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Cambridge City Council

COMMUNITY SERVICES SCRUTINY COMMITTEE

To: **Scrutiny Committee Members:** Sinnott (Chair), Ratcliffe (Vice-Chair), Abbott, Austin, Barnett, Bird, Gillespie and O'Connell

Alternates: Councillors R. Moore and Nethsingha

Executive Councillors: Johnson (Executive Councillor for Communities) and Smith (Executive Councillor for Streets and Open Spaces)

Despatched: Thursday, 5 January 2017

Date: Thursday, 19 January 2017

Time: 5.00 pm

Venue: Committee Room 1 & 2, The Guildhall, Market Square, Cambridge, CB2 3QJ

Contact: James Goddard

Direct Dial: 01223 457013

AGENDA

1 Apologies

To receive any apologies for absence.

2 Declarations of Interest

Members are asked to declare at this stage any interests that they may have in an item shown on this agenda. If any member of the Committee is unsure whether or not they should declare an interest on a particular matter, they should seek advice from the Monitoring Officer **before** the meeting.

3 Minutes (*Pages 7 - 20*)

To approve the minutes of the meeting on 6 October 2016.

4 Public Questions

Items for decision by the Executive Councillor, without debate

These Items will already have received approval in principle from the Executive Councillor. The Executive Councillor will be asked to approve the recommendations as set out in the officer's report.

There will be no debate on these items, but members of the Scrutiny Committee and members of the public may ask questions or comment on the items if they comply with the Council's rules on Public Speaking set out below.

Items for debate by the Committee and then decision by the Executive Councillor

These items will require the Executive Councillor to make a decision *after* hearing the views of the Scrutiny Committee.

There will be a full debate on these items, and members of the public may ask questions or comment on the items if they comply with the Council's rules on Public Speaking set out below.

Decisions for the Executive Councillor for Streets and Open Spaces

Items for debate by the Committee and then decision by the Executive Councillor

- 5 Streets & Open Spaces Portfolio Revenue and Capital Budget Proposals for 2017/18 to 2021/22 (Pages 21 - 34)**
- 6 City Centre Accessibility Review: Advertising 'A' boards (Pages 35 - 50)**

Decisions for the Executive Councillor for Communities

Items for debate by the Committee and then decision by the Executive Councillor

- 7 Communities Portfolio Revenue and Capital Budget Proposals for 2017/18 to 2021/22 (Pages 51 - 60)**
- 8 Cambridge Live - Review of Performance (Pages 61 - 68)**
- 9 Community Grants 2017-18 and Voluntary Sector Support (Pages 69 - 96)**
- 10 Strategic Review of Community Provision - Building Stronger Communities: Community Centres Strategy (Pages 97 - 152)**

Attached:

1. Report
2. Appendix A: Strategy

To follow:

3. Appendix B: EQIA

Information for the Public

Location The meeting is in the Guildhall on the Market Square (CB2 3QJ).

Between 9 a.m. and 5 p.m. the building is accessible via Peas Hill, Guildhall Street and the Market Square entrances.

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- For questions and/or statements regarding items on the published agenda, the deadline is the start of the meeting.
- For questions and/or statements regarding items NOT on the published agenda, the deadline is 10 a.m. the day before the meeting.

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COMMUNITY SERVICES SCRUTINY COMMITTEE

6 October 2016

5.00 - 6.10 pm

Present: Councillors Ratcliffe (Vice-Chair), Abbott, Austin, Barnett, Bird, Gillespie, R. Moore and O'Connell

Executive Councillors: Johnson (Executive Councillor for Communities) and Smith (Executive Councillor for Streets and Open Spaces)

Officers:

Strategic Director: Suzanne McBride

Head of Community Services: Debbie Kaye

Operations Manager – Community Engagement and Enforcement: Wendy Young

Sport & Recreation Manager: Ian Ross

Urban Growth Project Manager: Tim Wetherfield

Senior Asset Development Officer: Anthony French

Committee Manager: James Goddard

Others Present:

Managing Director, Cambridge Live: Steve Bagnall

Head of Events, Cambridge Live: Jon Gower

FOR THE INFORMATION OF THE COUNCIL**16/86/Comm Apologies**

Apologies were received from Councillor Sinnott. Councillor R. Moore was present as the alternate.

16/87/Comm Declarations of Interest

Name	Item	Interest
Councillor Bird	16/95/Comm	Personal and prejudicial: Council appointed Trustee of Cambridge Live.

		Would not vote on this item.
Councillor O'Connell	16/95/Comm	Personal and prejudicial: Council appointed Trustee of Cambridge Live. Would not vote on this item.

16/88/Comm Minutes

The minutes of the meeting held on 30 June 2016 were approved as a correct record and signed by the Chair.

16/89/Comm Public Questions

There were no public questions.

16/90/Comm Petition

Ms Wheeler made a presentation about the petition she had submitted regarding the cycling on the footpath near Petersfield Mansions. Ms Wheeler made the following points:

*“In August last year, Cambridge City Council sent information to residents of Petersfield asking for comment on a proposal to widen the ‘Palmer’s Walk’ footpath. At the time, their main objective seemed to be to cater for increased usage of the path by cyclists following the expansion of ARU.*¹ No alternative options were offered and, despite a majority of respondents opposing the scheme, councilors voted to proceed. This decision gave rise to a formal complaint, which was subsequently referred to an Independent Complaints Investigator. He identified maladministration by the council and asked for a proper local consultation that allowed more than one option to be considered.*

Since then, Petersfield residents have made several attempts to persuade council officers of the risks to pedestrians from fast moving cyclists. The footpath passes right in front of the exits from flats in Petersfield Mansions and we believe that widening the path by a metre will encourage more cyclists to use it, probably in both directions at once. It will also destroy about 140 square metres of green space in a conservation area in the Petersfield ward, which

¹ CCC consultation document, August 2015 (copy attached)

*already has less public open space than any other ward in Cambridge.*² The Cambridge Cycling Campaign - an independent body that promotes safe, legal cycling – considers that even if the path was widened by a metre it would still not be suitable for safe shared use between cyclists and pedestrians, and that there are better routes for cyclists heading to ARU.*³ Both their safety concerns and their offer to advise on improving access routes to ARU have been ignored by the officers involved, whose attention continues to focus on the single issue of whether ‘Palmer’s Walk’ should be widened or not.*

*By August this year, the repeated refusal of council officers to address safety issues caused residents to seek other ways to raise their concerns. A survey of the hundred or so dwellings closest to the footpath*⁴ showed that a cycling ban is widely supported, and 76 people signed the petition that is under consideration here. This was presented to a site meeting on Petersfield Green in July, but the consultation leader told residents the issue should be referred to Cambridgeshire County council not the City.*⁵ Subsequent contact with the County Highways department showed this information to be inaccurate as both Petersfield Green and the footpath belong to the City council, who can both impose and enforce a cycling ban if they choose to do so. It required the intervention of the Democratic Services team before it was agreed that a question about a cycling ban could be included in the consultation document but this document continues to be amended and, as of yesterday, revisions were still being made.*

I therefore request the committee to agree that the action requested by petitioners can, and will, be carried out.”

Ms Wheeler said the following in response to Members’ questions:

- i. She had seen a version of the consultation document dated 3 October 2016. She understood there had been amendments to the consultation document since 3 October, but had not seen the latest version.
- ii. She had asked for the petition to be included on the Community Services Scrutiny Committee agenda as a mechanism to ensure the wording/question she requested was included in the consultation.

The Senior Asset Development Officer said the following in response to Members’ questions:

² Labour party newsletter 23 Feb 2014 http://petersfield.cambridgelabour.org.uk/protect_our_green_spaces

³ Roxanne de Beaux to Clare Rankin– in response to consultation in August 2015

⁴ i.e. the houses and flats in Petersfield, Petersfield Mansions and Bradmore Court.

⁵ See CCC minutes of meeting held on 29 July 2016

- i. The footpath near Petersfield Mansions was 1.2m wide. It was used by cyclists and pedestrians, although it was a footpath.

Councillor Gillespie said that cyclists should not ride on the footpath. People used the route to access Anglia Ruskin University. This required better planning in future as bike usage was expected to rise due to the Chisholm Trail.

- ii. City Officers liaised with other organisations to get intelligence to help decision making. For example, City Deal proposals.
- iii. There had been various minor amendments to the consultation document since 3 October to reflect feedback from stakeholders. It was a live document.
- iv. The consultation was focussed on a separate local issue to the petition. The wording Ms Wheeler's petition had requested was included in the consultation document.

16/91/Comm Record of Urgent Decision by the Executive Councillor for Communities

16/91/Comma Appointment to Outside Body – The Junction

The decision was noted.

16/92/Comm Abandoned Shopping Trolley Review

Matter for Decision

The Officer's report sought Executive Councillor authorisation to consult on the proposed abandoned trolley policy, as set out in Appendix 1; and associated increase in service charges for dealing with abandoned trolleys, as set out at Appendix 2.

Decision of Executive Councillor for Streets and Open Spaces

Authorised officers to consult on the proposed abandoned trolley policy, as set out in Appendix 1 of the Officer's report; and the increase in charges for dealing with abandoned trolleys in accordance with this policy, as set out at Appendix 2.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Operations Manager – Community Engagement and Enforcement.

The Operations Manager said the following in response to Members' questions:

- i. It cost £150 to replace a trolley, which was the same as the destruction cost.
- ii. The fee was a mechanism to encourage people to re-use trolleys and mitigate fly tipping. Most collected trolleys were re-used.
- iii. Under 1% of trolleys could not be returned to an owner due to lack of identification. These were recycled.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

16/93/Comm S106 Priority-Setting Arrangements (Streets & Open Spaces)**Matter for Decision**

This was the first of two reports on this agenda on arrangements for prioritising the use of generic S106 contributions in 2016/17. It focused mainly on S106 contribution types in this portfolio: informal open space, provision for children & teenagers, public art and public realm.

The Council sought S106 contributions to mitigate the impact of development (extra demands on facilities). Whilst there was still around £1.6 million of generic S106 contributions in this portfolio available, Section 3 of the Officer's report explained how changes over the last couple of years had major implications for S106 priority-setting.

These constraints necessitate some changes to the arrangements for the next S106 priority-setting round (set out in Section 4).

Different S106 contribution types have different purposes. They can vary significantly in both the level of funding available and the nature and cost of the mitigation projects that they support. Report Section 5 highlighted particular issues relating to the public realm S106 category and explained why it was proposed not to include this contribution type in the next S106 priority-setting round.

Decision of Executive Councillor for Streets and Open Spaces

2016/17 S106 priority-setting round

The Executive Councillor for Streets and Open Spaces approved the proposed approach to the 2016/17 S106 priority setting round (set out in Section 4 of the report) which:

- i. Updated the S106 selection criteria for priority-setting (Appendix B);
- ii. Revised the S106 devolved decision-making arrangements to enable area committees to decide how **all** unallocated S106 funding from the 'informal open spaces' and 'provision for children and teenagers' contribution types from their areas should be used;
- iii. Focused the bidding process on seeking eligible proposals for improving open spaces and play areas and running small-scale public art projects from those parts of the city where relevant S106 funding is available;
- iv. Envisaged that the S106 bidding process will take place from late October to early December 2016, followed by priority-setting reports to relevant committees in March - April 2017.

Public realm improvements

The Executive Councillor for Streets and Open Spaces approved the proposed approach to public realm improvements (see Section 5):

- v. Instructed officers to develop (and report back to the Community Services Scrutiny Committee) proposals for public realm improvements, in line with the Eastern Gate Development Framework Supplementary Planning Document, which would mitigate the impact of a major development on Harvest Way);
- vi. De-allocated the public realm funding allocation of up to £42,000 for the existing Mill Road Gateway sign project;
- vii. Offered community groups on Mill Road the opportunity (before any other suggestions are invited) to put forward alternative proposals for a Mill Road Gateway project, which could be considered by the Community Services Scrutiny Committee by June 2017;

- viii. Not to seek any new project proposals for the use of available funding for public realm improvements until after June 2017.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Urban Growth Project Manager.

The Urban Growth Project Manager said the following in response to Members' questions:

- i. Contingency arrangements were in place so that, if necessary, relevant Executive Councillors could intervene and remove from devolved funding arrangements any S106 contributions which were at risk of going past expiry dates. This was a mechanism to ensure funding was spent on time.
- ii. Projects that could make use of time-limited S106 contributions were identified in advance in order to minimise this risk. If, even so, it appeared there may be difficulty with making use of them on time, this would be reported back to the next scrutiny committee, so the funding could be allocated to appropriate alternative projects instead. If the matter could not wait until the next scrutiny committee, Officers would liaise with relevant Executive Councillors and Spokes Persons in order to expedite the proper use of the contributions on a suitable project.
- iii. As part of the proposed arrangements for the next priority-setting round, no ward would lose out through the recommendation to combine available S106 contributions currently in devolved and strategic funds.
- iv. Officers had already been in touch with community groups on Mill Road, which were associated with the Mill Road gateway sign proposals, and would be back in contact with them once the Executive Councillor had made her decision about the future of this project.

Councillor Gillespie sought clarification that alternative funding sources were being investigated to take over when S106 ran out. The Executive Councillor undertook to ask officers to arrange a briefing on funding succession planning after today's scrutiny committee.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

Post Meeting Note

The Urban Growth Project Manager made some corrections to his report which are available as an addendum to the agenda. The changes corrected some inconsistencies, omissions and typographical errors and did not materially affect the decision of the Executive Councillor. The Urban Growth Project Manager advised committee Members and the Executive Councillor of the changes to the report text post meeting.

16/94/Comm S106 Priority-Setting Arrangements (Communities)

Matter for Decision

This was the second of two reports on the agenda on arrangements for prioritising the use of generic S106 contributions. It focused on the S106 contribution types in the Communities portfolio (community facilities, indoor sports and outdoor sports). The approach to these three types differs from those covered in the first report because:

- a) The strategic review of community provision was on-going - it would be premature to prioritise S106 funding for further community facilities projects until the outcomes of that review are known.
- b) Outdoor and indoor sports facilities were recognised as 'city-wide resources' and would benefit from a consistent, city-wide approach;
- c) Future priorities for improving sports provision were already set out in recent sports strategies.

Decision of Executive Councillor for Communities

Agreed to:

- i. Defer the next round of inviting S106 proposals and carrying out priority-setting for community facilities projects until after the completion of the strategic review of community provision;
- ii. Discontinue devolved decision-making for the outdoor sports S106 contribution type and, instead, combines all unallocated contributions for this type into a city-wide outdoor sports S106 fund;

- iii. Focus priority-setting in March 2017 over the use of outdoor and indoor sports S106 funding on project proposals which are ready to be considered and already identified as priorities in the Playing Pitches and Indoor Sports strategies. This would be without seeking further S106 proposals/grant applications for sports facilities in autumn 2016;
- iv. Use the same selection criteria for S106 priority-setting as agreed by the Executive Councillor for Streets and Open Spaces (report Appendix B).

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Urban Growth Project Manager.

The Committee made the following comments in response to the report:

- i. Expressed concern about the development of recent sports strategies without sufficient consultation with young people.
- ii. Expressed concern regarding access to facilities.

The Head of Community Services, Sport & Recreation Manager plus Urban Growth Project Manager said the following in response to Members' questions:

- i. The needs analysis behind the sports strategies included engagement with sports groups, educational facilities, and national bodies, all of whom have junior clubs and engagement with young people.
- ii. It was a strategic analysis that enabled the City Council to seek funding from developers for priority projects.
- iii. Combining generic devolved and strategic S106 sports funding in city-wide funds meant the City Council could deliver against significant strategic needs.
- iv. The playing pitch strategy also clearly identifies a need for more junior pitches, and reconfiguration of pitches has already been undertaken at Coleridge, St. Albans and Nightingale Avenue recreation grounds for this season to allow for more junior teams.
- v. There was a range of formal (eg tennis courts) and informal (eg basketball hoops) sports facilities across the city, as detailed in a current sports activity map.

- vi. The Urban Growth Project Manager undertook to ascertain if on-site funding from East Chesterton Train station was anticipated.
- vii. The Sports Team work to offer a range of activities to encourage participation, for all age groups, including young people and family games this coming half term holiday.
- viii. The Recreation Manager confirmed that community use agreements protect community access to sports facilities, so people could use facilities in schools etc in the evenings and at weekends, and throughout holiday periods. This was also subject to planning conditions of use (eg times when flood lighting could be used).

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

Post Meeting Note

The Urban Growth Project Manager made some corrections to his report which are available as an addendum to the agenda. The changes corrected some inconsistencies, omissions and typographical errors and did not materially affect the decision of the Executive Councillor. The Urban Growth Project Manager advised committee Members and the Executive Councillor of the changes to the report text post meeting.

16/95/Comm Midsummer Fair 2017

Matter for Decision

In March 2016 the Executive Councillor for Communities took a decision to cancel the funfair at Midsummer Fair. In a debate on the issue at an Extraordinary General Meeting of the Council on 26 May 2016, the Council agreed that proposals for the 2017 event should be brought forward for discussion and approval at the Community Services Scrutiny Committee. Cambridge Live has now considered options for the 2017 event, discussed these with stakeholders and taken into account their feedback. Council officers were supportive of the final proposals.

Decision of Executive Councillor for Communities

Agreed the arrangements proposed by Cambridge Live and supported by officers for the Midsummer Fair 2017.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Head of Community Services.

The Committee made the following comments in response to the report:

- i. The Council needed to manage residents' expectations as it was trying to cut car usage in the city, but at the same time was providing car parking facilities for Midsummer Fair 2017.
- ii. Blue badge holders would want to use the Fair car park as well as Travellers.

The Head of Community Services and Cambridge Live Head of Events said the following in response to Members' questions:

- i. There would be one footpath closure and some intermittent ones in the market area and car park. Intermittent closures would be phased to avoid peak travel times.
- ii. It was inevitable that the event infrastructure needed to manage events safely incurred costs. The City Council would discuss these with event providers and aim to minimise these for all parties. Officers were not in a position to give details of the final financial arrangements for next year's event at present, but could provide them upon request to committee members at a later stage.
- iii. It was impracticable to not provide a car park at the event. The car park was an important source of revenue. Participants travelled from across the country and the car park would be an integral part of the event.
- iv. The car parking plan for the event was the same as in previous years.

The Committee resolved by 6 votes to 0 to endorse the recommendation.

The Executive Councillor approved the recommendation.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

16/96/Comm Review of Governance Arrangements for Clay Farm Community Centre

Matter for Decision

The Clay Farm Centre is currently being constructed in the new housing developments in the south of the city. The governance arrangements for the centre primarily affect Trumpington Ward; however due to the scale of the centre and its multi-agency stakeholder features, it has a wider catchment. Both principal stakeholders (the City and County Councils) together with the Clay Farm Centre Company Limited (the joint venture company - referred to as 'the JVC'- established by the Councils to manage the centre) now believe the governance structure is more complicated than it needs to be and adds costs through taxation issues. As a result, the stakeholders wish to revise the governance arrangements put in place in 2014.

Decision of Executive Councillor for Communities

- i. Agreed that the City and County Councils work together to dissolve the JVC and formulate a new Partnering Agreement for the governance of the community centre that replaces the 2014 Collaboration Agreement.
- ii. Agreed that this new Partnering Agreement will establish an advisory group to provide community and democratic oversight of the centre management. This will incorporate elected members.
- iii. Agreed that the detail of recommendations (i) & (ii) is worked through between the City and County Councils and the Directors of the Joint Venture Company. Once agreement is reached, authority to enter into the new arrangement on behalf of the City Council is delegated to a Strategic Director in consultation with the Executive Councillor for Communities, the Chair of Community Services Scrutiny Committee and the Opposition Spokesperson.

Reason for the Decision

As set out in the Officer's report.

Any Alternative Options Considered and Rejected

Not applicable.

Scrutiny Considerations

The Committee received a report from the Head of Community Services.

The Head of Community Services said the following in response to Members' questions:

- i. The City Council had set up various arms length management organisations. It had learnt from each experience and the joint venture company had developed from this.
- ii. Clay Farm construction work had recommenced after a hiatus.

The Committee unanimously resolved to endorse the recommendations.

The Executive Councillor approved the recommendations.

Conflicts of Interest Declared by the Executive Councillor (and any Dispensations Granted)

No conflicts of interest were declared by the Executive Councillor.

The meeting ended at 6.10 pm

CHAIR

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To: Executive Councillor for Streets and Open Spaces

Report by: Chief Executive, Strategic Directors and Head of Finance

Relevant scrutiny committee: Community Services Scrutiny Committee 19 January 2017

Wards affected: All Wards

**Community Services – Streets & Open Spaces Portfolio
Revenue and Capital Budget Proposals for 2016/17 to 2021/22**

Key Decision

1. Executive summary

Revenue and Capital Budgets

1.1 The following report details the budget proposals relating to this portfolio that are included in the Budget-Setting Report (BSR) 2017/18 which will be considered at the following meetings:

Date	Committee	Comments
23 January 2017	Strategy & Resources	Consider proposals / recommendations from all Scrutiny Committees in relation to their portfolios
26 January 2017	The Executive	Budget amendment may be presented
13 February 2017	Strategy & Resources	Consider any further amendments including opposition proposals
23 February 2017	Council	Approves General Fund Budget and sets Council Tax

1.2 The report also includes a recommendation concerning the review of charges for this portfolio.

2. Recommendations

The Executive Councillor is recommended to:

Review of Charges:

- a) Approve the proposed charges for this portfolio’s services and facilities, as shown in Appendix A to this report.

Revenue:

- b) Consider the revenue budget proposals as shown in Appendix B.

Capital:

- c) Consider the capital budget proposals as shown in Appendix C.

3. Background

- 3.1 At its meeting on 20 October 2016, Council gave initial consideration to the budget prospects for the General Fund for 2017/18 and future years in the Medium-Term Financial Strategy (MTFS) 2016.
- 3.2 The overall BSR to Strategy & Resources Scrutiny Committee on 23 January 2017 will include a review of all the factors relating to the overall financial strategy that were included in the MTFS.
- 3.3 The report to The Executive on 26 January 2017 may include details of the Government's Final Settlement for 2017/18. The announcement is likely to be made shortly after the conclusion of the consultation period in January 2017.
- 3.4 Further work may be required on detailed budgets, so delegation to the Head of Finance will be sought from Council for authority to finalise changes relating for example, to the reallocation of departmental administration, support service and central costs, in accordance with the CIPFA Service Reporting Code of Practice for Local Authorities (SeRCOP).

Budget 2017/18 - Overall Revenue Budget Position

- 3.5 The budget proposals for this portfolio, as summarised in table 1, will be considered by The Executive at its meeting on 26 January 2017.

Table 1: Overall Revenue Proposals (see Appendix B)

Savings and Bids	2017/18 Budget £	2018/19 Forecast £
Savings:		
Increased Income		
Savings		
Total		
Bids:		
Unavoidable Revenue Pressures		
Reduced Income	17,000	17,000
Bids		
Total	17,000	17,000
Net (savings)/bids	17,000	17,000

External Bids	-	-
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Non-Cash Limit Items	-	-
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Capital

- 3.6 The majority of capital bids address the on-going renewal, updating and major repairs of the council's buildings and operational assets. As such they support income generation (car parks, commercial property), and the delivery of services (vehicles, building repairs, etc). New capital proposals for this portfolio are shown in Appendix C.
- 3.7 Following a review of the capital plan, it is recommended that the funding from a number of schemes is released and made available for new capital proposals as outlined in the Budget Setting Report.

Ref.	Scheme	Funding to release £000	Notes
38168 – PR027	Bins - Parks	48	Major replacement complete, future maintenance to be funded from revenue

Table 2: Overall Capital Proposals (see Appendix C)

	2016/17 £	2017/18 £	2018/19 £	2019/20 £	2020/21 £	2021/22 £
Capital Deletions	-	-	-	-	-	-
Capital Bids	78,000	350,000	-	-	-	-
Net Capital Bids	78,000	350,000	-	-	-	-

Public Consultation

- 3.8 The Council has carried out a budget consultation exercise annually since 2002.
- 3.9 This year the council commissioned Mel Research, an independent research company, to carry out a residents' survey following methodology set out in the Local Government Association's (LGA) 'Are you being served' guidelines, found at local.gov.uk/web/10180/home/-/journal_content/56/10180/3484891/ARTICLE.
- 3.10 This involved sending out by post a questionnaire to a random sample of 4,400 residents. From this random sample 1,250 people returned questionnaires, providing a robust view of what Cambridge residents think.
- 3.11 The questionnaire asked what residents thought about the council, the level of importance they attached to council services, how satisfied they were with services, and how they interacted with the council. Some questions were comparable with those asked in surveys carried out in 2011 and 2008, allowing for changes over a period of time to be identified. Where other local authorities have used the same LGA approach it has been possible to benchmark results.
- 3.12 The final report also includes insights provided by two workshops - the first involving residents from low income households and the second representatives from local businesses. These two groups are important because of the direction given by the council's Anti-Poverty Strategy and the need for the council's to fulfil its best value duty to consult about its budget priorities.
- 3.13 The results of the residents' survey was published on 17 November 2016 and can be found on the council's website at cambridge.gov.uk/budget-consultation .

4. Implications

All budget proposals have a number of implications. A decision not to approve a revenue bid will impact on managers' ability to deliver the service or scheme in question and could have financial, staffing, equality and poverty, environmental, procurement, consultation and communication and / or community safety implications. A decision not to approve a capital or external bid will impact on managers' ability to deliver the developments desired in the service areas.

(a) Financial Implications

Financial implications of budget proposals are summarised in the BSR 2017/18.

(b) **Staffing Implications**

See text above.

(c) **Equality and Poverty Implications**

A consolidated Equality Impact Assessment for the budget proposals is included in the BSR, reporting to committees as outlined in paragraph 1.1 of this report. Individual Equality Impact Assessments have been conducted to support this and will be available on the Council's website.

A local poverty rating (using the classifications outlined in the BSR, preface to Appendix C) has been included in each budget proposal to assist with assessment.

(d) **Environmental Implications**

Where relevant, officers have considered the environmental impact of budget proposals which are annotated as follows:

- +H / +M / +L: to indicate that the proposal has a high, medium or low positive impact.
- Nil: to indicate that the proposal has no climate change impact.
- -H / -M / -L: to indicate that the proposal has a high, medium or low negative impact.

(e) **Procurement Implications**

Any procurement implications will be outlined in the BSR 2017/18.

(f) **Consultation and Communication Implications**

As outlined in 3 above, budget proposals are based on the requirements of statutory and discretionary service provision. Public consultations are undertaken throughout the year and can be seen at:

cambridge.gov.uk/current-consultations

(g) **Community Safety Implications**

Any Community Safety Implications will be outlined in the BSR 2017/18.

5. Background papers

These background papers were used in the preparation of this report:

- Budget Setting Report 2017/18
- Medium-Term Financial Strategy (MTFS) October 2016
- Individual Equality Impact Assessments

6. Appendices

The following items, where applicable, are included for discussion:

Appendix	Proposal Type	Included
A	Review of Fees & Charges	✓
B	Revenue Budget Proposals for this portfolio	✓
C	Capital Budget Proposals for this portfolio	✓

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Authors' Names: Jackie Collinwood, Karen Whyatt
Authors' Phone Numbers: 01223 - 458241, 01223 – 458145
Authors' Emails: jackie.collinwood@cambridge.gov.uk
karen.whyatt@cambridge.gov.uk

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Streets & Open Spaces - Review of Charges - 2017/18

Charge Type and description	Charges 2016/17	Proposed Charges 2017/18	% increase 2017/18
Allotments			
Standard size is 10 rods (300 m2)			
Allotment Full size	41.50	42.50	2.4%
Allotment Half size	21.50	22.00	2.3%
Allotment starter plot	13.50	14.00	3.7%
Refundable Key Deposit (where applicable)	30.00	30.00	0.0%
Parks, Commons & Open Spaces			
Grazing			
Horses - Other Commons	177.00	180.00	1.7%
Cows	58.00	60.00	3.4%
Cows - 10 or more (per beast)	36.50	37.50	2.7%
Parks & Open Spaces Lettings			
Application Fee (deducted from hire fee)	51.30	55.00	7.2%
Fee generating Commercial Photography and Filming rights	53.30	54.50	2.3%
Daily Hire - Fairs	410.00	420.00	2.4%
Daily Hire - Circuses	358.80	365.00	1.7%
Setting up/Pulling down days	205.00	210.00	2.4%
Ongoing business use e.g.fitness classes (per quarter)	348.50	355.00	1.9%
Non Commercial Public Events ‡	225.50	230.00	2.0%
National Charities ‡	153.80	157.00	2.1%
Local events / demos ‡	102.50	105.00	2.4%
Fun Runs and Charity Walks (under 500 participants)	102.50	105.00	2.4%
Commercial Public Events on City Centre Parks: * ‡			
- minimum charge for lettings up to and over 1,000 sq metres	615.00	650.00	5.7%
- additional charge per square metre for lettings over 1,000 sq metres	1.40	1.50	7.1%
Commercial Public Events on Other Parks & Open Spaces: * ‡			
- minimum charge for lettings up to and over 1,000 sq metres	410.00	420.00	2.4%
- additional charge per square metre for lettings over 1,000 sq metres	1.40	1.50	7.1%
Use of a Premises Licence for external event providers	184.50	188.00	1.9%
Performing Rights - Administration	56.40	57.50	2.0%
Performing Rights Fees	at cost		
Provision of Wi-Fi facility for commercial events	FREE	0.00	0.0%
Internal Event - No Fees	102.50	105.00	2.4%
Internal Event - Fee Paying	153.80	157.00	2.1%
Mooring Fees*			
2 or more adults	1,000.00	1,025.00	2.5%
Single adult	750.00	768.75	2.5%
* provisional, subject to moorings review and to VAT at current rates			

‡ to include fun runs, cycle rides and charity walks, up to 500 participants

† to include fun runs, cycle rides and charity walks, over 500 participants

Review of Fees & Charges - Bereavement Services

Appendix A2

	Charge 2016/17	Charge 2017/18	Increase / (Decrease)	%	Charge incl VAT (where appropriate)
CAMBRIDGE CITY CREMATORIUM	£	£	£		£
<i>Adult - Band 1 (before 9:30am and after 4pm)</i>	524.00	534.00	10.00	1.91%	
<i>Adult - Band 2</i>	704.00	718.00	14.00	1.99%	
Adult - Body Part	90.00	92.00	2.00	2.22%	
Child - (2yrs-12yrs)	120.00	122.00	2.00	1.67%	
Child - Body Part	20.00	20.00	0.00	0.00%	
Infant - (under 2yrs & stillborn)	67.00	68.00	1.00	1.49%	
Infant - Body Part	10.00	10.00	0.00	0.00%	
Baby - Pre 24 weeks gestation	38.00	39.00	1.00	2.63%	
Bearer	24.00	25.00	1.00	4.17%	
Use of Organ	23.00	23.00	0.00	0.00%	
Extended Service	250.00	255.00	5.00	2.00%	
Over running allotted service time by more than 5 minutes	67.00	68.00	1.00	1.49%	
Late arrival by more than 10 minutes for a full service (waived when traffic problems)	55.00	n/a	n/a	n/a	
Adult - Saturday service by request	1,230.00	1,255.00	25.00	2.03%	
Child - Saturday service by request	236.00	241.00	5.00	2.12%	
Infant - Saturday service by request	134.00	137.00	3.00	2.24%	
Baby (pre 24 weeks gestation) - Saturday service by request	75.00	77.00	2.00	2.67%	
Adult - Sunday service by request	1,540.00	1,571.00	31.00	2.01%	
Child - Sunday service by request	270.00	275.00	5.00	1.85%	
Infant - Sunday service by request	153.00	156.00	3.00	1.96%	
Baby (pre 24 weeks gestation) - Sunday service by request	95.00	97.00	2.00	2.11%	
ADDITIONAL CHARGES (IF APPLICABLE)					
Memorial Service **	250.00	255.00	5.00	2.00%	306.00
Audio (CD) Recording**	33.00	45.00	12.00	36.36%	54.00
Visual (DVD) Recording**	48.00	45.00	(3.00)	(6.25%)	54.00
USB Recording **	n/a	45.00	n/a	n/a	54.00
Web Cast**	87.00	89.00	2.00	2.30%	106.80
Visual Tribute (West Chapel only) - price on application** (minimum charge shown)	20.00	20.00	0.00	0.00%	24.00
Outside Broadcast (West Chapel only)	50.00	51.00	1.00	2.00%	
Polytainer urn	13.00	n/a	n/a	n/a	
Wooden casket	38.00	39.00	1.00	2.63%	
Witnessed Charging	23.00	n/a	n/a	n/a	
Witness scattering	25.00	26.00	1.00	4.00%	
Witness scattering with service	52.00	53.00	1.00	1.92%	
Witness scattering - Saturday	37.00	38.00	1.00	2.70%	
Witness scattering with service - Saturday	76.00	78.00	2.00	2.63%	
Witness scattering - Sunday	47.00	48.00	1.00	2.13%	
Witness scattering with service - Sunday	98.00	100.00	2.00	2.04%	
Scattering from another crematoria (inc witness fee)	73.00	75.00	2.00	2.74%	
Scattering from another crematoria (inc witness fee) - Saturday	85.00	87.00	2.00	2.35%	
Scattering from another crematoria (inc witness fee) - Sunday	94.00	96.00	2.00	2.13%	
Duplicate Cremation Certificate	41.00	42.00	1.00	2.44%	
Postage & Packing	41.00	AT COST	n/a	n/a	
Disposal Certificate - copy	41.00	42.00	1.00	2.44%	
Divide ashes - part collection	40.00	n/a	n/a	n/a	
Safe keeping of Ashes (per month)	76.00	78.00	2.00	2.63%	

Review of Fees & Charges - Bereavement Services

Appendix A2

	Charge 2016/17	Charge 2017/18	Increase / (Decrease)	%	Charge incl VAT (where appropriate)
Customs Certificate	41.00	42.00	1.00	2.44%	
Cancelling service within 4 working days of the allotted time	84.00	86.00	2.00	2.38%	
Late receipt of cremation papers (per day after the deadline)	28.00	29.00	1.00	3.57%	
Exhumation of Ashes**	116.00	118.00	2.00	1.72%	141.60
NEWMARKET ROAD & HUNTINGDON ROAD CEMETERY					
Exclusive Right of Burial – Adult					
<i>City resident</i>	610.00	622.00	12.00	1.97%	
5 year top up extension to reinstate Exclusive right to 50 years	62.00	63.00	1.00	1.61%	
<i>Non-City resident</i>	2,120.00	2,162.00	42.00	1.98%	
5 year top up extension to reinstate Exclusive right to 50 years	215.00	219.00	4.00	1.86%	
Exclusive Right of Burial – Infant					
<i>City resident</i>	75.00	77.00	2.00	2.67%	
5 year top up extension to reinstate Exclusive right to 50 years	8.00	10.00	2.00	25.00%	
<i>Non-City resident</i>	215.00	219.00	4.00	1.86%	
5 year top up extension to reinstate Exclusive right to 50 years	24.00	25.00	1.00	4.17%	
All Interments - Traditional and Green burials					
Adult	630.00	643.00	13.00	2.06%	
Adult - Saturday	945.00	964.00	19.00	2.01%	
Adult - Sunday	1,260.00	1,285.00	25.00	1.98%	
Child (2-12yrs)	120.00	122.00	2.00	1.67%	
Child (2-12yrs) - Saturday	180.00	184.00	4.00	2.22%	
Child (2-12yrs) - Sunday	240.00	245.00	5.00	2.08%	
Infant (under 2 & stillborn)	68.00	70.00	2.00	2.94%	
Infant (under 2 & stillborn) - Saturday	101.00	103.00	2.00	1.98%	
Infant (under 2 & stillborn) - Sunday	135.00	138.00	3.00	2.22%	
Baby - pre 24 weeks gestation	38.00	39.00	1.00	2.63%	
Baby - pre 24 weeks gestation - Saturday	60.00	61.00	1.00	1.67%	
Baby - pre 24 weeks gestation - Sunday	80.00	82.00	2.00	2.50%	
Ashes	180.00	184.00	4.00	2.22%	
Ashes - Saturday	265.00	270.00	5.00	1.89%	
Ashes - Sunday	355.00	362.00	7.00	1.97%	
Burial within 24 hours notice	60.00	61.00	1.00	1.67%	
Permanent (Wooden) Shoring (single depth grave)	220.00	224.00	4.00	1.82%	
Permanent (Wooden) Shoring (double depth, closed boarding) (For use with oversized coffin)	1,015.00	1,035.00	20.00	1.97%	
Topsoil (single depth grave)	335.00	342.00	7.00	2.09%	
ADDITIONAL CHARGES (IF APPLICABLE)					
Use of chapel - Funeral service	90.00	92.00	2.00	2.22%	
Use of chapel - Saturday	180.00	184.00	4.00	2.22%	
Use of chapel - Sunday	220.00	224.00	4.00	1.82%	
Memorial service**	250.00	255.00	5.00	2.00%	306.00
Use of organ	23.00	24.00	1.00	4.35%	
Late arrival charge	55.00	n/a	n/a	n/a	
Assignment of grave ownership	50.00	51.00	1.00	2.00%	
Transfer of Ownership	50.00	51.00	1.00	2.00%	
Duplicate Deed of Grant	28.00	29.00	1.00	3.57%	
Late receipt of burial papers (waived for burial within 24 hours)	28.00	29.00	1.00	3.57%	
Permit for cleaning and renovation only	28.00	30.00	2.00	7.14%	
Amendment to original instructions	28.00	30.00	2.00	7.14%	
Cancelling service after the grave has been dug	170.00	173.00	3.00	1.76%	

Review of Fees & Charges - Bereavement Services

Appendix A2

	Charge 2016/17	Charge 2017/18	Increase / (Decrease)	%	Charge incl VAT (where appropriate)
Exhumation**	1,160.00	Price on Application	n/a	n/a	Plus VAT
Exhumation (non-viable foetus) **	70.00	Price on Application	n/a	n/a	Plus VAT
Commercial photography (per hour or part thereof)	180.00	184.00	4.00	2.22%	
Minor filming or video recording (per hour or part thereof)	310.00	316.00	6.00	1.94%	
Major filming (per hour or part thereof)	445.00	454.00	9.00	2.02%	
Photograph of floral tributes	23.00	24.00	1.00	4.35%	
SPECIALIST SERVICES AVAILABLE					
Civil Celebrant - on application	200.00	n/a	n/a	n/a	
Grief Recovery (one on one or group) outreach programmes (8 weeks)	500.00	n/a	n/a	n/a	
**Subject to VAT @ 20%					

2017/18 Budget - Revenue proposals

Page 1 of 1

Reference	Item Description	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	2019/20 Budget £	2020/21 Budget £	Contact	Climate Effect & Poverty Ratings
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Reduced Income

Streets & Open Spaces

RI3979	Review of Public Toilet Income	0	17,000	17,000	17,000	17,000	Alistair Wilson	Nil
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This proposal reflects the need to amend the public toilet budget income target. To date, budget income None targets have been increased each year in line with Retail Price Index (along with other Council service income targets), yet the toilet door charge has remained at 20p and levels of usage have not increased. As a result, each year, the service has reported a budget outturn shortfall which this change corrects.

Total Reduced Income in Streets & Open Spaces

0	17,000	17,000	17,000	17,000
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Total Reduced Income

0	17,000	17,000	17,000	17,000
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Report Total

0	17,000	17,000	17,000	17,000
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2017/18 Budget - Capital Proposals

Page 1 of 2

Reference	Item Description	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	2019/20 Budget £	2020/21 Budget £	Contact	Climate Effect & Poverty Ratings
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Capital Bids

Streets & Open Spaces

C3904	Reilly Way Play Area redevelopment	40,000	0	0	0	0	John Parrott	+L
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This proposal covers the installation of a design judged to have provided the best play value, innovation, layout and value for money. Items include, timber sunken ship, timber climbing area, natural play mounds, seesaw and inclusive roundabout and swings. Extra landscaping will be provided to soften any potential impact although visual impact will be limited as the items are low level. Improvements to boundary fencing and entrance areas will also be included. In addition new seats, litter bins and recycling facilities will be included. No impact will take place on existing trees.

[Funded from £30k S106, £10k Revenue]

Low

C3944	Footbridge across Hobson's Brook at Accordia development	0	35,000	0	0	0	James Ogle	+L
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This project is to install a pedestrian footbridge across Hobson's Brook to improve public access to, from and through the Accordia site. The bridge will provide a strategic link between the existing pedestrian networks within the Accordia site and the existing public path network that run alongside the west side of the brook.

[Funded from S106]

None

C3974	Acquisition of land adjacent to Huntingdon Road Crematorium	0	315,000	0	0	0	James Elms	Nil
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The current plan for improvement works along the A14 includes a new crematorium entrance that will cut directly through the site. This land purchase will move the entrance of the crematorium to much more acceptable location on the south eastern side of the site. The Highways Agency will provide a new access road at no cost to the Council and we are taking the opportunity to purchase a previously inaccessible parcel of land which will be used to add major enhancements to the facilities provided to the bereaved, including improved parking, a potential wakes service, green burials, a quiet woodland area and nature reserve.

[Funded from Bereavement Trading Account]

None

C3983	Ditton Fields Play Area refurbishment	38,000	0	0	0	0	John Parrott	Nil
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This proposal covers the installation of design judged to have provided the best play value, innovation, layout and value for money. Items include trampoline, wobbly bridge, two bay swing unit including cradle seat. In addition new seats, litter bins and recycling facilities will be included. There will be no impact to existing trees.

[Funded from S106]

None

Total Capital Bids in Streets & Open Spaces	78,000	350,000	0	0	0			
Total Capital Bids	78,000	350,000	0	0	0			

2017/18 Budget - Capital Proposals

Page 2 of 2

Reference	Item Description	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	2019/20 Budget £	2020/21 Budget £	Contact	Climate Effect & Poverty Ratings
Report Total		78,000	350,000	0	0	0		

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To: Executive Councillor for Streets and Open Spaces:
Councillor Anna Smith

Report by: Wendy Young, Operations Manager (Community
Engagement and Enforcement)

Relevant scrutiny
committee: Community 19/01/2017
Services
Scrutiny
Committee

Wards affected: Abbey Arbury Castle Cherry Hinton Coleridge
East Chesterton King's Hedges Market Newnham
Petersfield Queen Edith's Romsey Trumpington
West Chesterton

ADVERTISING 'A' BOARD AND SIGN POLICY

Not a Key Decision

1. Executive summary

- 1.1 In 2014, a review was commissioned to gain a fuller understanding of the issues affecting ease of access in and around the city centre for a range of users, but particularly pedestrians, disabled and wheelchair users. The review report was considered at the March, 2015, Community Services Scrutiny Committee, and in July, 2015, a plan of action was developed and approved at committee to take the next steps to bring about the identified changes needed. A progress update of the actions undertaken from the action plan was presented in July, 2016. In March, 2016, a survey of advertising signage use in the city centre was undertaken and the views of local business users sought on the voluntary removal of advertising signs, such as A-boards.
- 1.2 This report reviews the survey findings and sets out a proposed policy for advertising signage and the associated process and timetable for its consultation, review and implementation.

2. Recommendations

The Executive Councillor is recommended to:

1. Authorise officers to consult on the proposed advertising 'A' board and sign policy, as set out in Appendix A.
2. Authorise the expansion of the advertising 'A' board and sign policy to include the whole of Cambridge (rather than just the city centre), as defined by the City Council's administrative boundary

3. Background

- 3.1. The City Centre Accessibility Review was commissioned by the council to gain an objective understanding of accessibility issues in and around the city centre. The scope of the study was to undertake a baseline review of the accessibility of Cambridge city centre (looking at the Historic Core and Grafton areas as defined in the Local Plan, 2014).
- 3.2. The centre of Cambridge is already under pressure from the number of people using it and, with the planned growth in population, together with rising numbers of students and visitors, this will only increase. The ability of the city centre to cope with the increase in numbers of pedestrians is constrained by its historic and generally narrow street pattern. The current County Council Transport Plan and emerging City Council Local Plan both refer to meeting the needs of pedestrians and to proposals for improving the quality of the public realm. The Accessibility Review is continuing to feed into the implementation of these plans and influence other initiatives, such as City Deal, which will be important for users of Cambridge city centre in future.
- 3.3. The main conclusions from the Accessibility Review were that parts of the city centre were difficult to access, particularly for disabled and wheelchair users, for a variety of reasons.
- 3.4. The Accessibility Review made a number of recommendations for future action. These actions were varied in their ease of delivery, cost and complexity but focussed on advertising 'A' boards and other issues.
- 3.5. Following on from the City Centre Accessibility Review Action Plan that was approved in July 2015, work has been undertaken to plan and draft an A-board policy that is cost-effective, appropriate and enforceable, whilst not unduly penalising businesses.
- 3.6. In March, 2016, a survey was undertaken to review the use of advertising signage, such as A-boards, in the city centre and to seek the views of business users on their voluntary removal. Voluntary removal was only supported by 63% of business respondents, and it

was concluded that, adopting such an approach, would not resolve the issue to an acceptable level and that access obstructions would continue to remain as a result. That said, 72% of respondents were willing to look at alternative advertising options.

- 3.7. Between March and September, 2016, research was conducted with other councils and highways authorities, the RNIB (Royal National Institute for the Blind) and national local authority umbrella organisations, such as APSE (Association for Public Service Excellence). This research found that a an approach which balanced the need for free and unimpeded access, balanced with the needs of businesses i.e. 'a middle ground' approach, was considered to be the most appropriate and likely to be successful.
- 3.8. The council wants the city to be both attractive and easy to use for all, to support this aim, there is a need to set out what is considered reasonable and acceptable, in order that we can safeguard and, where feasible, improve access for all, including those with mobility or sight impairment. One key area of supporting action is to regulate against the over-proliferation of physical obstructions, such as A boards and other outdoor advertising signage; and their inappropriate positioning on public footways, highways and open spaces.
- 3.9. The proposed draft policy (Appendix A) seeks to create a street environment, which complements premises based trading but is not unduly cluttered, is sensitive to the needs of users, especially those with pushchairs and mobility or sight impairments, provides diversity and consumer choice, and seeks to enhance the character, ambience and safety of local environments. To ensure safe and unimpeded public access, the policy restricts the use of advertising signs in locations where they cannot be sited in accordance with the guidelines; and/ or comply with legislation relevant to the siting of advertising signage on public land; and that the supporting legislation is applied fairly, reasonably and consistently across the city and in line with relevant council policies (e.g. Corporate Enforcement Policy).
- 3.10. The guidelines contained within the proposed advertising signage policy are applicable to the placing of advertising signs on the public highway and other such public lands and must be met in all cases. The conditions include stipulations that only advertising sign per licensed/ registered business premise will be permitted and must be positioned in a certain way and of a certain size/ type.
- 3.11. Businesses found to be using advertising signage, in breach of the guidelines, will be notified of the policy in writing and required them to remedy the breach within 48 hours. Any advertising sign found to be

in breach of the guidelines, beyond the 48 hours formal notice period will be removed by the Council and the business informed that they have 28 days to reclaim the sign and pay the associated charge of £70. Where appropriate any costs incurred by the Council in pursuing the above approach will be recovered from the business.

- 3.12. The policy will be applied in a manner which is consistent with the Council's equalities and enforcement policies
- 3.13. The county council has agreed to devolve legal enforcement powers relating to advertising signs on the public highway to the city council, which will give the council full control over the management and enforcement of the policy within the city boundary. This devolution of powers will be undertaken by a Memorandum of Understanding.
- 3.14. Officers have conducted research into other councils (district and county) and their policies relating to advertising signage, such as A-boards. This research has identified that consistency in approach, across the administrative areas of a council, for such policies is not only fair and proportionate, but sets out expectations for all businesses within the city. Anecdotally, advertising signage is known to be used in other retail areas of the city, such as Mill Road and Mitcham's Corner. Therefore, the geographical scope of this policy is recommended to be extended to include, not just the city centre, but the entire administrative area of Cambridge City Council.

4. Implications

(a) Financial Implications

As part of the implementation plan, there will be advertising sign amnesty and education period that will be undertaken in the run up to the policy being enforced. This and enforcement will be met within existing budgets.

(b) Staffing Implications

Capacity continues to be needed to secure the future implementation of identified actions. This capacity continues to be found from existing budgets.

(c) Equality and Poverty Implications

An Equality Impact Assessment for the recommended policy and its associated implementation is included in Appendix B.

(d) Environmental Implications

There were no adverse climate change implications from the Accessibility Review and none have been identified from the implementation of the recommended policy. Any measure, which improves ease of access for pedestrians and so, may result in increased walking and cycling levels, in the city would normally be expected to have a positive impact on climate change.

(e) Procurement

The procurement of the Accessibility Review followed the council's procurement regulations. Any further procurement involved in delivering the recommended policy will be undertaken in accordance with the procurement and financial regulations of the council.

(f) Consultation and communication

The Accessibility Review was circulated to stakeholders who have been asked to give feedback to help inform the development of the action plan. The City Council Access Officer and the Disability Consultative Panel received a presentation on the Review findings and meetings have been held with the Cambridge BID.

Formal consultation for the draft advertising 'A' board and sign policy will be undertaken with Cambridge BID, Trading Associations and residents groups.

Responses and feedback will be used to consider and formulate the final recommended policy.

The consultation will be advertised through press releases, signage on council notice boards; and sent directly to stakeholders and local groups. One to one meetings will be available on request during the consultation period.

The consultation will be made available on line via the City Council website; hard copies will be available upon request.

Comments and responses received will be redacted to remove personal information or information that could identify individuals or groups and published in a summarising report.

Observations or additional options that are proposed will be considered and may or may not be included in the policy

Timetable:

- Approval of draft policy and authorisation to consult at the 19th January 2017 Community Services Scrutiny Committee;
- Adaptations/ modifications made at Community Services Scrutiny Committee made to the draft policy and the launch of consultation in February 2017.
- Consultation closing April 2016;
- Community Services Scrutiny Committee decision on recommendations – June 2017.
- Implementation of policy (education and amnesty period) 1 July to 30 September 2016
- Implementation of enforcement of policy 1 October 2017.

(g) Community Safety

There are no adverse community safety implications. Improvements to personal accessibility and the wider public realm are likely to have a positive impact upon community access and safety.

5. Background papers

These background papers were used in the preparation of this report:

1. Report to Community Services Scrutiny Committee March, 2015
2. Cambridge City Centre Accessibility Review 2015
3. Report to Community Services Scrutiny Committee July, 2015
4. Report to Community Services Scrutiny Committee July, 2016

6. Appendices

Appendix A – Draft Advertising ‘A’ Board and Sign Policy

Appendix B – EQIA ‘A’ Board Policy

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Author’s Name: Wendy Young
 Author’s Phone Number: 01223 - 458578
 Author’s Email: Wendy.young@cambridge.gov.uk

Advertising 'A' Board and Sign Policy

Purpose

The inappropriate siting of 'A' boards¹ or other such advertising structures and signs on public footways, pavements and streets can cause obstructions for pedestrians who are mobility and sight impaired and those using wheelchairs, mobility scooters and push-chairs and for cyclists on cycleways and dual purpose footways. In some locations, where the pavements/ footways are narrow, A-boards can force pavement users to use the road in order to get past them, thereby increasing the risk of accidents with road traffic. Road safety can also be affected by inappropriate siting of A-Boards, such as on highway verges or junctions.

The council wants the city to be both attractive and easy to use for all, and there is a need to set out what is acceptable in order that we can safeguard people with disabilities, including those with visual impairments, and to do this we need to regulate against over-proliferation of obstructions and inappropriate positioning on the footway.

This policy seeks to create a street environment which complements premises based trading but is not unduly cluttered, is sensitive to the needs of residents, provides diversity and consumer choice, and seeks to enhance the character, ambience and safety of local environments. To ensure safe and unimpeded public access along pavements/footways; prevent the use of A-boards in locations where they cannot be appropriately sited; and ensure compliance with legislation relevant to the siting of A-boards on public land; and that legislation is applied fairly, reasonably and consistently across the city and in line with relevant council policies.

This policy does not absolve anyone from any statutory, or non-statutory, risk as regards personal injury or damage to property that may incur in depositing anything on the highway, nor to override the request of any Police Officer. Similarly this policy does not override the powers of Planning Authorities.

Scope

This policy applies to all types of free standing advertising structures, including A-boards, directional signs and information signs designed to be placed on the ground. This Policy only applies to advertising structures placed upon public roads, highways or public open spaces. These guidelines also apply to pedestrianised areas and precincts.

This policy does not apply to the use of advertising structures on private property, including privately owned shopping centres, or to advertising using unattended bicycles and display of other goods/trades stands.

The policy does not cover:

1. The placing of tables and chairs on the highway
2. Street trading and other licensed activities
3. Banners, hoardings, skip and scaffolds etc., which are licensed by application

¹ The use of the term A-board in this policy denotes all types of structures for the purpose of advertising

4. Motorcycles and bicycles parked on footways and, or chained to railings/ street furniture.
5. The placing of trade waste bins and waste containers on footways.

Definitions

1. "Road": A road as defined by the Road Traffic Regulation Act 1984 is any length of highway or of any other road to which the public has access.
2. "Highway": A highway includes but is not limited to roads, carriageways, verges, footways, and cycleway
3. "Businesses": In the context of this policy, the term business covers sole traders, private companies, charities, social enterprises, community groups and individuals
4. "'A' board or other advertising structure": To correspond with footnote definition on p1 of policy

General Guidelines

1. Only one 'A' board or other advertising structure will be permitted per business premises (to minimise the obstruction to pedestrians and other footway users). Where multiple occupancy premises share joint access, only one A-board / advertising structure will be allowed per shop / business frontage.
2. The A-Board / advertising structures must be placed against the building line or boundary of the property and should not obstruct access to statutory undertakers' plant and equipment.
3. The signs or displays must be robust and self – weighted. The use of sand bags to stabilise signs will not be permitted.
4. The board / advertising structure must be 2 sided, or otherwise free standing, causing an A shape or easel effect. Other designs which achieve the same purpose, such as a board suspended from a top rail within a frame, will also be acceptable. The structure must be of sufficient weight or design to prevent it being blown over in the wind. It should not be on trailer wheels or other trailer type device. Rotating cylinders and Boards leant against walls etc. will not be acceptable.
5. The A-Board / advertising structures must be removed from the street when the property is closed or street cleansing/street works are being undertaken.
6. An unobstructed footway width of 1.5 metres needs to be maintained and permanent structures (e.g. litter bins bollards, street furniture, pedestrian crossing etc.) as well as the geography of an area (e.g. slopes, steep gradients) should be taken into account. If the minimum width cannot be maintained then A-boards or other advertising structures should not be placed on the highway.
7. A-Board / advertising structures may not be chained, tied or fixed to lamp posts, bollards, trees, seats or other items of street furniture
8. A-Board / advertising structures must not be fixed into or on the highway. All A-Board / advertising structure must be temporary in nature so they can easily be removed. No excavation will be permitted to install or remove the item
9. A-Board / advertising structures must not obstruct sight lines of vehicle drivers or pedestrians.
10. A-Board / advertising structures should be standard A1 size (841 mm x 594 mm) and no higher than 1100mm above ground level (including any support).
11. A-Board / advertising structures must be in good condition and appear professionally made, e.g. proper sign writing, painting/printing. Offensive content will not be tolerated.

12. Advertising signs and displays may need to be removed during severe weather, events, to permit maintenance or street works or for other reasonable cause. Any additional requirement requested by the council, the police or emergency services, including immediate removal of any item, must also be complied with.
13. Where a business has its own private forecourt any A-Board / advertising structure shall be placed wholly within this forecourt.
14. A-Board / advertising structures on grass verges, roundabouts, road safety refuges and central reservations are not permitted.
15. A-Board / advertising structures and other advertising structures must be such that they can be easily detected and negotiated by the visually impaired and those with mobility difficulties.
16. If a premise has current licenced tables and chairs area, then any advertising should be contained within the agreed seating area and not outside the area.
17. Nothing in the guidelines absolves those concerned from legal responsibilities under the Highways Act 1980 and other legislation.
18. Where a specific sign is identified by the Council as creating a hazard for pedestrians and particularly the disabled or visually impaired, the owner must respond reasonably and promptly by relocating or removing the sign. This includes hazards created from a sign being blown over in exceptionally strong winds.
19. The Council reserves the right to amend or vary the guidelines and to consider each site on its merit.

Enforcement Approach

The Council will adopt the following approach, as resources allow, when taking enforcement action under this policy

1. Breaches of this policy will be investigated by Council officers
2. Businesses found to be using an A-Board / advertising structure in breach of the guidelines will be notified of this policy and asked to comply (service of formal letter);
3. A-Boards / advertising structures not complying with the general guidelines, within 48 hours of service of formal letter, will be removed by the Council and the business informed that they have 28 days to reclaim the board and pay the associated charge of £70. Any A-board not collected within the 28 day notice period will be disposed of.
4. Any business which commits a second A-Board / advertising structure policy breach, will receive a formal written notice warning that the Council will consider taking legal action against them.

Where appropriate any costs incurred by the Council in pursuing the above approach will be recovered from the business.

General

This policy will be the subject of periodic monitoring and review.

This policy will be applied in a manner which is consistent with the Council's equalities and enforcement policies.

The policy does not exempt any applicant/owner from obtaining any required consent. The applicant / owner of the article will be responsible for obtaining any required consents required by The Town and Country Planning Act.

A-boards and other advertising structures will be the owner's responsibility when placed on the highway. Any liability arising from an accident involving an A-Board / advertising structure remains firmly with the owner of the A-Board / advertising structure. It is essential that Public Liability Insurance cover of a minimum £5million pounds is held by any business which places an A Board on the highway. This is to cover any potential third party claims.

Cambridge City Council Equality Impact Assessment



Completing an Equality Impact Assessment will help you to think about what impact your strategy, policy, plan, project, contract or major change to your service may have on people that live in, work in or visit Cambridge, as well as on City Council staff.

The template is easy to use. You do not need to have specialist equalities knowledge to complete it. It asks you to make judgements based on evidence and experience. There are guidance notes on the intranet to help you. You can also get advice from Suzanne Goff, Strategy Officer on 01223 457174 or email suzanne.goff@cambridge.gov.uk or from any member of the Joint Equalities Group.

1. Title of strategy, policy, plan, project, contract or major change to your service:

Advertising 'A' boards policy

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

The City Centre Accessibility review was commissioned by the council to gain an objective understanding of accessibility issues in and around the city centre. The scope of the study was to undertake a baseline review of the accessibility of Cambridge city centre (looking at the Historic Core and Grafton areas as defined in the Local Plan 2014).

The centre of Cambridge is already under pressure from the number of people using it and with the planned growth in population together with rising numbers of students and visitors this will only increase. The ability of the city centre to cope with the increase in numbers of pedestrians is constrained by its historic and generally narrow street pattern. The current County Council Transport Plan and emerging City Council Local Plan both refer to meeting the needs of pedestrians and to proposals for improving the quality of the public realm. The accessibility review is continuing to feed into the implementation of these plans and influence other initiatives such as City Deal which will be important for users of Cambridge city centre in future.

The main conclusions from the study were that parts of the city centre were difficult to access, particularly for disabled and wheelchair users for a variety of reasons.

The Accessibility report made a number of recommendations for future action. These actions were varied in their ease of delivery, cost and complexity but focussed on advertising 'A' boards and other issues.

Following on from the City Centre Accessibility Review Action Plan that was approved in July 2015, work has been undertaken to plan and draft an A-board policy that is cost-effective, appropriate and can be enforced across the city whilst not unduly penalising businesses.

In March 2016 an audit was undertaken by the enforcement team in the city centre to

2. What is the objective or purpose of your strategy, policy, plan, project, contract or major change to your service?

review the situation with the A-boards and to seek views on voluntary removal of A-boards. Voluntary removal was only supported by 63% of businesses, and it was concluded at this time that adopting this approach would not resolve the issue to an acceptable level and obstructions would still remain on the footpaths. However a number of businesses (72%) were willing to look at alternative advertising options

Between March and September 2016 research was conducted with other councils and highways authorities, the RNIB and local authority organisations (APSE). The research found that a 'middle ground' approach was the most appropriate and more likely to be successful.

The council wants the city to be both attractive and easy to use for all, and there is a need to set out what is acceptable in order that we can safeguard people with disabilities, including those with visual impairments, and to do this we need to regulate against over-proliferation of obstructions and inappropriate positioning on the footway.

The draft policy seeks to create a street environment which complements premises based trading but is not unduly cluttered, is sensitive to the needs of residents, provides diversity and consumer choice, and seeks to enhance the character, ambience and safety of local environments. To ensure safe and unimpeded public access along pavements/footways; prevent the use of A-boards in locations where they cannot be appropriately sited; and ensure compliance with legislation relevant to the siting of A-boards on public land; and that legislation is applied fairly, reasonably and consistently across the city and in line with relevant council policies

The draft policy sets out that the guidelines contained within are applicable to the placing of advertising signs on the highway and must be met in all cases. The conditions include stipulations that only one A-board per premises will be permitted, it must be positioned in a certain way and of a certain size / type.

Where there is failure to adhere to the guidelines by a business the council proposes to adopt a fair enforcement policy where businesses found to be using A-boards in breach of the guidelines will be notified of the policy and asked to comply by service of formal letter and A-boards still not complying with the general guidelines, within 48 hours of service of formal letter, will be removed by the Council and the business informed that they have 28 days to reclaim the board and pay the associated charge of £70. Where appropriate any costs incurred by the Council in pursuing the above approach will be recovered from the business.

The policy will be applied in a manner which is consistent with the Council's equalities and enforcement policies

3. Who will be affected by this strategy, policy, plan, project, contract or major change to your service? (Please tick those that apply)

- Residents
- Visitors
- Staff

A specific client group or groups (please state): Businesses

4. What type of strategy, policy, plan, project, contract or major change to your service is this? (Please tick)

- New
- Revised
- Existing

5. Responsible directorate and service

Directorate: Environment

Service: Streets and Open Spaces Operations

6. Are other departments or partners involved in delivering this strategy, policy, plan, project, contract or major change to your service?

- No
- Yes (please give details):

The county council are the lead authority for dealing with adverts illegally placed on the highway and have agreed to devolve powers to the city council through a memorandum of understanding.

7. Potential impact

Please list and explain how this strategy, policy, plan, project, contract or major change to your service could **positively** or **negatively** affect individuals from the following equalities groups.

When answering this question, please think about:

- The results of relevant consultation that you or others have completed (for example with residents, people that work in or visit Cambridge, service users, staff or partner organisations).
- Complaints information.
- Performance information.
- Information about people using your service (for example whether people from certain equalities groups use the service more or less than others).
- Inspection results.
- Comparisons with other organisations.
- The implementation of your piece of work (don't just assess what you think the impact will be after you have completed your work, but also think about what steps you might have to take to make sure that the implementation of your work does not negatively impact on people from a particular equality group).
- The relevant premises involved.
- Your communications.
- National research (local information is not always available, particularly for some equalities groups, so use national research to provide evidence for your conclusions).

(a) Age (any group of people of a particular age, including younger and older people – in particular, please consider any safeguarding issues for children and vulnerable adults)

Data for this characteristic is not held.

(b) Disability (including people with a physical impairment, sensory impairment, learning disability, mental health problem or other condition which has an impact on their daily life)

The inappropriate siting of advertising 'A' boards and signs on public footways, pavements and streets can cause obstructions for pedestrians who are mobility and sight impaired and those using wheelchairs and mobility scooters, In some locations, where the pavements/ footways are narrow, A-boards can force pavement users to use the road in order to get past them, thereby increasing the risk of accidents with road traffic.

The council wants the city to be both attractive and easy to use for all, and there is a need to set out what is acceptable in order that we can safeguard people with disabilities, including those with visual impairments, and to do this we need to regulate against over-proliferation of obstructions and inappropriate positioning on the footway. This policy seeks to create a street environment which is not unduly cluttered, and allows for safe and unimpeded public access along pavements/footways; prevents the use of A-boards in locations where they cannot be appropriately sited.

(c) Gender

Data for this characteristic is not held.

(d) Pregnancy and maternity

Data for this characteristic is not held.

(e) Transgender (including gender re-assignment)

Data for this characteristic is not held.

(f) Marriage and Civil Partnership

Data for this characteristic is not held.

(g) Race or Ethnicity

Data for this characteristic is not held.

(h) Religion or Belief

Data for this characteristic is not held.

(i) Sexual Orientation

Data for this characteristic is not held.

(j) Other factors that may lead to inequality – in particular – please consider the impact of any changes on low income groups or those experiencing the impacts of poverty (please state):

Data for offences of A-boards does not hold records of any of the above characteristics, so it is not possible to quantify / consider how specific groups might or might not be affected in Cambridge.

All enforcement action is undertaken in accordance with the council's [Corporate Enforcement Policy](#).

8. If you have any additional comments please add them here

All communication by the Streets and Open Spaces Operations team is undertaken in accordance with the [Service Standards](#) which details what customers can expect of us.

Enforcement of the A-boards will be monitored and the EqIA kept under review as required.

9. Conclusions and Next Steps

- If you have not identified any negative impacts, please sign off this form.
- If you have identified potential negative actions, you must complete the action plan at the end of this document to set out how you propose to mitigate the impact. If you do not feel that the potential negative impact can be mitigated, you must complete question 8 to explain why that is the case.
- If there is insufficient evidence to say whether or not there is likely to be a negative impact, please complete the action plan setting out what additional information you need to gather to complete the assessment.

All completed Equality Impact Assessments must be emailed to Suzanne Goff, Strategy Officer, who will arrange for it to be published on the City Council's website.
Email suzanne.goff@cambridge.gov.uk

10. Sign off

Name and job title of assessment lead officer: Wendy Young, Operations Manager
(Community Engagement and Enforcement)

Names and job titles of other assessment team members and people consulted:

Date of completion: 2 December 2016

Date of next review of the assessment:



To: Executive Councillor for Communities

Report by: Chief Executive, Strategic Directors and Head of Finance

Relevant scrutiny committee: Community Services Scrutiny Committee 19 January 2017

Wards affected: All Wards

**Community Services - Communities Portfolio
Revenue and Capital Budget Proposals for 2016/17 to 2021/22**

Key Decision

1. Executive summary

Revenue and Capital Budgets

1.1 The following report details the budget proposals relating to this portfolio that are included in the Budget-Setting Report (BSR) 2017/18 which will be considered at the following meetings:

Date	Committee	Comments
23 January 2017	Strategy & Resources	Consider proposals / recommendations from all Scrutiny Committees in relation to their portfolios
26 January 2017	The Executive	Budget amendment may be presented
13 February 2017	Strategy & Resources	Consider any further amendments including opposition proposals
23 February 2017	Council	Approves General Fund Budget and sets Council Tax

1.2 The report also includes a recommendation concerning the review of charges for this portfolio.

2. Recommendations

The Executive Councillor is recommended to:

Review of Charges:

- a) Approve the proposed charges for this portfolio’s services and facilities, as shown in Appendix A to this report.

Revenue:

- b) There are no revenue budget proposals.

Capital:

- c) Consider the capital budget proposals as shown in Appendix C.

3. Background

- 3.1 At its meeting on 20 October 2016, Council gave initial consideration to the budget prospects for the General Fund for 2017/18 and future years in the Medium-Term Financial Strategy (MTFS) 2016.
- 3.2 The overall BSR to Strategy & Resources Scrutiny Committee on 23 January 2017 will include a review of all the factors relating to the overall financial strategy that were included in the MTFS.
- 3.3 The report to The Executive on 26 January 2017 may include details of the Government's Final Settlement for 2017/18. The announcement is likely to be made shortly after the conclusion of the consultation period in January 2017.
- 3.4 Further work may be required on detailed budgets, so delegation to the Head of Finance will be sought from Council for authority to finalise changes relating for example, to the reallocation of departmental administration, support service and central costs, in accordance with the CIPFA Service Reporting Code of Practice for Local Authorities (SeRCOP).

Budget 2017/18 - Overall Revenue Budget Position

- 3.5 The budget proposals for this portfolio, as summarised in table 1, will be considered by The Executive at its meeting on 26 January 2017.

Table 1: Overall Revenue Proposals (see Appendix B)

Savings and Bids	2017/18 Budget £	2018/19 Forecast £
Savings:		
Increased Income		
Savings		
Total	-	-
Bids:		
Unavoidable Revenue Pressures		
Reduced Income		
Bids		
Total	-	-
Net (savings)/bids	-	-

External Bids	-	-
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Non-Cash Limit Items	-	-
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Capital

- 3.6 The majority of capital bids address the on-going renewal, updating and major repairs of the council's buildings and operational assets. As such they support income generation (car parks, commercial property), and the delivery of services (vehicles, building repairs, etc). New capital proposals for this portfolio are shown in Appendix C.

Table 2: Overall Capital Proposals (see Appendix C)

	2016/17 £	2017/18 £	2018/19 £	2019/20 £	2020/21 £	2021/22 £
Capital Deletions	-	-	-	-	-	-
Capital Bids	-	42,000	-	-	-	-
Net Capital Bids	-	42,000	-	-	-	-

Public Consultation

- 3.7 The Council has carried out a budget consultation exercise annually since 2002.
- 3.8 This year the council commissioned Mel Research, an independent research company, to carry out a residents' survey following methodology set out in the Local Government Association's (LGA) 'Are you being served' guidelines, found at local.gov.uk/web/10180/home/-/journal_content/56/10180/3484891/ARTICLE.
- 3.9 This involved sending out by post a questionnaire to a random sample of 4,400 residents. From this random sample 1,250 people returned questionnaires, providing a robust view of what Cambridge residents think.
- 3.10 The questionnaire asked what residents thought about the council, the level of importance they attached to council services, how satisfied they were with services, and how they interacted with the council. Some questions were comparable with those asked in surveys carried out in 2011 and 2008, allowing for changes over a period of time to be identified. Where other local authorities have used the same LGA approach it has been possible to benchmark results.
- 3.11 The final report also includes insights provided by two workshops - the first involving residents from low income households and the second representatives from local businesses. These two groups are important because of the direction given by the council's Anti-Poverty Strategy and the need for the council's to fulfil its best value duty to consult about its budget priorities.
- 3.12 The results of the residents' survey was published on 17 November 2016 and can be found on the council's website at cambridge.gov.uk/budget-consultation .

4. Implications

All budget proposals have a number of implications. A decision not to approve a revenue bid will impact on managers' ability to deliver the service or scheme in question and could have financial, staffing, equality and poverty, environmental, procurement, consultation and communication and / or community safety implications. A decision not to approve a capital or external bid will impact on managers' ability to deliver the developments desired in the service areas.

(a) Financial Implications

Financial implications of budget proposals are summarised in the BSR 2017/18.

(b) Staffing Implications

See text above.

(c) Equality and Poverty Implications

A consolidated Equality Impact Assessment for the budget proposals is included in the BSR, reporting to committees as outlined in paragraph 1.1 of this report. Individual Equality Impact Assessments have been conducted to support this and will be available on the Council's website.

A local poverty rating (using the classifications outlined in the BSR, preface to Appendix C) has been included in each budget proposal to assist with assessment.

(d) **Environmental Implications**

Where relevant, officers have considered the environmental impact of budget proposals which are annotated as follows:

- +H / +M / +L: to indicate that the proposal has a high, medium or low positive impact.
- Nil: to indicate that the proposal has no climate change impact.
- -H / -M / -L: to indicate that the proposal has a high, medium or low negative impact.

(e) **Procurement Implications**

Any procurement implications will be outlined in the BSR 2017/18.

(f) **Consultation and Communication Implications**

As outlined in 3 above, budget proposals are based on the requirements of statutory and discretionary service provision. Public consultations are undertaken throughout the year and can be seen at:

cambridge.gov.uk/current-consultations

(g) **Community Safety Implications**

Any Community Safety Implications will be outlined in the BSR 2017/18.

5. Background papers

These background papers were used in the preparation of this report:

- Budget Setting Report 2017/18
- Medium-Term Financial Strategy (MTFS) October 2016
- Individual Equality Impact Assessments

6. Appendices

The following items, where applicable, are included for discussion:

Appendix	Proposal Type	Included
A	Review of Fees & Charges	✓
B	Revenue Budget Proposals for this portfolio	x
C	Capital Budget Proposals for this portfolio	✓

7. Inspection of papers

To inspect the background papers or if you have a query on the report please contact:

Authors' Names: John Harvey
Authors' Phone Numbers: 01223 – 458143
Authors' Emails: john.harvey@cambridge.gov.uk

O:\accounts\Committee Reports & Papers\Community Services Scrutiny\2017 January\Communities\Final\2017-18 Budget Report - Communities report.doc

Charge Type and description	Charges 2016/17	Proposed Charges 2017/18	% increase
Sports & Recreation Charges			
Sports Facilities			
Cricket			
Adult Per pitch	£41.50	£42.00	1.2%
Including Pavilion	£56.00	£57.00	1.8%
Junior per pitch (Under 16's)	£26.50	£27.00	1.9%
Including Pavilion	£33.00	£33.50	1.5%
Football/Rugby/Hockey			
Per pitch including Pavilion	£53.50	£54.50	1.9%
Junior per pitch including Pavilion (Under 16's)	£29.50	£30.00	1.7%
8-a-side pitch	£21.50	£22.00	2.3%
American Football			
Per pitch including Pavilion	£68.50	£70.00	2.2%
Junior per pitch including Pavilion (under 16's)	£42.00	£43.00	2.4%
Rounders			
Per Pitch	£22.50	£23.00	2.2%
Per Pitch - Junior (Under 16's)	£11.75	£12.00	2.1%
Tennis			
Jesus Green - Per hour	FREE	FREE	0.0%
Nightingale Avenue, Lammas Land, Coleridge, Barnwell, Christs	FREE	FREE	0.0%
Abbey Artificial Pitch			
Peak Time			
Mon-Fri 17.00-22.00/Sat 11.00-19.00/Sun 12.00-16.00			
Whole Pitch	£55.50	£56.50	1.8%
Whole Pitch - Junior	£30.50	£31.00	1.6%
Half Pitch	£36.50	£37.00	1.4%
Half Pitch - Junior	£20.50	£21.00	2.4%
Off-Peak Time			
Whole Pitch	£43.50	£44.50	2.3%
Whole Pitch - Junior	£29.00	£29.50	1.7%
Half Pitch	£30.50	£31.00	1.6%
Half Pitch - Junior	£17.50	£18.00	2.9%
Lighting per hour			
Whole Pitch max lux	£16.50	£17.00	3.0%
Half Pitch max lux	£9.20	£9.50	3.3%
Swimming Services			
The charges relating to the swimming services are the HEADLINE prices			
These charges are the MOST the Leisure Contractor can charge for an activity			
The Leisure Contractor can REDUCE any or all of the activity prices BELOW the headline price if they wish.			
Juniors are 17 years and under; Under 3's are FREE			
Parkside Pools			
Adult	£4.50	£4.60	2.2%
Junior	£2.35	£2.40	2.1%
Main Pool Hire - per hour (Non Commercial)	£123.50	£126.00	2.0%
Main Pool Hire - per hour (Commercial)	£315.00	£322.00	2.2%
Lane Hire	£22.50	£23.00	2.2%
Diving Pool - per hour (Non Commercial)	£70.50	£72.00	2.1%
Diving Pool - per hour (Commercial)		£100.00	New
Children's Pool Hire - per hour (Non Commercial)	£46.00	£47.00	2.2%
Children's Pool Hire - per hour (Commercial)		£55.00	New
Flumes	£55.00	£56.00	1.8%
Non-City LEA School Swim	£1.85	£1.90	2.7%

Charge Type and description	Charges 2016/17	Proposed Charges 2017/18	% increase
Abbey Pool			
Adult	£4.50	£4.60	2.2%
Junior	£2.35	£2.40	2.1%
Pool Hire - per hour (Non Commercial)	£79.00	£81.00	2.5%
Pool Hire - per hour (Commercial)		£100.00	New
Learner Pool Hire - per hour (Non Commercial)	£40.00	£41.00	2.5%
Learner Pool Hire - per hour (Commercial)		£55.00	New
Gala Hire - per hour (City Clubs)	£150.00	£153.00	2.0%
Gala Hire - per hour (Commercial)	£200.00	£204.00	2.0%
Non-City LEA School Swim	£1.85	£1.90	2.7%
Kings Hedges Pool			
Pool Hire - per hour - Non Commercial	£38.50	£39.50	2.6%
Pool Hire - per hour - (Commercial)	£54.00	£55.00	1.9%
Jesus Green Outdoor Pool			
Adult	£4.50	£4.60	2.2%
Adult - Season Ticket	£102.50	£104.50	2.0%
Adult - Season Ticket with Sauna	£150.00	£155.00	3.3%
Junior	£2.35	£2.40	2.1%
Junior - Season Ticket	£36.00	£36.75	2.1%
Pool hire per Hour - Non Commercial	£102.50	£104.50	2.0%
Pool hire per Hour - (Commercial)	£160.00	£165.00	3.1%
Health Suites			
Abbey Pool			
Sauna & Swim	£7.00	£7.20	2.9%
GP Referral			
Swimming Session - Abbey, Parkside, Kings Hedges			
Induction	£8.00	£8.00	0.0%
Session	£3.00	£3.00	0.0%
Membership Cards			
Adult Residents (upto 30% discount)	£10.00	£10.00	0.0%
Adult Students & 60+ (upto 35% Discount)	£7.50	£7.50	0.0%
Adult Concessions (upto 50% Discount)	£5.00	£5.00	0.0%
Junior Residents (upto 30% discount)	£5.00	£5.00	0.0%
Junior Concessions (upto 50% Discount)	£2.50	£2.50	0.0%
Cherry Hinton Village Centre			
Activity			
Main Hall per Hour - Adult	£44.00	£45.00	2.3%
Main Hall per Hour - Junior (17yr & Under)	£26.00	£26.50	1.9%
Large Meeting Room per hour - (Community)	£20.00	£20.40	2.0%
Large Meeting Room per hour - (Commercial)	£28.00	£28.50	1.8%
Small Meeting Room per hour - (Community)	£10.70	£11.00	2.8%
Small Meeting Room per hour - (Commercial)	£17.00	£17.50	2.9%
Admission on Sports Bookings per person	£0.30	£0.30	0.0%
Badminton Court per hour - Adult	£12.50	£12.75	2.0%
Badminton Court per hour - Junior (17yr & Under)	£7.00	£7.15	2.1%
Activities - (Sessions, Schools Out, etc.)			
Per person	£1.70	£1.75	2.9%
Tea Dances per person	£4.75	£5.00	5.3%

(Joint working with the Meadows Centre; both sites have complementary programming and charge the same for these sessions)

2017/18 Budget - Capital Proposals

Page 1 of 1

Reference	Item Description	2016/17 Budget £	2017/18 Budget £	2018/19 Budget £	2019/20 Budget £	2020/21 Budget £	Contact	Climate Effect & Poverty Ratings
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Capital Bids

Communities

C3919	Abbey Pool - outdoor fitness zone	0	42,000	0	0	0	Ian Ross	Nil
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*This project originated from East Area Committee for the spending of local S106 funds for Outdoor sport. Medium £42,000 is requested to provide a new outdoor fitness zone capable of being used in group sessions and in "boot camp" style classes. It will be free to use by the public and will also have sessions led by instructors from the Council's leisure contractor at Abbey Pool, Greenwich Leisure Limited (GLL).
[Funded from S106]*

Total Capital Bids in Communities	0	42,000	0	0	0
Total Capital Bids	0	42,000	0	0	0
Report Total	0	42,000	0	0	0

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To: Executive Councillor for Communities:
Councillor Richard Johnson

Report by: Debbie Kaye
Head of Community Services

Relevant scrutiny committee: Community Services Scrutiny Committee 19/1/2017

Wards affected: ALL

CAMBRIDGE LIVE: PERFORMANCE REVIEW 2016-17

Non-Key Decision

1. Executive summary

This is the second year of trading for Cambridge Live, the independent charity set up by the Council. Cambridge Live has a contract with the Council to run the Cambridge Corn Exchange, The Guildhall Event Programme, Cambridge Folk Festival and the City Events Programme. This report provides an overview of performance and contractual arrangements to date in 2016-17 and highlights of 2015-16.

2. Recommendations

The Executive Councillor is recommended to:

- a) Note the performance information outlined in the report.
- b) Agree the timetable outlined in section 3.5(b) for a review of future funding arrangements.

3. Background

3.1 This report will cover the following areas:

- Contract management
- Performance management
- Financial performance
- Facilities
- Health & Safety

3.2 Responsibility for the management of the majority of the Council's cultural services transferred to Cambridge Live (CL) on 1.4.2015. All staff directly involved in the running of the City Events, Corn

Exchange, Folk Festival and Guildhall events programme were transferred to the new charity under TUPE. CL is governed by a Board of Directors and the Founding Chair is Sara Garnham.

3.3 Contract management

The Council has a 25 year contract with CL. The contract sets out the Council's requirements for each aspect of the services to be delivered. The contract is managed via a performance framework which works as follows:

- The contract for services contains a detailed specification and monitoring arrangements for key aspects.
- The Council nominates two elected members (currently Cllr Bird and Cllr O'Connell) to serve as trustees on the CL board of directors.
- The Authorised Officer (AO) is invited to attend the CL board meetings as an observer.
- The AO meets with CL Managing Director (MD) each month.
- A quarterly performance management review (QPMR) meeting is held with the Chair and MD of CL, the AO and the Executive Councillor for Communities.
- CL submits an annual report to the Council each year – this coincides with its AGM reporting schedule. The AO reports on the performance of the contract to the Community Services scrutiny committee
- Additional meetings are held to discuss specific matters such as arrangements for the City Events

CL has recently achieved accreditation with the National Living Wage Foundation to be a Living Wage Employer. The contract required CL to consider this and the news has been welcomed by the Council.

3.4 Performance management

a) Following on from the report to the Council in January 2016, CL's first year saw many successes. An annual review was published in September 2016 <https://www.cambridgelivetrust.co.uk/documents>.

This highlighted the following achievements:

- 290,000 attendances including 90,000 at City Events
- A small operating surplus
- Over 200 events organised
- 47,000 tickets sold for under £20
- 4.5m website views
- £345,000 tickets sold on the first day of sales for Folk Festival 2016
- 167,000 tickets sold and 46,000 new visitors to the Corn Exchange

a) Key performance indicators (KPI) based on the Council's strategic aims as expressed in the contract were agreed with CL and approved for use by the Council in January 2016. CL has its own range of KPIs relating to different aspects of its business. The table in Appendix 1 explains the KPIs and the method/timing of data collection.

b) KPI reporting

As the collection methods are very new, the process of obtaining a comprehensive KPI dataset has created challenges. This means that the reporting is still not fully reflecting the purpose of the KPIs. Where data can be collected, we are starting to build a good picture of engagement. There is evidence of effective engagement with community groups and organisations, through consultation, delivery and support. Further work is required in relation to engagement with people with higher social and economic need, particularly in relation to the Corn Exchange. The level of take up of concessionary tickets, both in terms of disability, and for people on low incomes, is low. Accepting in some cases there is limited data, we would make the following observations:

- There is a good emphasis on working with community and resident groups and providing support to other organisations
- We will work with CL to provide lower super output area (LSOA) analysis based on end of year data as this has proved difficult to extract from their box office system.
- It has proved challenging to capture data on audience reach and programming for Black, Asian and minority ethnic (BAME) people and people with disability. CL is trying a variety of approaches to address this.
- CL have organised diversity and equality training for staff with 'Attitude is Everything'.
- A specific narrative is provided for the Big Weekend.
- Whilst 35% of events at the Corn Exchange in Q1 offered a concessionary price, take up was very low. CL is looking at how they can better promote this and this will be a particular focus for our attention over the next year.
- Strategies for education, participation and artist talent development are being developed for 2017.

c) City Events

The Council commissions CL to provide the City Events, which play an important role in cultural and community life of the city. A detailed report on the events is produced by CL and this is available upon request as a background paper. Acknowledging the decision taken not to provide a funfair at Midsummer Fair, The City Events have been very successful and enjoyed by many thousands of local people of all ages and backgrounds. Increased health and safety measures were

implemented at each in accordance with the Council's requirements for managing major public events on open spaces.

d) The Cambridge Folk Festival

The sell-out 2016 event had tremendous reviews and benefitted from warm, sunny and dry weather. For the first time 'glamping' was provided on Coldham's Common. The traditional use of St Bede's School for parking was not available and CL was grateful for the use of Netherhall School fields instead. The Festival continued to be programmed and operated to the traditionally high standards.

e) The Guildhall and Cambridge Corn Exchange

The programmes at both the Corn Exchange and Guildhalls continue to evolve positively in terms of quality, diversity and volume. Programming highlights so far in 2016/17 include a sell-out performance by the Royal Philharmonic Orchestra who brought Charles Dutoit their Artistic Director to the City for the first time, the welcome return of the extraordinary physical theatre company Ockhams's Razor and an exclusive visit from contemporary music icon Steve Reich performing with the Colin Currie Group in partnership with Cambridge Music Festival. The Corn Exchange also presents the best of rock and pop and comedy including Stereophonics, Ben Folds, Jamie T, Josh Widdicombe, Adam Hills and Bill Bailey. A piece of public art was unveiled in the Corn Exchange foyer to celebrate the life of Pink Floyd founding member Syd Barret.

The Guildhall events programme also continues to grow with a welcome return of the Cambridge Art Fair and the Cambridge Ceramics Fair and a variety of business and community meetings, functions and events.

The Corn Exchange and Guildhalls are proving increasingly attractive to multi-day/multi-venue large scale conferences. Events this year include the biennial conference of the Royal Society of Tropical Medicine and Hygiene and the senior management conference for BGL. Highlights of the coming months include the launch of a city wide spin off to the Folk Festival called City Roots and a visit by Matthew Bourne's New Adventures dance company.

3.5 Financial performance

a) The CL board has a Finance & Audit committee that manages and monitors financial matters. The AO is provided with a monthly update on financial performance in a meeting with the CL MD. At the quarterly performance monitoring meetings, end of quarter financial reports are considered. Following the most recent Q2 meeting, the AO and Council Principal Accountant were able to make the following observations:

- 2016-17 has provided a range of financial challenges for a variety of reasons, such as increased event management costs, a difficult fundraising environment, and the usual volatility of the entertainment business. Budget setting for 2017-18 has been undertaken and whilst challenges remain, particularly in respect of likely increased LGPS contribution requirements from 2017/18, there is a cautious optimism about the future financial picture.
- CL is at an advanced stage in negotiations with HM Revenue & Customs to change the VAT status of the business to being 'culturally exempt'. If agreed, the net impact will be beneficial both in the long term and also in respect of prior and current years trading.
- It is important to note that whilst a 25 year contract is in place, the funding arrangements have only been agreed for 5 years – as follows:

	2015/16	2016/17	2017/18	2018/19	2019/20
Core funding	£298,760	£235,760	£198,760	£123,760	£73,760
City Events	£207,400	£195,900	£184,950	£174,500	£164,600
Total	£506,160	£431,660	£383,710	£298,260	£238,360

b) In 2017 officers will meet with CL to discuss a framework and set of principles for the City Events for years 6-10. This will be tabled at the quarterly meeting attended by the Executive Councillor and brought forward for scrutiny and approval in January 2018. In 2018/19, CL will submit a five year business plan to the Council to outline future funding requirements. This will be reviewed by Community Services scrutiny committee before arrangements are finalised.

c) Set up costs

The 2014-15 set up costs of £164,000 appear on the CL balance sheet as a long term liability.

3.6 Facilities

The Council had previously approved £96,823 capital funding to Corn Exchange improvements (foyer and toilets) and this was paid to CL once works were completed earlier this year.

3.7 Health and safety

A member of the public was injured in an incident on Midsummer Common on 4.11.2015 during the set-up of the funfair for Bonfire Night. The Health and Safety Executive issued an improvement notice to CL in December 2015 which has been satisfactorily addressed. The Council has reviewed its arrangements for events on open spaces.

4. Implications

(a) Financial Implications to the Council

Midsummer Fair: In the decision taken by the Executive Councillor for Communities in March 2016 not to hold the funfair at the Midsummer Fair in 2016, the Council recognised there would be a shortfall in funding to CL resulting in extra cost to the Council. This has been calculated at £15,000.

Landlord costs: The Council is responsible for the maintenance and repairs to the structure and external elements of the Corn Exchange. Currently the cost for this year equates to nearly £10,000 and we would expect more costs to transpire after a roof survey is undertaken. The Council was also responsible for repairs to the Guildhall Small Hall floor, which cost £4,000.

Year 6 onwards costs: A condition survey of the Corn Exchange was completed in 2014. This survey will be reviewed periodically to highlight repair and renewal costs which will be necessary in the future. Where the Council has responsibility for aspects under the lease with CL, funding will need to be approved through the capital programme process.

- (b) Staffing Implications: None
- (c) Equality and Poverty Implications: None
- (d) Environmental Implications: None
- (e) Procurement: None
- (f) Consultation and Communication: None
- (g) Community Safety: None

5. Background papers – available upon request by email or printed copy

- City Events 2016 - Report by CL
- Summary of City Events 2017 – CL

6. Appendices:

- Appendix 1 - KPIs

7. Inspection of papers

To inspect the background papers please follow the appropriate link or if you have a query on the report please contact:

Author's Name: Debbie Kaye, Head of Community Services

Author's phone number: 01223 – 458633

Author's email: debbie.kaye@cambridge.gov.uk

Appendix A: Cambridge Live: Key performance indicators

Reference and Indicator		Method of collection <i>survey / box office etc.</i>	Timescale <i>annually /</i>
Outcome 1 Arts and Cultural Activity Builds Stronger Communities in Cambridge	1a. Number of community and resident groups taking part in Cambridge Live consultations	Information available within Cambridge Live	Quarterly
	1b. Number of community and residents groups taking part in Cambridge Live events	Information available within Cambridge Live	Quarterly
	1c. Number of community festivals and events provided	Information available within Cambridge Live	Quarterly
	1d. Audience reach by Lower Super Output Area. (LSOA) For ticketed events this is to be based on postcode data. For non-ticketed events audience survey data should be used	LSOA mapping and box office data	Quarterly
Outcome 2 Diversity and Equality are valued and recognised	2a. In addition to audience reach by LSOA, comparative audience reach for BAME and for disability measured by audience survey	Audience surveys (at events and ongoing email surveys via email software	Ongoing
	2b. % staff with up to date diversity and equality training	HR system	Annual data collection
	2c. % of programme designed to support diversity and equality	Internal information from programming teams	Quarterly
	2d. % events with identified opportunities for people on low incomes to attend	Internal information from marketing department and box office	Quarterly
	2e. % take up of opportunities for people on low incomes to attend	Internal information from marketing department and box office	Quarterly
Outcome 3 Cambridge is internationally recognised for the quality and diversity of its arts and cultural life	3a. An education and participation strategy is in place by autumn 2016	evidence of strategy	Quarterly progress report
	3b. An artist talent development strategy is in place by autumn 2016	evidence of strategy	Quarterly progress report

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To: Executive Councillor for Communities:
Councillor Richard Johnson

Report by: Jackie Hanson
Community Funding & Development Manager

Relevant scrutiny committee: Community Services Scrutiny Committee 19/01/2017

Wards affected: Abbey Arbury Castle Cherry Hinton Coleridge East
Chesterton King's Hedges Market Newnham
Petersfield Queen Edith's Romsey Trumpington
West Chesterton

COMMUNITY GRANTS 2017-18

Key Decision

1. Executive summary

- 1.1 This is the third year of the Community Grants fund for voluntary and community not-for-profit organisations. This report provides a brief overview of the eligibility criteria, support provided and process undertaken. Applications received are detailed in Appendix 1, alongside recommendations for awards.
- 1.2 This report also provides updates on:
 - the budget available for Area Committee Community Grants 2017-18
 - Community Grants 2018-19
 - the programme of activities for Volunteer for Cambridge 2017
 - the Living Wage

2. Recommendations

The Executive Councillor is recommended to approve:

- 2.1 The Community Grants to voluntary and community organisations for 2017-18, as set out in Appendix 1 of this report, subject to the budget approval in February 2017 and any further satisfactory information required of applicant organisations.

3. Background

- 3.1 In July 2014 this committee considered a report detailing the review undertaken on the former Community and Arts and Recreation Development Grants recommending new priorities and outcomes under the name 'Community Grants' which was agreed by the Executive Councillor for Community, Arts and Recreation.
- 3.2 At the same committee it was agreed by the Executive Councillor that:
- The 2015-16 budget for the Community Grants be set at £900,000 subject to confirmation as part of the 2015-16 budget round
 - Once confirmed as part of the 2015-16 budget round, the Community Grants budget will be frozen for a further two years (2016-17 and 2017-18).
- 3.3 In January 2015 this committee considered the first set of applications against the new Community Grants criteria. A £75k transition fund enabled some groups to have time to adjust and prepare for the future by finding alternative funding sources or to understand the need to strengthen bids against the priorities and outcomes.
- 3.4 Time, consideration and effort were put in via 1-to-1 meetings, workshops and training to:
- convey the changes from the old funding stream to the new
 - specify the requirements of the new fund
 - support organisations through the change
- This work has continued throughout 2015 and 2016.
- 3.5 The budget for the 2017-18 Community Grants remains at £900,000 subject to the Council's budget approval in February 2017.
- 3.6 The Area Committee Community Grants 2017-18 process remains unaltered and has been promoted with reports being taken to each of the Area Committees in the spring. £60,000 will be available from the Community Grants budget allocated to each area using the agreed percentage calculated from the latest population and deprivation data. An additional £10k contribution from the Safer City fund will be also be allocated.
- 3.7 The following flowchart is a reminder of the priorities and outcomes approved for the Community Grants fund 2015-18.

All applications MUST demonstrate how the funding will reduce social and/or economic inequality, by removing barriers for City residents with the most need, to enable them to access one or more of the funding priorities:

Funding Priorities

- **Sporting activities**
- **Arts and cultural activities**
- **Community development activities**
- **Legal and/or financial advice***
- **Employment support**

or

Capacity building of the voluntary sector to achieve the above

* Organisations applying to give legal advice and support must have The Advice Quality Standard (AQS) or equivalent.



Primary Outcome

Reduce social and/or economic inequality for City residents with the highest needs



As well as the primary outcome, your activity must achieve one or more of the following strategic outcomes:

Strategic Outcomes

- **Improved health and wellbeing**
- **Communities come together and bring about change**
- **More people have better opportunities to gain employment**
- **Stronger voluntary sector in the city**

- 3.8 The 2017-18 Community Grants opened in August for applications and closed on 3rd October 2016. A communications and publicity plan was implemented including a press release, newsletter articles, emails, networks and targeted conversations. We have taken time to explain that applicants must evidence why the funds are needed, how inequality will be tackled, what the activity is and will cost, why the organisation needs our funding and that the activity meets our priorities and outcomes. This has been done by:
- attending group committee meetings
 - one to one meetings on highlighted issues
 - training sessions
 - application workshops held jointly with Cambridge Council for Voluntary Service (CCVS)
 - Application Guide detailing the priorities, outcomes and eligibility criteria
 - Application Help Notes giving guidance on requirements question by question
 - CCVS offered one to one sessions on applications
 - city staff offered one to one sessions and contacts for specific priority areas
 - factsheets and templates
 - signposting to other funder providers
 - engagement with the Ethnic Community Forum and individual BAME organisations
- 3.9 Even though organisations were encouraged to engage with us for help and support with their applications some chose not to and some applications were received which did not meet the basic criteria of the fund, requesting funds for non-targeted activity.
- 3.10 The Community Grants fund continues to accept Discretionary Rate Relief (DRR) applications that meet the funding priorities, outcomes and eligibility criteria. DRR contributions from this fund will need to be kept under review to ensure it responds to any changes in Business Rates policy, in relation to the national Business Rates review, and currently represents good value for money with this budget having to find 40% of any award made under the Business Rate Retention Scheme.
- 3.11 All applications were assessed against the same assessment matrix developed around the priorities and outcome used last year. Officers undertaking assessments were briefed on the process to help gain a consistent approach. These assessments were then moderated by strategy officer meetings informing the award recommendations

detailed in Appendix 1. The Executive Councillor attended a meeting with officers to review the process and outcomes.

- 3.12 Where no funding is proposed it will be due to one or more of the following not being adequately met:
- grant scheme priorities
 - grant scheme outcomes
 - identifying need
 - quality or viability of the project
- or
- proposals were the remit of another service or organisation such as the County Council, Health, Housing etc
 - organisations did not demonstrate the beneficiaries could not fund the activity themselves, or that reserves could not be used to fund the activity

4. Community Grants 2018-19

- 4.1 There is no planned reduction in the budget for 2018-19 even though the three year frozen budget period has ended and the funding criteria remain unaltered.
- 4.2 Officers are undertaking analysis work on the outcomes of year one and two to review the impact of this fund and to help to continue to develop the understanding of organisations of what this fund is seeking to achieve. In addition, communication with other agencies is required to keep up to date on their changing priorities and funding available. Other changes in public sector funding has resulted in some instability within the sector.
- 4.3 This monitoring, evaluation, research and partnership work will continue to inform the future direction of the Community Grants fund to ensure it meets its primary outcome to reduce social and economic inequality for city residents with the highest need.

5. Living Wage

- 5.1 Following discussion at this committee last year exploratory work has been undertaken to consider reviewing the eligibility criteria of the Community Grants fund to include the need for applicants to pay the Living Wage rate as determined by the Living Wage Foundation. This rate is independently-calculated each year based on what employees and their families need to live. In looking at this it would need a corporate approach and many services fund voluntary sector organisations and consistency would be required.

- 5.2 Working with the Council's Living Wage Coordinator, research was undertaken to look at how this has been approached in other areas. In summary, only one council was found to have implemented this criterion and they had not fully assessed the repercussions of this.
- 5.3 The Friendly Funder Scheme was also considered but the options here related to whole projects and we are rarely the sole funder.
- 5.4 We actively encourage organisations we fund that employ to pay, or work towards paying, the Living Wage. We include information about this in our application guide, form, funding agreement and monitoring form. In collecting relevant data from organisations, funded during 2016-17 and propose to fund in 2017-18, that are employers, they have stated:
- 46 pay the Living Wage
 - 1 pays the minimum wage (the Government's "National Living Wage" is not calculated according to what employees and their families need to live. Instead, it is based on a target to reach 60% of median earnings by 2020)
 - 1 does not pay the Living Wage as their apprentices receive less
 - 3 do not pay the Living Wage
 - 1 did not answer
- 5.5 In the light of the initial findings above, the fragility of the sector, and relatively few funded organisations not paying the Living Wage, we do not recommend implementing the criterion at this stage. We will keep it under review and have follow up conversations with those who currently do not pay the real Living Wage to see if there is any support we can provide to change this. We will continue to actively encourage payment of the real Living Wage through our networks and processes.

6. Volunteer for Cambridge 2017

- 6.1 Following the success of the first two events in 2015 and 2016 it is important to review and learn from these to develop future activity, also taking into account the needs, issues and capacity of the voluntary sector. Areas for consideration include:
- the impact and outcomes of previous events (value for organisations, increase in volunteering, quality and longevity of volunteering opportunities taken up). Although the on-the-day event has been successful, the achievement of the longer term aims needs to be reviewed.
 - the timing and frequency of future events to maintain success: ensure satisfactory impact and outcomes and generate new interest.

- capacity building to support the voluntary sector to develop good management practice and increase understanding and skills to offer quality volunteering opportunities.
- how we increase, strengthen and celebrate volunteering in neighbourhoods, building stronger communities.

6.2 Taking into account the above the following has been developed to enhance and expand the programme of activities under the Volunteer for Cambridge brand. It will evolve with the sector's input and build capacity and sustainability for the future.

6.3 Volunteer for Cambridge 2017 – Aims

- Review the 2015 and 2016 events and outcomes
- Build capacity of the sector to offer quality volunteering opportunities and practice
- Provide networking opportunities for the sector
- Celebrate volunteering
- Hold an event for local people and students to come together with organisations looking for volunteers
- Develop local projects to strengthen local communities

6.4 Volunteer for Cambridge 2017 – Activities

There will be four key areas of activity:

- **Saturday 25th February 2017 – Programme Development Workshop**

A Programme Development Workshop at the Meadows Community Centre 10am-12noon followed by a networking lunch to enable the voluntary sector to review previous events and contribute to the planning and focus of activity for 2017.

- **1st – 7th June 2017 – National Volunteer Week**

A range of activities identified from the Development Workshop to celebrate and support volunteering in Cambridge (capacity building, celebration event, training etc.)

- **Saturday 21st October 2017 – Volunteer for Cambridge Fair at the Guildhall**

To be designed from feedback from the Development Workshop on a similar basis to previous years.

- **Neighbourhood Projects**

To be developed with City Council teams in Community Services. Local projects to increase and raise awareness of volunteering and linking with the Time Credits programme.

7. Implications

(a) **Financial Implications**

- The £900,000 Community Grants budget is subject to the Council's budget approval February 2017
- The recommended awards from the Community Grants budget are as set out in Appendix 1
- A £60k contribution from this fund is available for Area Committee Community Grants for 2017-18

(b) **Staffing Implications**

- None

(c) **Equality and Poverty Implications**

Equalities Impact Assessments were carried out as follows:

- December 2013 to inform the Community and Arts and Recreation Development grants review process.
- July 2014 in the context of the findings from the review and desktop research to inform the new Community Grants priorities and outcomes.
- January 2015 on the implementation of the Community Grants Fund 2015-16.

(d) **Environmental Implications**

- Funded organisations are expected to have or develop environmental policies.

(e) **Procurement**

- None. The Council's approach to grant aid through the Community Grants is via an application process rather than through the direct commissioning of services.

(f) **Consultation and Communication**

- As set out in the report.
- Applicants were notified when this report was published detailing recommended awards, giving an indication of proposed funding from April 2017. This adhered to the Cambridgeshire Compact framework to give three months' notice of funding changes.
- Officers will continue the process of award notification, signposting and support, and implementing and monitoring awards.

(g) **Community Safety**

- A £10k contribution from Safer City to Area Committee Grants will be included.

8. Background papers

These background papers were used in the preparation of this report:
Community Grant Applications from voluntary and community organisations
– NOT FOR PUBLICATION: By virtue of paragraphs 1 & 3 of Part 1 of
Schedule 12A of the Local Government Act 1972 (not available to the public
as they contain information relating to individuals and information relating to
the financial or business affairs of individual organisations)

9. Appendices

Appendix 1 – Community Grants 2017-18 Award Recommendations

10. Inspection of papers

If you have a query on the report please contact:

Author's Name:	Jackie Hanson Community Funding & Development Manager
Author's Phone Number:	01223 - 457867
Author's Email:	jackie.hanson@cambridge.gov.uk

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Appendix 1- Community Grant Award Recommendations 2017-18

The following recommendations are subject to the confirmation of the Council's budget in February 2017 and, in some cases, the receipt of satisfactory information from applicant organisations (this could include projects, programmes, finances, governance etc.).

- The funding purpose will be detailed in funding agreements
- Figures in brackets are the numbers of beneficiaries
- Where no funding is recommended it is due to one or more of the reasons stated in 3.12 of the report

**DRR = Discretionary Rate Relief 40% cost to council shown with 5% inflation on 2016-17 figures - exact award to be confirmed when the revised rateable values for 2017-18 are available*

+ 2016-17 funding was for a different project

Priority (P) Key:

- P1 - Sport
- P2 - Art
- P3 - Community Development
- P4 - Employment Support
- P5 - Advice
- P6 - Capacity Building

No	Group	P	Activity	Full Cost	Request	Award	2016-17
1	Acting Now - transform lives via social theatre for people with disabilities	P2	15 social theatre workshops leading to 3 theatre performances for socially excluded young people at risk of offending/dealing with first offences. (15 city)	3,218	2,693	2,693	0+
2	Age UK - improve the lives of older people, provide a range of services and prevent isolation	P3	DRR Cherry Trees, St Matthews Street CB1 2LT (260 city bens per week)		20%	367*	350
3	Allia Limited - issues social investment bonds nationally to raise money for charitable activities and provides supportive workspace for social enterprises, charities and small businesses in Cambridge via Future Business	P6	Support for social enterprises with the greatest potential to address the city's grant priorities and benefitting city residents. Work with mature social enterprises; identify new social impact start-ups; nurture next generation of social entrepreneurs via 1-1 business advice for 7 existing and 8 new start up social ventures; use Cambridge Soup and Future Possibilities programme to work with 10+ social entrepreneurs; 4 workshops to address issues around starting up and running a social enterprise. Strategic role with LEP and raise profile of Social Enterprises <i>Officer to confirm award purpose</i>	26,994	16,500	7,000	7,000
4	Allia Limited	P6	DRR The Future Business Centre, Kings Hedges Road CB4 2HY DRR 47-51 Norfolk Street CB1 2LF. Future Business Enterprise Hub		10% 10%	2,367*	2,254

No	Group	P	Activity	Full Cost	Request	Award	2016-17
5	Arbury Community Association - affordable centre for a range of groups and activities	P6	Arbury Community Centre - 7 day operation of the centre for use by local and community groups (55,000; 54,000 city)	65,020	2,000	1,028	1,795
6	Arbury Community Association	P6	DRR Arbury Community Centre, Campkin Road, CB4 2LD		20%	672*	640
7	Arts and Minds - high quality arts and culture to maintain mental health and well-being	P2	Early intervention project with adults with mental health issues - 3 series of visual art workshops x 42 sessions; public exhibition (45:40 city) <i>Award for artist fees only</i>	23,473	9,098	5,000	5,000+
8	Bangladesh Welfare & Cultural Association - facilitate the effective integration of the Bengali and British Bengali community	P1	35 x female only and young people's sports sessions (60: 40 city) <i>Officer to work with group as suitable sessions already available/planned</i>	2,150	1,000	0	0
9	Bath House Association - affordable community meeting/office space	P6	DRR The Bath House, Gwydir Street, CB1 2LW (685:480 city/8 orgs)		20%	147*	140
10	Bermuda Community Room - accessible community room; range of meetings and activities	P6	DRR Gibbons House, Histon Road CB4 3LL (145:130 city)		100%	394*	375
11	Big Society Funding Community Interest Company - equip small organisations with business skills in their creative responses to policy and localism agenda	P6	Package of infrastructure support via training sessions and 1-1 mentoring for small charities and voluntary organisations supporting disadvantaged individuals and communities (40 groups)	14,900	12,000	0	new
12	Boishakhi Cultural Association - promotes Bangladeshi culture, organises social/cultural activities	P3	1 seaside summer trip (125 all city); 1 community family event with cultural activities, music, dance, comedy (150 all city). <i>Award for hall hire and coach only</i>	2,350	1,513	800	1,200
13	Cambridge 105 FM Radio - OFCOM licensed community radio station; volunteers trained to produce/broadcast programmes	P2	DRR Unit 9a, 23-25 Gwydir Street, CB1 2LG (7000 + 40 groups + 108 city volunteers)		20%	170*	162

No	Group	P	Activity	Full Cost	Request	Award	2016-17
14	Cambridge and District Citizens Advice - provide advice people need for the problems they face, influence change for the better	P5	Provide free generalist legal and specialist debt and money advice to city residents. Open 5 days a week, drop in, phone, email and appointments providing gateway assessments, generalist and specialist advice. Outreach and virtual services including at Council Customer Contact Centre, advice website, volunteer recruitment and training (100), further development of partnership working, targeting groups such as young people, debt and income maximisation service. Increased training opportunities to key partners so they can deliver basic level advice; Consumer hub, social policy campaigns, anti-poverty initiatives, maximise use of information collected (23,000:15,500 city)	749,882	200,000	200,000	200,000
15	Cambridge and District Citizens Advice	P5	Specialist welfare rights casework service 5 days a week, central and outreach, benefits appeal and representation service, training and updates in welfare benefits both internal and to external agencies, attend stakeholder meetings and forums, to respond to consultations on welfare reform and evidence the impact (300 city)	47,853	30,000	30,000	30,000
16	Cambridge and District Citizens Advice	P5	Deliver financial capability to debt clients, groups and frontline organisations to enable people facing financial hardship and associated social issues to learn how to better manage their money, reduce take up of inappropriate and illegal financial services, improve access to affordable and more appropriate services - financial, energy efficiency switching, develop money advice services, aim to reduce repeat clients, target those with limited financial skills (720:620 city)	92,950	20,000	20,000	20,000
17	Cambridge and District Citizens Advice	P5	DRR 66 Devonshire Road, CB1 2BL		20%	2,985*	2,843

No	Group	P	Activity	Full Cost	Request	Award	2016-17
18	Cambridge and District Volunteer Centre - brokers and promotes volunteering, offering help and advice to both individuals and organisations who involve volunteers	P6	Brokerage for potential city volunteers; capacity building of volunteering good practice in city voluntary organisations (12 training sessions); support for city volunteers with additional needs to support their volunteering practice (2085:1700 city) <i>Officer to confirm award purpose</i>	56,020	35,000	28,000	28,000
19	Cambridge Art Salon - local community gallery, studios and business support to artists.	P2	DRR Unit 13 Barnwell Business Park, CB5 8UZ (5000 all city)		20%	714*	680
20	Cambridge Chesterton Indoor Bowls Club - indoor bowls providing social and sporting activities for 950 members	P1	DRR Logan's Way, CB4 1BL (City 950:807; 10 other orgs)		10%	2,047*	1,949
21	Cambridge Community Arts - art, music and drama courses in the community targeting people at risk of social exclusion mainly due to mental ill-health	P2	8 x 6 week community creative participation courses for adults with low incomes at risk of social exclusion due to mental health challenges and cognitive impairment culminating in shared exhibition/ performance. Dance, guitar, drawing, painting, creative writing, digital arts. (80:64 city) <i>Officer to confirm award purpose</i>	14,092	11,273	5,000	7,000
22	Cambridge Council for Voluntary Service - supports community and voluntary groups, provides training, advice, information and acts as a voice for the sector	P6	Support for city voluntary and community groups to ensure they are represented, informed and skilled to offer the best possible services to those in need. Confidence and capacity building; strengthening sustainability; encouraging innovation; improving knowledge, skills and partnership development. Including: advice and support for start-up, growth and development through 1-2-1, email, phone, factsheets and information; 10 training courses; 4 master classes; financial management support; representation; networking and communications: 4 events, 1 funding event, 11 newsletters to 750 people, 40+ e-bulletins, website, networking: thematic forums. Annual survey (265 vol groups) <i>Officer to confirm award purpose</i>	55,880	54,800	40,000	40,000

No	Group	P	Activity	Full Cost	Request	Award	2016-17
23	Cambridge Council for Voluntary Service	P6	Community Infrastructure Support Hub - Arbury Court. External facilitator to engage infrastructure organisations, IT equipment + hearing loop, staffing costs for hub management. (170 groups direct help; 265 groups in total other support)	16,500	15,000	0	new
24	Cambridge Council for Voluntary Service	P6	DRR 16-18 Arbury Court Road, CB4 2JQ		20%	2,619*	1949+
25	Cambridge Disabled Kid's Swimming Club - swimming for children with disabilities of different ages, needs and abilities	P1	Weekly swimming sessions (42 weeks) for young children with disabilities and families who need a warm, quiet environment at the Windmill hydrotherapy pool (25:19 city) <i>Officer to confirm award purpose</i>	4,291	3,300	3,000	1,500
26	Cambridge Ethnic Community Forum - capacity building for the Black, Asian and Minority Ethnic voluntary sector in Cambridge to meet the needs of their members. Race Equality Service and cohesion projects	P6	Capacity building service open 3 days a week, training and skill development for women (4 sessions); capacity building training (4-8 groups); + 2 sessions on city council grant process + joint training with C CVS; engage with groups via 3 consultation meetings (10-12 groups); fortnightly advice surgeries (6-12 groups); website, 3 newsletters; BME Needs Assessment; placement opportunities x 4; civic engagement development via 1 training and survey of users (33 groups; 2000:1900 individuals) <i>Officer to confirm award purpose</i>	50,482	46,107	25,000	25,000
27	Cambridge Ethnic Community Forum	P3	Race equality service working towards eliminating discrimination, and reducing social and economic inequality by improving access to services: open 3 days a week, drop in, telephone helpline (500 calls), good practice, information, advice and training on race discrimination and equalities (300:270 city, 6 voluntary organisations, 8 statutory sector; 2 private organisations) <i>Officer to confirm award purpose</i>	17,293	15,730	8,000	8,000
28	Cambridge Ethnic Community Forum	P3	Cohesion events and activities - promoting community cohesion and good relations; annual event (200); 3 collaborative events (650:585 city) <i>Officer to confirm award purpose</i>	4,098	3,786	1,000	2,000

No	Group	P	Activity	Full Cost	Request	Award	2016-17
29	Cambridge Ethnic Community Forum - (CHESS /Disability Cambridgeshire)	P5	Partnership project to provide free, confidential, independent, impartial, specialist face to face advice, advocacy, casework and representation in relation to welfare benefits, social care, health, education, housing, employment, criminal justice, equalities and human rights via office and home visits. (185:120 city) <i>Officer to confirm award purpose</i>	35,000	15,000	10,000	10,000
30	Cambridge Gateway Club - befriending, social, and leisure activities for people with learning difficulties	P3	Fortnightly club including cooking, arts and crafts, games, karaoke, ten pin bowling, seaside trip, disco, outings (21:17 city)	1,828	800	800	800
31	Cambridge Hard of Hearing - social group for people who are hard of hearing	P3	Speech to text for monthly meetings x 8. (21:14 city)	1,780	500	500	500
32	Cambridge Housing Society (CHS) Group - social enterprise and charitable housing association that helps people and communities overcome challenges	P4	Digital inclusion project leading to employability in partnership with other social housing providers via 1-1 tuition x 6 weeks with flexible delivery and loan of equipment. Connect into other provision eg time credits network, Building Better Opportunities project, eLearning, volunteering etc (50 city) <i>Officer to confirm award purpose</i>	49,312	20,315	12,000	10,000+
33	Cambridge Islamic Youth Project - youth group for Muslim boys age 8-18	P1	Fortnightly youth group for Muslim boys - sport and cultural activities. Fathers stay to spend quality time with their sons. One trip (20:17 city)	1,232	500	500	350
34	Cambridge Joint Ex Services & Royal Mail Social - older person's meeting point	P6	DRR Barnwell Drive, CB5 8RG (200:170 city, 100 city over 60)		20%	193*	184
35	Cambridge Literary Festival Ltd- advance education for the benefit of the public by promoting literature, language and the arts	P2	Inclusion of city children on low income and ethnic minority backgrounds via partnership with primary schools giving free tickets for a Festival event of their choice (360 all city)	5,460	5,460	2,000	2,000

No	Group	P	Activity	Full Cost	Request	Award	2016-17
36	Cambridge Live - live event, conference & community activity at Cambridge Corn Exchange	P2	DRR Cambridge Corn Exchange, Wheeler Street, CB2 3QB: 50% use DRR 3 Parson's Court, Wheeler Street CB2 3QE Beneficiaries: 40% use DRR Cambridge Live Tickets, 2 Wheeler Street, CB2 3QB Beneficiaries: 10% use		20% 20% 20%	4,154*	3,956
37	Cambridge Online - volunteer based educational charity providing disabled and disadvantaged people with access to computers, the internet, training and advice	P4	Provide services 5 days a week to help people use computers and mobile technology with adaptive hardware and software for all disabilities and supportive and specially trained staff, tutors and mentors. Training and support includes: basic skills, website design, internet searches, CVs and applying for jobs, social media, You Can Do It online project. Recruiting and training volunteers, some progressing from learners and outreach services. (257:200 city) <i>Officer to confirm award purpose</i>	71,427	20,000	20,000	19,000
38	Cambridge Women's Aid - information, advice, support for women who have experienced domestic violence	P3	School holidays and half term playschemes for families living in the women's refuge. Activities and trips (120 city)	9,004	5,004	5,000	4,500
39	Cambridge Women's Resources Centre - specialised support, information and training for women to increase skills, confidence, self-esteem and employability	P4	Personalised rolling programme of employment skills and confidence building for women via 1-1 sessions, group sessions for 6-10 women at a time; small group ICT sessions. Activity refocused to provide more 1-1 personalised support (120 city)	44,700	44,700	44,700	45,000
40	Cambridge Women's Resources Centre	P4	DRR The Wharf, Hooper Street, CB1 2NZ (120 city) (alternative location after move)		20%	2,345*	2,234
41	Cambridge United Community Trust - delivering sport, disability football sessions and providing opportunities for as many people as possible to play sport. Work in 80 primary schools	P1	2 sessions of free walking football sessions per week, one daytime and one evening at Abbey Leisure Centre AstroTurf. Targeting the over 50s, and those with disabilities (60:54 city) <i>Officer to confirm award purpose</i>	5,226	4,226	1,460	new

No	Group	P	Activity	Full Cost	Request	Award	2016-17
42	Cambridgeshire Older People's Enterprise - information and events for older people: signposting, discussion, consultation, and advocacy	P3	Promote and activate the interests of older people via bi-monthly newsletter, 1 forum, daytime social meetings, activities and trips; representation, sponsor campaigns (2840:1382 city)	27,100	10,000	7,500	7,500
43	Cambridgeshire Older People's Reference Group - promoting well-being and interests, reduce social isolation, support international day of older people	P3	Cambridge Celebrates Age - production, promotion and distribution of programme. Support for key activities, website, database, evaluation report (6,000:6,000 city)	5,260	4,000	4,000	4,000
44	Cambridgeshire Vietnamese Refugee Community - cultural and social activities and advocacy services for older Vietnamese people	P3	Community activities: Lunar New Year, Mid-Autumn Festival and summer outing (395:310 city)	1,950	1,950	1,000	1,000
45	CamKerala Cricket Club - provide access to sports activities for people from Kerala region of India	P1	Pre-season cricket nets, 2 friendly games. Aiming to set up second team. (41:12 city) <i>Award is for non-competitive aspects only</i>	4,420	2,614	700	550
46	Camsight - supports approx 1,500 visually impaired children and adults in maintaining independence and well-being and works with the wider community to ensure the needs of blind/visually impaired people are met.	P3	Volunteer programme to run a new Information Hub focussing on equipment and equipment loan, and enabling users to access sport, arts and community activities (1,557; 438 city) <i>This award is for the above only and not for benefits and employment advice</i>	9,624	2,000	1,000	1500 +
47	Camsight	P3	DRR 167 Green End Road, CB4 1RW (1557: 438 city)		10%	640*	609
48	Care Network - helps to set up and support groups serving older and vulnerable people including mobile warden schemes, lunch clubs, and community car schemes, help at home service, community navigator project	P2	Intergenerational art project "Pearls of Wisdom" with isolated older people and young people with disadvantage - deliver creative sessions in own residential settings - partnering with Cambridge Art Salon (40 direct beneficiaries 20 older 20 young; 500 indirect all city)	6,150	3,650	2,000	3000+

No	Group	P	Activity	Full Cost	Request	Award	2016-17
49	Centre 33 - believes every young person can fulfil their potential and support and empower them to overcome their problems through a range of free, confidential services - information and advice, counselling and mental health, and young carers services	P3	Information, advice and support for young people via the triage assessment and information services which deliver immediate and intermediate outcomes that underpin further work to ensure young people make a successful transition to adulthood and progress towards social, economic and emotional well-being. Embeds financial inclusion, offered to all who use the service. (3,169:2,500 city)	50,970	40,213	36,500	36,500
50	Centre 33	P3	DRR 33 Clarendon St, CB1 1JX		20%	565*	538
51	Changing Directions - self-help group for adults; all members are disabled	P3	Social activities, monthly meetings, outings to enhance self-esteem, social skills and confidence (20:12 city)	680	350	350	350
52	Chinese Families Together - organises traditional celebrations to maintain and raise awareness of the Chinese culture, sports sessions and activities to enhance family values	P3	Traditional English and Chinese festival celebrations and outdoor events. Easter, Middle Autumn Festival, Dragon Boat Festival, Christmas celebration, Chinese New Year. (750:600 city) <i>Fund venue hire only for Dragon Boat Festival event - zhonghu making workshop; Mid-Autumn Festival and Chinese New Year.</i>	6,220	3,500	780	800
53	Chinese Families Together	P1	Weekly badminton and social sessions, targeting women, children and young people 48 x 2hrs (250:200 city)	5,470	4,000	2,000	1,500
54	Eddie's Trust - young people's befriending service; family support service; daily arts, crafts & drama workshops; catering & hospitality course and Fair Shares Café	P3	Befriending service for young people with learning difficulties aged 13-25 - fortnightly visits for friendship and practical support to participate in community activities (50:40 city) <i>Officer to confirm award purpose</i>	33,500	7,000	2,000	new
55	Encompass - supports, represents and empower LGBT+ people, communities and organisations. Strengthen visibility and bring people together	P3	Programme of activities including 1 themed networking event on Developing and Diversifying LGBT+ Communities; recruit, train and support 2 LGBT+ community volunteers focussing on hard to reach eg BAME and low income; delivering 2 networking events; co-ordinate LGBT+ History Month (1,000); development of "Compot" funding pot. (1380:1300 city)	10,119	9,519	8,500	8,500

No	Group	P	Activity	Full Cost	Request	Award	2016-17
56	Friends with Disabilities - meetings and activities to negate social isolation and loneliness and to give disabled members a voice	P3	9 meetings with speakers and activities for people with disabilities (60:55 city); Cambridge Celebrates Age event (36:36 city); Cost of wheelchair accessible coach for one trip (34:31 city) <i>Award for meetings and trip only, not for food/CCA event</i>	2,790	2,264	1,260	1,450
57	Guidance, Education and Training (GET) Group Ltd - specialist infrastructure group comprising and supporting groups that provide guidance, employment and training related support to the most disadvantaged and vulnerable people	P4	5 GET group meetings, adult guidance and employment provision, policy, member updates, presentations, networking. Information distribution, Celebration of Adult Learning event, 1-1 support to member organisations on partnerships, structure, signposting, funding applications, strategic representation, surveys and case studies (57:54 city groups; 9 statutory organisations)	23,900	12,000	12,000	12,000
58	Groundwork East - create better places; encourage greener living and working; improve people's prospects	P4	Green Team - landscaped based 14 week employment programme for people furthest from employment or education. Gain qualifications in practical horticulture; employability skills; functional skills in maths and English; CSCS card (8 city) <i>Officer to discuss award purpose with group and link to Streets and Open Spaces</i>	31,800	12,482	5,000	new
59	Headway Cambridgeshire - provides advice, information and support to people who have suffered head injuries, projects and learning opportunities.	P1	Develop Community Gym in Fulbourn (with disabled friendly adapted equipment and trained instructors on the equipment) by providing subsidised places for city residents with disabilities (20 city).	5,318	3,608	3,120	2500+
60	Homestart - family group providing support to families with at least one child under 5 and when family life becomes difficult.	P3	Peer support for particularly isolated mums with mental health issues with a child under 5. 38 sessions during term time to share experiences. Children are supported by staff to play, be creative and socialise with other children and interact with their mothers. (22 city) 10 families	6,599	5,500	5,000	5,000

No	Group	P	Activity	Full Cost	Request	Award	2016-17
61	Illuminate - provide confidence and personal development to those most disadvantaged	P4	Towards costs of Confidence for Change programme. 4 day personal development programme, 2 x 1-1 personal coaching sessions targeting Kings Hedges/Arbury. (12:10 city) <i>Refer to North Area Committee</i>	5,140	1,200	0	1,000
62	Indian Community & Culture Association - preserve the Hindu culture, customs and religion to benefit future generations and the wider community	P3	Programme of events celebrating the Hindu culture and defined in the Hindu calendar, sports day, celebrating diversity day, coach trip, regular meet and greet meetings. Women's Day celebration event with speakers; Musical Cultural exchange between generations, Celebrating Children's Day event run by children (2,590:2,350 city) <i>Officer to confirm award purpose: no funding for religious activity</i>	11,700	4,853	700	700
63	Indian Community & Culture Association	P3	Over 50s Club. 20 x 4hrs. Chair based exercises, transport, CCA Event and trip (48:40 city) <i>Officer to confirm award purpose, not CCA event</i>	4,590	4,530	2,000	2,000
64	Indian Community & Culture Association	P3	DRR Barat Bhavan, Mill Road CB1 2AZ		10%	139*	132
65	Indian Cultural Society - promote awareness of Indian culture for local residents via cultural and social activities	P3	Cultural workshops for children on south Asian music, art and performing art; South Asian Food Festival; Interface between young students and their underprivileged counterparts in India. All to supplement the costs associated with other events. <i>Officer to confirm award purpose</i>	5,200	1,000	200	200
66	Junction CDC - arts centre where arts meets life. Audiences and artists explore contemporary art, popular culture and creative learning	P2	Community engagement programme: 1) Activity by/for people from diverse backgrounds, inc 2 festivals, 8 music, 6 art performances, 10 events; 2) Community access, supporting 25 community performances, meetings and events, and 4 artist companies working with social and economic inequality; 3) Activity for children and families including 60 performances and 15 workshops, 40 Xmas performances; 4) Activity for young people including 11 performances, 30 workshops, 3 youth festivals, 15 disability arts workshops, 2 targeted outreach projects (32,920:26,396 city)	523,673	55,000	54,000	55,000

No	Group	P	Activity	Full Cost	Request	Award	2016-17
67	Junction CDC	P2	DRR The Junction, Clifton Way CB1 7GX		20%	3,519*	3,351
68	Kelsey Kerridge - multi-purpose sports centre with two fitness gyms, main sports hall, climbing wall, squash courts, two fitness studios, function room, over 30 classes a week	P1	Sessions for disadvantaged groups including mental ill-health, older people, school holiday activities, and female only sessions at Fenner's Gallery - enhanced, targeted project to previous years (88 city).	8,948	8,948	7,200	5000+
69	Kelsey Kerridge	P1	DRR Kelsey Kerridge Sports Centre, Queen Anne Terrace CB1 1NA		20%	6,696*	6,377
70	Kettle's Yard - place for art, music, learning and research. Exhibitions, concerts, collections and engagement	P2	Open House: art engagement in north Cambridge. Artist in residence within the community developing new artwork in collaboration with the community. 20 full days of workshops/events to engage 'at risk' young people and their families, isolated older people, people with no or limited English language skills, long term unemployed. Attendance at festivals, community days; large scale community celebration (3,100:2,850 city)	118,086	15,000	12,000	12,000
71	Khidmat Sisters - relieve isolation and loneliness of Black and Asian women via visits, get-togethers, outings, information (via speakers at events) and signposting	P3	For coach costs for 2 trips (79:74 city), entry fees, events, visiting and socialising with women to alleviate isolation, poverty and ill-health. Integrate into society through social events, trips and activities and provide advice and information (79:74 city). <i>Fund towards cost of activities - coach hire, insurance, not home visiting or entry fees</i>	2,250	1,349	1,100	800
72	Libra Theatre Company - theatre and performance skills workshops and showcases for people with a learning disability	P2	Arts and culture activities via regular theatre workshops and annual performances working in partnership with Acting Now. Focus on recruiting new members especially young people and starting a mid-week group (18-17 city)	3,710	1,210	1,000	1,000
73	Make Do and Mend - creative and co-operative outlet for people with mental health needs to socialise, learn new skills	P4	Creative strengths-based skills workshops for people with experience of mental ill-health; volunteer programme: training, professional and personal development to progress to employment; (206:173 city)	22,050	19,150	0	0

No	Group	P	Activity	Full Cost	Request	Award	2016-17
74	Meadows Children & Family Wing - intensive support for local families with preschool children and those up to 11yrs living in north Cambridge. Bring together and support each other on a range of issues: parenting, healthy living, confidence, domestic violence, relationships	P3	Family support programme for children and families.1. 2 x weekly drop-ins (100 sessions) - outreach, advice, information, support, signposting, facilitated play projects (516 city). 2. Children and Relationships course with crèche 3 x 6 wks (8 city) 3. Monday (5-8s) and Tuesday (8-11s) Clubs (78 pa) for children providing social, educational, art, sport and play opportunities (785:711 city)	56,449	53,262	30,000	30,000
75	Meadows Children & Family Wing	P3	Self-esteem programme with crèche. 3 x 12 week programme working with disadvantaged women: victims of domestic violence (57:50 city)	18,095	10,800	10,000	5,000
76	Menagerie Theatre Company - new writing for theatre, support new playwrights, engagement of new audiences	P2	8 month community theatre project with unemployed young mothers; workshops which may lead to beneficiaries volunteering at the Hotbed Festival 2017 (30 all city) <i>Refer to East Area Committee</i>	7,715	5,465	0	6,500+
77	Museum of Cambridge - social history museum which aims to tell the stories of all Cambridge people. Exhibitions, workshops, lectures, projects, activities, tea room, shop	P2	Capturing Cambridge project. Engage residents to record and share stories of their neighbourhood. 2 outreach projects in disadvantaged neighbourhoods; targeted bespoke sessions for under-represented groups; outreach at community festivals; build the museum's capacity as a social history resource centre; pilot "inside stories" shared experiences; interactive website, workshops and training including reminiscence and oral history skills, photography, exhibition and publication preparations etc. (6,622 city)	50,463	40,000	35,000	35,000
78	Museum of Cambridge	P2	DRR 2/3 Castle Street CB3 0AQ		20%	1,578*	1,503
79	New International Encounter (NIE) - creating performances / projects that speak directly and dynamically to a wide audience especially young people and families	P2	Storytelling project with children and young people in Trumpington culminating in a performance for participants at Clay Farm <i>Refer to South Area Committee and Section 106 Public Art</i>	9,785	3,956	0	new

No	Group	P	Activity	Full Cost	Request	Award	2016-17
80	New Meaning Foundation - (working name PACE Works) attitude and behaviour change programmes, construction skills traineeships and social enterprise business appraisal / consultancy	P4	Pay for skills trainer/supervisor for maintenance and repairs "small works service" initially working for Cambridge Housing Society in partnership with their main repairs and voids contractor. This service will offer paid work trials, initially up to 16 hours per week. (24 city).	35,000	35,000	0	0+
81	Oblique Arts - work with communities to deliver innovative multi-media installations; unique creative workshops and artists to work with individuals (often young people) to inspire and educate	P2	6 art workshops each using different media + 14 day exhibition in the new Edge Café on Mill Road targeted at the public who use the café, service users of the Drug and Alcohol Service who run the café and neighbours (36 workshop attendees)	1,066	966	900	0
82	The Pink Festival Group - promote equality and diversity for the benefit of the public; promote social inclusion for the benefit of the public by preventing people from becoming excluded as a result of their sexual orientation or gender identification	P2	Volunteer programme for regional event focussed on LGBT+ people. Parade, arts and cultural workshops, entertainment, educational events, food, wide range of support and services from partner organisations (25 volunteers) (16,000:10,000 city attend the festival) <i>Officer to confirm award purpose</i>	53,000	5,000	1,000	2,000+
83	Punjabi Cultural Association - enable older people to be active, independent and healthy, arrange talks	P3	Fortnightly social and cultural meetings for elderly people from Punjab/India with speaker and light exercise. 2 outings (50:42 city)	2,638	838	600	500
84	Punjabi Cultural Association	P3	Cultural events x 2 celebrating festivals and days of national importance (100:87 city) <i>Award for hall hire for 2 non-religious events</i>	3,500	875	400	400
85	Red 2 Green (Turning the red lights to green) - provide high quality social and educational opportunities for people with disabilities and disadvantage	P4	Supporting disabled people getting into paid work or volunteering. Update skills, increase confidence through 1-1s, group sessions, work tasters, supported volunteering, work experience, interview preparation (10 city)	29,141	10,000	2,500	2,500

No	Group	P	Activity	Full Cost	Request	Award	2016-17
86	Richmond Fellowship - specialist provider of mental health services to 9,000 people pa: housing, care, employment, and community support	P4	Employment support, advice and guidance to clients with mental health problems facilitating their progression towards employment, voluntary work, education, training through 1-1 sessions (100 city)	822,957	31,000	20,000	18,000
87	Richmond Fellowship	P4	DRR 23 Signet Court, Swann Road, CB5 8LA		20%	768*	731
88	Romsey Mill Trust- supports young people and families who experience multiple disadvantage. Outreach, training, learning opportunities, sports, arts, positive activities	P4	3 targeted accessible skills courses (each course 10 sessions x 2 hrs plus homework and 1-1 support) for 30 young parents aged 19 and under who are seeking to gain a qualification to increase their chances to gain further education, employment or training after the birth of their child. Functional skills (English and maths), confidence and esteem courses. Crèche for 30 children (18:13 city young parents + 42:33 city children age 0-5)	19,208	7,046	6,000	5500+
89	Romsey Mill Trust	P3	Romsey Youth Club. New, weekly (40 sessions) for boys with Asperger's syndrome age 14-17 (10:8 city)	6,412	3,924	3,500	3,500+
90	Romsey Mill Trust	P1	40 physical activity and life skills (group and 1-1) sessions for young fathers aged 25 and under (12:9 city)	4,852	2,952	1,600	1500+
91	Romsey Mill Trust	P1	Weekly 1 hour open access street football groups x 39 sessions in 4 locations for disadvantaged teenagers aged 12-18 + two 5 a side tournaments including freestyle football workshops and zorb football. (75:71 city) <i>Officer to contact to link to existing work</i>	19,987	9,487	0	new
92	Romsey Mill Trust	P3	DRR Romsey Mill Centre, Hemingford Road CB1 3BZ		20%	681*	649
93	Rowan Humberstone Ltd - enable students to become empowered and independent by raising confidence, self-esteem and self-worth through arts and crafts activities	P2	Music and performing arts workshops; music sessions; performance sessions with Acting Now; partnership development with other arts and cultural organisations; programme of visits from external practitioners; cultural visits programme (73:39 city). <i>Officer to confirm award purpose</i>	15,675	4,000	2,000	2,000+

No	Group	P	Activity	Full Cost	Request	Award	2016-17
94	Rowan Humberstone Ltd	P2	DRR 40 Humberstone Road CB4 1JG		20%	474*	451
95	SexYOUality - support for LGBT+ young people in Cambridge to have better outcomes in life	P3	LGBT+ weekly drop in groups x 50, informal positive activities for 16 - 24 yrs; weekly drop in groups, informal positive activities x 50 for under 16s; monthly drop-ins for trans young people age 13-24; Pilot BAME LGBT+ youth group (60); monthly trans parent support group (10); 1:1 support (60 sessions, 10 city); "Young, Pink and Talented" access to arts and culture project (12); volunteering support (12), referrals, signposting, information, advocacy, improve local services through training and networking; (105:85 city)	38,741	12,000	9,500	9,000
96	SexYOUality	P3	DRR Office A Dales Brewery CB1 2LJ		20%	238*	227
97	Strawberry Fair - free one-day arts and music festival run by volunteers for the people of Cambridge, by the people of Cambridge	P2	Support to organise the event on 3rd June 2017. 2 large outdoor stages, 4 tented stages, 3 smaller tented stages, outdoor pop up stage, children's arts, green food and stalls areas. Parade (40,000:26,800 city)	134,315	11,500	8,000	8,000
98	Student Community Action - recruit and train student volunteers to provide social, educational and practical support to vulnerable and disadvantaged residents and other local statutory and voluntary agencies	P3	Student Volunteering Programme. Bounce - youth club for vulnerable, disadvantaged and disabled children. Big Siblings - 1-1 support for vulnerable or disabled children. Taskforce - practical 1-1 assistance for elderly or disabled people. Betty's - musical student visits to care homes. External organisations - 80-120 student volunteers support other voluntary groups. (402:384 city)	43,002	6,500	5,500	5,500
99	Student Community Action	P3	DRR 10 Pembroke Street CB2 3QY		20%	387*	369
100	Trumpington Residents Association - management of Trumpington Pavilion for the local community	P3	DRR Trumpington Pavilion Paget Road CB2 9JF (16,000:15,500 city; 30 groups)		20%	268*	255
101	Turkish Kurdish Speakers in Cambridge - social, learning, leisure activities for Turkish, Kurdish and Cypriot communities especially isolated women and their children	P3	Costs of hall hire only for monthly breakfast meetings (8) for families to socialise and participate in activities (150:120 city)	1,400	1,200	600	600

No	Group	P	Activity	Full Cost	Request	Award	2016-17
102	Turtle Dove - work experience opportunities to raise self-esteem, connect with the community and improve mental health, working at events	P4	Employment support for NEET/at risk young women age 15-23 by helping and supporting at 7 events and workshops per month run by local community organisations and also private events. (40:35 city) <i>Officer to confirm award purpose</i>	41,226	15,000	2,000	2,000
103	University of Cambridge Museums - collections available to the widest audiences via exhibitions, events, courses. Consortium of eight university museums. Programme to increase, deepen and diversify engagement	P2	Arts and cultural engagement programme : 12 outreach sessions for 144 older people in care homes and hospices linking with 8 young people from Arts award group; CHYPPS SummerDaze programme – 10 participatory opportunities for families at different venues + discover Arts Award in Abbey and North city; bronze Arts Award for x 8 sessions with Fields Children’s Centre (10); museum familiarisation events for disadvantaged families + focus groups x 5 sessions (75); participation in community festivals carnivals and events; Twilight & Summer in the Museums for families, and "Cambridge Lates" for young adults; access to work experience and training for young people (45).(15,638 city bens)	102,720	19,210	15,000	15,000
104	Vision 4 Growth CIC - create opportunities for people with sight loss	P1	45 x 2hr visually impaired tennis sessions (18:10 city)	10,417	5,567	3,000	2,000
105	Vision 4 Growth CIC	P1	2 day regional tournament (55-19 city)	10,614	4,483	0	0

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If the above recommendations are approved there is **£3,382** remaining in the budget. This will be held pending the confirmation of the DRR actual figures.

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To: Executive Councillor for Communities:
Councillor Richard Johnson

Report by: Head of Community Services, Debbie Kaye

Relevant scrutiny committee: Community Services Scrutiny Committee 19/1/17

Wards affected: Abbey Arbury Castle Cherry Hinton Coleridge East
Chesterton King's Hedges Market Newnham
Petersfield Queen Edith's Romsey Trumpington
West Chesterton

STRATEGIC REVIEW OF COMMUNITY PROVISION - BUILDING STRONGER COMMUNITIES: COMMUNITY CENTRES STRATEGY

Key decision

1. Executive summary

- 1.1 In October 2015 the Executive Councillor for Communities, Arts & Recreation made a decision to undertake a strategic review of community provision. Subsequent decisions have been taken to agree progress at each stage (refer to section 8 of this report).
- 1.2 Following a review of existing provision and a needs assessment, a draft Community Centres Strategy has been developed with the overarching theme of 'Building Stronger Communities'. A review of community development resources and funding will follow. The Council is now in a position to consult more widely on the draft Community Centres Strategy, and to begin detailed work to develop specific, deliverable proposals.
- 1.3 The draft strategy seeks to achieve the following vision:
 - Council supported community centres are located in the right areas of the city to address the greatest needs
 - They are financially sustainable and provide accessible, joined up services to residents
 - They effectively contribute to the delivery of the Council's corporate priorities in a cost efficient way
 - The Council has successful partnership arrangements in place with the voluntary sector and other agencies, that meet the needs of local communities

- Council community development resource and activities are flexible to meet changing needs of the city

- 1.4 The Council's vision 'One Cambridge – Fair for All' highlights an ambition for the City
'to be a great place to live learn and work...where all local households can secure a suitable, affordable local home, close to jobs and neighbourhood facilities'.

As such, meeting housing need is a high priority for the Council, and the local devolution deal offers an opportunity over the next five years to deliver 500 new Council homes.

Therefore, whilst this is a review of community provision, there is also opportunity for corporate consideration about making best use of Council assets. This review has looked at options for best use of land, and whether opportunities can be created for the provision of new affordable Council housing without loss of essential community provision.

- 1.5 The draft strategy is attached as Appendix A. It contains recommendations affecting a number of current centres and proposals to enhance facilities in certain areas (pages 32-45).

2. Recommendations

The Executive Councillor is recommended to:

- 2.1 Agree to consultation with stakeholders and the wider community on the draft Community Centre Strategy (Appendix A) and the recommendations in section 3, pages 32-45. The Executive Councillor for Communities, the Chair of the Community Services Committee and the Opposition Spokesperson will be consulted on the design of the consultation.
- 2.2 Agree to further work and detailed feasibility studies of individual sites where changes are proposed in the draft strategy. This work will also seek to mitigate against any instability that could be caused as any changes are implemented.
- 2.3 The feedback and findings from 2.1 and 2.2 will inform further recommendations which will be brought back to the relevant committee for scrutiny before any final decisions are made by the appropriate Executive Councillor.

3. A summary of the draft Building Stronger Communities - Community Centres Strategy

3.1 Four key principles underpin the recommendations:

- They will provide the Council with a clear corporate steer now and for the future
- They are supported by robust evidence
- They will support change from current provision to the future vision in a supportive way
- They have been developed in a way which will seek to avoid creating instability for the local community as changes are implemented

3.2 The recommendations have been developed to make sure that community provision meets changing needs of the city as it evolves and continues to grow. The emerging proposals are not set in stone, and will be consulted on to seek comments and feedback that will help shape final recommendations.

3.3 The proposals for community centres include:

- a) Developing a new community hub on the site of the existing Meadows Community Centre site in Arbury, to provide the services currently offered by The Meadows and the nearby Buchan Street Community Centre as well as considering the potential for other co-located services and opportunity for housing.
- b) Improving facilities at Akeman Street or a more suitable redeveloped site nearby.
- c) Exploring opportunities to enhance facilities in Kings Hedges, as current provision is restrictive in terms of its size and accessibility.
- d) Inviting voluntary sector organisations to consider taking on the management of community facilities in some areas such as Ross Street Community Centre.
- e) Looking into the feasibility of being able to also provide more affordable housing through the redevelopment of Council owned land.
- f) Addressing gaps in the provision of community facilities in Abbey, Cherry Hinton, East Chesterton and Queen Edith's wards.

4. Background

4.1 Community centres meet a wide range of community needs across the city, including providing spaces for a range of local groups to meet, youth facilities, advice services, and community development work. Whilst the Council owns a number of community centres, residents also benefit from buildings owned and/or managed by a range of organisations.

The Council currently owns eight community centres¹, of which:

- Five are managed directly (The Meadows, Buchan Street, Brown's Field, Ross Street, and 82 Akeman Street).
- Three are managed by local groups (Trumpington Pavilion, 37 Lawrence Way and Nun's Way Pavilion).

4.2 Three new community centres are under development, two of which are expected to open in 2017-18:

- Clay Farm - new provision for the Southern Fringe growth area. The centre will be run in a joint enterprise with the County Council, providing a multi-agency community hub.
- Storey's Field – new provision for the North West Cambridge growth area. The centre will be run jointly by the University of Cambridge and Cambridge City Council via a joint venture, the Storey's Field Community Trust.

Darwin Green will be new facility provision for the NIAB North West Cambridge growth area. The building start date is not yet confirmed.

4.3 There are many other independent organisations providing a wide range of valuable community facilities across the city, some of which have been supported through Section 106 developer contributions to mitigate the impact of development.

4.4 In October 2015 the Executive Councillor for Communities agreed the following brief for a strategic review of community provision:

- The approach - an evidenced-based, strategic assessment of community provision to achieve agreed outcomes.
- Outcomes:
 - Stronger communities (e.g. inclusive, connected, resilient, vibrant, good places to live).
 - Council resources are targeted to known need.
 - Savings - with a focus on reducing net cost by opportunity for further efficiency and generating increased income with the possibility of redirecting resources.

¹ Arbury Community Centre is owned by the Council and leased to Arbury Community Association, a local charity and so has not been included as a Council venue for the purpose of this review.

- Scope - Council run centres, community development resource and support for communities, other community facilities, major growth sites, County Council libraries and the Council's digital, transformation and customer access strategies.

4.5 The work programme includes:

- Audit of facility provision across the city.
- Examination of the Council's community centres i.e. profile of catchment, users, type of visits and financial analysis.
- Anti-poverty strategy (APS) priorities.
- A Building Stronger Communities approach with County Council and other agencies.
- Opportunity for collaboration with other stakeholders
- Management approaches for Clay Farm, Storey's Field and Darwin Green.
- Opportunity for redirection of resource
- Options appraisal for the longer term arrangements for centre management.
- The work programme has not yet included detailed planning for the community development resource, or the role which may be played by County Council libraries and other facilities in the future. The County Council are currently reviewing their service provision, and we hope to include more options for joint working and multi-agency hubs in the final version of the strategy.

5. Methodology – the Community Facilities Audit, Mapping and Analysis

- 5.1 Audit work has been undertaken to develop a comprehensive evidence base of community facility provision across the city. For the purpose of this review, a community centre or community facility is defined as being “a building that is available for use by the wider community, and/or for hire by local groups for a range of community/social activities and meetings, for at least some of their opening hours each week. The facilities have to be accessible to everyone, particularly those covered by the protected characteristics of the Equalities Act 2010².”
- 5.2 The audit included surveys, follow up calls, and drop-ins at Area Committee meetings. Full details of the audit are in the draft strategy attached at Appendix A (pages 14-15).
- 5.3 Including the Council's community centres, 107 facilities met the criteria in 5.1, to be included as a community centre or facility for the purposes of this review. This is a cautious estimate of provision across the city as some facilities did not respond to the verification process.

² <https://www.gov.uk/discrimination-your-rights/types-of-discrimination>

- 5.4 The audit identified that many groups are unaware of the community facility offer across the city. The strategy recommends further work to improve the promotion of facilities.
- 5.5 The 107 verified community facilities were mapped by postcode and colour coded to distinguish:
- City Council community centres
 - Other dedicated community facilities
 - Other community facilities whose primary purpose is not community facility provision e.g. church, school
- 5.6 Maps were overlaid with data on population density and on needs. This is based on concentrations of low income households and benefits claimants (Appendix A, pages 16-18).
- 5.7 GIS³ Network Modelling was used to identify 15-minute walk time⁴ catchments for dedicated community facilities, whether owned by the Council or not (Appendix A, pages 19-20). Non-dedicated facilities were not mapped at this stage as their availability and offer for community use varied significantly. However, it is recognised that in some communities these provide important capacity.
- 5.8 New facilities under development were not mapped for real walk-time as no road or pavement network information is available yet for these sites. The analysis for these has been based on a 15 minute walking radius around the facility.
- 5.9 The walk-time catchments maps were analysed to identify:
- Geographic needs (no community facility within a 15 minute walk-time)
 - Demographic needs (high concentrations of low income families and benefit claimants)
- 5.10 Further stakeholder analysis was used to understand the strategic importance of Council-owned centres in meeting Council priorities.
- 5.11 Alternative land uses were considered, including options for commercial or housing development as well as enhanced community provision. In considering alternative site uses, the mapping of provision without centres was re-run to understand the impact of 'switching off' Council centres.

³ Geographic Information System

⁴ Travel time of 3mph, covering 0.75 miles in 15 minutes Reference: <https://www.bhf.org.uk/get-involved/events/training-zone/walking-training-zone/walking-faqs>

- 5.12 This identified inter-dependencies between facilities serving similar catchment areas. Additional risk assessment and scenario planning was therefore undertaken for three sets of Council community centres identified with inter-dependencies. This is detailed in the draft strategy (Appendix A, pages 21-28). These have been considered jointly and the findings presented as packages:
- Package 1 - The Meadows and Buchan Street
 - Package 2 - Nun's Way and 37 Lawrence Way
 - Package 3 - Trumpington Pavilion and Clay Farm
- 5.13 From the analysis of information and risk assessments, the Council's community centres were categorised as either:
- Core (strategically important, need to be retained and/or further developed);
 - Transitional (less strategically important because they serve less disadvantaged communities or overlap with other centres); or
 - Independent (centres which are already delivering services with little or no Council support)
- 5.14 The categorisation process will help form recommendations for the future of the Council's community centres. For example, in developing core centres, or new facilities to address gaps, the Council may work with the County Council and others to consider multi-agency hubs. In reviewing transitional centres, the Council will work with other providers to explore options for community management.

6. Partnership and Joined Up Working

- 6.1 Voluntary organisations and community groups were contacted to explore issues of community management. A number of organisations have submitted initial expressions of interest in taking over the running of all, or part, of a Council community centre. This opportunity was also promoted on the Council website. Further discussions can take place as part of the development of the strategy.
- 6.2 In considering how facilities are managed, the Council will explore alternative management arrangements which could be community led and which could allow buildings to be managed by (or even have ownership transferred to) community organisations. Such arrangements would require appropriate safeguards to ensure access and broad-based community programming.
- 6.3 The Council is exploring ways to deliver services by working in partnership. This will include dialogue with statutory partners to consider how services may be efficiently and conveniently co-located.

- 6.4 The new facilities at Clay Farm have been developed on a community hub model with the County Council and health providers co-locating services alongside the City Council. This joint planning approach and delivery model provides a more sustainable basis for the long term funding requirement for the building and staffing, and simplified access to services for residents.
- 6.5 No recommendations have been made regarding any changes required to the buildings for the three new community centres: Clay Farm, Storey's Field and Darwin Green. These have all evolved from growth-related master-planning, and are categorised within the review as Core Centres. They are currently at different stages in the design, planning and development process. They will be considered as part of the review assessing the outreach community development priorities.
- 6.6 In parallel to the work around the Community Centres Strategy, there will be a focus on delivery of the Council's anti-poverty priorities through community development activity. This work is currently under review and key findings will be brought back to this committee. There will be an opportunity to realign the resources currently spent on buildings and staffing to meet future needs.

7. Implications

(a) Financial Implications

- Initial analysis indicates that reconfiguring community centre provision as proposed could release funding from facility related costs which then could be reinvested in new facilities and community development work. More detail will emerge through the feasibility studies and will be presented in the final strategy proposals.
- Redevelopment of the Buchan Street and Meadows sites would create an opportunity for the investment of devolution funding in new Council housing, which would create a rental income for the Housing Revenue Account. The amount of capital to be invested and the revenue return will be determined through detailed modelling of the number and size of homes to be developed.

(b) Staffing Implications

- There continues to be a need for community development activity and the development of new centres may create opportunities for staff. If, once consultation has been completed and final recommendations agreed, there were to be any changes that affect members of staff, then

consultation with them would take place. Any future implications will be undertaken within corporate policy.

(c) **Equality and Poverty Implications**

- The Equalities Impact Assessment (EqIA) undertaken earlier in this project has been updated to reflect the draft strategy and will be reviewed again following further consultation. At this stage, the following points can be noted:
 - There is considerable data on current use of the Council's community centres.
 - Gaps in provision across the city have been identified and proposals made to help mitigate these gaps.
 - The consultation will be tailored to each centre and designed to engage all who want to participate
 - Any impacts arising will be reflected in the EqIA action plan.

(d) **Environmental Implications**

- There are no implications at this stage, however as part of the proposed feasibility work, the potential for reducing energy usage and carbon emissions will be considered and will inform final recommendations.

(e) **Procurement**

- There are no procurement implications at this stage. Any future implications will be undertaken within corporate procedures.

(f) **Consultation and Communication**

- A consultation and communication plan will be developed to reflect the recommendations.

(g) **Community Safety**

- There are no implications at this stage.

8. Background papers

a) Previous reports to this committee have informed this report:

30th June 2016

<http://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=176&MId=3076&Ver=4>

14th January 2016

<http://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=176&MId=2792&Ver=4>

8th October 2015

<http://democracy.cambridge.gov.uk/ieListDocuments.aspx?CId=176&MId=2791&Ver=4>

b) The following supplementary information is available upon request:

- Overview of the Council's current and future community centre provision
- Summary of recent reviews of Council community centres
- Community Centre catchment maps

- Community Centre scenario over-lapping catchment maps
- Larger scale maps
- Detailed rationale for the categorisation of Council community centres
- Options assessment

9. Appendices

- Appendix A - Draft Community Centre Draft Strategy 2017-22
- Appendix B - Equalities Impact Assessment.

10. Inspection of papers

To inspect the background papers please follow the appropriate link or if you have a query on the report please contact:

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Building Stronger Communities

DRAFT

Community Centre Strategy

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Allison Conder – Community Review Manager

Jackie Hanson—Community Funding and Development Manager



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Executive Summary

The Council has a clear vision to lead a united city, 'One Cambridge - Fair for All', in which economic dynamism and prosperity are combined with social justice and equality. Community centres facilitate the provision of accessible services to those who most need them. The Council's current provision has developed iteratively over a number of decades, and there is a need to now review and develop a service vision that will ensure:-

- ◆ **Council supported community centres are located in the right areas of the city to address the greatest needs**
 - ⇒ **They are sustainable and provide accessible, joined up services to residents**
 - ⇒ **They effectively contribute to the delivery of the Council's corporate priorities in a cost efficient way**
 - ⇒ **The Council has successful partnership arrangements in place with the voluntary sector and other agencies, that meet the needs of local communities**
- ◆ **Council community development resource and activities are flexible to meet changing needs of the city**

The review has taken an evidence based and strategic approach, to look at the needs of the city holistically. The Council currently owns eight community centres. Five of these are managed by the Council (The Meadows, Buchan Street, Brown's Field, Ross Street and 82 Akeman Street) with three managed by local groups (Trumpington Pavilion, 37 Lawrence Way and Nun's Way Pavilion). Arbury Community Centre is owned by the Council and leased to Arbury Community Association, a local charity and so has not been included as a Council venue for the purpose of this review .

The report's findings are based on evidence gathered this year showing the extent of facilities available for community use across Cambridge. In total, the review has identified and mapped 107 community facilities across the city, including Council and non-Council community centres, and other facilities such as church and school halls. The report acknowledges the very important role of the voluntary sector in the city, which manages the vast majority of these facilities.

Four key principles underpin the development of the recommendations

1. They will provide the Council with a clear corporate steer now and for the future
2. They are supported by robust evidence
3. They will support change from current provision to the future vision in a supportive way
4. They have been developed in a way which will seek to avoid creating instability for the local community as changes are implemented

The recommendations have been developed to make sure that community provision meets the changing needs of the city as it evolves and continues to grow. The emerging proposals are not set in stone, and are being circulated by the council as an early draft to seek comments and feedback that will help shape a final strategy. The proposals for community centres include:-

1. Developing a new community hub on the site of the existing Meadows Community Centre site in Arbury, to provide the services currently offered by The Meadows and the nearby Buchan Street Community Centre as well as considering the potential for other co-located services and opportunity for housing
2. Improving facilities at Akeman Street or a more suitable redeveloped site nearby;
3. Exploring opportunities to enhance facilities in Kings Hedges, as current provision is restrictive in terms of its size and accessibility;
4. Inviting voluntary sector organisations to consider taking on the management of community centres in some areas, such as Ross Street Community Centre;
Looking into the feasibility of being able to also provide more affordable housing through the redevelopment of Council owned land;
Addressing gaps in the provision of community facilities in Abbey, Cherry Hinton, East Chesterton and Queen Edith's wards.

Next Steps

Between January and March 2017, the council will develop a detailed consultation plan to seek feedback from local residents, voluntary sector organisations and other agencies.

If you would like to be sent details of the consultation, please email community.review@cambridge.gov.uk

Background

Cambridge is a successful city with a world-class reputation for education, science and innovation; research and knowledge-based industries; and its historic environment. It is a major focus for employment, and many residents in Cambridge benefit from the city's prosperous economy, with high average earnings, low rates of unemployment and a large number of jobs available in the city. The success of Cambridge is also a driver for urban growth, with 14,000 new homes planned by 2031. The [Devolution Deal](#) provides £70m for 500 new homes.

There is another side to this success story for many households, however. A review of available evidence suggests that a significant proportion of people living in the city are living on low incomes. 11.2% of Cambridge residents are also in receipt of benefits such as Housing Benefit and Council Tax benefit, and this figure rises to more than 20% in some wards in the city. The Index of Multiple Deprivation 2010 (IMD), which brings together a range of indices to provide a single measure of deprivation, identifies two areas within King's Hedges which fall within the 20% most deprived areas in the country. There are also a further 18 areas in the city which are amongst the 40% most deprived areas nationally.

The Council's [vision](#) for Cambridge is to make sure that it continues to be a great place in which to live, work and learn – for both existing and new residents. The Council's [corporate plan](#) identifies a need to create well-designed, sustainable, strong new communities which are integral parts of Cambridge, and also to strive towards achieving 'One Cambridge - Fair for All', by helping to improve the standard of living for individuals and communities on a low income in the city.

The City Council's [Anti-Poverty Strategy 2014 -17](#) outlines how local authorities can have a direct impact on poverty through the types of services provided, and how they are targeted. Many are delivered as outreach programmes through a network of Council supported community centres across the city which are managed directly or through partnership arrangements with neighbourhood voluntary organisations. The Council is committed to the principles and values of community development, with long established support through community centres to enable local people to participate in decision making and the issues that affect them, to enable them to build stronger communities—of geography, identity and interest.

There are currently eight Council owned and managed community centres in the city. Arbury Community Centre is owned by the Council and leased to Arbury Community Association, and has not been included as a Council venue in this review. Three new community centres are being built in growth areas; two will be opened in 2017-18. The location and scale of this provision has evolved both iteratively over time, with some centres being built in areas of the city where social housing was expanded during the 1970s and 1980s.

There have been a number of previous reviews of the Council's community centre provision, with different drivers and outcomes. This current review has been commissioned by the Council to ensure that the centres that continue to receive Council support are located in the right areas of the city to give access to services for those with the greatest needs. The brief that has been set is for a strategic and evidence based review of provision, to enable identification of any areas of over-lapping or gaps in provision, and to provide a clear rationale for the Council's on-going support for community centres and community development activity into the future.

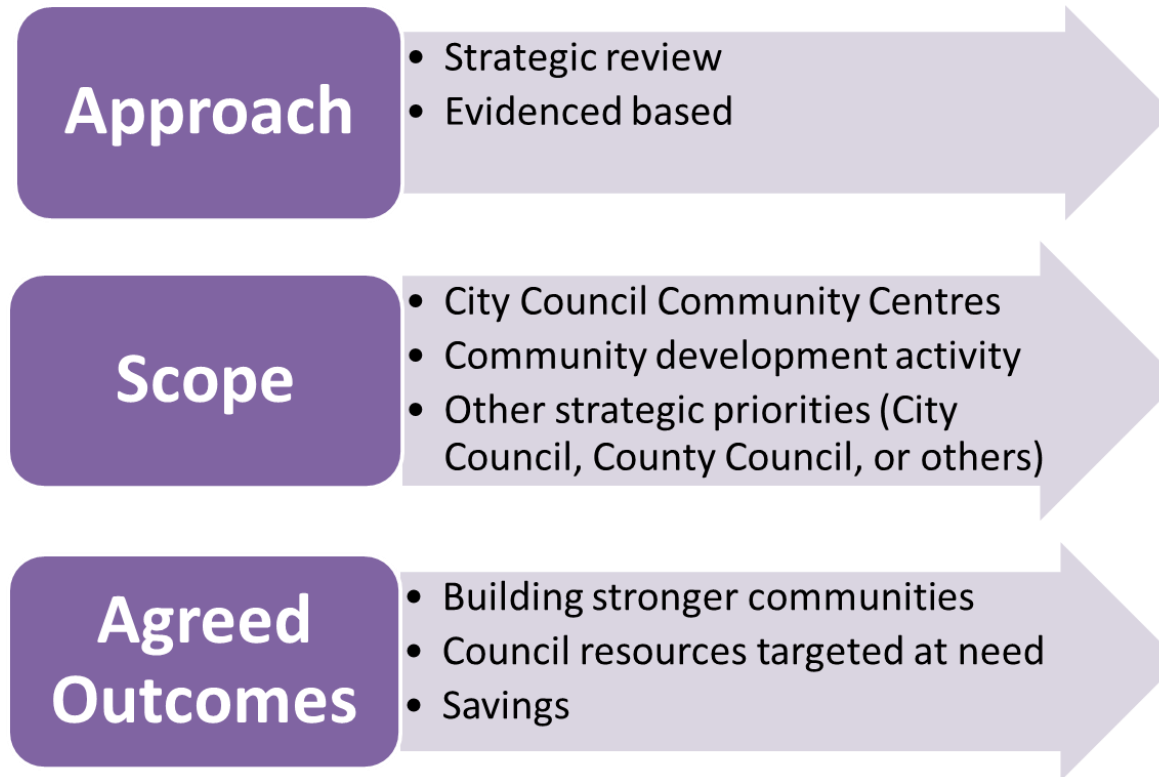
The review findings have been used to develop this draft strategy and a proposed vision for the Council’s support for community provision:

- ◆ **Council supported community centres are located in the right areas of the city to address the greatest needs**
 - ⇒ They are sustainable and provide accessible, joined up services to residents
 - ⇒ They effectively contribute to the delivery of the City Council’s corporate priorities in a cost efficient way
- ◆ **Council community development resource and activities are flexible to meet changing needs of the city**

The review was framed within the context of the Council’s commitment to target services and protect the vulnerable, linking to the priority to address poverty and inequality across the city. Council supported community centres are key to how services are delivered in new ways to focus on a more holistic approach to customer needs and, where and how we share our spaces with partner organisations to achieve this. Understanding community provision across the city is essential to identify where we want to work in partnership to bring together complementary services, enhance or redirect resource, and focus future activities and investment.

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The Brief



Strategy Overview

Part 1 — Background information on Cambridge City Council's current community centre provision

Part 2 — Evidence and analysis work undertaken to inform the strategy

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Part 3 — The strategy

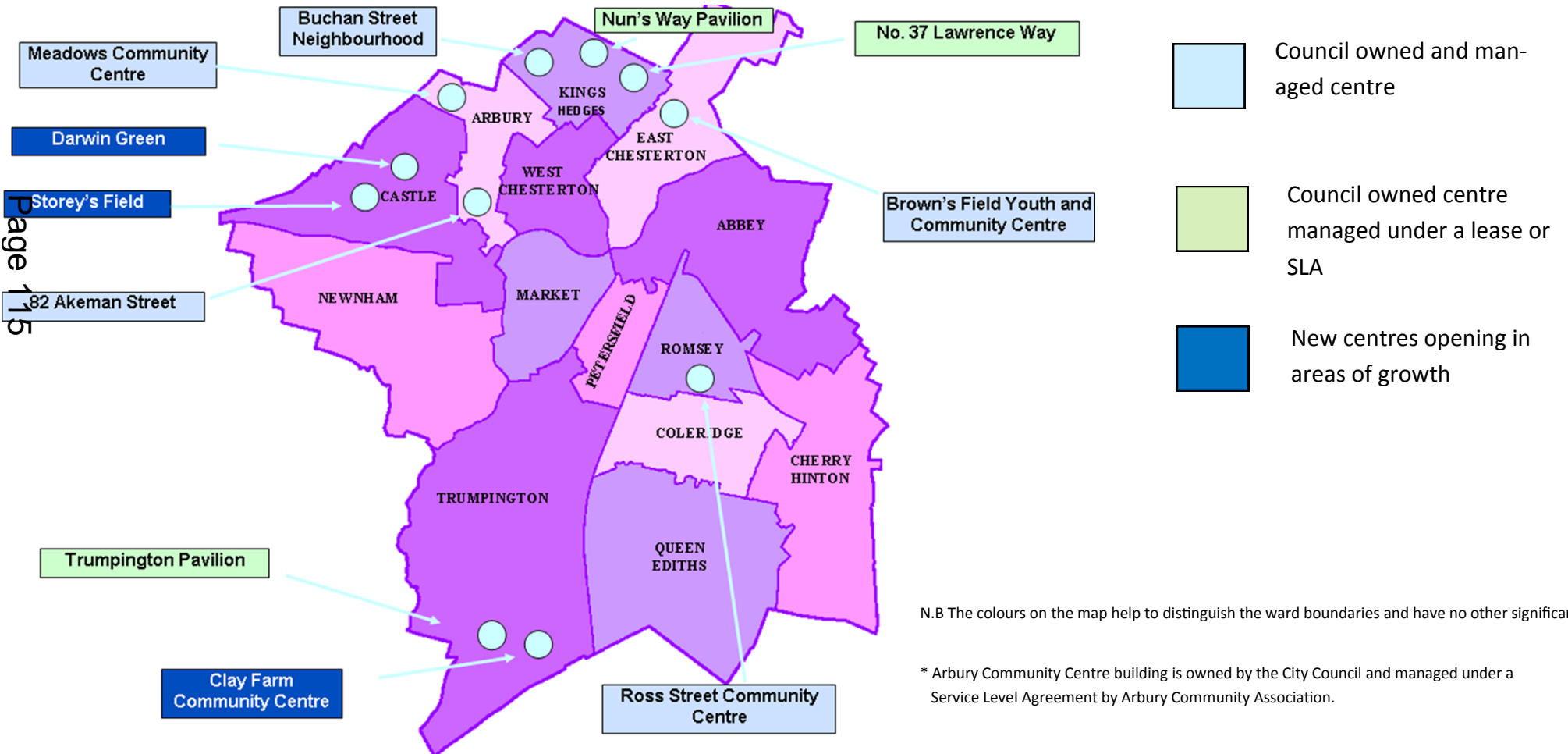
Part 4— The proposed vision

Part 1

Cambridge City Council's current community centre provision

The Council currently owns **eight*** community centres, located in six wards across the city, and there are **three** new community centres planned to serve key growth areas. More information about each centre is detailed in the following pages.

The location of the Council’s current and new community centres and their management arrangements



Part 1— Background information on Cambridge City Council’s current community centre provision

The facilities are a mix of small community houses and community centres of different sizes. In 2015-16 there were over 160,000 visits across the sites. 5 of the 8 facilities are managed by the Council with the other three via a service level agreement/lease arrangement with a voluntary sector partner. The costs detailed in the table below are complex as they include central recharges and capital depreciation costs. The total cost of £886,671 for 2015-16 included:

- £406k staffing – 34%
- £340k project and running costs—29%
- £332k central recharges—28%
- £102k capital depreciation—9%
- Over £293k income was generated (The Meadows generates 61% of this income total)

The scale of each community centre in terms of capacity, number of visits and running costs in 2015-16*

Ward	Facility	Size	Capacity of largest room	Visits per year	Actual cost to the Council 15-16 (incl. staffing, recharges & depreciation)	Management arrangements
Arbury	•82 Akeman Street	•Small	20	•3,873	•£34,615	•City Council
	•The Meadows	•Large	120	•62,645	•£389,425	•City Council
King’s Hedges	•Buchan Street	•Large	100	•18,907	•£199,232	•City Council
	•Nun’s Way Pavilion	•Medium	40	•2,347	•£9,928	•SLA KHNP**
	•37 Lawrence Way	•Small	20	•2,544	•£18,782	•Grant KHNP
East Chesterton	•Brown’s Field	•Large	90	•30,538	•£160,032	•City Council
Romsey	•Ross Street	•Medium	65	•23,192	•£41,032	•City Council
Trumpington	•Trumpington Pavilion	•Medium	80	•16,419	•£33,625	•Lease/SLA TRA***
	•Clay Farm	•Large	300	•Not open	•Not open	•New
Castle	•Storey’s Field	•Large	180	•Not open	•Not open	•New
	•Darwin Green	•Small	30	•Not open	•Not open	•New

* A detailed overview of each community centre is available upon request **Kings Hedges Neighbourhood Partnership *** Trumpington Residents Association

Part 2

Evidence and Analysis

The Community Centre Strategy will address a number of fundamental questions in order to provide the council with both clarity, in terms of:

- a) Its role in community centre provision
- b) A framework for targeting services to those with the most need now
- c) How it should meet changing needs in future

We have built a comprehensive evidence base and completed analysis work to consider the following:

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1. **What is the range of community facility provision currently in place across the city?**
2. **Are the Council's existing and planned community centres located in the right places to deliver the Council's community development activity and anti-poverty priorities?**
3. **If there are Council community centres which are not best located to deliver this work what should the future of these centres be?**
4. **Are there any gaps in current provision to be able to deliver the Council's anti-poverty priorities?**
5. **How could the Council look to address these gaps?**
6. **Following the analysis work, what is the future for Transitional Centres?**

In addition to providing spaces for local people to meet, community centres provide a base for outreach community development activity, and community and voluntary sector activities. In parallel to the above, consideration has also been given to the following questions to provide direction to the Council on its community development activity:

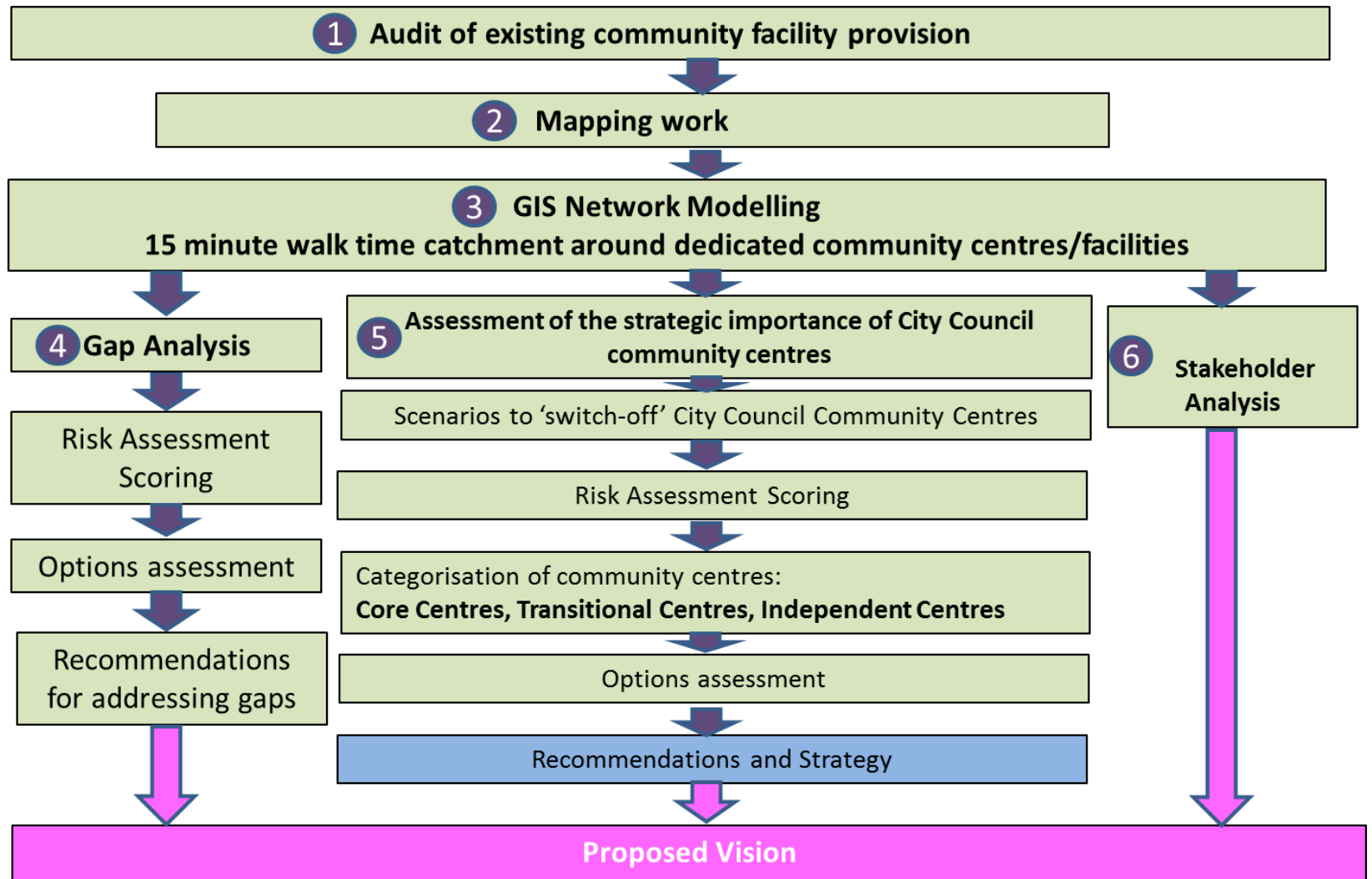
1. **What services are currently being delivered through community centres?**
2. **Are these services delivering the best impact for the Council in addressing the Council's anti-poverty priorities to target those residents with the highest need?**
3. **Does there need to be any re-focusing of services or redirection of resource?**

Information gathered will be used as a basis for refreshing the Council's community development strategy, and to inform future service planning priorities.

A summary of the key stages of work completed for the review

1 - 3 summarise the work completed to develop the evidence base

4 - 6 summarise the analysis work undertaken to inform options and recommendations.



1. Audit of Existing Community Facility Provision

What is the range of community facility provision currently in place across the city?

Audit work has been undertaken to develop a comprehensive evidence base of community facility provision across the city.

For the purpose of this review, a community centre or community facility is defined as being **“a building that is available for use by the wider community, and/or for hire by local groups for a range of community/social activities and meetings, for at least some of their opening hours each week. The facilities* have to be accessible to everyone detailed under the protected characteristics of the Equalities Act 2010”**.

An initial list of 149 possible community facilities was compiled using data from existing Council databases. These facilities were asked to complete a survey (electronic and paper options) about what was available for community use, and current use and capacity. Survey Monkey was used to enable efficient reporting. There were 75 survey responses received, a return rate of 50%.

To strengthen initial information gathered a ‘call for evidence’ was launched, to develop the evidence base, via the local press, newsletters, email and fliers. This invited the public to identify facilities not included in the review to date and comment on gaps and over-lapping provision of facilities across the city.

To complement a second on-line survey, informal ‘drop-ins’ were held before each of the Council’s Area Committee meetings in March - April 2016 where members and residents were able to look at a map and identify

any missing facilities. The sessions were well attended, 47 surveys were completed and 27 additional facilities were identified.

The 176 community facilities were then verified to ensure:

- ◆ The definition of a community centre/facility was met
- ◆ Residents and community groups are able to hire them at an affordable rate
- ◆ Facilities could be promoted as available for use by the community

107 facilities met the above criteria to be included as a community centre or facility for the purposes of this review, which includes the Council’s community centres. This is a cautious estimate of provision across the city as others have not engaged or responded to the verification process.

Our overarching aim in deploying the Council’s resources to support communities and provide community facilities, will be to prioritise provision in those areas where there are highest levels of need.

But the Council also wants to see a network of community facilities, activities and development opportunities that meet the needs of local people and help build stronger communities. To do this, the Council will consider alternative management arrangements which could be community led and which could allow buildings to be managed by (or even have ownership transferred to) community organisations. Such arrangements would require formal agreements with appropriate safeguards to ensure access and broad-based community programming.

(*) Leisure facilities and pub rooms were excluded from the scope of the audit

A summary of the audit work completed to develop the evidence base for the review

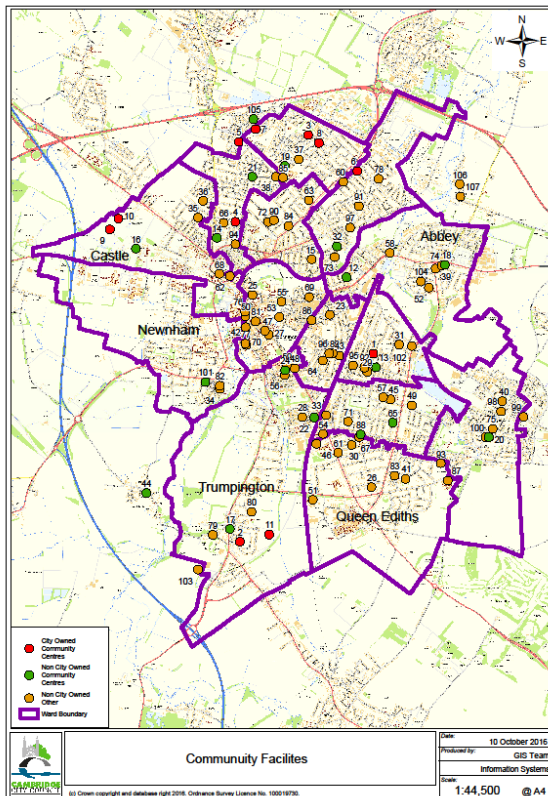


2. Mapping Work

The 107 verified community facilities is not a definitive list of all community facility provision in the city, but it does capture key facilities and provides a useful and extensive evidence base from which to complete the analysis and assessment work for the review. These facilities were mapped by postcode and colour coded to distinguish:

1. **Council community centres**
2. **Non-Council dedicated community facilities** (their primary purpose is a community facility)
3. **Non-Council other community facilities** (community facility provision is not their primary purpose but they have access for community use some of the time e.g. church, school)

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The location and distribution of the three types of community facility provision by ward



Council community centres



Non-Council dedicated community facilities (their primary purpose is a community facility)

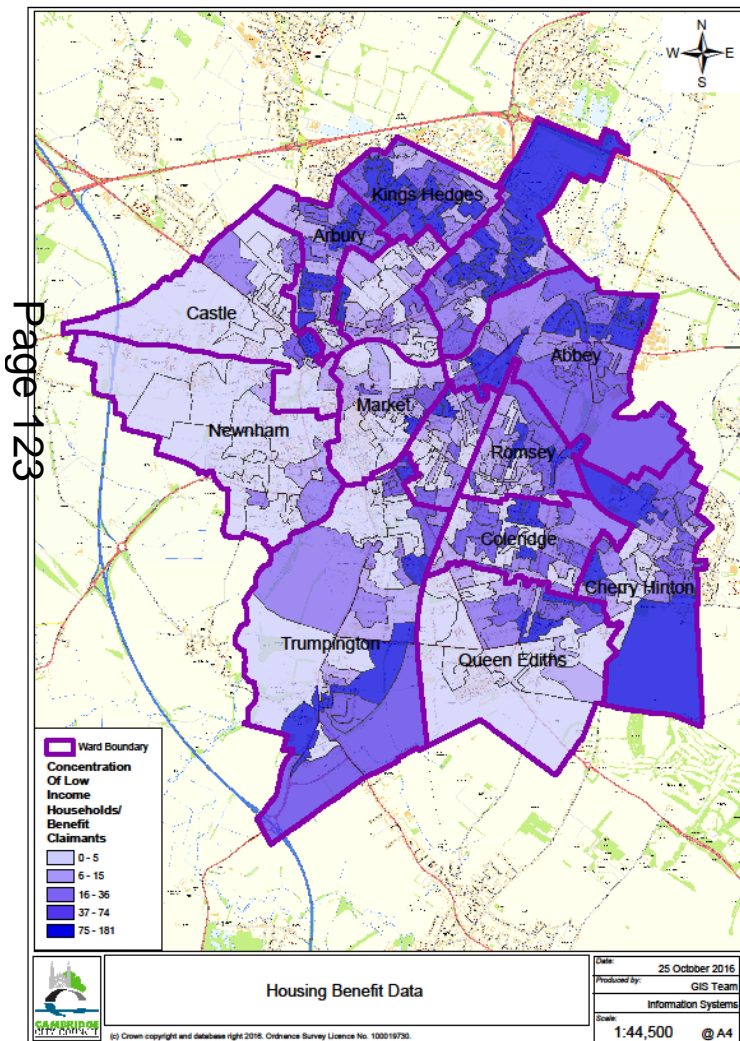


Non-Council other community facilities (community facility provision is not their primary purpose but they have access for community use some of the time e.g. church, school)

* A larger map is available upon request

Are the Council’s existing and planned community centres located in the right places to deliver the Council’s community development activity and anti-poverty priorities?

An existing dataset of low income households and benefit claimants was used to identify locations which have the highest concentrations of low income households and benefits claimants. This data was used as the evidence base to map high need residents across the city.



Key to map colours:-

Evidence of need: low Income households and benefit claimants at lower layer super output level

- Higher concentrations of low income households/benefit claimants
- Lower concentrations of low income households/benefit claimants

Key to colour bandings:-

- Low need 0-5 band (0% to 2%)
- 6-15 band (3% to 5%)
- 16-36 band (6% to 12%)
- 37-74 band (13% to 23%)
- High need 75-181 band (24% to 58%)

The bandings show the % of the total population in an area who live in a benefit household.

* A larger map is available upon request

Are there any gaps in current provision to be able to deliver the Council's anti-poverty priorities?

To help assess this question the population distribution across the city needed consideration, alongside the levels of need and existing provision already covered.

Population by Ward (CCC Census 2011 estimate)

	Abbey	9,907
	Castle	9,785
	East Chesterton	9,405
	Coleridge	9,386
	Romsey	9,386
	King's Hedges	9,142
	Queen Edith's	9,127
	Arbury	9,070
	Cherry Hinton	8,780
	West Chesterton	8,629
	Petersfield	8,333
	Trumpington	8,034
	Newnham	7,867
	Market	7,150

Key—Population Band

	9500-10000
	9000-9500
	8500-9000
	8000-8500
	7500-8000
	7000-7500

3. GIS Network Modelling

In addition to the location of existing facilities, an understanding of their catchment area was needed to help further consider:

- ◆ **Are the Council’s existing and planned community centres located in the right places to deliver the Council’s community development activity and anti-poverty priorities?**
- ◆ **If there are Council community centres which are not best located to deliver this work what should the future of these centres be?**
- ◆ **Are there any gaps in current provision to be able to deliver the Council's anti-poverty priorities?**

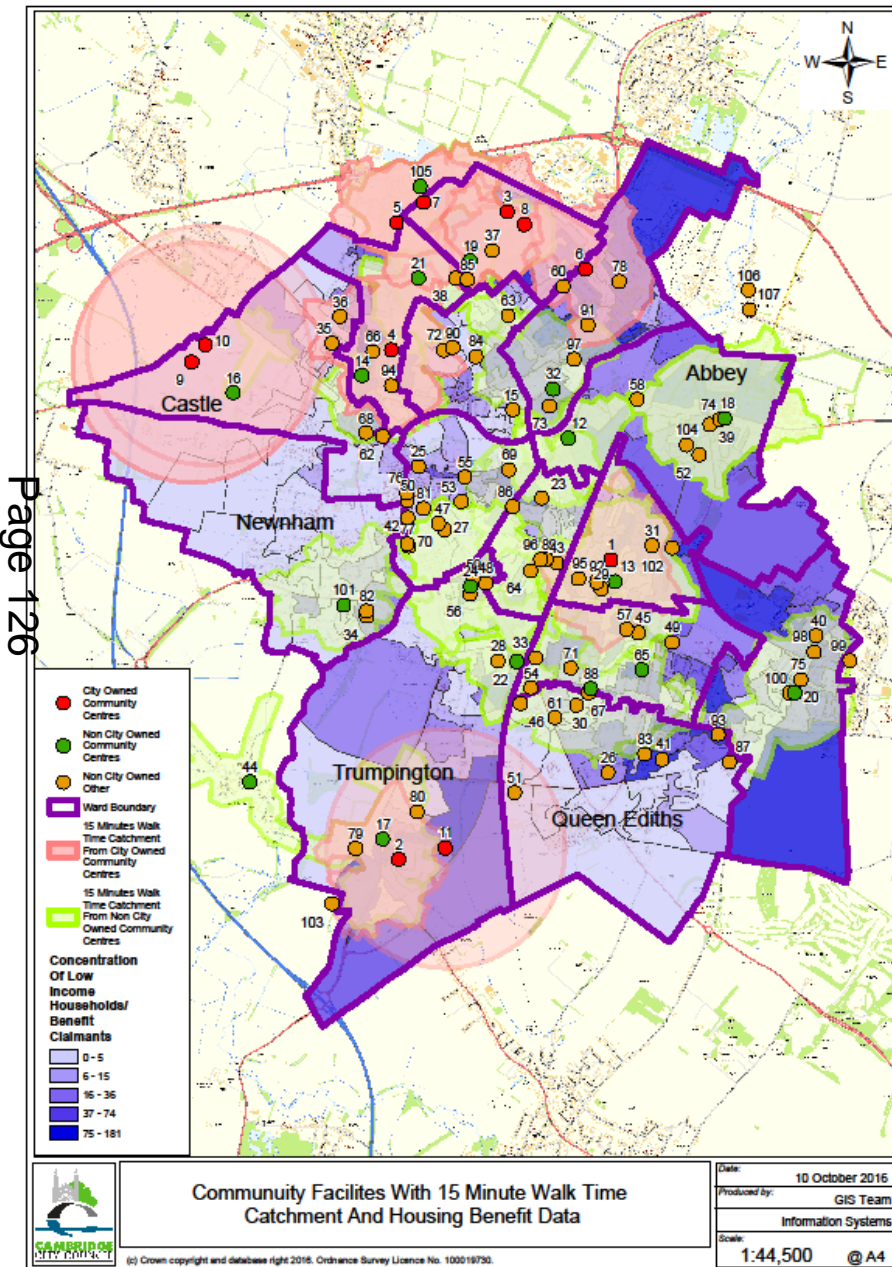
A bespoke network modelling software tool was purchased to be able to plot a real-time walking catchment around community facilities. Work completed by Oxford City Council to complete a similar strategic review of community provision had used a 15 minute walk-time catchment*, using the premise that residents living in areas with higher levels of need should be able to access a community centre within 15 minutes of where they live. It was agreed that the same catchment measure would be used for the Cambridge City review of community facility provision.

Catchments were mapped for two categories: Council community centres and non-Council dedicated community facilities (the red dots and green dots shown on page 26)

The non-Council other community facilities, (community facility provision is not their primary purpose but they have access for community use some of the time e.g. church, school—yellow dots), were not mapped as their availability and offer for community use could vary significantly affecting the perception of available facilities. Mapping these facilities could therefore have provided an artificially positive picture of existing community facility availability across the city.

It was also not possible to map a real walk-time catchments for the 3 new facilities opening in growth areas as no road or pavement network information is available yet for these sites. The analysis for these has been based on a 15 minute walking radius around the facility.

* Travel time of 3mph, covering 0.75 miles in 15 minutes Reference: <https://www.bhf.org.uk/get-involved/events/training-zone/walking-training-zone/walking-faqs>



An overlay of:

- ◆ the location of the 107 verified community centres and facilities
- ◆ the distribution of low income households and benefit claimants across the city
- ◆ the 15 minute real, walk-time catchments for Council owned / managed community centres, and non-Council dedicated community facilities

- City Council community centres
15 minute walk-time catchment areas
- Non-City Council dedicated community facilities
15 minute walk-time catchment areas

* A larger map is available upon request

4. Gap Analysis

The walk-time catchments maps were analysed to identify areas that did not have access to a community facility within a 15 minute walk-time in addition to having high concentrations of low income families and benefit claimants. These maps are shown on page 20.

The analysis was based on a risk assessment approach which asked the following questions:

Geographic Risk Rating 0 (low risk) - 5 (high risk)

- ◆ Do any residents have no access to a dedicated community facility within a 15 minute walk-time?


Demographic Risk Rating 0 (low risk) - 5 (high risk)

- ◆ Do any areas with high concentrations of low income households/benefit claimants not have access to any dedicated community facility within a 15 minute walk-time?

◆ Are these also densely populated areas of the city?

Ward	Geographic	Demographic	Total
Abbey	4	3	7
Albury	1	2	3
Castle	2	1	3
Cherry Hinton	3	4	7
Coleridge	1	1	2
East Chesterton	3	2	5
King's Hedges	1	1	2
Market	3	1	4
Newnham	3	1	4
Petersfield	1	1	2
Queen Edith's	4	2	6
Romsey	1	2	3
Trumpington	3	2	4
West Chesterton	2	1	3

Summary of the gap analysis risk assessment scores for each ward

 Highest risk scores requiring further options assessment work

The results of the gap analysis risk assessment highlighted four wards that have gaps in current provision for high need residents:

- ◆ **Abbey Ward** (total risk score of 7)
- ◆ **Cherry Hinton Ward** (total risk score of 7)
- ◆ **Queens Edith's Ward** (total risk score of 6)
- ◆ **East Chesterton Ward** (total risk score of 5)

The strategy makes recommendations about how these gaps could be addressed as part of the overall vision for improving community facility provision across the city and targeting services to those with the most need.

5. Assessment of the strategic importance of Council Community Centres

The review considered some scenario planning to address the 2 questions below. In this, centres were 'switched off' in order to assess what the impact would be of not having the provision:

- ◆ Are the Council's existing and planned community centres located in the right places to deliver the Council's community development activity and anti-poverty priorities?
- ◆ If there are community centres which are not best located to deliver this work at the moment, what should the future of these centres be?

◆ Page 128
 In the gap analysis, the assessment of the strategic importance of individual centres was based on a risk assessment approach, looking at four different risk criteria and posing the following questions:

A) Geographic Risk Rating 0 (low risk) - 5 (high risk)

- ◆ Do any residents lose access to a Council owned/managed community centre within a 15 minute walk time?
- ◆ Do any resident lose access to a non Council dedicated community facility within a 15 minute walk-time?

B) Demographic Risk Rating 0 (low risk) - 5 (high risk)

- ◆ Do any areas with high concentrations of low income households/benefit claimants lose access to a Council owned/managed community centre within a 15 minute walk time?

- ◆ Do any areas with high concentrations of low income households/benefit claimants lose access to a non Council dedicated community facility within a 15 minute walk-time?

C) Stakeholder Risk Rating 0 (low risk) - 5 (high risk)

- ◆ What percentage use of a Council community centre is by stakeholder groups who are council 'anti-poverty priority groups' who would lose access to this provision?

D) Other risks

- ◆ Are there any other risks from losing this community centre? e.g. corporate priorities that could no longer be delivered; any previous investment that may be at risk?

During the scenario analysis it became clear that there were inter-dependencies between facilities serving similar catchment areas. Additional scenario planning was completed to switch off both inter-dependent facilities, to establish evidence of need and to establish the hierarchy of priority between two facilities i.e. which is higher risk if switched off?

There were three sets of Council community centres which were identified as having inter-dependencies because of their proximity to each other:

Package 1—The Meadows and Buchan Street

Package 2—Nun's Way and Lawrence Way

Package 3—Trumpington Pavilion and Clay Farm

These have been considered jointly and the findings presented as analysis packages.

Package 1—Risk assessment analysis for Buchan Street and The Meadows

	Risk of closing Buchan Street but retaining The Meadows	Risk of closing The Meadows but retaining Buchan Street	Risk of closing both The Meadows and Buchan Street
Geographic risk	1	2	3
Demographic risk	1	2	3
Stakeholder risk	1	3	4
Other risks	3	4	5
Combined risk total	6	11	15

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Analysis of the 15 minute walk-time catchment maps for Arbury and King’s Hedges wards show there is significant over-lap in the 15 minute real walk-time catchments for these two community centres, and also with other dedicated community facility provision in the area.

Joint scenario planning was therefore undertaken to switch off both centres to assess whether any Council community centre provision is required, and if it is, which community centre would be higher risk, if a decision were to be made about addressing overlapping provision.

The scenario catchment map shows that switching off both facilities creates some gaps in access to a Council community centre from some high need residents , and that it would be a high risk strategy (total risk score of 15) to switch off both community centres.

The Council therefore needs to retain one facility in this location. The overall risk assessment rating for switching off Buchan Street is lower (total risk score of 6), than switching off The Meadows (total risk score of 11).

Package 2—Risk assessment analysis for Nun’s Way Pavilion and 37 Lawrence Way

	Risk of closing Nun’s Way Pavilion but retaining 37 Lawrence Way	Risk of closing 37 Lawrence Way but retaining Nun’s Way Pavilion	Risk of closing both Nun’s Way and 37 Lawrence Way
Geographic risk	1	1	3
Demographic risk	1	2	3
Stakeholder risk	2	2	4
Other risks	2	1	3
Combined risk total	6	6	13

Analysis of the 15 minute walk-time catchment map for King’s Hedges Ward shows that there is significant over-lap in the 15 minute real walk-time catchments for these two community centres, and also with other dedicated community facility provision in the area.

Joint scenario planning was therefore undertaken to switch off both centres to assess whether any Council community centre provision is required, and if it is, which community centre would be higher risk, if a decision were to be made about addressing over-lapping provision.

The scenario catchment map shows that switching off both facilities creates some gaps in access to a Council community centre for some high need residents , and that it would be a high risk strategy (total risk score of 13) to switch off both community centres.

There is currently over-lapping provision in community centres in King’s Hedges, but one facility is required. The overall risk assessment rating for switching-off Nun’s Way Pavilion is the same (total risk score of 6), as switching off 37 Lawrence Way (total risk score of 6).

Package 3—Risk assessment analysis for Trumpington Pavilion and Clay Farm

	Trumpington Pavilion	Clay Farm
Geographic risk	1	not assessed
Demographic risk	1	not assessed
Stakeholder risk	2	not assessed
Other risks	3	not assessed
Combined risk total	7	not assessed

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The mapping work for this facility has had to be completed using a 15 minute radius around the location of the new centre, as the road and pavement network is not yet in place on the ground in order for the GIS software to map a 15 minute real walk-time catchment.

Analysis of the 15 minute walk time catchment maps for Trumpington Pavilion and other dedicated community facilities, and the 15 minute radius for Clay Farm shows that there is significant over-lap in the catchments for these two Council community centres, and also with other dedicated community facility provision in the area.

Joint scenario planning was therefore undertaken to switch off both centres to assess whether any Council community centre provision is required, and if it is, which community centre would be higher risk, if a decision were to be made about addressing over-lapping provision.

It has not been possible to complete a joint risk assessment analysis for switching off both community centres, to assess whether one facility would be higher risk than the other, because the Clay Farm development is currently under construction and has not yet opened.

However, the scenario catchment map shows that switching off both facilities creates some gaps in access to a Council community centre for some higher need residents, so while there is currently over-lapping provision in Trumpington, but that one facility in this location is required.

The 15 minute walk-time catchments for the remaining Council community centres did not appear to have significant overlap with another City Council Community Centre and the analysis work for these has been considered separately.

Risk assessment analysis for Ross Street Community Centre

	Ross Street
Geographic risk	2
Demographic risk	2
Stakeholder risk	1
Other risks	3
Combined risk total	8

Analysis of the 15 minute walk-time catchment maps for Romsey Ward shows that the Ross Street Centre has significant overlap with the catchment for Romsey Mill, a community facility managed by Romsey Mill Trust. The needs of local residents are met through the current provision, and there are no areas of high need that cannot access facilities. The catchment mapping analysis shows there is relatively low geographic and demographic risk in ‘switching-off’ Ross Street community centre, because there is other dedicated community facility provision serving the same catchment area. The Council does not propose to reduce community centre provision in Romsey ward, but consider how local community management of facilities could both meet the Council’s strategic objectives and address the needs of local people.

Risk assessment analysis for Brown’s Field

	Brown’s Field
Geographic risk	4
Demographic risk	3
Stakeholder risk	2
Other risks	3
Combined risk total	12

Analysis of the 15 minute walk time catchment maps for East Chesterton Ward shows that Brown’s Field Centre has little overlap with either other Council provision or other dedicated community facilities (small overlap with St Andrews Church Hall). The catchment mapping analysis shows a relatively high geographical and demographic risk to switch off this centre as there is limited other dedicated community facility provision serving the same catchment area, and it is an area which has higher concentrations of need in the city. The Council therefore needs to retain community centre provision here.

Risk assessment analysis for 82 Akeman Street

	82 Akeman Street
Geographic risk	4
Demographic risk	3
Stakeholder risk	4
Other risks	1
Combined risk total	12

Analysis of the 15 minute walk-time catchment maps for Arbury Ward shows that 82 Akeman Street has very little overlap with either other Council community centre provision or other dedicated community facilities (small overlap with King’s Way Community Room). The catchment mapping analysis shows that there is relatively high geographic risk from switching off this community centre, as there is virtually no other dedicated community facility provision serving the same catchment area. It also has a relatively high demographic risk, because it serves a population which has high concentrations of need in the city. The Council needs to retain a community centre and development activity in this locality.

Categorisation of Council Centres following the Risk Assessment Scoring

Are the Council’s existing and planned community centres located in the right places to deliver the Council’s community development activity and anti-poverty priorities?

If there are community centres which are not best located to deliver this work at the moment, what should the future of these centres be?

The findings from the risk assessment were used to answer these questions and as the basis for categorising the Council’s community centres:

1. Core Centres

Assessed as strategically important centres for the Council:

- Serve areas and communities with higher needs.
- Have no or limited overlap with other dedicated community facilities.
- Are likely to also deliver other council strategic priorities.
- Have a high percentage of anti-poverty activity.

2. Transitional Centres

Assessed as less strategically important centres for the Council:

- Serve areas and communities with lower concentrations of need.
- Have overlap with either other Council community centres or dedicated community facility provision.
- Are likely to deliver fewer other council strategic priorities.

3. Independent Centres

Assessed as less strategically important centres for the Council and likely to already receive minimal or no council support or core funding.

The categorisation process will help form recommendations for the future of the Council’s community centres.

The following tables summarise the categories and the rationale for each community centre.

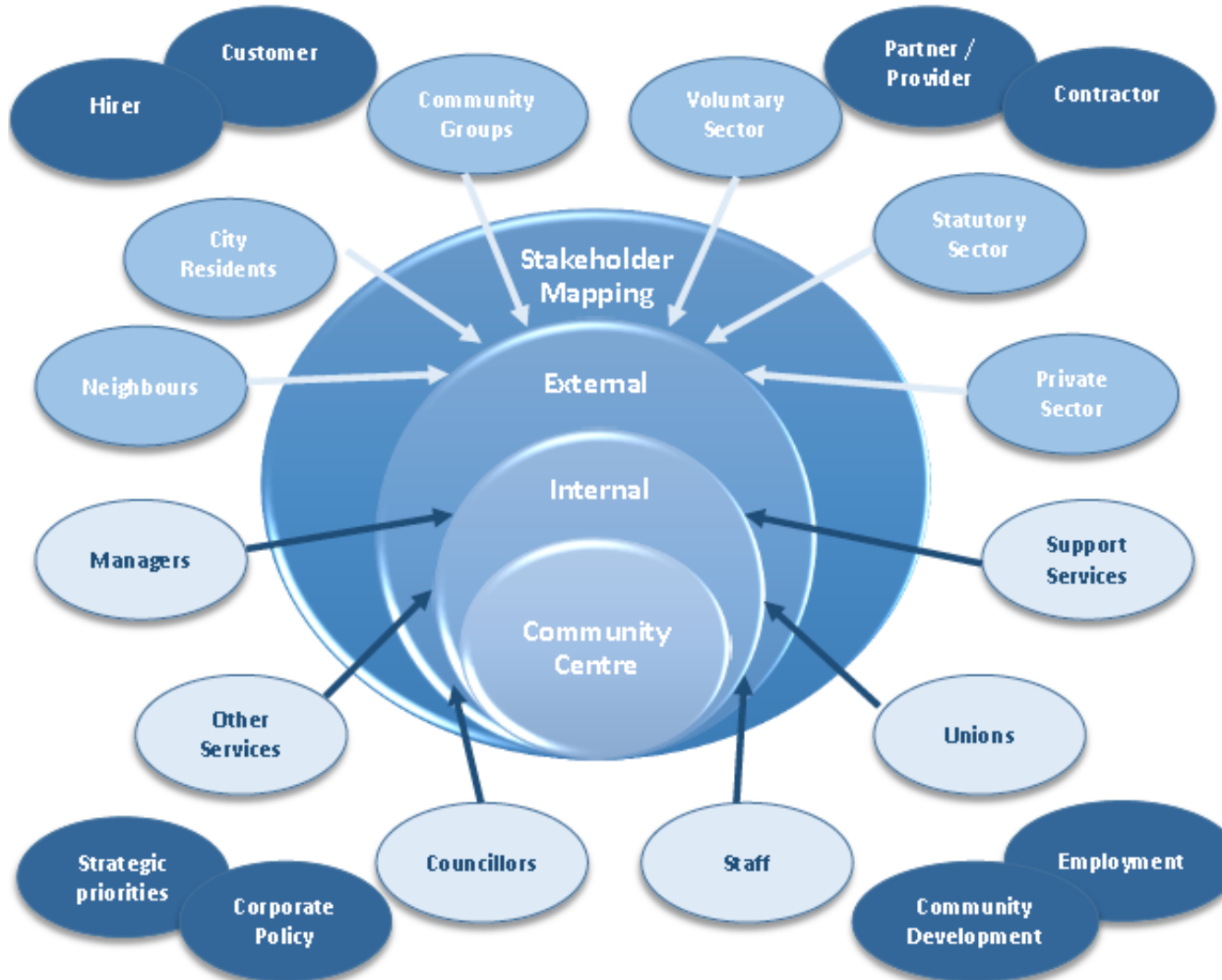
Summary of categorisation of Cambridge City Council existing or planned community centres

Community Centre	Ward	Categorisation
The Meadows	Arbury	Core Centre
Buchan Street	King's Hedges	Transitional Centre
Nun's Way Pavilion	King's Hedges	Transitional Centre—priority area: current centre not fit for purpose
37 Lawrence Way	King's Hedges	Transitional Centre—priority area: current centre not fit for purpose
Trumpington Pavilion	Trumpington	Independent Centre
Clay Farm	Trumpington	Core Centre
Ross Street	Romsey	Transitional Centre
Brown's Field	East Chesterton	Core Centre
82 Akeman Street	Arbury	Core Centre
Storey's Field	Castle	Core Centre
Darwin Green	Castle	Core Centre

Using the research gathered to date, a detailed options assessment has been undertaken for each centre to inform recommendations. The options assessment is available upon request.

6. Stakeholder Analysis

At the outset of developing the strategy , a stakeholder mapping exercise was undertaken to identify individuals, groups and organisations with an interest in the Council’s community centres and the outcome of this review.



Expressions of Interest

The detailed stakeholder mapping has enabled the review to identify the key voluntary organisations and community groups. We were then able to contact them to ask for:

- Their knowledge of community facility provision
- Whether their group or organisation was unable to find a suitable space from which to base their activities

We also invited groups to submit an initial ‘expression of interest’ (EOI) if they would have an interest in taking over the running of all ,or part, of a Council community centre. This opportunity was also promoted on the Council website.

Eight groups contacted us covering a range of interests. Meetings were held to explore their needs and aspirations. This information has not been included in this document to maintain confidentiality for those organisations at this stage but it is available to enable further discussions as appropriate in the future.

All of the groups identified from the stakeholder mapping will be kept informed of progress with development of the draft strategy at each stage.

Working in Partnership

The Council already works in partnership with a number of voluntary organisations which have taken on responsibility for managing community facilities. This model has been very successful and offers a range of benefits for voluntary organisations such as income generation and reducing dependency on grant funding. The Council will therefore look for opportunities to form new partnerships with other voluntary organisations, or public sector joint ventures, to provide community centres in future. This will enable a broader range of services to be available for city residents from one location.

The stakeholder map has helped identification of organisations that we need to keep informed as the review progresses and the draft strategy emerges.

The Council is already working in partnership with Cambridgeshire County Council on the joint planning of a number of new community centres which will provide a much more sustainable basis for the long term funding requirement for the building and staffing, and simplified access to a range of services for residents.

This is being called a ‘Community Hub model’ and is the basis on which the new facility at Clay Farm has been planned .The hub model aims to plan, integrate and manage public services from one location. The review may identify opportunities for working on other community hub facilities in future.



Part 3
The Draft Strategy

The principles underpinning the Council's draft strategy

- The Council wants to work in partnership with residents, community groups and other organisations to help build stronger communities.
- The Council's ambition is to provide community facilities that are fit for the future and located in the right places.

The draft proposals are not set in stone. Having done the analysis work and developed a set of recommendations to address the findings, we want to hear people's views about these at an early stage.

- This is a long-term plan, and all of the changes will require detailed feasibility and consultation, alongside partnership working with other organisations. Proposals which include redevelopment will also need to go through a planning process before any work can start
- The proposals aim to ensure the efficient use of resources, especially in supporting areas and communities with the greatest needs

The principles underpinning the draft recommendations

- They will provide the Council with a clear corporate steer now and for the future
- They are supported by robust evidence
- They will support change from current provision to the future vision in a supportive way
- They have been developed in a way which will seek to avoid creating instability for the local community as changes are implemented

Recommendations For addressing identified gaps

1. Abbey Ward

- Parts of Abbey ward remain a high priority area for the delivery of Council services to those who have the greatest need. The Council is working in partnership with the County Council to improve the community facility provision on the East Barnwell Community Centre site

<p>Gap 1 Abbey Ward</p> <p>Analysis Findings Total risk score 7</p>	<p>Recommendation</p> <ul style="list-style-type: none"> •Improved community facility provision through the County Council’s redevelopment and S106 investment in East Barnwell Community Centre 	<p>Rationale</p> <ul style="list-style-type: none"> •The Council is investing in the redevelopment of East Barnwell Community Centre which will provide access to the most populated areas of Abbey ward, and those areas with the highest levels of need •If Cambridge airport is ever redeveloped in future for housing, it is likely that additional provision will be needed to serve the new community in the southern half of Abbey ward
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Cherry Hinton Ward

- Cherry Hinton ward remains a high priority area for the delivery of Council services to those who have the greatest need
- The Council will work with partners and the local community to assess opportunities for improving existing community facility provision for residents in this area

<p>Gap 2 Cherry Hinton Ward</p> <p>Analysis Findings Total risk score 7</p>	<p>Recommendation</p> <ul style="list-style-type: none"> •Complete detailed viability assessment work to explore existing assets with partners and the local community to provide improved community facility provision 	<p>Rationale</p> <ul style="list-style-type: none"> •Cherry Hinton Village Centre and Cherry Hinton Library sites are ideally located to cover the most populated areas of the ward, and there could be opportunities to look at these sites collectively with the County Council to improve and join-up community service delivery and facility provision •New provision may also be required through new housing development in the ward
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3. East Chesterton Ward

- Parts of East Chesterton ward remain a high priority area for the delivery of Council services to those who have the greatest need
- The Council remains committed to Brown’s Field Youth and Community Centre as a core centre in this area, and will identify opportunities that arise through development to provide additional community space in the north of the ward

<p>Gap 3 East Chesterton Ward Analysis Findings Total risk score 5</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 140</p>	<p>Recommendation</p> <ul style="list-style-type: none"> •Explore the provision of a community room as part of future development in the north of the ward •Undertake a detailed community needs appraisal and consultation work to assess facility requirements •Look at opportunities for meeting identified need and replacing current provision at 37 Lawrence Way, through redevelopment of the Council’s asset portfolio in this ward 	<p>Rationale</p> <ul style="list-style-type: none"> •The north of the ward is an area of high need but without any coverage by any community centre or facility provision •There may be opportunities through the Cambridge Northern Fringe East area to assess the need and scale of community provision required to address this gap
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4. Queen Edith’s Ward

- Parts of Queen Edith’s ward remain a high priority area for the delivery of Council services to those who have the greatest need
- The Council will look to work in partnership with other facilities in the north of the ward, to provide additional community space

<p>Gap 4 Queen Edith’s Ward</p> <p>Analysis Findings Total risk score 6</p> <p>Page 141</p>	<p>Recommendation</p> <ul style="list-style-type: none"> •Explore opportunities to work in partnership with other community facility providers in the north of the Queen Edith's ward to increase provision through S106 funding 	<p>Rationale</p> <ul style="list-style-type: none"> •There are gaps in community centre and dedicated community facility provision for residents who have high need, in the north area of Queen Edith’s ward •These are not large enough areas to justify the consideration of new community facility provision, and it is not an area of growth which may generate a requirement for community space •This gap would be best addressed through partnership working with existing facility providers •There are a number of existing non-dedicated community facilities in this locality (churches and schools), that could be approached to explore their interest
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Recommendations Following strategic assessment for the future of Council community centres

1. Buchan Street (Kings Hedges ward)

- King’s Hedges and Arbury are high priority areas for the delivery of Council services to those who have the greatest need
- The proposals seek to enhance provision and not reduce it
- Buchan Street and The Meadows are community centres serving very similar areas
- There is an opportunity for the Council to improve provision to residents in these wards by developing a new community hub on the site of the existing Meadows Community Centre site to provide the services currently offered by The Meadows and the nearby Buchan Street Community Centre; also consider the potential for more outreach work and other co-located services as well as opportunity for housing.

Engagement and consultation with residents, and the public and voluntary sectors, will ensure that the design of the new centre, and the services delivered from it, meet the community’s expectations. It can also potentially deliver joined up, cost effective services from one location .

To ensure that any change from current to future provision is done in a supportive way, and does not create instability for community groups, Buchan Street will not be redeveloped until key user groups have been integrated into The Meadows, or other alternative locations

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Analysis Findings	Recommendation	Rationale
<ul style="list-style-type: none"> •There is another dedicated community centre nearby (The Meadows) •If The Meadows location is retained as a Core Centre, this is no longer a priority site for council community development activity . The Meadows offers greater scope and flexibility for colocation of services •Transitional Centre 	<ul style="list-style-type: none"> •The Council will assess interest for other community uses from this site. •Alongside this, the Council will also complete detailed appraisal and viability assessment work for redevelopment of the site for new homes 	<ul style="list-style-type: none"> •The Council does not need to retain two separate community centres in this location •There is scope to integrate key stakeholders from Buchan Street into The Meadows •There may be interest from other organisations in managing this centre •There is a need to identify new sites for housing development and this site provides an opportunity to deliver this strategic priority

2. The Meadows (Arbury ward)

- King’s Hedges and Arbury are high priority areas for the delivery of Council services to those who have the greatest need
 - The proposals seek to enhance provision and not reduce it
 - Buchan Street and The Meadows are community centres serving very similar areas
 - There is an opportunity to improve services available to local residents in Kings Hedges and Arbury by providing a new, expanded community centre on the same site as the current Meadows Community Centre
 - This could be similar in its concept to the Clay Farm multi agency hub currently being developed in Trumpington, providing residents with joined up services delivered from one location
 - Engagement and consultation with residents, and the public and voluntary sectors, will ensure that the design of the new centre, and the services delivered from it, meet the community’s expectations. It can also potentially deliver joined up, cost effective services from one location .
- The Council is exploring whether some of the existing land (owned by the Council) at The Meadows could provide much needed additional housing, which could in turn help to fund development of the new community centre

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Analysis Findings	Recommendation	Rationale
<ul style="list-style-type: none"> •There is another dedicated community centre nearby (Buchan Street) •Core Centre 	<ul style="list-style-type: none"> •The Council’s preferred option is to retain The Meadows as a core community centre. Alongside this, the Council will also complete detailed appraisal and viability work for redevelopment of The Meadows site for new homes and provision of community space using the same multi-agency model as Clay Farm •With the redevelopment of Buchan Street, it is anticipated that additional and improved community provision will be needed at The Meadows 	<ul style="list-style-type: none"> •The Council does not need to retain two separate community centres in this location •The Meadows offers scope to integrate key stakeholders from Buchan Street •The Council has a need to identify new sites for housing

3. Nun’s Way Pavilion (Kings Hedges ward)

- King’s Hedges and Arbury are high priority areas for the delivery of Council services to those who have the greatest need
- The proposals seek to enhance provision and not reduce it
- Nuns Way pavilion is a challenging building to manage for delivering Council services to those who have greatest need, because of its isolated location and accessibility
- None of these issues –especially the location—can be easily addressed to make this facility fit for the future. The proposal is to re-provide this centre through partnerships with other facility providers in the area, or as part of opportunities which arise through new development in the area
- The changing rooms will be retained for local clubs who use the sports pitches
- The Council will explore whether there is on going interest from voluntary organisations in using/managing the facility
- To ensure that the change from current to future provision is done in a supportive way, and does not create instability for community groups, Nun’s Way will remain available to key user groups until this space has been re-provided elsewhere

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Analysis Findings	Recommendation	Rationale
<p>There is another dedicated community centre nearby (37 Lawrence Way)</p> <ul style="list-style-type: none"> •The current building is not fit for the future <p>•Transitional Centre</p>	<ul style="list-style-type: none"> •Explore interest from KHNP in managing this facility without further Council capital investment or on-going revenue subsidy •The Council will retain the changing room provision for the sports pitches. •The Council will look for opportunities for additional community facility provision with other providers nearby •Explore opportunities for new community facility provision through new development •Complete detailed appraisal and consultation for community space requirements 	<ul style="list-style-type: none"> •The Council does not need to retain two separate community centres in this location, but neither of the existing facilities are fit for the future •The existing pavilion building has challenges which limit its use and which cannot be overcome even with further council investment e.g. isolated location •The sports pitches are part of the Council’s playing pitch strategy and changing provision does need to be retained here, but this could be managed at a community level

4. 37 Lawrence Way (Kings Hedges ward)

- King’s Hedges and Arbury are high priority areas for the delivery of Council services to those who have the greatest need
- The proposals seek to enhance provision and not reduce it
- 37 Lawrence Way is a challenging building for delivering Council services to those who have greatest need, because of its very small size and limited accessibility
- None of these issues can be addressed to make this facility fit for the future, by simply investing more funding into it, so it is proposed to re-provide this centre through partnerships with other facility providers in the area, or as part of opportunities which arise through new development in the area
- To ensure that the change from current to future provision is done in a supportive way, and does not create instability for community groups, 37 Lawrence Way will remain available to key user groups until this space has been re-provided elsewhere

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Analysis Findings	Recommendation	Rationale
<p>There is another dedicated community centre nearby (Nuns Way Pavilion)</p> <ul style="list-style-type: none"> •The current building is not fit for the future <p>•Transitional Centre</p>	<p>•Retain until alternative provision is in place and then return to housing stock</p> <ul style="list-style-type: none"> •The Council will look for opportunities for additional community facility provision with other providers nearby •Explore opportunities for new community facility provision through new development •Complete detailed appraisal and consultation for community space requirements 	<ul style="list-style-type: none"> •The Council does not need to retain two separate community centres in this location •The existing house is very small and cannot be extended or made more accessible •The Council has a need to identify new sites for housing

5. Trumpington Pavilion (Trumpington Ward)

- Trumpington remains a high priority area for the delivery of Council services to those who have the greatest need
- The Council is developing a new community centre that will serve Trumpington ward and the Southern fringe growth area
- When Clay Farm opens in 2017, residents will be able to enjoy fit for the future facilities and joined up services delivered from one location
- The Council will continue to work in partnership with Trumpington Residents Association (TRA) who manage Trumpington Pavilion

<p>Analysis Findings There is another dedicated community centre nearby (Clay Farm)</p> <p>Independent Centre</p>	<p>Recommendation •Work jointly with Trumpington Residents Association (TRA) to plan complementary activity between these two facilities and to enable the TRA to maximise income generation to achieve greater financial independence from the Council</p>	<p>Rationale •The TRA already lease the building and have an SLA with the council to manage the facilities •Joint programming with Clay Farm may create opportunities for income generation for TRA</p>
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6. **Ross Street (Romsey ward)**

- The community facilities needs of local residents are met through the current provision, and there are no areas of high need that cannot access facilities.
- The Council is not planning to reduce community centre provision in Romsey ward. However, local community management of facilities could both meet the Council’s strategic objectives and the identified needs of the local area, whilst working with the local community. As such, the Council wants to invite voluntary sector organisations to express their interest in taking on the management of this centre.
- Any voluntary organisation management of the centre will be subject to a clear service level agreement .
- Future development in Romsey such as the redevelopment of the Mill Road Depot site may create a need for – and opportunity to develop - additional community facility provision.

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Analysis Findings	Recommendation	Rationale
<p>There is another dedicated community facility nearby (Romsey Mill)</p> <ul style="list-style-type: none"> •There is no high need area without access to a dedicated community facility <p>•Transitional Centre</p>	<p>•The Council’s preferred option is to explore interest from voluntary organisations in managing this facility without further Council capital investment or on-going revenue subsidy</p>	<p>•Alternative management of the centre by a voluntary organisation could better meet the Council’s strategic objectives and identified needs of the local area</p>

7. Brownsfield Youth and Community Centre

- East Chesterton remains a high priority area for the delivery of council services to those who have the greatest need
- The Council is committed to supporting Brown’s Field as a core community centre in this location

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Analysis Findings	Recommendation	Rationale
Strategically important centre Core Centre	•Retain as a priority location for a Council community centre	•Serving an area of high need with limited other dedicated community facility provision

8. 82 Akeman Street

- Arbury remains a high priority areas for the delivery of Council services to those who have the greatest need
- The proposals seek to enhance provision and not reduce it
- There are already plans in place to redevelop the Akeman Street site, to provide more housing and to improve the core community centre available to local residents
- Engagement and consultation with residents, and the public and voluntary sectors, will ensure that the design of the new centre and the services delivered from it, will meet the communities expectations and needs
- To ensure that the change from current to future provision is done in a supportive way, and does not create instability for community groups, the council will ensure community space is available for key user groups until the new facility is open

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Analysis Findings	Recommendation	Rationale
<p>Strategically important centre</p> <ul style="list-style-type: none"> •Current provision is very small and not fit for the future <p>•Core Centre</p>	<ul style="list-style-type: none"> •Improve the community facility ‘offer’ in this or an nearby location through redevelopment •Complete detailed appraisal and consultation for community space requirements 	<ul style="list-style-type: none"> •Serving an area of high need with limited other community facility provision •An approved scheme for redevelopment of the existing shops and community centre the has been approved •The current provision is not fit for the future and work is needed to understand what provision is required in this location to meet community needs

Planned New Facilities

No recommendations have been made regarding any changes required to the buildings for the three new community centres: Clay Farm, Storey's Field and Darwin Green. They have evolved as part of major growth area master-planning. These have all been categorised as Core Centres and are currently at different stages in the design, planning and development process. They will be considered as part of review assessing the outreach community development priorities.

Independent Centres

The role of the network of independent community facilities, activities and development opportunities that meet the needs of communities across the city is much valued.

A key finding identified during the call for evidence highlighted the lack of knowledge of the range of community facilities available across the city, what they have to offer and how to book them. The Council will explore mechanisms to improve the promotion of facilities accessible for use by the community. The Council will also consider alternative management arrangements which could be community led and which could allow buildings to be managed by (or even have ownership transferred to) community organisations. Such arrangements would require formal agreements with appropriate safeguards to ensure access and broad-based community programming.

Community Development Activity

In parallel to the work around the community centres strategy we will ensure a focus on delivery of the Council's anti-poverty priorities through community development activity.

Part 4—The Proposed Vision

Buchan Street—Transitional

- Over provision nearby
- Assess other community use interest in this site
- Appraise for redevelopment

82 Akeman Street—Core

- Appraise needs, re-provide

Nuns Way Pavilion—Transitional

Explore interest from voluntary organisations to manage, re-provide elsewhere,

East Chesterton—Explore the provision of a community room as part of future development

37 Lawrence Way—Transitional

Centre not fit for purpose, re-provide elsewhere

Abbey—S106 investment in East Barnwell Community Centre co-location opportunity with the County Council. With development, assess need for any additional community space

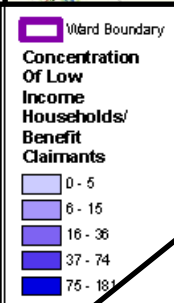
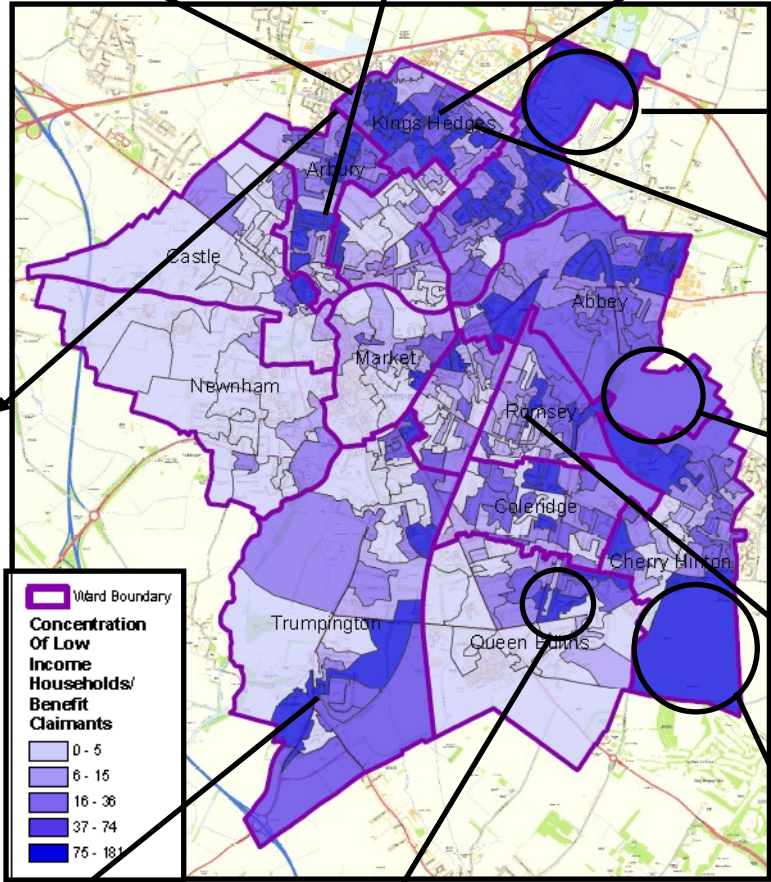
Ross Street—Transitional

Explore voluntary organisation interest in managing the centre

Cherry Hinton—Review existing assets with partners and the local community to improve community facility provision. New provision may also be required from housing development.

The Meadows—Core

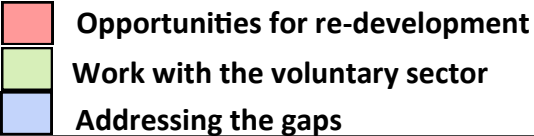
Overlapping provision with The Meadows
Integrate key groups from Buchan Street
Appraise the site for community and housing development



Trumpington Pavilion—Independent

- Work with the TRA towards greater independence and to ensure complimentary provision with the new

Queen Edith's—Explore opportunities with other facilities to increase capacity in the north of the ward



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