**

The UK Men's Shed Association was formed in 2017 and exists to address the lack of social opportunities for older men in the UK. Woking Men's Shed provides an opportunity for friendships, social engagement and sharing of knowledge and experience gained in a lifetime of work.

The Group is based at ISL Surrey Primary School (Old Woking Road). The Group is managed by four committee members and three members that meet every Saturday (all members are DBS checked). The Group is requesting a capital grant of £2,500 for equipment and building materials.

Taking into account the consultees comments, a strong referral programme and more detail would be required to ascertain how the project would work locally in Woking. However, the project is one that may lead to significant benefits for older men and it is therefore recommended that the application is supported. The Council would normally limit its capital support for a project to 50% of the total costs unless exceptional circumstances can be demonstrated. In this case, it is recommended that the Executive makes an exception and awards the full capital costs of the project in view of the benefits the service will bring and the financial position of the Group. It is therefore proposed that one-off capital funding of up to £2,500 is awarded towards equipment. The funding would only be released once the Council's Community Development and Engagement Manager is content with the referral process. Any funding would be subject to the presentation of invoices or receipts.

**Recommendations**

The Executive is requested to:	<b>RESOLVE That</b> a one-off grant of up to £2,500 be awarded from the Community Fund, towards the equipment applied for, which would only be released once the Council's Community Development and Engagement Manager is content with the referral process.
Reason for Decision	To enable older people to benefit from a practical community activity.
Legal Authority	S19 (Misc. Provisions) Local Government Act 1976
Conditions	<p><b>Accounts.</b> 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><b>Monitoring Information.</b> The Organisation must submit 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 all literature and leaflets produced.</p>

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	<p><b>Payments.</b> 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><b>Payment Period.</b> 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><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>Invoices / Receipts.</b> In order to claim an element of the funding, the Organisation must submit paid invoices or receipts relating to equipment purchased or services provided.</p> <p><b>Homelessness Reduction Act 2017</b> – 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><b>Venue Hire.</b> 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"><li>○ Basic details should be recorded to include speakers address, mobile phone number &amp; organisation details.</li><li>○ Has the identity of the speaker been confirmed &amp; is their organisation bona fide? Are they known to you?</li><li>○ Is the speaker from the area? Are they UK citizens or from overseas &amp; will they travel specifically for this event?</li><li>○ Consider checks on the internet to confirm the status of speaker to include website, YouTube or social media sites.</li><li>○ How many people are likely to attend (check previous or similar events either locally or online).</li></ul>
Performance Indicators	<p><b>Publicity.</b> The Organisation to advise how the Council's support has been publicised over the last quarter.</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	The financial pressure on the Council's budgets is expected to continue in the coming years and accordingly the overall level of

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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.

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.

**The Executive has authority to determine the above recommendations.**

**Background Papers:**

2019/20 Application Form.

**Reporting Person:**

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4 December 2018

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### **1.0 Summary of Application**

1.1 Status and Aims	<p>The UK Men's Shed Association was formed in 2017 and exists to address the lack of social opportunities for older men in the UK, following years of research which shows that regular social interaction and continuing social and mental activity can improve health and wellbeing.</p> <p>Woking Men's Shed provides an opportunity for friendships, social engagement and sharing of knowledge and experience gained in a lifetime of work. In a safe and enjoyable environment, members can meet and carry out creative projects acceptable to the Shed and of their own choosing, individually, jointly and for the benefit of the wider community, thus reducing social exclusion.</p> <p>The Shed allows its members to contribute to community projects and restores to them a sense of their value. The Shed works closely with its host, the International School of London based in Woking who value the community outreach opportunity.</p>
1.2 Employees	None.
1.3 Volunteers	4, who manage the responsibility for the Group and form the Management Committee.
1.4 Clients/Users	None.
1.5 Members	<p>7 , expected to increase due to the introduction of a membership scheme (3 interested &amp; the following 5 to come from promotion or referrals once set up), comprising:</p> <p>7 male 7 resident in Woking 1 aged 19-65 6 aged 65+</p>
1.6 Sum Requested	£2,500 (Capital)
1.7 Project	Purchase of fixed electrical tools, stock materials and initial consumables.
1.8 Cost breakdown:	<p>Approximate Electrical Tools Costs: (capital total £2,250)</p> <p>Portable dust extractor and ducting £650 Secure tool storage chest £400 Carpenter's work bench with vices £400 Bench mounted pillar drill £400 Bench mounted disc sander £300 Space heater £100 Initial supply of ply and timber, screws, glues fixings etc £250.00</p>
1.9 Community Benefit	The Group will seek over the next 12 months to develop a membership of 20 men who will benefit as outlined in the Group's objectives.

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### **2.0 Financial Background**

2.1 Budget	<p>At the time of the application, the Group held £276 in the bank.</p> <p>The Group has submitted a budget for 2019/20 which shows an anticipated income of £1,046 against an anticipated expenditure of £1,125, resulting in an anticipated deficit of £79.</p> <p>Anticipated income includes attendance subs (£706), revenue from dormice project (£240) and revenue from bird-boxes (£100).</p>
2.2 Accounts	<p>Due to the organisation being new, they do not have a full year of audited accounts.</p>
2.3 Support over the past five years	<p>None.</p>

### **3.0 Assessment of Application**

3.1 Key Information	<ul style="list-style-type: none"> <li><input type="radio"/> Constitution Yes</li> <li><input type="radio"/> Registered Charity No</li> <li><input type="radio"/> VAT Registered No</li> <li><input type="radio"/> Equal Opportunities Policy No</li> <li><input type="radio"/> Safeguarding Policy Yes</li> <li><input type="radio"/> Reserves Policy No</li> <li><input type="radio"/> Quality Mark No</li> <li><input type="radio"/> Other funding sources pursued Yes</li> <li><input type="radio"/> Other support by the Council No</li> <li><input type="radio"/> Fundraising No</li> <li><input type="radio"/> Two quotes Yes</li> <li><input type="radio"/> Regular monitoring provided previously N/A</li> </ul>
3.2 Consultee Comments	<p><u>Adam Thomas, Family Support Programme Team Manager</u></p> <p>Woking Men's Shed is requesting a total of £2,500 to purchase equipment and initial consumable stock. The Group is run by four local volunteers who are in the process of setting up a 'Shed' operation in Woking, drawing on learning from other 'Shed' initiatives. I have met with the Group previously and am in support of the idea and the Group as it seeks to address modern day issues of loneliness and isolation in a friendly and community-focussed environment. This grant will help the Group to get established; however, possibly more detail is required to ascertain how this will work locally in Woking. I would also signpost the group to the WBC Community Development and Engagement Team for support in setting up a community group.</p> <p><u>Sylvie Marshall, Community Development Manager</u></p> <p>Woking Men's Shed is part of a country-wide scheme where local</p>

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	<p>providers run regular woodwork classes, with professional carpenters on hand to provide advice and tuition on techniques and proper use of machinery. The initiative is designed to give men over 55 a space to socialise and build friendships through a shared enjoyment of woodwork, in an effort to combat loneliness and isolation.</p> <p>In principle I would support this idea, however, it is unclear how vulnerable individuals are currently signposted/introduced to the Group. Until such plans are in place I would not recommend funding be granted. The Funding Officer here at the Council, could offer Funding Advice until these matters are resolved.</p> <p><u>Jade Buckingham, Health and Wellbeing Manager</u></p> <p>Their project is great and they are all very dedicated and I can see it growing very quickly. My team (the Wellbeing Prescribing service which works with GPs) will also be able to signpost potential new members and will happily refer people into the Group as it will meet the requirements of a lot of the individuals we see.</p> <p>We have agreed that we will have an informal referral plan, like we do for many other community groups which is as and when we see an individual who may benefit from attending the Group we will contact the community group and liaise on behalf of the individual and attend with them initially and introduce them to the organisers and then they will look after them.</p> <p>I will also work with the group to help promote the sessions in addition to promoting to individuals we see via the Wellbeing Prescribing service, although they have limited capacity currently due to the premises but they are keen to explore other avenues which would benefit Woking residence and we had discussion on several positive ideas today.</p>
3.3 Assessment	<p>The UK Men's Shed Association was formed in 2017 and exists to address the lack of social opportunities for older men in the UK, following years of research which shows that regular social interaction and continuing social and mental activity can improve health and wellbeing. Woking Men's Shed provides an opportunity for friendships, social engagement and sharing of knowledge and experience gained in a lifetime of work.</p> <p>The Group is currently located at ISL Surrey Primary School (Old Woking Road), with four committee members and three members that meet every Saturday (all members are DBS checked). The Group is requesting a capital and revenue grant of £2,500 for equipment and consumable stock. They have been using their personal tools and equipment however as the Group grows and takes on projects funding is required. There is a discretionary £10 annual membership plus £4 charge per member per visit to cover running costs. Over the coming year the Group hopes to grow its membership to 20 men by working with the Council's Ageing Well Co-ordinator, on a referral scheme to assist vulnerable men known to the Council.</p> <p>The Group have successfully applied to the ASDA community fund for £1,000 to pay for this year's public liability insurance and provision of hand tools for use by the membership (the Group is yet to receive this grant).</p> <p>To ensure the community and members benefit from the work undertaken, the Group has recently secured plans to work alongside</p>

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other organisations, for example producing dormouse boxes for the Surrey Dormouse Association. As well as working with local community groups on a programme to renovate furniture, this would provide ongoing projects for members.

Since the application the Group has visited and talked to other established "Sheds" to gain valuable knowledge when starting out and noted that objectives would be monitored by the following:

1. Number of regular attendees by end of 2019 averaging 10 per meeting.
2. Budget for 2020 secured by September 2019
3. Membership satisfaction monitored and rated highly
4. Strengthening relationship with our hosts at the International School of London (Woking).

Taking into account the consultees comments, a strong referral programme and more detail would be required to ascertain how the project would work locally in Woking. However, the project is one that may lead to significant benefits for older men and it is therefore recommended that the application is supported.

The Council would normally limit its capital support for a project to 50% of the total costs unless exceptional circumstances can be demonstrated. In this case, it is recommended that the Executive makes an exception and awards the full capital costs of the project in view of the benefits the service will bring and the financial position of the Group.

It is therefore proposed that one-off capital funding of up to £2,500 is awarded towards equipment. The funding would only be released once the Council's Community Development and Engagement Manager is content with the referral process. Any funding would be subject to the presentation of invoices or receipts.

REPORT ENDS