

WOKING BLACKHAWKS BASKETBALL CLUB – APPLICATION FOR FINANCIAL ASSISTANCE

Executive Summary

The Woking Blackhawks Basketball Club was formed in 1982. The Youth section was formed in 1999 and the Club aims to provide a nurturing, safe but competitive basketball environment in which young people (boys and girls from age 7 to 17) can become the best they can be in terms of skills, fitness, judgement, intellectual and emotional intelligence.

The Club has submitted an application for funding of £8,000, comprising £7,500 capital funding to improve the current website and £500 to cover the cost of hosting the website, its maintenance and IT support for the year. The Club’s ambition is to create a website which will provide clear information for visitors that will lead to increased membership, which will help cover their running costs. The new website will be easily accessible via smart phones and tablets, and will provide the Club with valuable Google analytics, a dramatic improvement in communication thus saving countless volunteer hours on responding to routine queries.

The young people who are members are provided with opportunities to engage in a sport that can give them purpose and satisfaction of achievement, and improve skills in teamwork and social situations, as well as handling disappointments or setbacks such as injuries. The Club has become a lifestyle for many families as parents can often become volunteers and their children can develop an ongoing interest in playing basketball.

The Club enables young people to become valuable members of society along with happy memories and lifelong skills. In view of the strong community work undertaken by the Club, it is proposed that the Council provides a one-off capital grant of £7,500 during 2019/20 towards the cost of the new website. The Council would normally limit its support to 50% of the costs of a capital project. In this case, however, it is felt that the project warrants a 100% grant in view of the value the Club brings to the Borough and its financial position. It is recommended that the request for revenue support of £500 is not supported.

The capital funding will be met from the Council’s Community Fund.

In considering the application, it is noted that the Club has not registered as a Charity. By law, a Group must be registered with the Charity Commission if it is a charitable incorporated organisation (CIO) or its annual income is more than £5,000. In view of this, it is proposed that a condition is added to the award advising the Group to seek Charitable status. Assistance from Officers at Woking Borough Council will be available if required.

Recommendations

The Executive is requested to:	RESOLVE That funding of up to a maximum of £7,500 be agreed from the Council’s Community Fund towards the new website costs for the Woking Blackhawks Basketball Club for 2019/20.
Reason for Decision	To enable the Club to attract new members by improving the accessibility of its website.
Legal Authority	S19 (Misc. Provisions) Local Government Act 1976
Conditions	Accounts. The Organisation must submit audited accounts for the

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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.

Monitoring Information. 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.

Publicity. Where possible, the Organisation is required to publicise the support received from Woking Borough Council, including on all literature and leaflets produced.

Payments. Unless exceptional circumstances exist all invoices must be received quarterly with details of the costs incurred and monitoring information for the previous quarter.

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.

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.

The organisation is to liaise with Woking Borough Councils' Marketing Communications team and positively engage using the hashtag of #WeAreWoking.

Invoices / Receipts. In order to claim an element of the funding, the Organisation must submit paid invoices or receipts relating to equipment purchased or services provided.

Charitable Status. In view of the Club's level of income (above £5,000pa), the Club is advised to apply for charitable status. Assistance will be provided by Woking Borough Council's Community Support team if required.

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:

- 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

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	events either locally or online).
Performance Indicators	Publicity. The Organisation to advise how the Council's support has been publicised over the last quarter. Statement of Use. The Organisation to provide a statement stating the use to which the grant money has been put.

The Executive has authority to determine the above recommendations.

Background Papers:

2019/20 Application Form.

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1.0 Summary of Application	
1.1 Status and Aims	The Woking Blackhawks Basketball Club was formed in 1982. The Youth section was formed in 1999 and the Club aims to provide a nurturing, safe but competitive basketball environment in which young people (boys and girls from age 7 to 17) can become the best they can be in terms of skills, fitness, judgement, intellectual and emotional intelligence. There are also pathways into senior teams, regional, national and academies for progression into professional basketball.
1.2 Employees	None.
1.3 Volunteers	40, whose activities include the Chairman, Secretary, Head of Youth, Head of Senior Men, Head of Senior Ladies, Head of Girls, coaches at various levels, team managers, table officials, referees and statisticians.
1.4 Clients/Users	None.
1.5 Members	<p>205, comprising:</p> <ul style="list-style-type: none"> 160 male 45 female 10 disabled 20 ethnic minority 170 resident in Woking 14 aged 6-10 91 aged 11-18 100 aged 19-65 <p>Junior membership fees range from £288 per annum for girls to £508 per annum for boys. Senior membership fees are £432 per annum.</p>
1.6 Sum Requested	<p>£7,500 (Capital)</p> <p>£500 (Revenue)</p>
1.7 Project	<p>The Group wishes to create a new website as the current one has long outlived its capability, due to the Club growing beyond anyone's expectations.</p> <p>Feedback from parents is that they avoid using the current website because the interface does not scale well to tablets or smart phones. Also that it is not easy to navigate and very difficult to find useful information.</p> <p>This results in lost opportunities for new members, which reduces the Clubs presence in the basketball world and deprives them of funds (via annual membership fees – their staple income).</p> <p>They have contacted various providers and the quotes have come in at £6,000, £7,500 and £9,500 for very similar requirements not least adherence to GDPR and other safeguarding measures.</p> <p>The Club considers this to be a capital investment with a 10-year</p>

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	<p>depreciation period.</p> <p>There will also be ongoing hosting, maintenance and support costs to the tune of £500pa.</p>
1.8 Cost breakdown:	<p>Website design and development: £7,500</p> <p>First year hosting, maintenance and support: £500</p>
1.9 Community Benefit	<p>Those who benefit are all members and potential basketball players, male, female and disabled, 7 to 49 years old.</p> <p>The Club has created a very healthy community spirit in Woking and with their teams and individuals representing the Borough in various competitions both locally and regionally.</p> <p>The Club reaches out to primary and secondary schools by hosting taster sessions with Club Coaches.</p>

2.0 Financial Background	
2.1 Budget	<p>At the time of the application, the Group held £12,800 in the bank.</p> <p>There are no reserves, however during 2018 it was agreed that 10% of profit from each section of the Club would go into the reserves.</p> <p>The Group has submitted a budget for 2018/19 (the budget for the year the application is for is not available) which shows an income of £51,605 against an expenditure of £50,172, resulting in a surplus of £1,433.</p> <p>The income includes registrations (£2,720), subs (£48,204) and games (£681). Items of expenditure include court hire (£22,970), games (£10,885), equipment (£700), coaching fees (£5,760), kit (£1,190) and training courses (£1,750).</p>
2.2 Accounts	<p>The Group has submitted accounts for 2017/18 which show an income of £66,943 (£68,855 in 2016/17) against expenditure of £59,239 (£69,369 in 2016/17), resulting in a surplus of £7,703 (a deficit of £513 in 2016/17).</p>
2.3 Support over the past five years	<p>The Council has subsidised the court fees once (in 2017).</p>

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 	<p>Yes</p> <p>No</p> <p>No</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>

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	<ul style="list-style-type: none"> ○ Quality Mark ○ Other funding sources pursued ○ Other support by the Council ○ Fundraising ○ Two quotes ○ Regular monitoring provided previously 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>N/A</p>
<p>3.2 Consultee Comments</p>	<p><u>Sylvie Marshall, Community Development Manager</u></p> <p>Woking Blackhawks are a competitive basketball club which provides a space in which young people (boys and girls from age 7 to 17) can build skills, fitness, judgement, intellectual and emotional intelligence through sport.</p> <p>The Group has requested funding to create a new website that is easily accessible from tablets and smart phones to make access easier for parents but also to stop this being a barrier to sourcing new members and revenue.</p> <p>In order for the Club to continue to grow, we would recommend that the Community Fund request of £7,500 be granted for the design and build of a new website. However, I do not support the Revenue request of £500 for the on-going maintenance and support costs of the website.</p>	
<p>3.3 Assessment</p>	<p>The Woking Blackhawks Basketball Club was formed in 1982. The Youth section was formed in 1999 and the Club aims to provide a nurturing, safe but competitive basketball environment in which young people (boys and girls from age 7 to 17) can become the best they can be in terms of skills, fitness, judgement, intellectual and emotional intelligence.</p> <p>The Club has applied for a capital grant of £7,500 to improve the current webpage with the ambition on providing clear information for members that will lead to increased membership, which will help cover their running costs. The Club has also applied for revenue funding of £500 to cover the first year's running costs of the website</p> <p>At the moment, there are no figures reported on visitors to the site or what information they try to access. The new website will provide the Club with valuable Google analytics, dramatic improvement in communication thus saving countless volunteer hours on responding to routine queries.</p> <p>The Club works alongside Surrey Scorchers, the professional basketball club playing in the top league in the Country (British Basketball League, BBL), and the Red Star Belgrade, with a few of the Clubs' players attending camps in Belgrade and one of its coaches being invited to Woking camps when financially possible.</p> <p>The applicant has stated that not every child from the Club will become a professional or a Team GB player however the Club does offer opportunities to engage in a sport that will give them purpose and the satisfaction of achievement as well as handling disappointments or setbacks (e.g. injuries) and being useful individuals in team and social situations. The Club has become a lifestyle for many families as it is often for parents to become volunteers and for some, basketball</p>	

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players.

The Club prides itself in seeing young people develop into valuable members of the society and providing them with happy memories and lifelong skills.

Woking Blackhawks enables young people to become valuable members of society along with happy memories and lifelong skills. In view of the strong community work undertaken by the Club and its financial position, it is proposed that the Council provides a grant of up to £7,500 for the coming year towards the cost of the new website. It is further recommended that the request for revenue funding of £500 is not supported.

The capital funding will be met from the Community Fund.

It is proposed that a condition is added to the award advising the Group to seek Charitable status. Assistance from Officers at Woking Borough Council will be available if required.

REPORT ENDS