

Committee(s): Establishment Committee – For Decision	Date: 30 January 2020
Subject: City of London Corporation Staff Sports and Activities Club (COLSSAC)	Public
Report of: Town Clerks	For Decision
Report author: Ken Harrison	

Summary

In January 2017 your Committee granted the City of London Corporation Staff Sports and Activities Club (COLSSAC) a grant of £11,225 for 2017-18 to 2019-20 from City's Cash Grants with the agreement that funding for 2020-21 onwards should be agreed after this date.

This report is requesting funding for COLSSAC's next three years of funding from 2020-21 to 2022-23.

Recommendation(s)

Members are asked to:

- To continue to provide funding to the COLSSAC, at an increased cost of £17,208 per year, for the next three years (2020/21 to 2022/23) and a one off provision of £800 for CoL branded sports T-shirts for sponsored/charity events funded from City's Cash Grants totalling £52,424.
- To agree that the next review of the funding take place after three years.

Main Report

Background

1. COLSSAC is a staff members' club, consisting of a wide range of sports and activities clubs. The club is managed by a Committee that is elected annually by its members at the AGM.
2. The predominant objective of the COLSSAC committee is to encourage employees to engage in group sports and social activities. The COLSSAC therefore provides the resources and guidance to support members undertaking such activities, whilst also promoting the formation of new sports and activity clubs.
3. The club currently offers fifteen activities which are open to all employees: Badminton, Body Conditioning, Cycling, Football, Golf, Karate, Keep Fit, Middle Eastern Dance, Netball, Pilates, Running Club, Table Tennis and Yoga. Unfortunately, due to lack of members Ladies Football is no longer running however there are two new clubs which started in 2018/19: Arts & Crafts and Boardgames.

4. As well as sports, COLSSAC also organises various events that give staff opportunities to socialise, such as an Open Table Tennis Championship (40 participants over 2 events), Annual Children's Party (150 guests) and two Charity quiz nights (80 guests per night).
5. The list of societies and clubs which currently benefit from the funding and their membership attendance information and frequency is shown in Appendix 1. Each club can, in addition, charge membership fees or other contributions from their members to help cover cost. The 2020/21 planned expenditure by club is provided in Appendix 2.
6. The distribution of the funding by COLSSAC is subject to approval by representatives of all of the various clubs, who receive statements at their annual general meetings. The level of allocation to each club is determined by the resources required to perform the sporting activities which they promote. In general, the allocation contributes towards venue hire costs, equipment and fees for competitions. The diverse nature of sporting disciplines implies that there is some level of disparity of funding between clubs, e.g. venue hire for tennis is far cheaper than, say, for golf.
7. Club co-ordinators have confirmed that allocations are always subject to scrutiny and challenge by counterparts; however, they have undertaken to ensure the criteria for distribution of monies are set out clearly in published policy as a matter of best practice and to ensure that fairness is demonstrable in this process. This is to be presented and agreed at the next AGM.
8. In respect of new clubs, the club co-ordinators assess individual cases to ensure that associations that apply have got appropriate qualifications to engage in the activities (e.g. in the case of martial arts) or insurance, where appropriate.
9. In discussions, it has been pointed out to the club co-ordinators that it will be necessary to review the Committee funding on a more regular basis to ensure best practice, in this instance every three years. The intention is that during reviews, Members satisfy themselves that the objectives of the grants are being met and that as many staff benefit from this support.
10. Your Committee agreed in January 2017 to approve grant funding to COLSSAC of £11,225 per year for the years 2017-18 to 2019-20 funded from City' Cash Grants.

Current Position

11. The COLSSAC currently has a balance of £80.75 on account due start-up costs of new clubs as well as the prudent management of the grant over recent years.

Proposals

12. It is recommended that the annual sum of £17,235 for the financial years 2020/21 to 2022/23, totalling £51,624 after the reduction of the current uncommitted balance is approved to be funded from City's Cash Grants. This increase in costs from the previous grant is due to the general increase in inflation and additional

clubs being started as well as miscellaneous costs that COLSAAC activities incur. It is also requested that a one-off funding of £800 is provided for the purchase of CoL branded sports T-shirts for any member of staff to be able to use regardless if they are a COLSAAC member or not for charity/sponsored sporting events.

Corporate & Strategic Implications

13. Continuing funding the COLSAAC clubs is linked to the Corporate Plan's aim of Contributing to a Flourishing Society as well supporting the Health and Wellbeing policies currently in place as sports and social activities contribute positively to individuals mental and physical health.

Financial Implications

14. It is recommended that the sum of £52,424 for the next three years, 2020-21 to 2022-23 be approved for the running of the clubs as well as a one off sum of £800 for City of London branded Sports T-shirts for use in sponsored/charity events by all CoL staff, regardless if they are a COLSAAC member or not. This equates to an average grant of £17,208 per year and a one off cost of £800.

Conclusion

15. The City of London Corporation staff have an excellent resource in the COLSSAC; staff volunteer a great amount of their personal time and resources to manage the scheme which would be lost should this grant not be approved.
16. The COLSSAC encourages interaction across teams and departments throughout the City of London Corporation and its objectives align closely with the objectives of Corporate HR's employee health and wellbeing strategy CityWell; which aims to establish a resilient health and wellbeing programme focusing on; Mental Health, Physical Activity and Social Wellbeing.

Appendices

- Appendix 1 – Membership of Clubs and attendance
- Appendix 2 – COLSSAC Annual Grants

Ken Harrison

Principal Building Control Officer

T: 020 7332 1943

E: ken.harrison@cityoflondon.gov.uk

Appendix 1

Club	Total Membership	Average attendance on average per lesson	Lessons per week
Arts and Crafts	28	4 – 6	1
Badminton	11	7 – 8	1
Board Games	28	4 – 6	1
Body Conditioning	50	10 – 12	1
Cycling	100		
Football	44	6	1
Golf	41	15 – 20	
Karate	27	8 – 16	3
Keep Fit	75	12 – 16	1
Middle Eastern Dance	7	6 – 7	1
Netball	28	6	1
Pilates	70	10 – 14	3
Running	50		
Table Tennis	8	6 – 8	1
Yoga	80	10 – 15	3
Total Membership	647		

Appendix 2

Club	Amount (£)	Notes
Annual cost of running clubs		
AGM Staff Sandwich/drinks	65	Annual lunchtime AGM meeting
Annual Music Licence	230	PRS Music License
Badminton	1,220	Court hire, and replacement shuttles & rackets
Board Games	100	New games/replacements when damaged.
Charity Raffle and shield engraving	35	Staff charity quiz night - Two events a year
Children's Party	7,000	City of London's contribution to Children's annual party
Football	2,400	Two league payments
Golf	2,500	Fees and charges
Karate	250	Replacement Kick bags and other miscellaneous equipment
Keep Fit	300	Training and replacement equipment
Middle Eastern Dance	725	Workshops, CDs/DVDs, JWAAD certification, Training and Equipment
Netball	1,590	Two summer leagues and one winter league
Table Tennis	620	Replacement equipment such as tables, bats and balls
Yoga	200	Teaching Insurance cover, replacement matts, blocks and belts
Total Annual Cost of Clubs	17,235	
Total 3 years cost for club	51,705	
Less Balance in COLSSAC Account	81	
Grant request for 2020-21 to 2022-23	51,624	
Average grant per year	17,208	
One off cost		
T-shirts for charity events	800	One off request for funding for T-Shirts available to all staff who participate in charity events.
Total request over three years	52,424	