

FAREHAM

BOROUGH COUNCIL

AGENDA

LEISURE AND COMMUNITY POLICY DEVELOPMENT AND REVIEW PANEL

Date: Wednesday, 14 January 2015

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
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 5 November 2014.

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. Community Action Fareham - SLA Review (Pages 7 - 12)

To consider a report by the Director of Community on the changes in the funding arrangements for Community Action Fareham.

7. Community Action Fareham Presentation - Supporting Local Community Needs

To receive a presentation from Community Action Fareham on Supporting Local Community Needs.

8. Presentation by Y Services

To receive a presentation from Y Services.

9. Presentation on the Review of Play Areas

To receive a presentation from the Leisure Projects Officer on a review of all Play Areas within the Borough.

10. Preliminary Overall Review of Work Programme 2014/15 and Draft Work Programme 2015/16 (Pages 13 - 18)

To consider a report by the Director of Community which preliminary reviews the Panel's work programme for 2014/15 and looks at the draft work programme for 2015/16.

P GRIMWOOD
Chief Executive Officer

Civic Offices
www.fareham.gov.uk
6 January 2015

**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, 5 November 2014

Venue: Collingwood Room - Civic Offices

PRESENT:

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 and R H Price, JP

Also Present: Councillor Mrs C L A Hockley, Executive Member for Leisure and Community (item 7)



1. APOLOGIES FOR ABSENCE

There were no apologies of absence.

2. MINUTES

Councillor Knight asked for an update on Minute 6 – Open Spaces Improvement Programme – Play Areas and Other (non-sport) Recreational Facilities in regards to the Planning Consent for Fragorum Fields. The Director of Community addressed the Panel to explain that at present he still does not have this information but as soon as it is available he will circulate it to all members of the Panel.

It was AGREED that the minutes of the Leisure and Community Policy Development and Review Panel held on 3 September 2014 be confirmed and signed as a correct record.

3. CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that the funding stream for the Youth and Community Roots Funding Applications closed on 31 October and that the Council had received a very positive response with 24 applications in total.

Of these 24 applications, 19 will be put forward to the next round, which is the public vote.

4 were declined as they did not meet the criteria and 1 was passed on to the Matched Funding pot as it was felt more relevant to their requirements.

The Public Vote for Youth and Community Roots will open on 14 November 2014 and close on 28 November 2014.

4. DECLARATIONS OF INTEREST AND DISCLOSURES OR ADVICE OR DIRECTIONS

In accordance with the Standing Orders and the Council's Code of Conduct, Councillor Miss Bell declared a non-pecuniary interest for minute 7 – Citizens Advice Bureau Service Level Agreement – Update as she is a Trustee of Portchester Parish Hall who have recently provided funding for an Outreach Worker for the Citizen Advice Bureau.

5. DEPUTATIONS

There were no deputations made at this meeting.

6. BROADLAW WALK COMMUNITY SPACE PRESENTATION

The Panel received a presentation by Matt Smith from First Wessex and Maria Ganderton, South East Hampshire Community Outlook (SEHCO) the charitable role of the Housing Association, on the Broadlaw Walk Community Centre and the work undertaken by the volunteers.

The presentation outlined the progress made with the Community Centre since it opened in 2013. Details were given on the facilities that have been provided such as fully equipped kitchen, private meeting rooms and an internet café. It was explained to the Panel that the Community Centre has been established to provide a service to all ages and offers a variety of services, these include:

- Veggie Boxes
- Drop in
- Internet café free Wi Fi
- Fareham Community Savers
- Money and Benefit Advice
- Job Club
- Crafts
- Training
- Fun Days
- Summer Fairs
- Christmas Bazaars
- Brendon Care Social Club
- Youth activities for local young people

Councillor Bryant suggested that other areas within the Borough could benefit from a similar type of project, which provide opportunities for local people.

All members commented on the success of the project and the hard work that has gone into it. Recognition was given to all of the volunteers who give up their time to run several of the initiatives discussed.

It was AGREED that Maria Ganderton and Matt Smith be thanked for their presentation, and thanks be passed to all those involved with the Community Centre for the success they have achieved through all of their hard work.

7. CITIZENS ADVICE BUREAU SERVICE LEVEL AGREEMENT - UPDATE

The Panel received a presentation by Kevin Williamson and Kate Rayner on the Service Level Agreement for Community Action Fareham.

Councillor Miss Bell declared a Non-Pecuniary interest on this item as she is a Trustee of Portchester Parish Hall who have recently provided funding for an Outreach Worker for the Citizen Advice Bureau.

At the invitation of the Chairman Councillor Mrs Hockley, Executive Member for Leisure and Community addressed the Panel on this item.

Kevin Williamson started the presentation by passing his thanks onto the Director of Community, the Community Development Manager and Councillors Mrs Hockley, Howard and Keeble for all of their help and support.

The presentation gave details of the current financial situation of the Citizens Advice Bureau (CAB) and the challenges facing them in the coming years. It also provided details on the pilot currently being trialled in Portchester with the CAB Outreach Worker working from Portchester Library. The Panel were informed that this has been a great success and has allowed many older

people who are unable to get into Fareham to have access to support and advice.

The presentation also provided information on the success of the joint working with the CAB and Fareham Borough Council. Quarterly meetings are held to ensure that both parties have current and up to date information. The CAB has also started working more closely with the Gosport CAB.

The presentation also gave examples of cases where they have provided assistances to customers, and have had successful outcomes.

Councillor Price addressed the Panel to comment that he felt the CAB was one of the best recognised organisations who provide free and impartial advice, and he feels that Fareham Borough Council should continue to provide support to them. He also requested whether the Executive could find a little more funding to assist the CAB with their way forward.

It was AGREED that:-

- (a) Kevin Williamson and Kate Rayner be thanked for their presentation; and
- (b) The Executive notes the comments made by Councillor Price.

8. WESTERN WARDS SWIMMING POOL - UPDATE

The Panel received a verbal update by the Head of Leisure and Community on the progress made to the Western Wards Swimming Pool.

He informed the Panel that good progress has been made with the development of the plans and design, and the design has now been finalised.

The development is to be submitted for planning approval in three stages. The first application will be submitted shortly and will be for the leisure centre and car park, the second application will be submitted in December and this will be for the sports pitches and play area. The last application to be submitted will be submitted in January 2015 and this will be concerning the cemetery and allotments.

The intention is to start works on the site in April 2015, with a hope for the Development to be finished Spring/Summer 2016.

Councillors Ford and Mrs Pankhurst have both stated that they had received a lot of positive feedback from residents, and that residents feel that the facilities are extremely impressive.

The Head of Leisure and Community was thanked for his verbal update.

**9. COLDEAST OPEN SPACE MANAGEMENT ARRANGEMENTS -
COUNTRYSIDE RANGERS**

The Panel received a presentation from the Countryside Ranger on the Coldeast Open Space Management Arrangements.

Members were informed that 18 hectares of the 33 hectare Coldeast site are green space and woodland. The Key habitats for the site are; Community Woodland & Conservation, An Orchard with Bee Keeping and Meadows.

Members were informed that there would be a 10 year management for the project. This would focus on protection of the wildlife, enhancing the ecological value and community participation.

Members agreed that they feel the project will be a successful and will an asset to the new facilities being provided there.

It was AGREED that the Countryside Ranger be thanked for their presentation.

10. REVIEW OF WORK PROGRAMME 2014/15

The Panel considered a report by the Director of Community which reviewed the Panel's Work Programme for 2014/15.

Members were asked to note the revisions to the Work Programme as set out in paragraph 2 of the report.

It was AGREED that the Panel notes the content of the report.

(The meeting started at 6.00 pm
and ended at 7.45 pm).

FAREHAM

BOROUGH COUNCIL

Report to Leisure and Community Policy Development and Review Panel

Date 14 January 2015

Report of: Director of Community

Subject: COMMUNITY ACTION FAREHAM - SLA REVIEW

SUMMARY

The report highlights changes in the funding arrangements for Community Action Fareham and sets out proposals for new grant funding arrangements from April 2015.

RECOMMENDATION

The Panel are asked to consider the report and comment on the proposed new arrangements.

INTRODUCTION

1. Community Action Fareham (CAF) is a 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 a raft of issues, this includes the provision of services and activities to meet the needs of local residents.
2. Support is also provided to help assist the network of community and voluntary groups operating across Fareham, helping them with things such as governance, development, attracting volunteers, grants and fund-raising.
3. In Fareham, CAF has held a service level agreement (SLA) with the Council for the delivery of core services since 1995. In addition to the core services, Community Action Fareham also operates other services such as Community Transport, Dial a Ride, Home Help Service and Shopmobility, as well as hosting a number of smaller organisations at their offices.
4. A table showing the current level of funding that CAF receives from Fareham Borough Council and Hampshire County Council is contained in Appendix A.
5. CAF also hold a lease with the Council for office accommodation that was newly opened in 2009. For their offices they pay below-market rent and in addition, have four, free car parking spaces for the use of their staff and volunteers.

CURRENT CAF SLA FOR CORE SERVICES

6. Under the current arrangements £41,000 per annum is available to CAF for 'core services' of which £31,000 is allocated for the provision of five core functions as follows:
 - (a) proactively identifying needs in the local community and facilitating improvement in service provision to meet those needs;
 - (b) assisting local voluntary and community organisations to function more effectively and deliver quality services to their users, members or constituents;
 - (c) facilitating effective communication or networking and collaboration amongst local voluntary and community groups;
 - (d) enabling the diverse views of the local voluntary and community sector to be represented to external bodies, developing and facilitating structures which promote effective working relationships and two-way communication; and
 - (e) Enhancing the voluntary and community sector's role as an integral part of local planning and policy-making.
7. In addition to the SLA payment, a further £10,000 is available for CAF to access as an Enabling Fund. This funding has been set aside to help and assist the organisation with transition; for instance, helping to reconfigure working practices in order to reduce duplication, accommodate priorities and to address new and emerging community needs.

8. CAF can bring forward proposals at any time to utilise this funding for such purposes and the award of funding is made at the discretion of the Executive Member for Leisure & Community.

ISSUES WITH THE CURRENT FUNDING ARRANGEMENTS

9. The arrangement of providing a 'block' of funding for a broad range of "core" activities has proved challenging in terms of both; accountability, in particular, how the funding provided is being utilised, and; identifying meaningful measures, in order to demonstrate how the activities are meeting our community needs'.
10. Monitoring meetings for the current SLA are held quarterly. However, performance measures have been a regular, on-going topic for discussion. This has also been a concern for HCC who have incorporated this consideration into the review and reflected a new approach in the arrangements for future funding.
11. The current SLA is an interim arrangement to allow HCC time to complete a review of the funding they provide for CVS's in Hampshire. Having commenced the review in 2012, this review is now complete and the outcome provides a very different focus for the funding from April 2015.
12. HCC have decided to award funding to specific clusters in future. Consequently resources will be awarded to CAF and Gosport CVS's jointly, to form a Fareham and Gosport cluster. HCC is proposing that the new combined award will be £83,644 in 2015/16 and 80,717 in 2016/17. Overall this represents a reduction in the current level of funding of 7%, over the two-year agreement being offered.
13. However, new grant conditions are very specific; in a move away from core funded activities, HCC priorities will be focussed on the following functions:
 - a. To help build community resilience and capacity of the voluntary and community sector to improve outcomes for vulnerable residents and to help reduce/delay demand on high cost services.
 - b. To agree with co funders, (FBC) a specific development plan for working with the sector on key priorities:
 - Support independence of vulnerable older people
 - Support for vulnerable children and families
 - Any additional agreed priorities

PROPOSED FAREHAM BOROUGH COUNCIL GRANT FUNDING

14. Fareham Borough Council provides funding to support and maintain a vibrant community and voluntary sector in the Borough. The aim is to ensure the voluntary sector is prepared and able to respond to change with a focus on developing resilience to build stability, sustainability and capacity within the local community.

15. A survey of voluntary and community groups across Hampshire (including responses from Fareham) was undertaken by HCC in 2013. This identified the following priority areas where help and support was most required:

- a. Grants, fundraising and assistance with submitting bids
- b. Recruiting new or more volunteers

16. There is still an indication from community and voluntary groups and organisations in Fareham that these are critical areas where ongoing help and support is required to ensure the effective management and operation of voluntary and community based services.

17. CAF are currently undertaking their own survey of community and voluntary groups in the borough to determine their needs and priorities. The Council has awarded £1,000 from the £10,000 Enabling Fund to help fund the survey. The results of the survey will be available in the New Year and will be made available to the Council to ensure that the information can be used to inform future service and funding priorities.

18. Fareham Borough Council wants to ensure that the funding provided is targeted effectively and used efficiently to meet the needs of the community and voluntary organisations in the borough. In consideration of these priorities and in light of the change in funding from HCC for CVS's, the Council is proposing to award a grant to Community Action Fareham for the following activities:

1. VOLUNTEERING & SKILL EXCHANGE:

- Enabling the community (groups, organisations & individuals) to meet their mutual volunteering aspirations.
- Facilitating people to independently 'match' with available volunteering opportunities.
- Where there is an identified need, develop 'skill exchange' initiatives; which seek to address local community needs in Fareham and involve local people in finding and sustaining solutions.

Initial Priority areas for FBC include:

- *The Fareham Park area – 'Fareham Park Project'*
- *Helping all Older People - particularly around befriending & reducing isolation*
- *Positive youth opportunities (peer led or intergenerational)*

2. FUNDING ADVICE AND SUPPORT:

- With a thorough knowledge of the funding opportunities to support the community, work proactively with groups and organisations to identify and secure external (of the Council) funding opportunities, maximising income for the voluntary and community sector in the Borough.
- Raising awareness about how CAF can support groups and organisations to access external funding.

3. GOVERNANCE AND COMMUNITY RESILIENCE:

- Helping the community maintain a high level of familiarity with their legal, operational and management requirements, including charities, constitutions and trustee responsibilities.
- Interpret and advise the community and voluntary groups on emerging and existing government policy and initiatives, encouraging local response accordingly.

19. In addition the Enabling and Efficiency Fund of £10,000 will remain available as a separate fund to support the transition of the organisation, such as helping to reconfigure working practices in order to reduce duplication, accommodate priorities and to address new and emerging community needs.

20. In total there will be a grant of £40,000 available to CAF; £30,000 for the priority areas and £10,000 for the Enabling Fund. This represents a reduction of £1,000, approximately 2.5% on the current level of funding available.

RISK ASSESSMENT

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

CONCLUSION

22. In light of the significant change in funding arrangements for CVS's in Hampshire the Council has set out what it considers to be the priorities that local voluntary and community groups require in the Borough of Fareham.

23. CAF have been given a draft copy of the specification and have been asked to consider how they propose to respond to the new arrangements.

24. Following the meeting of the Leisure & Community Policy Development and Review Panel, further discussions will take place with CAF and HCC to determine the final arrangements. These will be presented to the meeting of the Executive on 2 March 2015 for a decision.

Background Papers:

Executive – 3 March 2014 – Community Action Fareham SLA

Reference Papers:

Enquiries:

For further information on this report please contact Janie Millerchip. (Ext 4597)

Appendix A

Table showing current level of funding available to CAF for 2014/15

Service	Fareham BC	Hampshire CC	Combined total of FBC & HCC £ only for each service
CVS Core Funding	£41,000	£43,340	£84,340
Community Transport	0	£10,015	£10,015
Dial a Ride Contract	£27,734	£27,734	£55,468
Dial a Ride Half Fare Subsidy	0	£11,036	£11,036
Shopmobility	£14,700	0	£14,700
Total	£80, 106	£88,797	£175,559

FAREHAM

BOROUGH COUNCIL

Report to Leisure and Community Policy Development and Review Panel

Date **14 January 2015**

Report of: **Director of Community**

Subject: **PRELIMINARY OVERALL REVIEW OF WORK PROGRAMME
2014/15 AND DRAFT WORK PROGRAMME 2015/16**

SUMMARY

At the meeting of the Panel on 4 March 2015, members will be asked to review the outcome of the work programme for the current year, 2014/15. Also at that meeting, the Panel will need to finalise the draft work programme for next year, 2015/16.

This report contains details of the position of the Panel's existing work programme for the current year, in order to allow an early assessment of progress. It also gives some background information to assist members in drawing up the work programme for 2015/16.

RECOMMENDATION

The Panel is invited to give initial consideration to the outcome of the 2014/15 work programme and to the draft work programme for 2015/16.

INTRODUCTION

1. Initial consideration of the outcomes from the work programme for the current year (2014/15) will be reviewed at the Panel's meeting on 4 March 2015. At the same time it will be necessary for the Panel to finalise its work programme for the next municipal year (2015/16).
2. In order to assist the process, members are invited to consider both issues at this meeting.

WORK PROGRAMME – NEXT YEAR 2015/16

Scrutiny Board Responsibilities

3. Members are reminded that the Scrutiny Board is generally responsible for:-
 - maintaining an overview of the discharge of the Council's Executive functions.
 - exercising the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive (and individual Executive Members) or key decisions made by officers in exercise of their delegated powers.
 - reviewing and/or scrutinising any decisions made or actions taken in connection with the performance of any of the Council's functions.
 - reviewing and/or scrutinising any matters affecting the strategic plans and financial affairs of the Council.
 - considering matters affecting the area or local people and, in so doing, reviewing and scrutinising the performance of other public bodies in the area.

Role of the Policy Development and Review Panels

4. The Policy Development and Review Panels are responsible for preparing their own work programmes. Those programmes should take account of the role of the Panels to:
 - assist in the development and formulation of policy.
 - report and advise upon policies and proposals relating to their particular service interest.
 - review the performance of services provided directly or indirectly by the Council.
5. There are six planned meetings of the Policy Development and Review Panels in the next municipal year, to deal with ordinary business.

Planning Next Year's Work Programme

6. Members are invited to consider policy development and formulation items for the work programme for 2015/16. It has previously been suggested that a few items of major significance be chosen.
7. In addition to any other matters which members may wish the Panel to look at, the

Executive may decide it wishes the Panel to carry out specific tasks during the next municipal year.

8. At this stage, proposed items for consideration by the Panel during the next year are:-

<u>MEETING DATES FOR 2014/15</u>	
20 May 2015	Review of the work programme 2015/16
29 July 2015	Review of the work programme 2015/16
9 September 2015	Review of the work programme 2015/16
4 November 2015	Review of the Work Programme 2015/16
20 January 2016	Preliminary overall review of work programme for 2015/16 and draft 2016/17
2 March 2016	Final review of work programme for 2015/16 and draft 2016/17

9. Other general items may arise during the year, such as responding to consultation request by the Government.
10. Statutory strategies and policy framework items will need to be reported to any combination of the Review Panels, the Scrutiny Board, the Executive and the Council, as appropriate.

RISK ASSESSMENT

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

CONCLUSION

12. Members are invited to give preliminary consideration to the outcome of the Panel's work programme for the current year. In addition, members are asked to start drawing up and outline of a draft work programme for next year, 2015/16. Further consideration can then be given to these matters at the meeting on 4 March 2015.

Appendix A – Leisure and Community Policy Development and Review Panel Current Work Programme 2014/15

Background Papers:

None

Reference Papers:

Leisure and Community Policy Development and Review Panel 5 November 2014 (minute 10)

Report to Council – 9 October 2014 – Schedule of Meetings 2015/16

Enquiries:

For further information on this report please contact Martyn George. (Ext 4400)

**WORK PROGRAMME FOR 2014/15 - LEISURE AND COMMUNITY POLICY
DEVELOPMENT AND REVIEW PANEL**

MEETING DATES FOR 2013/14	ITEMS
23 JULY 2014	<ul style="list-style-type: none"> • Petition – Fareham Leisure Centre Creche • Presentation – Overview of the role of the Leisure and Community Policy Development and Review Panel and the Leisure and Community Portfolio • Lockwood Community Centre – Presentation by Lockwood Sports & Community Association • Review of Community Buildings Draft Master Plan • Review of the Work Programme 2014/15
3 September 2014	<ul style="list-style-type: none"> • Western Wards Pool – Update • Open Spaces Improvement Programme Review • Leisure Strategy Review • Ferneham Hall Members Working Group – Progress Report • Review of the Work Programme 2014/15
5 November 2014	<ul style="list-style-type: none"> • Presentation – Broadlaw Walk Community Space • Coldeast Open Space Management Arrangements – Countryside Rangers Presentation • Citizens Advice Bureau – Service Level Agreement • Review of the Work Programme 2014/15
14 January 2015	<ul style="list-style-type: none"> • Community Action Fareham – SLA Review • Community Action Fareham Presentation – Supporting Local Community Needs • Y Services Presentation • Presentation on a review of Play Areas • Preliminary overall Review of Work Programme 2014/15 and Draft Work Programme 2015/16

4 March 2015	<ul style="list-style-type: none">• Fareham Leisure Centre Performance Review• Cams Alders Recreation Ground Vision• Presentation on Progress regarding Hampshire Solent Cultural Trust• Final Review of Work Programme for 2014/15 and Draft Work Programme 2015/16
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