Cambridge City Council   **Item**

To: Executive Councillor for Communities:
               Councillor Richard Johnson

Report by: Head of Communities, Arts & Recreation

Relevant scrutiny   Community Services Scrutiny Committee   14/1/2016
committee:

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

STRATEGIC APPROACH TO COMMUNITY PROVISION

Not a key decision

1. Executive summary

1.1   To provide an update on the work of the review to date and outline
       proposals for the next steps of the information gathering exercise.

1.2   To provide headline findings from the audit of city-wide community
       facilities.

2. Recommendations

The Executive Councillor is recommended to:

2.1   Note the headline findings of the city-wide community facilities audit.

2.2   Agree the next steps identified in section 3.6 of this report.

3. Background

3.1   In October 2015 this committee considered a report on the strategic
       review of community provision and the Executive Councillor for
       Communities agreed the approach to the review to include:
       ▪ An evidenced-based, strategic assessment of community
          provision to achieve agreed outcomes
       ▪ The scope of the work to include City 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
- The establishment of a project team with engagement from other stakeholders
- A work programme considering current provision, need, opportunity, and future focus containing the following components:
  - An audit of facility provision which will also support the requirements for the interim arrangements for s106 and Community Infrastructure Levy (CIL) requirements
  - An analysis with partners of community and population requirements
  - Anti-poverty and Digital Transformation Strategy support requirements
  - Opportunity for collaboration with Property Services and other stakeholder such as the Library Service

3.2 The outcomes for this review are:
- 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

3.3 A project team has been established including representatives from Communities, Arts and Recreation, Internal Audit, Corporate Strategy, Customer Services, and others will be involved to cover areas of expertise as required.

3.4 **City-wide community facilities audit**

The initial audit has been started and the methodology for this work was as follows:

- Definition of community facilities
  For the purpose of the survey we used the following:
  Community facilities are buildings that are available for use by the wider local 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.

- List of facilities
  A list was compiled using data from existing databases, planning and other research material. 149 venues where emailed the survey (including our own centres and 35 schools that had rooms

for hire or wider community activities taking place). Venues without an email address or an invalid email address were sent the survey by post and an additional 28 schools had the form posted for them to verify community access to their premises.

- **Survey design**
  To maximise the use of the information the survey was compiled in three sections to cover current use, current capacity and future development. Survey Monkey was used to enable efficient reporting.

- **Survey timetable**
  The survey was launched on 29.10.15 with a closing date of 26.11.15. (30.11.15 for schools). A follow up reminder was sent and all schools were contacted to ensure we captured those with community access. As this was a tight timescale to give early indications of need further work will be undertaken to continue to gather this information and consolidate the evidence.

- **Survey analysis**
  We received 68 reports back, a return of 46%. Initial reports have been run to give headline findings to use in the next stage of information gathering.

3.5 Headline Findings

As the survey closing date was 30th November there has only been time to look at some surface level information which is detailed below. More detailed analysis will build on this initial information.

The following chart shows the surveys issued and returned to date:

Area	Number issued	Number returned
North	34	16
South	31	12
East	56	26
West/Central	28	14

We will be able to update this as further completed surveys are received and prepare an analysis by ward. All schools have been contacted to ascertain the availability of facilities to the community.

Of the 68 returns:
- 50 facilities were run by charity organisations and another 2 by voluntary groups

- The top three primary functions of the facility were church/place of worship (22), community centre (18) and school (11)
- 17 of the facilities were available to the public for 100% of their opening times and 54 of them were available for 50% or more of opening times
- Over 40% of the respondents offer discounted rates to those wanting to participate in activities who are on low income and in receipt of benefits
- 41(61%) respondents turn down bookings at least monthly, with 16 (24%) turning down bookings on a weekly basis and at least half of these site not having the space available as the reason

Other data sets include facilities, services and activities available and development or improvement plans for the future which will be particularly useful for the interim approach for S106 developer contributions.

It is important to get to the detail behind these headline findings to inform the next steps of the review.

Although 46% is a high return rate we will continue to encourage the remaining facilities to complete the survey to develop the best possible evidence base across the city.

3.6 Next Steps

To continue to build the evidence base to identify need across the city the next stage of the process will be to:

- Follow up non returns (see above)
- Map the community provision in Cambridge and the areas they service to see their locality and reach.
- Prepare maps to overlay key data such as the indices of multiple deprivation (IMD), free internet access points, and the Health Joint Strategic Needs Assessments (JSNAs).
- Use the survey and mapping information to launch a call for evidence asking a broad range of stakeholders to comment, sharing their experience of need, gaps, excess etc. of the current provision. Stakeholders would include elected members, residents, communities of interest and geography, professionals, equalities groups, statutory agencies, voluntary organisations, community groups, trusts, etc.
- Data collection and analysis of City Council run centres
- Collect expressions of interest in the wider review outcomes to help inform the consultation and engagement process and to be able to keep people informed.

3.7   Timetable

Mapping data	December 2015 - January 2016
Call for evidence	January – February 2016
Expressions of interest	February 2016
CS Scrutiny Committee – Need & Options	July 2016

4. Implications

(a)   **Financial Implications**
- The next steps of this review identified in this report will be carried out within existing resources

(b)   **Staffing Implications**
- There are no staffing implications in this review process

(c)   **Equality and Poverty Implications**
- The existing Equalities Impact Assessment will be updated in respect of the communication and engagement plan

(d)   **Environmental Implications**
- There are no implications at this stage

(e)   **Procurement**
- There are no procurement implications at this stage

(f)   **Consultation and Communication**
- A detailed consultation and communication plan is being drawn up as part of the project plan. In addition to the contact with community facilities as part of this first phase, consultation with area committees and residents, both locally and city-wide, will be held to inform need. Information will be distributed via the local press, social media, local centres and community groups.

(g)   **Community Safety**
- There are no implications at this stage.

5. Background papers
These background papers were used in the preparation of this report:
- Report on the Strategic Review of Community Provision to Community Services Scrutiny Committee 8.10.15
  http://democracy.cambridge.gov.uk/documents/g2791/Public%20reports%20pack%2008th-Oct-2015%2014.30%20Community%20Services%20Scrutiny%20Committee.pdf?T=10
- Community facility surveys. NOT FOR PUBLICATION: By virtue of paragraph 1 of Part 1 of Schedule 12A of the Local Government Act

1972 (not available to the public as they contain information relating to an individual).

6. Appendices - none

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:

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