

**AGENDA**  
**LEISURE AND COMMUNITY POLICY**  
**DEVELOPMENT AND REVIEW PANEL**

**Date:** Wednesday, 4 September 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  
N R Gregory  
T G Knight  
Mrs S Pankhurst  
R H Price, JP

**Deputies:** Mrs K Mandry  
Mrs K K Trott  
D M Whittingham



**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 24 July 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. Presentation - Proposals for Bath Lane Recreation Ground**

To receive a presentation from the Leisure Development Manager regarding future proposals for Bath Lane Recreation Ground.

**7. Review of the Open Spaces Improvement Programme (Pages 7 - 24)**

To consider a report by the Director of Community which reviews progress against the current five year improvement programme for the Council's outdoor sports facilities and presents an updated programme for the period from April 2013 to March 2024.

**8. Community Action Fareham Service Level Agreement (SLA) Review (Pages 25 - 34)**

To consider a report by the Director of Community which proposes an extension to the current Service Level Agreement (SLA) with Community Action Fareham (CAF), pending the outcome of the review of support to the voluntary sector currently being undertaken by Hampshire County Council.

**9. Review of Work Programme for 2013/14 (Pages 35 - 38)**

To consider a report by the Director of Community which reviews the Panel's proposed work programme for 2013/14.

P GRIMWOOD  
Chief Executive Officer  
Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
23 August 2013

**For further information please contact:  
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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Leisure and Community Policy Development and Review Panel (to be confirmed at the next meeting)

**Date:** Wednesday, 24 July 2013

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

**Councillor** Miss S M Bell (Chairman)

**Councillor** M J Ford, JP (Vice-Chairman)

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

**Also Present:** Councillor Mrs CL A Hockley (Executive Member for Leisure and Community) (minutes 6 and 8), Councillor A Mandry (minute 6) and Councillor Mrs K K Trott (minute 7)



**1. APOLOGIES FOR ABSENCE**

There were no apologies made at this meeting

**2. MINUTES**

It was AGREED that, subject to the inclusion of Councillor Mrs K Mandry (deputising for Councillor M J Ford, JP), the minutes of the Leisure and Community Policy Development and Review Panel meeting held on 15 May 2013 be confirmed and signed as a correct record

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman wished to express her thanks to all members of the leisure team and to councillors for their hard work in making a success of the Fareham Park Fun Day event held on Saturday 20 July 2013. It was reported that over 500 residents had attended the Fun Day activities provided.

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OR ADVICE OR DIRECTIONS**

In accordance with Standing Orders and the Councils Code of Conduct, a declaration of interest was made by Councillor Miss Bell (Chairman) (see minute 6 below) and Councillor R H Price, JP (see minute 6 and minute 8 below).

**5. DEPUTATIONS**

The Panel received a deputation from Mr J Sparshott, concerning agenda item 8 - Portchester MUGA- Results of Consultation and he was thanked accordingly (see minute 6 below).

***(Having agreed, with the Panel's approval, to bring forward item 8 on the agenda and the Chairman having declared an interest in this matter (see minute 4 above) the Vice-Chairman took the chair for the following item)***

**6. PORTCHESTER MUGA - RESULTS OF CONSULTATION**

The Panel considered a report by the Director of Community regarding the outcome of the public consultation on the possible provision of a MUGA (Multi-Use Games Area) facility at Portchester Community Centre. Members also took into account of the comments made by the depute in respect of this matter (see minute 5 above).

Councillor Miss Bell (Chairman) declared a non-pecuniary interest in this matter on the grounds that she is Chairman of Portchester Community Centre Ltd Management Committee and invited the Vice-Chairman, Councillor Ford to chair the meeting in respect of this item. Councillor Miss Bell withdrew to the public gallery and, at the invitation of the Chairman addressed the Panel on this item, following which she left the meeting room.

Councillor Price also declared a non-pecuniary interest in this matter on the grounds that he is a Trustee of Portchester Community Centre Ltd. He stated that in his role as a Trustee he had not been involved in the consultation process and therefore wished to remain in the meeting and participate in the discussion and voting on the matter.

At the invitation of the Chairman, Councillor A Mandry, as Chairman of the Council's Community Safety Partnership and Chairman of the Community Tasking Coordinating Group, addressed the Panel on this matter. At the invitation of the Chairman Councillor Mrs Hockley also addressed the Panel during consideration of this item.

The Panel discussed the matter at some length. The consensus of opinion was that following the outcome of the public consultation and the comments received, the provision of a MUGA on the site of the former Portchester Community Centre could not be supported. During the course of discussion Councillor Price expressed his concern about the lack of provision for tennis in the area. He proposed therefore that consideration be given to finding a suitable alternative location for a tennis court in the area providing open access to the public. Members were advised that the two tennis courts at Portchester Community School are available for community use and details of the current arrangements for public use in accordance with the Council's community use agreement were provided. Under the terms of the agreement the courts were essentially only open to the public outside of school opening hours.

A proposal was made that, in the first instance, that officers be requested to discuss with the Community School whether it was possible to improve/extend the provision of open public access to the tennis courts at the school in order to satisfy community need. Dependent on the outcome of the discussions, consideration could then be given to investigating whether there was a suitable site in the Portchester area for provision of an open use tennis court.

It was AGREED that the Panel advise the Executive as follows:-

- (a) having considered the outcome of the consultation exercise, the Panel do not recommend the provision of a Multi Use Games Area (MUGA) on the site of the former Portchester Community Centre (Voting unanimous);
- (b) in the Panel's view the request by those residents of Clive Grove who back onto the tennis courts to have the existing fencing removed and replaced with a close boarded timber fence should be refused (Voting unanimous); and
- (c) A motion was proposed and seconded that officers be requested to contact Portchester Community School to discuss extending provision of open access to the public for tennis at the two courts on the site. In the event that the school are not able to deliver increased provision, officers be requested to explore the feasibility of finding an alternative

site for a tennis court in the Portchester area and report their findings to a future meeting of the Panel (Voting 5 for: 1 against).

***(Chairman in the Chair for the remainder of the meeting)***

## **7. PRESENTATION - COUNTRYSIDE SITES NATURE CONSERVATION**

The Panel received a presentation from the Countryside Officer on countryside sites nature conservation. A map showing the 25 existing countryside sites in the borough was circulated at the meeting. It was noted that the sites covered a range of habitats including woodlands, grass land and wetlands. Sites are designated as either conservation or recreational sites. The Panel was informed that in addition to the list of current countryside sites, large area of land within the Coldeast and Daedalus sites will also need to be maintained in the future.

Members expressed concern that over the years there had been a decrease in the number of countryside rangers, (currently there are two officers), whilst the site acreage to be managed was increasing. It was reported that officers had reviewed the ecological significance of each site and were proposing to explore the feasibility of transferring a number of sites to the Council's Streetscene Department to be managed by the grounds maintenance team. The Panel acknowledged the valuable work undertaken by the Ranger Service and were of the view that in view of the additional sites to be taken on, arrangements should be made to ensure these are adequately resourced.

At the invitation of the Chairman Councillor Mrs Trott addressed the Panel during consideration of this item.

It was AGREED that the Panel note the information presented and express their thanks to the Rangers and their teams of volunteer workers for all the work undertaken.

## **8. LEISURE STRATEGY REVIEW**

The Panel considered a report by the Director of Community regarding the latest revised Leisure Strategy document which contained details about the changes and achievements that have occurred in 2012/13.

Members were referred to paragraphs 3 to 11 of the report which identified emerging issues/ projects required to be undertaken in the future. Members were also requested to note that the Leisure Strategy included an action plan for 2013 and beyond, setting out the programme for the delivery of activities and cultural facilities by the Leisure and Community team over the next five years.

Councillor Price declared a Disclosable Pecuniary Interest in respect of this item as he leases an allotment in Portchester and is a member of the Portchester Gardens and Allotments Association. He stated that if necessary, should there be specific discussions regarding allotments, he would not take part in the discussions but leave the meeting.

In response to an enquiry from Councillor Knight regarding the Revenue Budget table shown on page 18 of the Leisure Strategy document, specifically the estimate budget figures for the Foreshore, the Head of Leisure and Community proposed to contact Councillor Knight direct to provide a more detailed explanation of how the figures had been arrived at.

At the invitation of the Chairman, Councillor Mrs Hockley addressed the Panel during consideration of this item.

It was AGREED that the Panel advise the Executive that the revised Leisure Strategy for 2013 to 2018, attached as Appendix A to the report, be endorsed and recommended for adoption.

## **9. PROPOSALS TO COMMEMORATE THE CENTENARY OF WW1 AND THE 70TH ANNIVERSARY OF D DAY**

The Panel considered a report by the Director of Streetscene which set out the proposals for commemorating the centenary of the start of World War 1 and the 70<sup>th</sup> anniversary of D Day.

Members discussed the various proposals identified in the report including the financial implications and proposed funding bid to the Heritage Lottery Fund. It was suggested by Councillor Price that there could be an opportunity to obtain a loan of armoury appropriate to the period from the Royal Armouries, Fort Nelson, to link in with the community theme. The Head of Leisure and Community agreed to enquire as to whether this was possible and reported that the County Museum Service are exploring the possibility of making a WW1 Vehicle available for the event. Councillor Knight suggested that it may be possible to secure old film from Hampshire County Council archives which could be incorporated in proposed projects involving the Museum and or Ashcroft Arts Centre.

Members expressed the view that an imaginative and sensitive programme of proposals had been put together at a reasonable cost.

It was AGREED that the Panel advise the Executive that:-

- (a) the Panel supports the very imaginative proposals to commemorate the centenary of WW1 And the 70<sup>th</sup> Anniversary of D Day as outlined in the report; and
- (b) recommends that an allocation of funding required to implement all proposals be made.

## **10. REVIEW OF WORK PROGRAMME FOR 2013/14**

The Panel considered a report by the Director of Community regarding the proposed work programme for 2013/14. The Panel was informed that Dr Janet Owen, Head of Museums and Arts, (Hampshire County Council), will be attending the Panel meeting on 6 November 2013 to provide an update on

progress when considering the item concerning the future of Westbury Manor Museum.

It was AGREED that the Panel's work programme for 2013/14 as set out in Appendix A attached to the report be endorsed.

(The meeting started at 6.00 pm  
and ended at 7.55 pm).



# FAREHAM

BOROUGH COUNCIL

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

**Date**                    **4 September 2013**

**Report of:**            **Director of Community**

**Subject:**              **REVIEW OF THE OPEN SPACES IMPROVEMENT PROGRAMME**

### **SUMMARY**

In November 2012 the Executive approved a five year improvement programme for the Council's outdoor sports facilities utilising developer contributions collected since the 1980's.

This report reviews progress against the plan and presents an updated programme for the period April 2013 to March 2024.

### **RECOMMENDATION**

The Panel is asked to give their comments on the updated outdoor sports facilities improvement programme to be reported to the Executive.

## **INTRODUCTION**

1. In November 2012, the Executive approved a five year improvement programme for the Council's outdoor sports facilities, play space and other recreational facilities utilising developer contributions.
2. This report reviews progress against this plan and presents an updated programme for the period from April 2013. The projects will be funded from developer contributions where available or from contributions from the Community Infrastructure Levy (CIL), subject to collection of funds and successful bids to the Executive. External funding opportunities will also be explored where available.

## **OPEN SPACE IMPROVEMENT PROGRAMME**

### **Progress on 2012 -2013 Projects**

3. All projects in the 2012-13 programmes have been completed on time and within budget with the exception of the protective netting at the Green, Sarisbury. Difficulties have been encountered with sourcing a system that is sufficiently robust, easy to erect and is compliant with the planning requirements in a conservation area. Further research and investigations are therefore required and the project has been deferred to 2013/14 with the aim of being in place prior to the 2014 cricket season.
4. Whilst the new changing rooms at the Wicor Recreation Ground have been completed, some further improvement works to the car park at this location will be undertaken in November 2013.
5. The project to replace the dilapidated flat roof, install new electrics and redecorate the building at Red Barn allotments has been completed

### **Progress on 2013 - 2014 Projects.**

6. The installation of the drainage scheme at Burridge Recreation Ground is currently underway.
7. The project to install drainage to the football pitch at Allotment Road Recreation Ground has been removed from the programme and this site is no longer considered suitable for dual use due to the conflict between football and cricket and therefore is now a cricket only site. With cricket being a summer sport the drainage concerns affecting the football pitch do no need to be addressed.
8. The refurbishment of the tennis courts at St Johns Recreation Ground, Locks Heath has been completed with a new macadam surface provided and colour coated.
9. The play area improvements at Abshot Road have been delayed and at the current time no progress has been made. It is anticipated that works at this site can still be implemented before the end of the financial year.

10. The play area at Swanwick Lane is currently underway. The funds available have been split between Swanwick Lane play area and neighbouring Sarisbury Green play area due to the fact that both play areas required less refurbishment than had been previously thought. Consultation was undertaken with the children at Sarisbury Junior School during July and items of equipment were chosen. It is hoped that works will be undertaken in the Autumn/Winter.
11. The project to relocate the play area and environmental improvements at Park Lane recreation ground has been deferred to 2014- 2015. This is to allow it to be implemented in conjunction with other improvements planned as part of the Park Lane vision, i.e. the Skate Park and outdoor gym.
12. An application for planning consent has been submitted for the extension and refurbishment of the existing changing accommodation at Bath Lane recreation ground, together with provision of a replacement grounds maintenance store. The Council will be in a position to commence works on site in spring 2014 subject to tailoring the construction programme with the cricket season.
13. The construction of the new cricket square at Bath Lane recreation ground is currently underway.
14. The project to provide a multi use games area at Cams Alders has been removed from the programme as the Council has not been able to obtain consent to provide the facility on Neville Lovett school land.
15. The project to provide a Petanque terrain at Park Lane recreation ground has been deferred to 2014- 2015. This is to allow it to be implemented in conjunction with other improvements planned as part of the Park Lane vision, i.e. the skate park and outdoor gym. The budget for this has been increased to £20,000 to allow for both the supply of materials and the construction of the terrain. Previously it had been intended that the Limesdown Petanque Club would carry out the installation, but this is no longer the case as they now intend to relocate elsewhere in the Borough.
16. The project to provide a new roof covering to the changing rooms at Seafield Park has been designed and will be tendered in spring 2014. The project has therefore been delayed until 2014-15.
17. The project to refurbish the tennis courts at the Titchfield recreation ground has been completed on time and within budget.

#### **Progress on 2014 -2015 Projects and beyond**

18. The key issues arising from and changes to the programme from 2014-2015 onwards areas follows.
19. A feasibility study is being commissioned to provide key data to allow the options for the development of community facilities at the site of the former Coldeast hospital to be refined and subsequently presented to the Executive.
20. The project to provide a Multi Use Games Area (MUGA) at the site of the former

Portchester Community Centre has been removed following a public consultation exercise. The consultation revealed some support for the proposal but local interested parties did raise concerns about the risk of a MUGA becoming a focal point for anti social behaviour and therefore resulting in a repeat of the problems experienced at the former tennis courts.

21. The project to provide an extension to the Fareham Bowls Club has been removed from the programme as this project has been delivered by the bowls club with the assistance of a matched funding award of £25,000 from the Council.
22. The project to provide a new artificial surface to the bowls green at Portchester Bowls Club has been removed from the programme as this project has been delivered by the bowls club with the assistance of a matched funding award of £25,000 from the Council.
23. The potential purchase of land adjacent to Locks Heath recreation ground and at Cranleigh Road, Portchester has been removed from the programme as the landowner, Hampshire County Council, view these parcels of land as being key agricultural land and are therefore not willing to dispose of them.

### **NEW PROJECTS**

24. The following new projects are proposed for inclusion in the open spaces and play improvement programmes.

#### **Hook Recreation Ground**

25. The open space at Hook Recreation Ground was previously leased to the Ranvilles Rangers Youth Football club who managed both the pitches and the changing rooms.
26. The club surrendered their lease in 2012 because the land is poorly drained and was only suitable for playing football for two months each year, Since that time the land has been used as open space and the changing facility has been mothballed.
27. The Playing Pitch Study 2012 has identified a need for additional junior football pitches in the western wards of the Borough and this need is confirmed by a number of local football clubs who are keen for the Hook Recreation Ground to be brought back into use.
28. In order to bring the site back into use it is first necessary to conduct a feasibility study to determine the costs of installing an appropriate drainage system, for remodelling the interior of the existing changing rooms and ensuring that the building fabric is watertight and structurally sound and to investigate options for improving parking provision at this location.
29. A budget of £25,000 has been allocated to allow this feasibility study to be commissioned in 2014-2015.

### **Gym equipment at Stubbington Recreation Ground**

30. The Council has received a request from the Crofton Lions to install an item of outdoor gym equipment at Stubbington Recreation ground using funds that they are in the process of collecting.
31. The funds collected are only likely to be able to fund one piece of equipment so it would be beneficial if funds were added to that collected so that a number of items could be installed.
32. The Council's outdoor gym with five items of equipment has been installed at Locks Heath House Park and has proved very popular with adults and young people.
33. A budget of £10,000 has been allocated to allow for a joint project with Crofton lions in 2014-15.

### **Play area refurbishment during 2015-16 and beyond**

34. The Council has approximately 45 play areas and skate facilities. Based on their life expectancy being approximately 15 years, three play areas a year would need refurbishing just to adequately maintain the current play area provision. The need to replace safety surfacing is even more frequent at around 7-10 years.
35. It is very difficult to predict which particular play areas will need refurbishing each year as it can alter depending on many factors especially its location and the variance of use and general wear and tear.
36. Therefore the allocated budget of £326,191 will be added to the years of 2015-16 and beyond but the specifics of which play areas will be refurbished have not been identified at this time.

### **FINANCIAL IMPLICATIONS**

37. The available funding from developer contributions for the open spaces improvement programme is outlined in the tables below.
38. The following table indicates the available funding for play spaces and other recreational facilities.

| <b>Area</b>   | <b>Available Budget</b> | <b>Uncommitted</b> |
|---------------|-------------------------|--------------------|
| Western Wards | £330,988                | £150,488           |
| Fareham       | £310,960                | £77,460            |
| Crofton       | £43,410                 | £30,910            |
| Portchester   | £28,666                 | £14,666            |
| Titchfield    | £57,167                 | £52,667            |
| <b>Totals</b> | <b>£772,058</b>         | <b>£326,191</b>    |

39. For the outdoor sport improvement programme, all available funding has been allocated to projects. The available funding by each CATs area set out in the following table:

| <b>Area</b>   | <b>Available Budget</b> | <b>Uncommitted</b> |
|---------------|-------------------------|--------------------|
| Western Wards | £1,421,629              | £201,629           |
| Fareham       | £740,000                | £216,679           |
| Crofton       | £141,884                | £16,884            |
| Portchester   | £0                      | £0                 |
| Titchfield    | £37,507                 | £12,507            |
| Borough Wide  | £188,632                | See para 40.       |
| <b>Total</b>  | <b>£2,529,652</b>       | <b>£447,699</b>    |

40. The Borough Wide allocation is currently allocated to the remaining works at Wicor Recreation Ground to resurface the car park. A sum of £60,000 had been allocated for the provision of a Multi-Use Games Area at Portchester Park, but a decision has been taken not to proceed with this following public consultation.

### **RISK ASSESSMENT**

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

### **CONCLUSION**

42. Good progress has been made in delivering the open spaces improvement programme. A review of existing projects undertaken and a number of new schemes have been identified and a new programme has been recommended.

## **Appendix A - Open Spaces Improvement Programme**

**Background Papers:** None

**Reference Papers:** Executive - 5 November 2012 - Minute (2)

### **Enquiries:**

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

Open Spaces Improvement Programme

| 2013-14 Improvement Programme                              |               |                 |                  |                  |  |
|--|---------------|-----------------|------------------|------------------|--|
| Project  | Cats Area     | Budget Required | Budget Available | Funding Required | Comment  |
| Drainage improvements at Burrige Recreation Ground         | Western Wards | £40,000         | £40,000          | £0               | On site September 2013.  |
| Refurbish Locks Heath Tennis Courts                        | Western Wards | £20,000         | £20,000          | £0               | Complete   |
| Play Area improvements at Abshot Road                      | Western Wards | £80,000         | £80,000          | £0               | No Progress to date. Target to complete by 31 March 2014.  |
| Sarisbury Green cricket protection                         | Western Wards | £30,000         | £30,000          | £0               | Risk assessment commissioned to determine the level of risk and to obtain recommended remedial measures. |
| Play Area improvements at Swanwick Lane                    | Western Wards | £53,000         | £53,000          | £0               | Estimated completion Dec 2013  |
| Bath Lane cricket pavilion                                 | Fareham       | £400,000        | £400,000         | £0               | Defer to 2014/15   |
| Replacement cricket square at Bath Lane recreation ground. | Fareham       | £40,000         | £40,000          | £0               | On site September 2013.  |
| Improved storage provision at Bath Lane Recreation Ground  | Fareham       | £50,000         | £50,000          | £0               | Defer to 2014/15   |
| Works at Roman Grove Allotments                            | Portchester   | £14,000         | £14,000          | £0               | Completion due by Mar 2014   |
| Refurbish Titchfield Tennis Courts                         | Titchfield    | £35,000         | £35,000          | £0               | Complete   |
| <b>Totals</b>  |               | <b>£762,000</b> | <b>£762,000</b>  | <b>£0</b>        |  |

| <b>2014-15 Improvement Programme</b>         |                  |                        |                         |                         |  |
|--|------------------|------------------------|-------------------------|-------------------------|--|
| <b>Project</b>                               | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b>   |
| Western Wards sports pitch and facilities    | Western Wards    | £1,000,000             | £1,000,000              | £0                      | Feasibility brief prepared.  |
| Play Area refurbishments at Birchen Road     | Western Wards    | £50,000                | £50,000                 | £0                      |  |
| Play Area refurbishment at king George V     | Western Wards    | £75,000                | £75,000                 | £0                      |  |
| Lodge Road Allotment Toilet                  | Western Wards    | £2,500                 | £2,500                  | £0                      |  |
| Skate Park at Park Lane.                     | Fareham          | £100,000               | £100,000                | £0                      | Feasibility brief prepared.  |
| Outdoor Gym at Park Lane.                    | Fareham          | £50,000                | £50,000                 | £0                      | Feasibility brief prepared.  |
| Relocation of play area at Park Lane         | Fareham          | £80,000                | £80,000                 | £0                      | Feasibility brief prepared.  |
| Environmental Improvements at Park Lane      | Fareham          | £50,000                | £50,000                 | £0                      |  |
| Provision of Petanque Terrain at Park Lane.  | Fareham          | £20,000                | £20,000                 | £0                      |  |
| Hammond Road Play Area                       | Fareham          | £45,000                | £45,000                 | £0                      |  |
| Improvements to play area at Eastern Parade  | Fareham          | £56,000                | £56,000                 | £0                      |  |
| Seafeld Park Building Improvements           | Crofton          | £50,000                | £50,000                 | £0                      |  |
| Outdoor Gym at Stubbington Recreation Ground | Crofton          | £10,000                | £10,000                 | £0                      | Joint project with Lions Club subject to their proposed funds being available. |



|   |            |                   |                   |           |  |
|---|------------|-------------------|-------------------|-----------|--|
| Feasibility study at Hook Recreation Ground | Titchfield | £25,000           | £25,000           | £0        |  |
| <b>Totals</b>                               |            | <b>£1,613,500</b> | <b>£1,613,500</b> | <b>£0</b> |  |

| <b>2015-16 Improvement Programme</b>   |                  |                        |                         |                         |                |
|--|------------------|------------------------|-------------------------|-------------------------|----------------|
| <b>Project</b>   | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
| Drainage Improvements for the football pitch at Mill Lane Recreation Ground. | Titchfield       | £100,000               | £2,500                  | £97,500                 |                |
| Toilet at Salterns Allotments  | Fareham          | £2,500                 | £2,500                  | £0                      |                |
| Toilet at Stroud Green Allotments  | Crofton          | £2,500                 | £2,500                  | £0                      |                |
| Toilet at Lodge Road and Hunts Pond Road Allotments                          | Titchfield       | £5,000                 | £5,000                  | £0                      |                |
| <b>Totals</b>  |                  | <b>£110,000</b>        | <b>£12,500</b>          | <b>£97,500</b>          |                |

| <b>2016-17 Improvement Programme</b>  |                  |                        |                         |                         |                |
|---|------------------|------------------------|-------------------------|-------------------------|----------------|
| <b>Project</b>  | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
| Seafield Park cricket wicket  | Crofton          | £25,000                | £25,000                 | £0                      |                |
| Seafield Park cricket net facilities  | Crofton          | £15,000                | £15,000                 | £0                      |                |
| Refurbish Stubbington Tennis Courts   | Crofton          | £35,000                | £35,000                 | £0                      |                |
| Drainage Improvements to enable sports pitch provision at Hook Recreation Ground. | Titchfield       | £400,000               | £0                      | £400,000                |                |
| <b>Totals</b>   |                  | <b>£475,000</b>        | <b>£75,000</b>          | <b>£400,000</b>         |                |

|                                      |
|--------------------------------------|
| <b>2017-18 Improvement Programme</b> |
|--------------------------------------|

| <b>Project</b>   | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
|--|------------------|------------------------|-------------------------|-------------------------|----------------|
| New changing rooms / Club House at Cams Alders for Fareham Heathens RFC  | Fareham          | £500,000               | £0                      | £500,000                |                |
| Drainage Improvements for the sports pitches at Wicor Recreation Ground. | Portchester      | £500,000               | £0                      | £500,000                |                |
| <b>Totals</b>  |                  | <b>£1,000,000</b>      | <b>£0</b>               | <b>£1,000,000</b>       |                |

| <b>2018-19 Improvement Programme</b> |                  |                        |                         |                         |                |
|--------------------------------------|------------------|------------------------|-------------------------|-------------------------|----------------|
| <b>Project</b>                       | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
|                                      |                  |                        |                         |                         |                |

|   |               |                 |                |                 |  |
|---|---------------|-----------------|----------------|-----------------|--|
| Replace technotile surface at Sarisbury Green                                   | Western Wards | £50,000         | £50,000        | £0              |  |
| Drainage Improvements for the sports pitches at Fareham Park Recreation Ground. | Fareham       | £500,000        | £0             | £500,000        |  |
| Drainage Improvements for the sports pitches at Stubbington Recreation Ground.  | Crofton       | £400,000        | £0             | £400,000        |  |
| <b>Totals</b>   |               | <b>£950,000</b> | <b>£50,000</b> | <b>£900,000</b> |  |

| <b>2019-20 Improvement Programme</b>                                  |                  |                        |                         |                         |                |
|---|------------------|------------------------|-------------------------|-------------------------|----------------|
| <b>Project</b>  | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
| Provision of floodlit multi use sports area in location to be agreed. | Western Wards    | £500,000               | £0                      | £500,000                |                |
| <b>Totals</b>   |                  | <b>£500,000</b>        | <b>£0</b>               | <b>£500,000</b>         |                |

| <b>2020-21 Improvement Programme</b>  |                  |                        |                         |                         |                |
|---|------------------|------------------------|-------------------------|-------------------------|----------------|
| <b>Project</b>  | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
| Provision of floodlit multi use sports area at Park Lane Recreation Ground. | Fareham          | £500,000               | £0                      | £500,000                |                |
| <b>Totals</b>   |                  | <b>£500,000</b>        | <b>£0</b>               | <b>£500,000</b>         |                |

| <b>2021-22 Improvement Programme</b>                                  |                  |                        |                         |                         |                |
|---|------------------|------------------------|-------------------------|-------------------------|----------------|
| <b>Project</b>  | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
| Provision of floodlit multi use sports area in location to be agreed. | Portchester      | £500,000               | £0                      | £500,000                |                |
| <b>Totals</b>   |                  | <b>£500,000</b>        | <b>£0</b>               | <b>£500,000</b>         |                |



| <b>2022-23 Improvement Programme</b>                             |                  |                        |                         |                         |                |
|--|------------------|------------------------|-------------------------|-------------------------|----------------|
| <b>Project</b>   | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
| Provision of floodlit multi use sports area in Crofton CAT area. | Crofton          | £500,000               | £0                      | £500,000                |                |
| <b>Totals</b>  |                  | <b>£500,000</b>        | <b>£0</b>               | <b>£500,000</b>         |                |

| <b>2023-24 Improvement Programme</b>                                  |                  |                        |                         |                         |                |
|---|------------------|------------------------|-------------------------|-------------------------|----------------|
| <b>Project</b>  | <b>Cats Area</b> | <b>Budget Required</b> | <b>Budget Available</b> | <b>Funding Required</b> | <b>Comment</b> |
| Provision of floodlit multi use sports area in location to be agreed. | Titchfield       | £500,000               | £0                      | £500,000                |                |
| <b>Totals</b>   |                  | <b>£500,000</b>        | <b>£0</b>               | <b>£500,000</b>         |                |

# FAREHAM

## BOROUGH COUNCIL

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

**Date**                **4 September 2013**

**Report of:**        **Director of Community**

**Subject:**         **COMMUNITY ACTION FAREHAM: SERVICE LEVEL AGREEMENT (SLA)  
REVIEW**

#### **SUMMARY**

The current Service Level Agreement (SLA) with Community Action Fareham (CAF) expires on 30 September 2013. This report proposes an extension to this agreement until 31 March 2014, in order to accommodate the delay with Hampshire County Council's 'review of support to the voluntary sector'. The proposed extension will enable members to consider the results of Hampshire County Council's review and decide how our local community sector can best be supported in the future.

#### **RECOMMENDATION**

Recommend that the Executive agrees the proposal to extend the current SLA agreement until 31 March 2014.

## **INTRODUCTION**

1. Community Action Fareham (CAF) is the local Council for Voluntary Services (CVS). As Fareham's local CVS, CAF works for the benefit of Fareham based residents, community groups and organisations. They offer support to a range of community organisations across raft of issues, including the provision of services and activities to meet the needs of local residents engaging in or seeking support to set up community activities.
2. Support is also provided to help develop the network of community and voluntary groups operating across Fareham, this can include guiding them with things such as governance, policy development, attracting volunteers, grants and fund-raising.

## **BACKGROUND**

3. CAF has held a service level agreement with the Council since 1995, for the delivery of core services. Each CVS is reliant on their local authority (FBC) and County Council (HCC) to co-fund their core functions with the provision of an annual grant. The core funding enables CVS's to provide their services free of charge and to support the infrastructure of community and voluntary activities. In particular, those that run on a free or not-for-profit basis across the borough. It is recognised that in recent years, several other statutory services (such as Health agencies, NHS bodies and Adult Services) have also used the services of CAF for consultation and engagement with local users and the wider community.
4. In addition to providing core activities, Community Action Fareham also operates other valuable services such as Community Transport; Dial a Ride, Home Help Service, Shopmobility and the Volunteer Centre (VC), as well as hosting and accommodating a number of smaller organisations at their offices.
5. At the meeting of the Leisure and Community, Policy, Development and Review Panel on 16 January 2013, members agreed to extend the SLA with CAF for an additional period of six months, pending the outcome of the review, currently being led by Hampshire County Council. In addition, in order to assist the Council to accommodate their programme of efficiency savings, members agreed to reduce the current level of core funding by approximately 4%. As co-funding partner of the service, HCC also implemented a similar reduction in funding.
6. Currently Fareham Borough Council's contribution to CAF's SLA equates to a grant of £41,836 per year (pro-rata to a figure of £20,918 for six months as provided). This reduction provided a saving of £1,743.20 towards the Council's efficiency savings programme.

## **PROMOTING GREATER TRANSPARENCY**

7. Through involvement of the Community Development Manager (CDM) in the HCC Review, it has become clear that CVS's offer many different services across the County; therefore it is not unusual for services to be dissimilar and differ substantially from one CVS area to another. Traditionally services reflect the needs of the community sector that they seek to support. But this can also be influenced by the availability of other services that may also promote community activity in the locality or the demography and ethnicity of a local area which underpins local needs.

8. It is recognised that because of the range of activities that CAF are involved with, it has sometimes been difficult to establish where the Council's funding is being utilised and what difference the funding is used to make at local level. With reduced funding available to the Council, it is prudent to ensure that members are clear about the benefit that council-funding makes to the local voluntary sector and ensure that it is used to maximum advantage.
9. Formal monitoring is conducted on a quarterly basis by the Executive Member for Community and the CDM. Nonetheless on some occasions there has been disparity between those activities that are considered to be core functions and other functions that the organisation may be involved with.
10. In order to strengthen monitoring arrangements, the Community Development Manager has been working closely with the CEO and Chairman of Trustees of CAF to identify a new method for promoting greater clarity. It is hoped that by providing a better understanding of the core activities of CAF, this in turn will help demonstrate how these priorities relate to the core funding provided by the Council. It is planned that by assisting with enhanced monitoring of the Council's financial contribution, this model should also help enhance members' understanding of the range and importance of the functions offered by CAF. A copy of the new model is attached at appendix A.

#### **UPDATE ON HCC REVIEW OF SUPPORT TO VOLUNTARY SECTOR**

11. From the report presented in January 2013, members will be aware of the county-wide review currently being undertaken across all CVS's in Hampshire. The review is concerned with "funding to support future capacity in the voluntary and community sectors in Hampshire"; as such it is evaluating the funding provided by the County Council to local community and voluntary organisations across the county, this includes local CVS's and Community Action Hampshire as well as several other centrally funded community organisations.
12. The original terms of reference for the review have now changed slightly and more issues have been included into the overall assessment of support to the community. As a result, the lead for the review has moved to a different department within the County Council and consequently, the proposed options for the future delivery of services have been delayed and are not expected to now be finalised until March 2014 at the earliest.

#### **FUTURE FUNDING**

13. As CAF is jointly funded by both Fareham and Hampshire County Council it would still be prudent to consider the outcomes of this awaited review. It is recognised that any future changes to the level or designation of funding from HCC will have implications for the local service and the way the Council may wish to support their CVS in future.

#### **PROPOSED WAY FORWARD**

14. In order to accommodate the delay in the review results, it is proposed that the six monthly SLA (due to expire on 31 September 2013) be extended by a further six months until 31 March 2014. It is hoped at this stage that County will have decided at what level they may fund CVS's in the future and have a clear idea about the priorities for future community support.
15. Should members wish to support this proposal, the existing SLA will be extended for a further six months at the cost of £20,918 for this financial year. Depending on the

outcome of the review and the Council's options for future funding, it is likely that further funding will need to be set aside if the SLA is to be renewed for another three year term, as has previously been the case.

### **RISK ASSESSMENT**

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

### **CONCLUSION**

17. This report considers a proposal for extending the current Service Level Agreement (SLA) with Community Action Fareham by six months until 31 March 2014. The proposed extension will enable the delay with Hampshire County Council's 'review of support to the voluntary sector' to be accommodated and will enable members to fully consider the results of Hampshire County Council's review, before deciding how the local community sector in Fareham can best be supported in the future.

### **Background Papers:**

None

### **Reference Papers:**

Report to the Leisure and Community Policy, Development and Review Panel, 16 January 2013, Community Action Fareham – Review of Service Level Agreement.

### **Enquiries:**

For further information on this report please contact Janie Millerchip, Community Development Manager (Ext 4597)

### **Appendix A - [Diagram of Core Work](#)**

PowerPoint presentation to be made by Paul O'Beirne at the meeting on 4 September.

# The Role and Activities of Community Action Fareham

## Achieving Our Charitable Purposes

Working with others to improve the quality of life of people in Fareham, especially anyone disadvantaged in any way

135 Member Organisations

7 Trustees + 2 Elected Member Representatives

5 full time 17 part time paid staff

80 volunteers

£500,000 turnover  
Full Audit  
Performance Reporting  
Annual Review  
Formal Trustees report  
Benchmarking with other CVS

**Income:**  
Core funding  
**FBC £ 41,836 HCC £ 44,223**  
Other Project funding  
Fees and Charges

# The Role and Activities of Community Action Fareham

Our Charitable Purposes

Carrying out our Charitable Activities

Primary activities

Enabling Groups

There are about 600 voluntary and community organisations in Fareham.

Some quite large, some very small and informal.

Just under 150 are registered charities.

We judge that we support in some way about 250 groups per year

Community Services

Support for Individuals

Through 6 specific services we routinely support over 1,300 people who are elderly or disabled.

We provide information to individuals, adding up to 1,000 per year.



# The Role and Activities of Community Action Fareham

Who do we help ?

## Primary activities

Support enabling Groups

Advice and Guidance

Information and Liaison

Working with Partner Organisations

Fundraising & Bids

Training

Support Services eg DBSs Payroll etc

Community Transport

**Core funded**

Some (<£3k) funding from core, £50k from grants and charges

All charged with full cost recovery

## Community Services

Support for Individuals

Shopmobility

£14.7k grant from FBC, £35k from users (not core)

Dial-a-Ride

Contract with HCC & FBC Operated with G DAR & CT to achieve economies

Home Help Service

Entirely funded by service users since 2011

Gardening Scheme

Operated by volunteers, small admin charge

Walking 4 Health

Operated by volunteers, small admin charge

Voluntary Car Scheme

Operated by volunteers, fully covered by user donation

**Promotion of Volunteering**

Supports both Groups and Individuals

# The Role and Activities of Community Action Fareham

## Examples of our other work that give secondary benefits

### Transport Contracts

5 contracts for local schools, Christmas Park & Ride – improves utilisation of minibuses and so efficiency, it is specialist work with a ‘not-for profit’ approach.

### Liaison with the Clinical Commissioning Group

- Liaison to promote engagement with community groups
- Development of projects to support local health priorities eg: QA Shuttle Bus Project
- Hope to get support funding

### HCC Older Person’s wellbeing group

- Applying Countywide opportunities locally
- Information distribution
- Feeding up local needs, and successful ideas

### Community Signposting

The high profile of our office and Shopmobility Centre means that we have many enquiries every day from the public about assistance for themselves or members of their family.

[HCC funding for the Carers and Disability Information Centre was withdrawn in 2011; however people still enquire and we have the answers, so we help.](#)

### Liaison with other CVS for efficiency

- Collaboration with other CVSs for efficiency
- Lead areas developed, eg Training, CRBs, OPWB
- Comparison of performance for improvement

# The Role and Activities of Fareham Volunteer Centre

## Promotion of Volunteering

Supports both Groups and Individuals

### Support for Groups

#### Creating Opportunities

- Working with local groups to develop vacancies.

#### Staying Active

- Helping groups to keep their volunteers engaged through personal development and training.

#### Targeted recruitment

- Using local knowledge and database filtering to promote demand for specific skills.
- Working collaboratively with the VC Network on campaigns

#### Equality of opportunity & a positive experience for all

- Removing barriers to volunteering; campaigning for policy change e.g. mileage rates.
- Helping groups to support volunteers

#### Celebrating

- Organising local civic recognition events.
- Using local media to celebrate the contribution of volunteers among their peers & local communities.
- Highlighting the work of local voluntary and community groups.

### Support for Individuals

#### Getting People Interested

- Promoting the value and benefits of volunteering to both individuals & community

#### Making it Easy

- Offering local people a range of ways and levels of support to find the most appropriate placement

#### Preparing People

- Helping volunteers with support needs by listening & evaluating skills. Offering training.
- Promoting partnership working with support agencies and neighbouring CVSS

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# FAREHAM

BOROUGH COUNCIL

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

**Date**                    **4 September 2013**

**Report of:**            **Director of Community**

**Subject:**                **REVIEW OF THE WORK PROGRAMME FOR 2013/14**

### **SUMMARY**

The Work Programme for 2013/14 was reviewed and agreed by the Panel at its last meeting on 24 July 2013.

### **RECOMMENDATION**

Members are now invited to further review the Work Programme for the year 2013/14.

## **INTRODUCTION**

1. At the meeting of the Panel on 24 July 2013, members reviewed and agreed the Panel's Work Programme for 2013/14. Members are now further invited to review the work programme.

## **REVISIONS TO THE WORK PROGRAMME**

2. The Panel is asked to note that the item on this agenda concerning proposals for Bath Lane Recreation Ground will take the form of a presentation.

## **RISK ASSESSMENT**

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

## **CONCLUSION**

4. The Panel is now invited to endorse the programme of items as shown in Appendix A attached.

**Appendix A** Leisure & Community Policy Development and Review Panel Work Programme for 2013/14

**Background Papers:** None

**Reference Papers:** Leisure and Community Policy Development and Review Panel - 24 July 2013 Minute 10.

## **Enquiries:**

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

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

| <b>MEETING DATES FOR 2013/14</b> | <b>ITEMS</b>   |
|----------------------------------|--|
| <b>15 May 2013</b>               | Introduction to the role of the Panel <ul style="list-style-type: none"> <li>• Introduction to Key Staff</li> <li>• Achievements 2012/13</li> <li>• Challenges and Priorities for 2013/14</li> <li>• Review of the work programme for 2013/14</li> </ul>   |
| <b>24 July 2013</b>              | <ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Presentation - Countryside Sites Nature Conservation</li> <li>• Leisure Strategy Review</li> <li>• Portchester MUGA - Results of Consultation</li> <li>• Proposals to Commemorate the Centenary of WW1 and the 70th Anniversary of D Day</li> </ul> |
| <b>4 September 2013</b>          | <ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Open Spaces Improvement Programme</li> <li>• Community Action Fareham SLA Review</li> <li>• Presentation - Proposals for Bath Lane Recreation Ground</li> </ul>   |
| <b>6 November 2013</b>           | <ul style="list-style-type: none"> <li>• Review of the work programme 2013/14</li> <li>• Ferneham Hall Performance Review</li> <li>• Update on the future of Westbury Manor Museum.</li> </ul>   |

|                        |  |
|------------------------|--|
| <b>15 January 2014</b> | <ul style="list-style-type: none"><li>• Preliminary overall review of work programme 2013/14 and draft 2014/15</li><li>• Fareham Savers Credit Union Review</li><li>• Review of Community Buildings - results of Titchfield CATS Area Needs Assessment</li></ul> |
| <b>5 March 2014</b>    | <ul style="list-style-type: none"><li>• Final review of work programme for 2013/14 and draft for 2014/15</li><li>• Fareham Leisure Centre Performance Review</li></ul>   |

**Unallocated Item:**

(i) Hampshire County Council review of Community Sector Funding