

FAREHAM

BOROUGH COUNCIL

AGENDA

LEISURE AND COMMUNITY POLICY DEVELOPMENT AND REVIEW PANEL

Date: Wednesday, 6 March 2013

Time: 6:00 pm

Venue: Collingwood Room - Civic Offices

Members:

Councillor Miss S M Bell (Chairman)

Councillor M J Ford, JP (Vice-Chairman)

Councillors Mrs P M Bryant
J M Englefield
T G Knight
Mrs S Pankhurst
R H Price, JP

Deputies: Mrs K K Trott



1. Apologies for Absence

2. Minutes (Pages 1 - 6)

To confirm as a correct record the minutes of the meeting of the Leisure and Community Policy Development and Review Panel held on 16 January 2013.

3. Chairman's Announcements

4. Declarations of Interest and Disclosures or Advice or Directions

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

5. Deputations

To receive any deputations of which notice has been lodged.

6. Provision of a New Multi Use Games Area facility at Portchester Community Centre - Consultation Options (Pages 7 - 12)

To consider a report by the Director of Community regarding proposed options to be put forward for consultation and the proposed consultation method, concerning the future of the land covered by the former tennis courts, the former community centre and the existing car park.

7. Leisure Centre Performance Review (Pages 13 - 18)

To consider a report by the Director of Community which provides a summary of the contract performance monitoring of Fareham Leisure Centre.

8. Review of Community Buildings - Fareham CATS Area Needs Assessment (Pages 19 - 44)

To consider a report by the Director of Community which presents the outcome of the needs assessment for those wards in the Fareham CATs area and recommends that a master plan to deliver the identified needs be prepared.

9. Final Review of Work Programme for 2012/13 and Draft Programme for 2013/14 (Pages 45 - 60)

To consider a report by the Director of Community and Streetscene which reviews the Panel's proposed work programme for 2012/13 and considers a draft programme for 2013/14.

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
25 February 2013

**For further information please contact:
Democratic Services, Civic Offices, Fareham, PO16 7AZ
Tel:01329 236100
democraticservices@fareham.gov.uk**

This page is intentionally left blank

FAREHAM

BOROUGH COUNCIL

Minutes of the Leisure and Community Policy Development & Review Panel

*Minutes of a meeting held on 16 January 2013
at the Civic Offices, Fareham*

PRESENT:

Councillor Miss S M Bell
(Chairman)

Councillor M J Ford, JP
(Vice-Chairman)

Councillors: Mrs P M Bryant, T G Knight, Mrs S Pankhurst and R H Price, JP.

Also Present Councillor Mrs C L A Hockley, Executive Member for Leisure and Community (Minute 7 and 11) and Councillor L Keeble, Executive Member for Streetscene.

1. APOLOGY FOR ABSENCE

There were no apologies for absence made at this meeting.

2. MINUTES

It was AGREED that the minutes of the meeting of the Leisure and Community Policy Development & Review Panel held on 7 November 2012 be confirmed and signed as a correct record ([l&c-121107-m](#)).

3. WELCOME

The Chairman welcomed the following persons who were to make presentations to the Panel:- Jake Hipwell, Setti Mulari, Paul O'Beirne and Jenny Romecheva

4. CHAIRMAN'S ANNOUNCEMENTS

There were no announcements made at this meeting.

5. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTION

There were no declarations of interest made at this meeting.

6. DEPUTATIONS

There were no deputations made at this meeting.

7. PRESENTATION - PROPOSALS FOR SKATEPARK AT WICOR RECREATION GROUND

The Panel received a presentation from Jake Hipwell, (representing California Skateparks), on proposals for the re-development of the skate park at Wicor Recreation Ground, Portchester. Mr Hipwell presented examples of the proposed design for the facility, gave details of proposed funding arrangements and a suggested a way forward to include the setting up of a constituted group of users and interested parties.

A particular issue of concern of the Panel was to ensure that any newly developed facility would remain, as at present, unrestricted and open for public use. Members asked a variety of questions about the information contained in the presentation to which Mr Hipwell replied.

It was suggested by Councillor Price that officers explore the possibilities of funding with Mr Hipwell at the appropriate time.

It was AGREED that officers should consider the options available and report back at a later meeting.

8. PRESENTATION -PROPOSALS FOR INDOOR SKATING FACILITY

The Panel received a presentation from Setti Mulari,(representing Salmiakki CIC), on proposals for development of an indoor sports facility in the borough. Mr Mulari explained Salmiakki CIC is a not- for -profit Community Interest Company (CIC). Its sole purpose is to acquire the funds to build a multi-sport rink in Fareham. Salmiakki CIC propose that any surplus funding generated from the rink would be reinvested in the facility and in particular into local minority sports. These funds would be directed into sports equipment for people at the rink as well as opportunities for free introductory sessions to encourage participation.

At the invitation of the Chairman Councillor Mrs Hockley addressed the Panel during discussion on this item.

The multi-purpose sports rink will serve people who enjoy minority and disabled sports to enable them to participate in their chosen activities in a safe, open and unthreatening setting. The intention is to run sports that are not catered for in

Fareham or the neighbouring areas. The multi-purpose rink would be the only rink in the UK that conforms to the safety regulations to be introduced in 2014. The rink would be suitable for roller sports such as inline hockey, skater hockey, roller derby and public skating. Other rink sports include lacrosse, rink soccer and floorball.

To date, Salmiakki CIC has found suitable premises in Fareham near the M27 motorway and is ready to proceed immediately if the Council supports the project with community funding. The British Rink Hockey Association has pledged support and every roller sports club within a 40 mile radius has shown an interest. Members asked a variety of questions about the information contained in the presentation to which Mr Mulari replied. In particular, it was noted that a community funding report relating to this proposal is to be considered by the Executive in March.

It was AGREED to:-

- a) support the principles of the proposal; and
- (b) request the Executive to consider the proposal based on all the information received from the applicant.

9. PRESENTATION - COMMUNITY ACTION FAREHAM

The Panel received a presentation from the Chief Executive of Community Action Fareham, Paul O'Beirne and Jenny Romecheva (Volunteer Centre Co-ordinator) which updated members on the role and activity of the Volunteer Centre.

A paper was circulated to explain the services the Volunteer Centre provide which includes setting up groups, engaging young people and training. Members asked a number of questions relating to youth engagement and community transport.

Members thanked Community Action Fareham for an informative presentation.

10. COMMUNITY ACTION FAREHAM - REVIEW OF SERVICE LEVEL AGREEMENT

The Panel considered a report by the Director of Community which set out the main achievements of Community Action Fareham (CAF) in delivering their core activity under their current service level agreement arrangements (1 April 2010 to 31 March 2013) (copy of report - [l&c-130116-r02-jmi](#)) circulated with the agenda).

The report also updated members on the current "Review of funding to support future capacity in the voluntary and community sectors in Hampshire" which is currently underway and being organised by Hampshire County Council (HCC) in partnership with Borough and District Councils. It was however noted that options for the future delivery of services are not expected to be finalised until May 2013.

The report also provided proposals for the funding of CAF for the next year. These proposals are to enable the existing service to continue to be provided, until the final outcome of the current review are reached in mid 2013.

Members were referred to the options for the next year contained in paragraphs 28 to 31 of the report.

Councillor Price proposed acceptance of option A to retain the current level of core funding with no variation for the next twelve months as he considered that the possible savings in option B are not significant, however the proposal was not seconded.

Councillor Knight proposed supporting option B to reduce the current level of core funding by the same percentage as proposed by HCC and this was seconded by Councillor Ford.

(Voting 5 for the proposal, 1 against) Councillor Price requested it be recorded that he opposed the proposal

It was AGREED that:-

- a) option B, as detailed in paragraph 29 of the report, is the preferred option; and
- b) the Panel wished to thank Community Action Fareham for the work undertaken for the residents of Fareham.

11. PRESENTATION - PORTCHESTER COMMUNITY CENTRE AND WICOR RECREATION GROUND CHANGING ROOMS

The Leisure Development Manager gave a presentation comparing the old facilities with the new and a summary of the significant events, project deadlines and expenditure (to date) against the allocated budgets.

The first part of the presentation focused on Portchester Community Centre, reminding the Panel of the centre's location and the condition of the old community centre which was constructed in the early 1960's. The presentation showed the plot on the south field identified for the new community centre (before construction), photos from the Sod Cutting ceremony held in February 2012, the unveiling of the dedication stone (in November 2012) gifted by Councillor Walker & Councillor Price, photographs taken at practical completion on 18 December 2012, the letting of the new building to Portchester Community School and Hampshire County Council (for the Children Centre), the timetable for demolishing the old community centre, a summary of the expenditure to date against the allocated budget and a summary of the works and issues that remain outstanding.

The outstanding issues include the requirement for additional landscaping on completion of demolition (including improvements to the car park), provision of a new bin store and footpaths to aid evacuation of the building. The Total Spend at 16 January 2013 was £1,891,652 leaving a residual budget of £108,348.

A member of the Panel asked what would happen to the residual budget of £108,348, would the Council be required to refund the balance to Hampshire County Council or could Fareham Borough Council retain the residual budget. The Leisure Development Manager stated that the project is not yet complete and hence the residual budget would be retained by Fareham Borough Council and used to fund the outstanding issues (i.e. the landscaping and car parking improvements).

The Director of Community confirmed that this was indeed correct and if on final completion of the project there was a residual budget, the balance would be used by the Council to pay back or reduce the £1m (5 year interest free) loan provided by Hampshire County Council.

Councillor Hockley (Executive Member For Community) reminded the Panel that Fareham Borough Council had raised the £2M for this project by selling land in Portchester, accepting a five year interest free loan of £1M from Hampshire County Council, a £400,000 contribution from Hampshire County for the new Children's Centre and the balance by selling the site of the new community centre to Hampshire County Council and leasing the site back at a peppercorn rent

The Chairman commented that positive feedback had been received from users and visitors and bookings were good. Councillor Mrs Hockley agreed with the Chairman

Councillor Price raised concern about the lack of public toilet facilities in the changing rooms to be accessible to dog walkers and general users of the recreation ground. The Panel did not support opening the toilets at Wicor for general public use.

The Chairman congratulated officers on the work undertaken in providing new changing rooms at Wicor Recreation Ground.

It was AGREED that :-

- a) thanks be extended to officers for the work undertaken and to commend them for the achievement in completing two major projects under budget;
- b) officers be requested to send a letter of thanks to AFC Portchester who had written to the Council in appreciation of the new changing room facilities and who had worked in partnership to enable the successful delivery of the project; and
- c) officers be requested to arrange a visit for Panel members, Councillor Mrs Hockley (Executive Portfolio holder) and Councillor Woodard (Executive Leader) to the new changing rooms at Wicor Recreation Ground.

**12. PRELIMINARY OVERALL REVIEW OF WORK PROGRAMME FOR 2012/13
AND DRAFT PROGRAMME FOR 2013/14**

The Panel considered a report by the Director of Community which reviews the Panel's work programme for 2012/13 and considers a draft programme for 2013/14 (copy of report - [I&c-1310016-r01-mge](#)) circulated with the agenda.

The Director of Community stated that, with members' agreement, it was proposed to add the Review of Community Buildings - Fareham Needs Assessment to the work programme. He also referred members to the work programme - for 2013/14 shown at paragraph 10 of the report.

The Panel discussed whether the officer presentation scheduled for 15 May 2013 was necessary, but the Director stated it was a standard item for all Panels if there was new membership. However the presentation could be adjusted as a refresher for members if required. The Chairman invited members to put forward ideas for the 2013/14 work programme especially for the May meeting.

It was AGREED that, subject to the revisions shown below, the Panel's work programme for 2012/13 and draft programme for 2013/14 be approved:-

- (a) the addition of the Review of Community Buildings - Fareham Needs Assessment be added to the 2012/13 work programme; and
- (b) any new items required by the Panel to be included in the 2013/14 draft programme.

(The meeting started at 6:00pm and
ended at 8.47pm)

**Report to
Leisure and Community Policy
Development and Review Panel**

Date: **6 March 2013**

Report of: **Director of Community**

Subject: **PROVISION OF A NEW MULTI USE GAMES AREA FACILITY AT
PORTCHESTER COMMUNITY CENTRE - CONSULTATION
OPTIONS**

SUMMARY

Following the completion of the new Portchester Community Centre, demolition of the former community centre and removal of the tennis courts, it is proposed to continue to the redevelopment of the site of the old Portchester Community Centre by consulting on options for the potential provision of a new multi use games area.

RECOMMENDATION

The Leisure and Community Panel are asked to comment on the options proposed for consultation and consider if these are appropriate and whether any other options should be considered.

INTRODUCTION

1. Significant progress has been made on improving the community facilities in the immediate vicinity of the Portchester Community Centre. The new Community Centre opened for business on the 7 January 2013, the existing community centre has been demolished and the area is being returned to open space and the site of three tennis courts and single basketball court have been removed and returned to open space.
2. The next phase of the project at this site is to consider the options available for those areas of the site that have been returned to open space.
3. This report proposes the options to be put forward for consultation and the proposed consultation method for consideration by the Panel.

OPTIONS

4. It is proposed to seek local community views on the following options for the land covered by the former tennis courts, the former community centre and the existing car park:-
 - a) To provide a new enclosed multi use games area (MUGA) of up to 600m² to allow for a range of sports to be provided, e.g. tennis, basketball, football. This to be located on the site of the former community centre
 - b) To square off the existing car park to provide an additional 30 car parking spaces with a further option to extend the existing car park to the divide between the former two tennis courts and provide approximately 20 further car parking spaces.

If the extension of the car park onto the location of the former tennis courts is favoured then it would impact on the location for the bin store and electricity cabinet for the breast screening unit which are planned to go on the site of the former south east tennis court
 - c) To provide a multi use games area (MUGA) of up to 600m² to allow for a range of sports to be provided, e.g. tennis, basketball, football. This is to be located to the north of the site between the former tennis courts and the circular path.
 - d) To landscape the area and leave as public open space to complement the existing parkland at this location.
5. In specifying a MUGA the type of sports to be covered and therefore which equipment is to be provided and how this will be managed need to be specified and agreed. For example if tennis is an option then posts and a net are required but these will need to be taken down and stored between games to allow the use of the MUGA for other sports.
6. The consultation therefore needs to consider not just whether a MUGA should be provided but what sports should be included and how these can be managed.

7. It is suggested that consultation covers the following potential MUGA activities:-

- Tennis
- Basketball
- Football
- Netball

CONSULTATION

8. It is proposed to consult with the following the stakeholders on the alternative options:-

- a) The Petangue club who operate from the existing terrain at this location.
- b) Westlands Medical Centre.
- c) Portchester Community Association who have a tennis club operating as a section within their organisation.
- d) Portchester Community Centre limited who manage the new Portchester Community Centre and the community tennis courts at Portchester Community School.
- e) Portchester Bowls Club who lease the existing bowls ring at this location.
- f) The residents of Clive Grove, Shrubbery Close and Westlands Grove.
- g) The ward councillors from the Portchester East and Portchester West wards.
- h) Hampshire County Council who own the freehold of the land on which the former community centre was sited.
- i) The Development Management Division of Fareham Borough Council.
- j) The local Police.

9. It is proposed to consult via letters / questionnaires to the consultees and by means of a display of the options at the new community centre where officers will be present to answer any questions that may arise.

10. The consultation will be seeking the stakeholders views on what should be provided, where it should be provided, what sports (if any) should be catered for and the means of managing the recreational facility.

FUNDING

11. The Executive at their meeting in October 2012 approved funding of £60,000 in the Open Spaces Improvement programme towards a new MUGA facility in Portchester.

12. There may be some residual budget from the project to provide the new Portchester

Community Centre, although this will not be known until all works have been completed and the final account is agreed.

PROGRAMME

13. Subject to the views / feedback from the Leisure and Community Panel, it is proposed to conduct consultation in April and provide feedback to the panel in July. The implementation of the agreed option will be dependent on the agreed option, the possible need to obtain planning consent and the availability of funding.

FINANCIAL IMPLICATIONS

14. The approved open spaces improvement programme includes an allocation of £60,000 for the proposed MUGA facility at Portchester.
15. Should the Panel wish to proceed with option B, which includes the extension to the car park, then the funding for this element would need to be agreed. Potentially this could be funded from any residual balance from the Portchester Community Centre budget but this is subject to their being sufficient residual budget available once the final account is available.

RISK ASSESSMENT

16. In designing a MUGA there is a risk that in trying to be flexible to accommodate a number of sports, that the level of compromise required to meet the demands of a particular sport can result in the MUGA becoming unsuitable.
17. There is a risk that there will be insufficient residual funding in the Portchester Community Centre accounts to fund the extension to the car park should this be the preferred option.

CONCLUSION

18. To follow on from the construction of the new Portchester Community Centre and demolition of the former community centre, the opportunity is to be taken to consult on the possible provision of a new multi use games area at this location and possible extension of the car park. Alternative options for consultation are presented and the Panel is asked to consider if these are appropriate and whether any other options need to be considered.

Enquiries:

For further information on this report please contact Gareth Satherley, Leisure Development Manager (Ext 4476).

Appendix A - [Indicative Plan](#) showing Options A, B and C.

**MUGA
Option
C**

**MUGA
Option A**

Car Park

**Car Park
Extension
Option B**

This page is intentionally left blank

**Report to
Leisure and Community Policy
Development and Review Panel**

Date: **6 March 2013**

Report of: **Director of Community**

Subject: **LEISURE CENTRE PERFORMANCE REVIEW**

SUMMARY

This report provides a summary of the contract performance monitoring of Fareham Leisure Centre which is operated by Strategic Leisure Management Ltd (SLM) on behalf of the Council. The report also provides an update on the continuous improvement plan, a summary of attendance figures and details of the income and expenditure incurred by the Council arising from the Leisure Centre management contract.

RECOMMENDATION

That the Panel notes the information contained in the report.

INTRODUCTION

1. On 1 May 2005, Fareham Leisure Centre transferred to trust status with Strategic Leisure Management Limited (SLM) taking on the management and operation of the centre. SLM have a full repairing lease with responsibility for internal and external repairs. A ten year lease for the tennis courts in Park Lane recreation ground and for the car park adjacent to the Leisure Centre run parallel to the Leisure Centre lease and management contract.
2. The style of partnership between the Council and SLM allows the operator to develop and improve the service with considerable freedom. To ensure that while there is freedom, the needs and expectations of the community and strategic vision of the Council is met, the Council has taken on a monitoring role including a continuous improvement plan for the centre.
3. This report provides information on the following:-
 - (a) The outcome of the contract monitoring since March 2012, i.e. since last reported to the Panel;
 - (b) The continuous improvement plan;
 - (c) Details of the income and expenditure for the Leisure Centre for the financial year 2012-2013; and
 - (d) A brief summary of attendances during the current year of the contract.

CONTRACT MONITORING

4. Since March 2012, three monitoring visits have been undertaken together with a health and safety inspection. No areas of concern were raised, and the annual inspection revealed that the premises were being effectively managed with no concerns in relation to any of the key risk areas, i.e. the management of asbestos containing materials, fire safety, the management of the Legionella risk, gas safety and the electrical installation.

CONTINUOUS IMPROVEMENT PLAN

5. SLM continue to update and implement the actions in the continuous improvement plan, a copy of which is attached as Appendix A. The following key actions and accreditations have been achieved:-
 - (a) The Leisure Centre currently stands as the only leisure centre in the country accredited as "Outstanding", under the well recognised national industry quality service standard organisation QUEST.
 - (b) The Leisure Centre was recognised in Jun 2012 by the Fitness Industry Association (FIA) as a finalist (2nd place) in FLAME from over 210 facilities that entered.
 - (c) £265,000 has been invested to provide improved gym facilities and a group cycling studio in 2012.

INCOME AND EXPENDITURE

6. The Council has retained a residual revenue budget for 2012/13 of £104,100 This can be broken down as follows:-

Expenditure	Amount	Comment
Employees Related Expenditure	£19,300	This covers the recharge of those employee costs related to staff in the Department of Community & Streetscene who provide the client role in relation to the Leisure Centre.
National Non Domestic Rates	£23,800	The Council are required to pay the NNDR under the terms of the Management Agreement.
Premises Insurance	£6,400	The Council are required to pay the buildings insurance under the terms of the buildings lease.
Repairs and Maintenance	£14,500	Minor responsive maintenance has been carried out to the car park. It is proposed to carry this funding forward to 2013 / 14 to allow a project to increase car parking capacity by improving the existing layout rather than extending the car park onto public open space.

7. In accordance with the terms of the contract, in 2012-13 the Council will receive income from the Leisure Centre of £118,200

ATTENDANCES

8. SLM have changed their method of recording attendances preventing a direct comparison with attendances prior to the transfer to trust status. The Centre now average 61,000 visitors per month with 60% of these being for the fitness suite, exercise classes and courses with the balance being for swimming. This 5,000 per month more than in 2011/12.
9. Currently 886 Leisure Cards have been issued. These are broken down into:-
- Low income 89
 - Student 4
 - Single 450
 - FBC 20
 - Family 112
10. In March 2012, 886 Leisure Cards were in circulation.

11. A new Leisure Card brochure is in preparation but take up of this scheme is falling largely due to the value the Leisure Centre offers via its pay-as-you-go fees and membership arrangements.

RISK ASSESSMENT

12. There are no significant risks arising from the management of the Leisure Centre over the last 12 months.

CONCLUSION

13. This report updates the Leisure and Community Policy Development and Review Panel on the results of the contract monitoring at Fareham Leisure Centre, on the continuous improvement plan and the income and expenditure by the Council in relation to the Leisure Centre during the current financial year.
14. The overall conclusion is that the Leisure Centre continues to be effectively managed, that significant improvements have been made and that the centre continues to provide an excellent service to the community.

APPENDIX A - Continuous Improvement Plan

Background Papers: None

Reference Papers: None

Enquiries:

For further information on this report please contact Gareth Satherley, Leisure Development Manager (Ext 4476).

APPENDIX A

Fareham Leisure Centre Continuous Improvement Plan

	Achievements to report
<p>QUEST</p> <p>Quest is the UK Quality Scheme for Sport and Leisure</p> <p>FLAME 2012</p> <p>The Flame Awards are prestigious sector awards that recognise excellence and best practice.</p>	<p>The Leisure Centre currently stands as the only leisure centre in the country accredited as “Outstanding”, under the well recognised national industry quality service standard organisation QUEST.</p> <p>The Leisure Centre was recognised in June 2012 by the Fitness Industry Association (FIA) as a finalist (2nd place) in FLAME from over 210 facilities that entered.</p> <p>Fareham received the National Fitness Awards ‘Fitness Team of the Year 2012’ a well contested award within the industry.</p>
<p>GP Referral Scheme</p> <p>Inclusive Fitness Initiatives (IFI)</p>	<p>The Leisure Centre has developed a long standing partnership with the Primary Care Trust to provide a GP Referral Scheme. Most recently the scheme has achieved the full accreditation at “Silver” standard which there are very few within the country who have achieved this.</p> <p>The Centre remains the highest achieving site within the SLM Group for Health and Safety and has achieved a 100% throughout 2012.</p> <p>The leisure centre has achieved IFI accreditation</p>
<p>Facility Developments & Programme (including Olympics outreach)</p> <p>Olympics outreach</p>	<p>In January 2012 SLM invested heavily (£210,000) and introduced a Group Cycling Studio by converting a squash court using a mezzanine floor. The gym area was also expanded and major investment into equipment within those areas (£55,000).</p> <p>FBC officers and Everyone Active colleagues developed and delivered a summer programme of Olympic sports that was taken to all participating Schools. This was a huge success and every child received an Olympic certificate of achievement and an ‘Activity Voucher’ to a value of £10 redeemable against FLC activities.</p> <p>Olympic Open Day – was over 1200 visitors to FLC on the torch day. Activities included a climbing tower,</p>

<p>Everyone Active School of Dance</p>	<p>kiddie-karts (indoor carts for under eights) and Peper Pig.</p> <p>In 2012 the EA School of Dance surpassed 200 students in the school. The school is now in its second successful year and celebrated its 2nd annual dance show at Ferneham Hall in November with a sold out audience of over 700 parents and families.</p>
<p>Training and colleague development</p>	<p>The Leisure Centre has launched the Governments national Apprentice scheme and has successfully trained nine apprentices and have, to date, fully employed three within the year term.</p> <p>Twenty two colleagues are currently working towards NVQ's in their specialised areas. The highest with the SLM group.</p>
<p>IT and Online Developments</p>	<p>Everyone Active online launched Sept 2012 offering customer at home activities and programmes.</p> <p>Launch of a new payroll system (Rota Horizon)</p>
<p>Charity & Sponsorship Work</p>	<p>The Leisure Centre has raised in excess of £10,000 in 2012</p> <ol style="list-style-type: none"> 1. Breast cancer awareness raised £1,217 2. National Swimathon - £4,883 3. Disabled Children in Sport - £1,862 4. Breast Cancer Care - £1,934 5. Prostate Cancer - £140 <p>Fareham LC sponsored the under eights Portchester football team and purchased their kit.</p> <p>Various schools and organisations have been supported in their fund raising activities throughout the year.</p>
<p>Leisure Card</p>	<p>The Leisure Card continues to offer discounts to residence within the borough with a variety of Fareham Businesses.</p> <p>Usage continues to decrease but it is felt this is due to the increasingly good value for other membership options available.</p>
<p>Development of Environmental Awareness</p>	<p>The centre has recently implemented a number of items from the Energy Reduction Plan including; LED lighting throughout reception, corridors and changing areas.</p>

**Report to
Leisure and Community Policy
Development and Review Panel**

Date: **6 March 2013**

Report of: **Director of Community**

Subject: **REVIEW OF COMMUNITY BUILDINGS - FAREHAM CATS AREA
NEEDS ASSESSMENT**

SUMMARY

This report presents the outcome of the needs assessment for those wards in the Fareham CATs area and recommends that a master plan to deliver the identified needs be prepared.

RECOMMENDATION

That the Panel note the outcome of the Fareham Needs Assessment and authorise officers to prepare a master plan to meet the identified needs and to deliver the strategic requirement for a community facility in the central Fareham area/

INTRODUCTION

1. As part of Fareham Borough Council's commitment to providing high quality community facilities across the Borough, a review of all of the Council owned community buildings was carried out in 2008.
2. In July 2008, the Council's Executive agreed a broad vision for providing high quality community facilities across the Borough. The agreed way forward being to carry out a needs assessment exercise in each of the CAT's areas and then to prepare a master plan for implementing the outcomes of each assessment.
3. The Executive agreed a phased approach to implementing this, based on the five CAT's areas –

Phase 1 – Portchester

Phase 2 – Crofton

Phase 3 – Fareham

Phase 4 – Titchfield

Phase 5 – Western Wards and Whiteley

4. Phases one and two of the process have been completed. A new Community Centre was opened in January 2013 in Portchester and the second phase identified the Crofton CAT's area as already having a wide range of community facilities and therefore no requirement for any significant or improvement in facilities in the short term be required.

BACKGROUND

5. The Fareham CAT's area is made up of five wards. Fareham North, Fareham North West, Fareham South, Fareham East and Fareham West and has a total population of approx. 34,043 which is expected to increase over the next ten years.

6. **Ward** **Total Population**

Fareham North 6,866

Fareham North West 6,749

Fareham South 6,786

Fareham East 6,893

Fareham West 6,749

7. There are a wide range of community and private facilities available to hire in the Fareham CAT's area, managed either by statutory, voluntary, community or private organisations. A comprehensive list of the different types of facilities available in each ward area, their current usage and availability can be found as Appendix A.
8. The identified community facilities provide a variety of activities and services each day with varying times from 7.00am to 11.30pm. These are provided and delivered

by community led and privately own organisations and volunteers and include:-

- Childcare Provision
- Sport and Leisure Activities
- Support and Advice Groups
- Luncheon Groups
- Young Persons Groups
- Religious Groups and Services
- Generic Meetings
- Entertainment
- Dance and Drama Performances, and;
- Private functions, parties, events and competitions

KEY COUNCIL FACILITIES AND THEIR LIABILITIES

9. Of the council owned community facilities in the Fareham CATs area there are a few with specific requirements. These are detailed below.

X-perience Youth Facility

10. Fareham's X-perience Youth Centre Facility was opened in 1968 and is one of three Council owned facilities across the borough aimed at providing services for young people.
11. The youth centre houses a number of services that support young people in the Fareham area, including Hampshire County Council, the Youth Support Service, the 'Moving On' project, Motiv8 drop in scheme, and an accommodation resource centre as well as a number of other statutory and voluntary organisations that hire and the use the space for meetings and activities on a regular basis.
12. The facility located at the junction of Trinity Street and Osborn Road is in fair condition, although its appearance is tired looking and the flat roof to the structure would benefit from replacement. Adjacent to the centre is the site of the former "Skippers" fish and chip shop which has been demolished although the site has not been cleared.

Fareham Heathens Rugby Club Changing Rooms and Club House

13. The Fareham Heathens Rugby Club are based at the Cams Alders Recreation Ground and have a two storey building that comprises changing rooms on the ground floor and a club house on the first floor.
14. Whilst the building is functionally acceptable, the changing accommodation is not of a high standard and not ideal for segregation between sexes and adult and junior players. The club house generally meets the needs of the rugby club, but being based on the first floor without a lift, the access is not suitable for those with mobility impairment.

Fareham Bowls Club

15. The Fareham Bowls Club is based at Park Lane Recreation Ground and operates out of a small club house with integral changing rooms. The club are keen to expand to provide an additional club house and changing facilities to accommodate more prestigious events and have submitted a matched funding application to enable this project to proceed.

Fareham and Crofton Cricket Club

16. The Fareham and Crofton Cricket Club are based at Bath Lane Recreation Ground and have their own club house and make use of the Council's changing accommodation. The club house is a pre-fabricated building that has reached the end of its life and ideally requires demolition. The Executive has approved funding for a project to extend and refurbish the changing rooms to incorporate a club house and to demolish the existing club house. The works are reprogrammed to complete in 2014.

OTHER POTENTIAL COMMUNITY PROJECTS

17. Within the Fareham CATs area there are a number of community related projects relevant to the needs assessment but which are not directly related to Council owned buildings:
18. The Neville Lovett community school have developed a business plan for a proposal to convert an existing classroom into a community space.
19. As a result of research undertaken in the local community a need for a community facility at this location has been identified. Work is currently being undertaken to develop the business plan and identify funding opportunities to construct this new facility.
20. The site of the former Hampshire Rose Public House at Highlands Road has been acquired by the Hampshire County Council who is currently considering options for providing community facilities on the site.
21. Both of these projects are in the early stages of development but would provide additional community facilities in the Fareham South and Fareham North West wards.

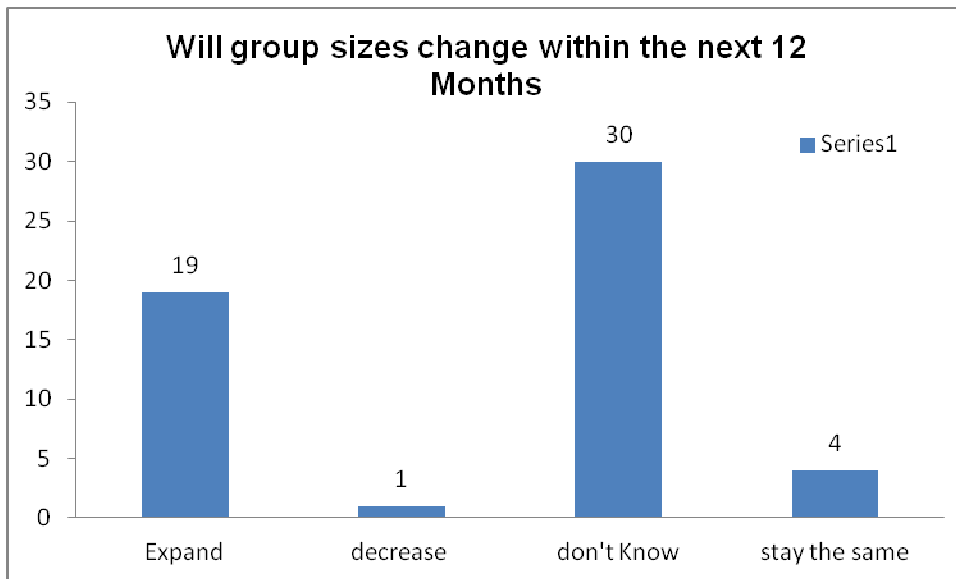
NEEDS ASSESSMENT

22. The Fareham Needs Assessment was carried out from October 2012 through to January 2013 and was achieved by the Council's Leisure Projects Officer initially identifying, with the help and knowledge of ward Councillors all of the community facilities and buildings available to hire.
23. All identified groups, clubs and organisations that hire facilities within the Fareham CAT's area were invited to be part of the Needs Assessment exercise and were each encouraged to complete a questionnaire about their current and future needs and requirements for community space.

24. The data collated from the completed questionnaire and discussions had with facility operators, indicate that local residents have a good range of facilities and activities made available to them throughout the year, however many of the clubs and organisations that took part in the consultation exercise, expect their group/club to expand in numbers in the next 12 months and are concerned that their current venue/facility will no longer meet their needs and requirements.

FEEDBACK

25. Fareham's Horticultural Association who use Holy Trinity as a venue, often find it difficult to find meeting facilities in central Fareham that can accommodate large numbers i.e. 50 – 60 members. The association also expressed a need for more affordable community space in a central location in Fareham.
26. Trinity Pre-School, who occupy the two halls in Fareham's Methodist Church, 38 weeks a year, Monday to Friday, identified a need for more ground floor provision, in a central location in Fareham with good parking facilities that also allow for parents to drop their children off. The pre-school have expressed a need to identify a new facility within the next couple of years that will help them to accommodate the needs and requirements of their expanding service.
27. Highlands Hub is another well utilised building and is open Monday to Friday, it is regularly used on a weekly basis to host drop-in advice and support sessions amongst other groups and activities. Two services that often use it are; CBT Therapy (Cognitive Behaviours Therapy) and AFFECT (Support Group for friends and family) they have both indicated a need for smaller, private meeting rooms that are available to access at weekends.
28. The 4th Catisfield Girl Guiding Rainbows group are just one of the many groups that regularly hire St Columba Church Hall and whilst the church offers a good range of rooms to hire, there is limited lockable storage that they can use. The group unfortunately had some of their musical instruments stolen recently and would like to see more venues with storage facilities made available for hire.
29. Fareham Leisure Centre advised that they have received complaints from hirers about the car parking facilities. For example FADSAD (Fareham and District Sports Association for the Disabled) would like to change the time they hire the facilities to help sustain their participations numbers, however due to the high demand on the centre's facilities this has not been possible to date.
30. Wallington Village Hall is another popular venue that is used Monday – Sunday for community and private activities, events and functions, with some groups attracting up to 60 – 70 people at a time. Several of the groups that hirer the hall's facilities expect their groups to expand over the coming years and therefore will require additional parking facilities.
31. As part of the questionnaire, respondents were asked how group sizes would change over the next 12 months. The graph below gives an indication of how they perceive these changes to be:



32. A summary of the response to the questionnaire is attached as appendix B.

IDENTIFIED NEEDS

33. The overall feedback received from user groups and operators of buildings, identified the following requirements;

- For a community centre in 'central' Fareham with goods links to public transport and onsite parking.
- A general need for additional ground floor meeting space, to accommodate groups and users that have disabilities.
- A need for flexible multi-use rooms that can accommodate larger groups i.e. up to 100 people at a time, as well as small private meetings / consultations
- A need for Venues lockable storage facilities within the existing facilities.

34. Overall the results suggest that the local need is being met but that there is a strategic demand for a community facility with ground floor accommodation in the central Fareham area.

RISK ASSESSMENT

35. There are no significant risk considerations in relation to this report

CONCLUSION

36. Whilst the Fareham CAT's area has a wide range of Community Facilities available to hire, feedback from the user groups and clubs that regularly hire the space to host their meetings, activities and events suggested there is often a lack of availability or flexibility due to the high demand on affordable hiring space.

37. Several of the groups that took part in the consultation exercise identified a need for larger, more flexible venues to help them accommodate their expanding groups and that these are made available in a central location within Fareham to allow residents greater access.
38. The overall conclusion from the needs assessment is that whilst there is a diverse range of community facilities within the Fareham CATs areas and that the local need is in general being met, there is an overarching need to provide a larger community facility in the central Fareham area.

Background Papers:

Review of the Council's Community Buildings – Executive - 28 July 2008

Reference Papers: None

Appendix A - breakdown of the community facilities available in each of the ward areas:

[Fareham East,](#)

[Fareham North,](#)

[Fareham North West,](#)

[Fareham South,](#)

[Fareham West](#)

Appendix B - [Responses to Questionnaires.](#)

Enquiries:

For further information on this report please contact Gareth Satherley. (Ext 4476)

This page is intentionally left blank

Fareham Needs Assessment

APPENDIX A

Ward: Fareham East

Councillors: Councillor Mrs Trott and Councillor Whittle

Facility/Building	Ownership	Facilities available	Usage / activity	Opening times/availability	Grading
Wallington Village Hall	Council	Large and small hall, kitchen facilities	Various community groups - luncheon club, gardening club, mother and toddler group.	Monday - Friday 8.30am - 10.30pm Saturday and Sunday by arrangement	Multi-function community facility
Ferneham Hall	Council	Entertainment venue, meeting room space, kitchen and bar facilities	Entertainment productions, schools, musical groups, weddings and community groups	Box office opening times - Monday to Saturday 9 - 5.30pm. Evening and weekend hours vary depending on individual booking/event requirements	Multi-function community facility
Fareham and Crofton Cricket Club (Club House)	Council	Function area and bar facilities	Birthday parties, tournament events	Daytime, evening and weekends available depending on booking requirements (limited availability during the cricket season)	Multi-function community facility
X-perience Young Persons Centre	Council / HCC	Meeting space area	Youth workshops and activities	Not available for Public hire	Multi-function community facility
Community Action Fareham	FBC/HCC	Office space and meeting rooms	Community groups and associations, training and advice	Monday to Saturday 9 - 6pm	Community facility
Fareham Library	HCC	Meeting space area	Parent and child sing along sessions	Monday, Thursday and Friday 9.30 am - 7.00 pm Tuesday and Wednesday 9.30 am - 5.00 pm Saturday 9.30 am- 4.00 pm	Community room
Ashcroft Arts Centre	HCC	Entertainment venue, meeting	Conferences, private functions, shows, dance	Open 9.30am to 5pm Monday to Friday and any evening when there	Community room

Fareham Needs Assessment

APPENDIX A

Ward: Fareham East

Councillors: Councillor Mrs Trott and Councillor Whittle

		rooms and dance studio	groups, school holiday activity programme	is an event	
Fareham United Reform Church	Private	Function room, meetings room, crèche, kitchen	Church activities, community groups and youth club.	Monday to Sunday 9 - 8pm. Opening times can vary depending on the activity/booking requirement	Community room
Fareham Community Church	Private	Conference hall, auditorium, youth facility, crèche and kitchen facilities	Meetings, conferences, children and young people activities,	Availability Monday - Sunday, opening times vary depending on the booking requirements.	Community room
Fareham Methodist Church	Private	Function room, meeting room, kitchen facilities and a crèche	Church activities, mini markets, parent and toddler groups	TBC	Community room
Duke of Connaughts own club	Private	Social club, hall hire, stage and kitchen facilities	Private functions and events	Can be hired evenings, daytime and also all day. Can see when it will not be available on website. Not huge amounts of availability. Around 2 days free a week currently.	Community room
Soccer City/ Fun City	Private	Function/ conference facilities	Birthday parties, coaching clubs, holiday fun courses	Monday - Sunday 10am to 8pm	Community room
Fareham Snooker Club	Private	Function area and bar facilities	Tournaments, private functions and events	Opening hours: Sunday - Thursday 10am - 11.30pm Friday and Saturday 10am - 12.30am	Community room

Fareham Needs Assessment

APPENDIX A

Ward: Fareham North

Councillors: Councillor Mr and Mrs Bryant

Page 29

Facility/Building	Ownership	Facilities available	Usage / activity	Opening times/availability	Grading
Fareham Leisure Centre	Council	Large sports hall, club room, gym facilities, swimming pool and dance studio	Over 50+group, NOMADS swimming club, group exercise workshops, children's birthday parties, holiday programme and schools	Monday, Wednesday and Friday 6.30am - 10.15pm Tuesday and Thursday 6.00am - 10.15pm Saturday and Sunday 7am -10.15pm	Multi-function community facility
Westbury Manor Museum	Hampshire County Council	Resource room, meeting room and café area	Community workshops and school activities	Tuesday to Saturday 9.30 - 4.30pm	Community room
Funtley Social Club	Private	Function room and kitchen facilities	Private functions and events	9am - 11pm Daily	Community room
Fareham Masonic Hall	Private	Hall and members lounge	Private functions and events	Facilities available to hire: Sept 1 st to June 30 th - Saturdays and Sundays (some daytime bookings may be possible) July 1 st to August 31 st - anytime	Community room
Fareham 10 th Scout Hall	Private	Large hall, small meeting room and kitchen facilities	Scout activities	Some availability to hire Monday - Sunday (daytime and some evenings) and during school holidays	Community room
Fareham Bowls Club	Council	Club room and kitchen facilities.	Competitions, private events and functions	Public rink is available to members of the community at all times. Unless the club have	Multi-function community facility

Fareham Needs Assessment

APPENDIX A

Ward: Fareham North

Councillors: Councillor Mr and Mrs Bryant

				a full fixture. Club house isn't available for public hire.	
--	--	--	--	---	--

Fareham Needs Assessment

APPENDIX A

Ward - Fareham North West

Councillors - Councillor Davies and Councillor Whittingham

Facility / Building	Ownership	Facilities available	Usage / activity	Opening times/availability	Grading
Fareham North West Community Centre	Council	Meeting area, large hall and kitchen facilities.	Bingo, youth club	Some availability through-out the week and for weekend bookings	Multi-function community facility
Henry Cort Community College	Hampshire County Council	Sports hall, fitness studio, classrooms, sports facilities	Health and fitness activities and sessions	Some availability Monday to Sunday (upon booking) 8.00 am to 10.00pm	Multi-function community facility
St Columba Church Hall	Private	Various meeting rooms	Girl guide activities	Monday to Friday 11.00 - 3.00pm and Saturday's from 11 - 1pm	Community room(s)
Highlands Hub	Private	3 meeting rooms, café space and kitchen facilities	Community drop-in sessions /workshops, children activities, access to computers	Tuesday to Friday 9.00 - 4.00pm	Multi-function community facility
Fareham Hockey Club (club room)	Private	Clubroom	Private functions and events	Avaliable during the day and some evening's inc. weekends	Community room
Hill Park Baptist Church	Private	(awaiting confirmation)	(awaiting confirmation)	(awaiting confirmation)	Community room

This page is intentionally left blank

Fareham Needs Assessment

APPENDIX A

Ward: Fareham South

Councillors: Councillor Howard and Councillor Steadman

Page 33

Facility/Building	Ownership	Facilities available	Usage / activity	Opening times/availability	Grading
Fareham Heathens - Rugby Club House	Council	Room hire and bar facilities	Functions and events	Limited availability during the rugby season (September to May) Daytime, evening and weekends available (June to August)	Community Room
Fareham Town Football Club - Club House	Council	Large function area and bar facilities	Functions and events	Limited availability during the season. Some evening and weekend availability when out-of-season	Community room
Broadlaw Community Space	First Wessex	Meeting space and kitchen facilities	Tai chi, karate, children's club, youth activities, weight management sessions	Monday 4-6pm, Tuesday 10-3pm, Wednesday 9.30-12noon and Thursday 9.30 - 8pm	Community facility
Fareham Enterprise Centre	Private	Workspace units and meeting rooms	Conferences and meetings	Meeting room usually available	Community room
Saint John's Church hall	Private	Hall hire and kitchen facilities	Badminton, dance clubs, children's birthday parties	Not available on Fridays between 6.00 - 7.30 pm and often other events happen throughout the week.	Community room
Fareham Working Men's Club	Private	Hall hire	Dance club, private functions and events	Club have been written to but no response received	Community room
Neville Lovett School	HCC	Sports hall, gymnasium, main hall and IT suite.	Community groups, workshops, fitness sessions	Some availability - including evening, weekends and school holidays	Community facility
Wallisdean Infant School	HCC	Kitchen, Main Hall, Meeting Room,	Pre-Schools	Some availability for local community use (Term time only)	Community Facility

Fareham Needs Assessment

APPENDIX A

Ward: Fareham South

Councillors: Councillor Howard and Councillor Steadman

		Storage, outside space			
--	--	------------------------	--	--	--

Fareham Needs Assessment

APPENDIX A

Ward: Fareham West

Councillors: Councillor Gregory and Councillor Keeble

Facility/Building	Ownership	Facilities available	Usage / activity	Opening times/availability	Grading
Heathfield Arms Pub	Private	Function room and bar facilities	Private functions and events	Some availability - Monday to Sunday 12noon - 11pm	Community room
Blackbrook Scout Hut	Private	Large hall and kitchen facilities	Scout activities, private events and functions	Some evening and weekends slots available	Community room
Ranvilles Community Centre <i>(outside of ward boundary)</i>	Council	Large and small hall, kitchen facilities	Pre-school, dance school	Monday - Friday (mornings): 8.45am - 12 noon Saturday (morning): 9.00 am - 1.30pm Monday: 3.00pm - 9.00pm Tuesday: 6.00pm - 9.00pm Wednesday: 7.30pm - 9.00pm Thursday: 4.45pm - 9.00pm Friday: 2.30pm - 9.00pm	Multi-function community facility
WI Hut (Oak Road)	Private	Not known	Fareham Stroke Club	Not Known, Club have been written to but, no reply received	Community Room

This page is intentionally left blank

Ward	Venue	Group	Activity	Group Size	Changes To Group Size	Comments
Fareham North	Fareham Leisure Centre	No Strings Badminton	Badminton	12 - 14	don't know	
Fareham North	Fareham Leisure Centre	Julian King	Badminton	3 - 6	stay the same	
Fareham North	Fareham Leisure Centre	FADSAD Fareham and District Sports Association for the Disabled	Swimming in the Pool	15 - 20	don't know	Heat of Pool - not good when 'it's' cold for disabled people. Time we would prefer an earlier slot. Cost. Falling numbers. Several people have commented on lack of spaces in the car park. Temperature of the pool makes it difficult for some people. Some members would like the cafe to still be open to buy drinks / snacks as vending machines regularly take money but do not dispense food. Showers are becoming shabby and run down.
Fareham North	Fareham Leisure Centre	The Old Bill'	Five a side football	10	stay the same	Q3 (A) none of these. 3(B) Will stay the same. At a recent consumer Group meeting at Fareham Leisure Centre, the lack of maintenance of the showers throughout the building was raised by several of those attending. The matter was under review by management.
Fareham North	Fareham Leisure Centre	Aikiso - Ken Suin Kai	Teach The Japanese martial art of AIKIDO	8 - 15	don't know	Require judo mats and preferably a permanently matted area that can have the proper atmosphere of a martial arts dojo. Chichester has setup a permanent matted Dojo building with help from sports grants, would be good if we could have a similar facility available in the Fareham area! (for all martial arts groups to use) Website: www.kenshinkai.org.uk .
Fareham North West	The Highlands Hub	Italk	CBT Therapy	1-2-1 sessions	expand	Small Private Rooms not available
Fareham North West	The Highlands Hub	You Trust	Housing related support	6	expand	You Trust find this an excellent facility and are very keen to expand on this in the future. It is very useful for a drop in for Fareham residents that find it difficult to get to Fareham Council in the town centre.
Fareham North West	The Highlands Hub	Affect	Support families and friends of offenders	varies as drop-in session	don't know	As we have no premises we find it difficult to find premises for weekend training and interviews

Ward	Venue	Group	Activity	Group Size	Changes To Group Size	Comments
Fareham North West	The Highlands Hub	Fareham Citizens Advice Bureau	Advice	6 - 7 per session	expand	This is outreach to the Highlands Community. This is an invaluable resource and recent research shows that the percentage of clients who are 65+ are higher at the Hub because of easy access
Fareham North West	The Highlands Hub	Our Saviour Lutheran Church	Church	Drop in Session	expand	We don't own a church building; depend on hired premises, which are not always available at times most suitable for our use. NB this doesn't affect our use of the Hub
Fareham North West	The Highlands Hub	Cedar Oak Support Trust	Pregnancy crisis counselling , post abortion and baby loss support	Variable	expand	
Fareham North West	The Highlands Hub	Educational Psychology	Work Discussion Group	8	don't know	Need low cost facility off school site with privacy.
Fareham North West	Hill Park Baptist Church	Church	Church	5 - 25 depending on session	expand	Questionnaire not really applicable at this time, main users are church based groups, although one Councillor uses as a monthly surgery (small hall and kitchen) and have hosted 'street watch' community meetings. These users are not charged.
Fareham North West	St Columba Church Hall	Music Matters	Elizabeth	10	don't know	We are attendees to music matters and feel that the facilities there let down the users. It's so cold and damp that it puts me off going with a young child. Perhaps the council could help re-locate to a warmer location
Fareham North West	St Columba Church Hall	Music Matters	toddler music group for 4yrs &under	12 Children 6 Adults	don't know	It is good that the churches offer their halls to hire. I hope the plans for a new hall proposed for St Columba's Church go through and the hall is soon replaced as the current hall is becoming inadequate.
Fareham North West	St Columba Church Hall	Hillson Tots parent and toddler group	Open term time for families' pre-school children. Social for families Toys and activities and information	7+ Children	don't know	Covering rent cost can be a worry. Annual insurance is expensive. The group runs through my determination to provide this facility for local parents. A) You should republish your leaflet on community centres to encourage people to hire and fun activities. B) Start up packs - to help people set up 1) research, 2) ideas on publicity, 3) Cheaper rent for the first month, 4) cheap public liability insurance. C) Support for groups running not for profit! Volunteers need support!

Ward	Venue	Group	Activity	Group Size	Changes To Group Size	Comments
Fareham North West	St Columba Church Hall	4th Catisfield Rainbows	Girl guiding, Rainbows are aged 5-7 yrs	16 - 20	expand	We don't have but need on site lockable storage. Recently had £60 worth musical instruments stolen from our venue. Other Venues don't meet safety standards for the girls. Apart from lockable storage St Columba has facilities we need. However it is also very cold in Winter and limits what we can do. Need modern halls with low rent for small groups like ours.
Fareham North West	St Columba Church Hall	1st Catisfield Rainbows	Girl guiding	14	don't know	
Fareham North West	St Columba Church Hall	1st Catisfield Guides	Guides	30	don't know	
Fareham North West	St Columba Church Hall	7th Catisfield Brownies	Brownies	20	don't know	
Fareham East	Wallington Village Hall	FIMBRIA	creative textile workshop	16	stay the same	Major problem in parking at the Hall for 5 or 7 hours
Fareham East	Wallington Village Hall	Activity Opportunity TQ 21	Activity club doing arts & crafts, indoor sports and music & dance sessions for adults in the community with learning disability	25	expand	This one day activity is like a day service for people with learning disability who don't qualify for normal services supplied by County Council; people have to have their support worker attend with them thus creating an interactive and safe environment for all who attend activities.
Fareham East	Wallington Village Hall	Wallington Garden Club	Common Interest Speakers discussion	40	don't know	No other facilities required
Fareham East	Wallington Village Hall	Friday Night Club	Themed disco evenings on the first Friday of the month for adults with learning disabilities	50	expand	I think Fareham is doing a great job and my dealings with Wallington Village Hall have been first class. Parking will always be an issue when dealing with disabled people but again I think Fareham do a good job.
Fareham East	Wallington Village Hall	Slimming World	Weight loss group and support	60 - 70	expand	More Hall parking spaces would be an advantage as the council employees frequently fill car park and also use the hall spaces too. This is not an issue at night, but for daytime users it is a problem.

Ward	Venue	Group	Activity	Group Size	Changes To Group Size	Comments
Fareham East	Wallington Village Hall	Pilates	Pilates	10 - 14	don't know	
Fareham East	Wallington Village Hall	Wallington Bridge Club	Play Bridge / Card Games	30	don't know	
Fareham East	Wallington Village Hall	Wallington Mid - Century Club	Wallington - Over 50's socialise, play bridge, arrange outings and enjoy!	34	don't know	
Fareham East	Wallington Community Centre	Fareham Writers	creative writing	10	expand	<p>This is the best venue for us as it is quiet and accessible by public transport (car) foot, we can make a hot drink and it is welcoming. The facilities are always clean and tidy.</p> <p>When we started we had difficulty in finding a venue Paul O'Beirne kindly offered us a small room in Osbourne Road to start as we only had 3 members. There are now two well attended groups of writers in Fareham. The other is in a church hall. www.farehamwriters.co.uk</p>
Fareham East	Fareham Snooker Club	Solent Social and Single	Singles Social group	Varies	don't know	
Fareham East	Fareham Masonic Hall	G.O.M.C (Grumpy Old Men's Club)	Meet & discuss actively items of interest to our community in particular or the world in general	12 - 14	don't know	We are totally satisfied with the current arrangement and facilities offered.
Fareham East	Fareham Masonic Hall	Chatterbox Ladies	Yoga, Bingo, Visiting speakers on a variety of subjects; e.g. McMillan Nurses, guide dogs, RNLI, lectures on various subjects	45	don't know	
Fareham East	Fareham Methodist Church	1st / 3rd Fareham Guides	Guides	40	don't know	Not enough community halls available at a reasonable price for youth groups. Why NO Community Centre?

Ward	Venue	Group	Activity	Group Size	Changes To Group Size	Comments
Fareham East	Fareham Methodist Church	Trinity Pre-school	Pre - School Education	75	expand	No Space, Ground floor provision, drop off parking for parents large enough with Town Centre location. Disappointingly, there are no other community facilities available for us to hire to suit either our or the community's needs. We would hope that there would be another venue available to us within the next year or two.
Fareham East	Fareham Methodist Church	Portrait Painting Group	Paint pictures or draw from a model portrait only	10	stay the same	The Methodist church hall is where we are. Fareham. The location is essential. I come from Fareham side of Portchester, some Gosport, one Sarisbury Green and the others more local.
Fareham East	Fareham Methodist Church	Fareham Scout Shop	Scout Shop	Varies	don't know	
Fareham East	Fareham Methodist Church	Fareham East District Scouts	Scout Shop	50 - 100	expand	
Fareham East	Bath Lane Pavilion	St Ann's School Teachers	Cricket Matches	26+	don't know	
Fareham East	Bath Lane Pavilion	Sexton Gould Cricket Clubs (2 teams)	Cricket Matches	26+	don't know	
Fareham East	Bath Lane Pavilion and Clubhouse	Fareham and Crofton Cricket Club	Cricket Matches and Coaching	match days 60+ coaching time 30+	expand	
Fareham East	Bath Lane Pavilion and Fareham Sports and Social Club	OPCS Cricket Club	Cricket Matches	26+	don't know	
Fareham East	Bath Lane Pavilion and Fareham Sports and Social Club	Fareham Mayors Cricket Team	Cricket Matches	26+	don't know	
Fareham East	Bath Lane Pavilion and Fareham Sports and Social Club	St James Casual CC	Cricket Matches	26+	don't know	

Ward	Venue	Group	Activity	Group Size	Changes To Group Size	Comments
Fareham East and Fareham South	Holy Trinity Church Hall and St John's Church Hall	Fareham Horticultural Association	Gardening Club	50 - 60	don't know	After the closure of Fareham Community Centre, Queens Road, there was nowhere in Fareham able to accommodate the monthly meetings (50-60 members attend regularly), Horticultural shows, storage space. A meeting room at St John's proved too small although the big hall is used for the shows, albeit out of town. St John's unable to store our equipment which is now stored at yet another site. At present Holy Trinity is suitable for meetings but too small for a show since there is limited adjacent parking. There are no Community / meeting facilities in central Fareham able to accommodate Fareham Horticultural Association fully. A suitable site for an affordable community hall would be alongside Fareham Leisure Centre. This could be used for all Horticultural shows & Exhibitions, ect
Fareham South	Fareham Working Men's Club	The Swing Dance Company	Dance	8 - 40	don't know	Size, Location, Parking, Availability, Type of Floor. Open access database of available venues would be helpful
Fareham South	St John's Church Hall	Fareham Scottish Country Dancers	Scottish Country Dancing	16 - 20	don't know	We Need More (Community Facilities)
Fareham South	St John's Church Hall	Highland and Step Dancers	Scottish Dancing, Highland and Ladies Scottish Step Dancing	18	don't know	
Fareham South	St John's Church Hall	3rd Fareham Boys Brigade	Boys Brigade Church Youth Movement	20	expand	
Fareham South	St John's Church Hall	Fareham West (A) Towns Women's Guild	Women's Organisation	35	don't know	
Fareham South	St John's Church Hall	Merryfields Children's Centre	Children's (Toddler) session and cooking course	80	expand	
Fareham South	Wallisdean Infant School	Fareham Opportunity Group Pre-school	Pre-school	10	expand	
Fareham West (outside of ward boundary)	Ranvilles Community Centre	Urban Line Dance Club	Line Dancing	22	expand	The Fareham Leisure and Community Team were a help to get the room (better than Gosport)
Fareham West (outside of ward boundary)	Ranvilles Community Centre	Over 50's Keep - Fit	Keep - Fit	15 - 18	decrease	

Ward	Venue	Group	Activity	Group Size	Changes To Group Size	Comments
Fareham West (outside of ward boundary)	Ranvilles Community Centre	Happy Faces Pre-school	Provide Childcare for Children aged 2-5	26 Children 6 Adults	expand	

This page is intentionally left blank

**Report to
Leisure and Community Policy
Development and Review Panel**

Date: **6 March 2013**

Report of: **Director of Community**

Subject: **FINAL REVIEW OF WORK PROGRAMME FOR 2013 AND DRAFT PROGRAMME FOR 2014**

SUMMARY

At the last meeting of the Panel on 16 January 2013, members reviewed the existing work programme for 2012/13 and also considered the draft work programme for 2013/14. The Panel is now invited to assess the overall progress for the current year and finalise a draft work Programme for 2013/14.

RECOMMENDATION

The Panel is now requested to:-

- (a) review the outcomes of the Panel's work programme for 2012/13;
- (b) agree a proposed work programme for 2013/14; and
- (c) submit the proposed Work Programme for 2013/14 to the Council for endorsement.

INTRODUCTION

1. At the meeting of the Panel in January 2013, members reviewed the 2012/13 work programme and considered possible items for a proposed programme for 2013/14. This is the last cycle of meetings for this year and the Panel is invited to finalise its review of this year's work programme and confirm the draft programme for 2013/14.

REVISIONS TO WORK PROGRAMME FOR 2012/13

2. Members are requested to endorse the following revisions to the work programme for the current year:-
 - (i) Item on Review of Community Buildings - Fareham Needs Assessment to be added to the work programme for this meeting.
3. A copy of the updated Work Programme, incorporating the above revision, is attached at Appendix A.
4. Appendix B contains details of the outcomes from the matters considered at Panel meetings from May 2012 up until January 2013, for members' information.

WORK PROGRAMME 2013/14

5. Appendix C sets out details of the proposed items for consideration during 2013/14.
6. As members are aware, the Panel's focus is on 'policy development' and it is suggested that members may want to consider setting up smaller working groups to work with officers on specific subjects. It is likely that the Panel will consider reports on a specific subject on more than one occasion during the course of the year as the policy is developed and before final recommendations are made to the Executive.

It is also for the Panel to consider whether any review of items under the Council's policy framework will be included in the 2013/14 programme. Appendix D contains a list of the plans and strategies currently contained in the Council's policy framework. The list may however be subject to amendment arising from any future changes to the Constitution.

RISK ASSESSMENT

7. There are no significant risk considerations in relation to this report

CONCLUSION

8. To summarise, the Panel is now invited to :-
 - (a) review the outcome of the work programme for the current year 2012/13; and
 - (b) agree a draft work programme for 2013/14, (having considered the proposed draft set out in Appendix B), which may include any proposed strategy or policy reviews and also any additional items agreed generally by the Panel or put forward by individual members and accepted by the Panel.

Appendices:

Appendix A - Revised Work Programme for 2012/13

Appendix B - Work Programme 2012/13 - Outcomes

Appendix C - Draft Work Programme for 2013/14

Appendix D - Policy Framework

Reference Papers:

Leisure and Community Policy Development and Review Panel 16 January 2013
(Minute 12)

Enquiries:

For further information on this report please contact Martyn George, Director of
Community (Ext 4400)

**REVISED WORK PROGRAMME FOR 2012/13
LEISURE AND COMMUNITY POLICY DEVELOPMENT AND REVIEW PANEL**

<u>MEETING DATES</u>	<u>ITEMS</u>
16 May 2012	Review of the work programme 2012/13 Leisure Strategy Review
25 July 2012 - CANCELLED	
5 September 2012	Review of the work programme 2012/13 Open Spaces Improvement Programme Park Lane Vision Consultation 2012 Playing Pitch Strategy Salterns Promenade
7 November 2012	Review of the work programme 2012/13 Fernehams Hall Performance Review London 2012 Olympic and Jubilee Celebrations (from Fareham's perspective) Review of Tourist Information Wicor Recreation Ground
16 January 2013	Preliminary overall review of work programme 2012/13 and draft 2013/14 Presentation - Proposals for skatepark at Wicor Recreation Ground Presentation - Proposals for Indoor Skating Facility

<p>16 January 2013 (cont'd)</p>	<p>Presentation by Chief Executive of Community Action Fareham</p> <p>Community Action Fareham review of SLA</p> <p>Presentation and Q&A session on Portchester Community Centre and Wicor Recreation Ground changing rooms</p>
<p>6 March 2013</p>	<p>Final review of work programme for 2012/13 and draft for 2013/14</p> <p>Proposals concerning provision of new multi use games area facility at the Portchester Community Centre</p> <p>Leisure Centre Performance Review</p> <p>Review of Community Buildings - Fareham Needs Assessment</p>

**Leisure and Community Policy Development and Review Panel –
Progress on Actions from May 2012 to January 2013**

Page 50

<u>MEETING DATE</u>	<u>16 MAY 2012</u>
<u>Subject</u>	<u>Presentation – Introduction to Leisure and Community (roles, remits, achievements and key projects for 2012/13)</u>
Type of Item	Information
Action by Panel	It was AGREED that:- (a) the Head of Leisure and Community be thanked for a very comprehensive and informative presentation; and (b) a copy of the presentation be circulated to all members and deputy members of the Panel.
Outcome	Presentation was noted.
Link Officer	Martyn George
<u>Subject</u>	<u>Leisure Strategy Review</u>
Type of Item	Review
Action by Panel	The Panel noted the following minor amendments to the revised 2012/13 Leisure Strategy document, attached as Appendix A to the report:- (i) Page 19 - Wicor Pavilion - to read May 2012 instead of March 2012; and (ii) Page 21- target date to - "Complete construction of the new sports Pavilion at Wicor Recreation Ground, Portchester" - to read December 2012 instead of December 2013.

	It was AGREED that, the revised Leisure Strategy for 2012/13 as set out in Appendix A to the report, be recommended to the Executive for adoption.
Outcome	Matter considered at the Executive meeting on 16 July 2012 and it was determined that the Executive adopt the 2012/13 Leisure Strategy as contained in Appendix A of the report.
Link Officer	
	Janie Millerchip
Subject	<u>Leisure and Community Policy Development and Review Panel Work Programme for 2012/13 – Initial Endorsement</u>
Type of Item	Information
Action by Panel	It was AGREED that, subject to the revisions shown below, the Panel's work programme for 2012/13 be approved:- <ul style="list-style-type: none"> (i) the item on Park Lane Vision Consultation be moved from 25 July 2012 to 5 September 2012 meeting; and (ii) an item on the proposals for provision of new multi use games area facility at the Portchester Community Centre site be added to the work programme for 2012/13 as an unallocated item.
Outcome	Work Programme for 2012/13 was updated accordingly.
Link Officer	Martyn George
MEETING DATE	<u>25 JULY 2012</u>
Subject	Meeting Cancelled.

<u>MEETING DATE</u>	<u>5 SEPTEMBER 2012</u>
<u>Subject</u>	<u>Park Lane Vision Consultation</u>
Type of Item	Information
Action by Panel	<p>It was AGREED that in the Panel's view:-</p> <ul style="list-style-type: none"> (a) The upgrading of the children's play area should be undertaken earlier than the proposed date of 2014/15, if possible; (b) More seating be provided in the parkland area; (c) The installation of outdoor gym equipment be supported; (d) The tennis courts be re-located nearer to the Leisure Centre; (e) Officers progress the car parking survey; and (f) The provision of a public pétanque terrain at Park Lane Recreation Ground be agreed in principle (Voting: unanimous).
Outcome	
Link Officer	Emma Watts
<u>Subject</u>	<u>Review of Work Programme for 2012/13</u>
Type of Item	Information
Action by Panel	It was AGREED that the work programme for 2012/13, attached as Appendix A to the report, be approved.
Outcome	Work Programme for 2012/13 updated accordingly.
Link Officer	Martyn George

<u>Subject</u>	<u>Open Spaces Improvement Programme</u>
Type of Item	Consultation
Action by Panel	It was AGREED that the existing five year open spaces and play spaces and other recreational spaces improvement programmes and proposed combined programme up to the year 2024/25, as detailed in Appendices, A, B and C, be endorsed and recommended to the Executive.
Outcome	Matter considered at the Executive meeting 5 November 2012 and it was determined that the Executive approve the revised open spaces improvement programme subject to the inclusion of the words "Provide MUGA / tennis facilities etc " at page 16 of Appendix C to the report (xlc-121105-r05-gsa refers)
Link Officer	Sue Woodbridge
<u>Subject</u>	<u>2012 Playing Pitch Study</u>
Type of Item	Consultation
Action by Panel	It was AGREED that the information contained in the report be noted.
Outcome	Report noted.
Link Officer	Gareth Satherley
<u>Subject</u>	<u>Salterns Promenade</u>
Type of Item	Consultation
Action by Panel	It was AGREED that the Panel recommend to the Executive that:-

	<p>(a) the preferred option for the long term solution to the deterioration of the Salterns promenade is Option3, using new timber planks and piles; and</p> <p>(b) as part of the negotiations for the tender/contract for the works, officers be requested to try and secure a long term guarantee for the life expectancy of the hard timber to be used.</p>
Outcome	The matter was considered at the Executive meeting on 5 November 2012 and it was determined that :- the Executive approve capital funding of £212,500 to allow the replacement of the existing timber kerbing with new timber piles and planks (option 3 in the report - xlc-121105-r02-gsa refers).
Link Officer	Gareth Satherley
<u>MEETING DATE</u>	<u>2 NOVEMBER2011</u>
<u>Subject</u>	<u>Review of the Work Programme for 2012/13</u>
Type of Item	Review
Action by Panel	<p>The Director of Community informed members of the following proposed amendments to the work programme :-</p> <p>(i) <u>Meeting on 16 January 2013</u></p> <ul style="list-style-type: none"> • Instead of a report, the item on Portchester Community Centre and Wicor Recreation Ground changing rooms to take the form of a presentation by officers, followed by a question and answer session; • The Chief Executive of Community Action Fareham be invited to attend to discuss issues relating to volunteering (current unallocated item); • An item be added to the work programme inviting the Portchester resident referred to by the Director of Community and Councillor Price, to attend the Panel meeting to explain his proposals for the possible provision of a skatepark at Wicor Recreation Ground; and

	<p>(ii) <u>Meeting on 6 March 2013</u></p> <ul style="list-style-type: none"> The unallocated item to consider options for provision of a new multi use games area facility at Portchester Community Centre, be added to the work programme for this meeting. <p>(a) It was AGREED that the above amendments to the Panel's work programme, for 2012/13 be approved, and the programme updated accordingly</p>
Outcome	The Work Programme for 2012/13 was updated accordingly
Link Officer	Martyn George
<u>Subject</u>	<u>London 2012 Olympic and Jubilee Celebrations</u>
Type of Item	Consultation
Action by Panel	<p>It was AGREED that:-</p> <p>(a) the events and initiatives delivered in Fareham as part of the London 2012 Olympic Games and the Queens Diamond Jubilee celebrations, (as detailed within the report), be noted; and</p> <p>the Panel fully endorsed the comments made by the Director of Community referred to above and further wished to thank volunteers and members of the public who took part in and/or supported the various events and activities held</p>
Outcome	Report was noted
Link Officer	Emma Watts
<u>Subject</u>	<u>Review of Tourist Information</u>
Type of Item	Review
Action by	It was AGREED that:-

Panel	<p>(a) the TIC should be located in the main town centre area, whether it continues to operate from Westbury Manor Museum or another location;</p> <p>(b) the Tourist Information Service be expected to play a greater role in promoting events and facilities in Fareham to include updating its web page; and</p> <p>(c) consideration be given to the role which could be played by volunteers in the provision of TIC services.</p>
Outcome	The report was noted.
Link Officer	Emma Watts
Subject	<u>Wicor Recreation Ground</u>
Type of Item	Information
Action by Panel	<p>It was AGREED that:-</p> <p>(a) the proposals detailed in paragraph 6 of the report and as shown in the plan be approved; and</p> <p>(b) the additional issues raised at the meeting and referred to above be addressed by officers at the next Panel meeting on 16 January 2013.</p>
Outcome	
Link Officer	Gareth Satherley
Subject	<u>Ferneham Hall Performance Review 2011/12</u>
Type of Item	Information - CONFIDENTIAL ITEM

Action by Panel	It was AGREED that:- (a) the financial performance of Ferneham Hall, as detailed in the report, be noted; (b) the Panel support the initiatives highlighted in the report which aim to improve future financial performance; and (c) the General Manager and his team be thanked for the service to the community which the venue provides.
Outcome	Report was noted.
Link Officer	Rod Cameron
<u>MEETING DATE</u>	<u>16 JANUARY 2013</u>
<u>Subject</u>	<u>Presentation – Proposals for Skatepark at Wicor Recreation Ground</u>
Type of Item	Information
Action by Panel	It was AGREED that officers should consider the options available and report back at a later meeting.
Outcome	
Link Officer	
<u>Subject</u>	<u>Presentation – Proposals for Indoor Skating Facility</u>
Type of Item	Information
Action by Panel	It was AGREED to:- a) support the principles of the proposal request the Executive to consider the proposal based on all the information received from the applicant

Outcome	
Link Officer	
<u>Subject</u>	<u>Presentation – Community Action Fareham</u>
Type of Item	
Action by Panel	
Outcome	
Link Officer	
<u>Subject</u>	<u>Presentation – Porchester Community Centre and Wicor Recreation Ground Changing Rooms</u>
Type of Item	
Action by Panel	
Outcome	
Link Officer	
<u>Subject</u>	<u>Preliminary Overall Review of Work Programme from 2012/13 and Draft Programme for 2013/14</u>
Type of Item	
Action by Panel	
Outcome	
Link Officer	

APPENDIX C

PROPOSED WORK PROGRAMME FOR 2013/14 - LEISURE AND COMMUNITY POLICY DEVELOPMENT AND REVIEW PANEL

MEETING DATES FOR 2013/14*	ITEMS
15 May 2013	<p>Introduction to the role of the Panel</p> <ul style="list-style-type: none">• Introduction to Key Staff• Achievements 2012/13• Challenges and Priorities for 2013/14 <ul style="list-style-type: none">• Review of the work programme for 2013/14
24 July 2013	<ul style="list-style-type: none">• Review of the work programme 2013/14• Leisure Strategy Review• Presentation - Countryside Sites Nature Conservation
4 September 2013	<ul style="list-style-type: none">• Review of the work programme 2013/14• Open Spaces Improvement Programme• Community Action Fareham SLA Review
6 November 2013	<ul style="list-style-type: none">• Review of the work programme 2013/14• Ferneham Hall Performance Review
15 January 2014	<ul style="list-style-type: none">• Preliminary overall review of work programme 2013/14 and draft 2014/15• Fareham Savers Credit Union Review
5 March 2014	<ul style="list-style-type: none">• Final review of work programme for 2013/14 and draft for 2014/15• Fareham Leisure Centre Performance Review

FAREHAM BOROUGH COUNCIL

POLICY FRAMEWORK

Under the Constitution, the plans and strategies to be adopted or approved by the full Council are:-

- (a) Sustainable Community Strategy;
- (b) Housing Strategy;
- (c) Food Safety Service Plan;
- (d) Licensing Policy;
- (e) Plans and Alterations comprising the Development Plan;
- (f) Development Plan Documents;
- (g) Community Safety Strategy;
- (h) Corporate Vision, Values, Objectives and Priority Actions.