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Gary Ridley Acting Chief Executive

28th October 2008

Dear Councillor,

I hereby give you Notice that a Meeting of the COMMUNITY SERVICES COMMITTEE will be held in the COUNCIL CHAMBER, CIVIC CENTRE, CROOK on WEDNESDAY 5th NOVEMBER 2008 at 6.00 P.M.

AGENDA

- 1. Apologies for absence.
- 2. To consider the Minutes of the last Meeting of the Committee held on 18th September 2008 as a true record.

Copies attached

Declarations Of Interest

Members are invited to declare any personal and/or prejudicial interests in matters appearing on the agenda and the nature of their interest.

Members should use either of the following declarations:

Personal Interest – to be used where a Member will be remaining and participating in the debate and any vote:

I have a personal interest in agenda item (....) regarding the report on (....) because I am (....)

Personal and Prejudicial Interest – to be used where a Member will be withdrawing from the room for that item:

I have a personal and prejudicial interest in agenda item (....) regarding the report on (....) because I am (....)

Officers are also invited to declare any interest in any matters appearing on the agenda.

NOTE: Members are requested to complete the enclosed declarations form and, after declaring interests verbally, to hand the form in to the Committee Administrator.

4. To consider an update on the capital project to refurbish the

Elite Hall.

5. To consider the Community Department Service Plan 6 - 17 implementation update for quarters 1 and 2 of 2008/09.

6. To consider the regrading of posts within the authority.*

7. To consider the proposed revision to the management 23 - 28 arrangements of leisure facilities and Wellness on Wheels.*

8. To consider such other items of business which, by reason of special circumstances so specified, the Chairman of the meeting is of the opinion should be considered as a matter of urgency.

*It is likely that items 6 and 7 will be considered in the closed part of the meeting in accordance with paragraphs 1 and 3of Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information)(Variation) Order 2006.

Yours faithfully

Acting Chief Executive

Members of this Committee: Councillors Mrs Bolam, Mrs Carrick, Ferguson*,

Gale, Mrs Hardaker, Hayton, Kay, Kingston, Laurie, Miss Ord, Perkins, Mrs Pinkney, J Shuttleworth, Taylor, Mrs Todd*, Ward and Zair.

*ex-officio, non-voting capacity.

Chair: Councillor Perkins

Deputy Chair: Councillor Hardaker

TO: All other Members of the Council for information

Management Team

DECLARATIONS OF INTEREST FORM

NAME AND DATE OF COMMITTEE	AGENDA ITEM NUMBER	NATURE OF INTEREST AND REASONS	PRINT NAME	SIGNATURE



COMMUNITY SERVICES COMMITTEE 5 NOVEMBER 2008

Report of the Strategic Director of the Community **ELITE HALL – PROGRESS & NEXT STEPS**

purpose of the report

- 1 To provide Members with an update on the capital project to refurbish the Elite Hall.
- 2 To seek approval of the general terms upon which the Elite Hall will be leased to a community arts trust.

background

- The Elite Hall, also known as the Civic Hall, has been largely unused for around five years. Prior to this it had seen use as both a venue for the arts and as an office building. The condition of the building is in slow decline and, despite some improvements being made with Neighbourhood Renewal Funding (NRF), there is still a substantial amount of work to do if the building is to be brought back into use. In order to address this issue a steering group made up of staff from the Council and representatives from local stakeholder groups have been developing plans to transform the Elite into a centre for community and professional arts.
- To support the plans developed by the group, a £500,000 capital refurbishment project was approved by Council on 4 September 2007. In doing so it was acknowledged that the long term plan was likely to centre on the leasing of the building to a community arts trust comprising of the stakeholders represented on the steering group. This proposed course of action is in line with the recommendations of the 'Quirk Review', which set out the importance of, and need for, greater community control of community assets. In addition to the capital allocation from the Council, a further £33,000 is available as some of the NRF funding was held back until the details of the refurbishment were agreed.
- Since this approval, the Council has appointed a consultant architect to work with the group to agree a refurbishment scheme that will ensure the building remains structurally sound but also provides for the needs of the likely occupants (tabled at meeting). The scheme will see the creation of one large performance area/function room, two smaller workshops/meeting rooms, one further meeting room, and one office space for the trust. The work will also update the building's heating and electrical systems and ensure full compliance with the Disability and Discrimination Act 2005.

A business plan (tabled at meeting) for the Hall's future use has been developed by Groundwork West Durham & Darlington on behalf of the community arts organisations who intend to form into the trust that will take on the lease. The business plan was developed on the basis of using the planned spaces as both venues for community arts events and as meeting/function rooms which could be hired out. In developing the business plan Groundwork based some of the financial projections on a number of discussions between previous Chief Executives and the future trust regarding the likely terms of the lease.

current position

- The steering group have recently refined the refurbishment plans based on the architect's estimated costs and available funding. Despite these changes the estimated cost to complete all essential and the minimum number of desired works still exceeds the current funding allocation by £80,000. Given that this shortfall is within the expected tolerances of the estimation, the Council has instructed the architect to prepare the documentation to formally tender for the work.
- In order to start to address the funding shortfall the project team have approached a number of organisations in an attempt to boost the project budget. To date this work has produced strong indications of an additional £180,000 with further organisations showing an interest in the project but without providing a firm steer on likely funding. All funding secured above the current project shortfall will allow additional desired works to be completed.
- In addition to the work regarding the refurbishment plans, the arts organisations intending to take up the lease on the building have instructed independent solicitors to draw up the legal documentation required to create the formal trust.

proposed next steps

- In order to see the project through to a conclusion, it is suggested that the following need to take place:
 - The project group seek out and confirm all available additional funding.
 - Wear Valley District Council agree to the following general lease terms (all other terms would conform with standard Council terms):
 - The lease to run for a period of 25 years.
 - The lease to be for a nominal amount of £1 per year.
 - The trust be granted 100% relief from rates if formed as a charity. This is in accordance with current policy; however, the policy on rate relief for the new authority is still to be determined.

- The Council will insure the building for the full period of the lease.
- The Council will continue to maintain, but not repair, the open space around the building (i.e. access roads, car park, and grassed areas).
- A 'business as usual' report is submitted to Durham County Council (DCC) to ensure the long term future of the project in accordance with agreed LGR protocols.
- The trust formally agrees to taken on the above lease upon completion of the refurbishment works.
- The Council appoint a contractor to complete the refurbishment works provided sufficient funding is secured to allow the project to be brought in on budget, and DCC approve the 'business as usual' report, and the trust signs the lease.

Igr implications

As set out above, the details for this project will need to be submitted to DCC for approval. This is necessary because the project will create ongoing financial implications for the unitary authority both in terms of the need to carry forward any capital funding not committed before the end of this financial year.

financial implication

- 12 The project creates a number of financial implications:
 - If insufficient funding or lack of DCC support resulted in the project being withdrawn after the formal tender process, it is estimated that £23k of the £500k capital would have been committed (in the form of fees due to the architect).
 - If the refurbishment goes ahead, the full cost is estimated to be between £560k and £830k (depending on how much of the desired work is undertaken); however, the Council's commitment to the project is currently limited to the £500k already allocated.
 - In the long term, whilst the lease terms set out above will not cost the Council more than is currently spent on the building, there will be an opportunity cost. This results from the lost rent and business rates that could be obtained via a commercial lease as well as the costs of maintaining the outside space and the building insurance that may not be applicable with a commercial lease. Whilst these cannot be ignored, it should be noted that, at this stage, there has been no interest in the building expressed by any commercial organisation.

• Finally, by reopening the Elite Hall and leasing the building to the trust the Council will save approximately £5,000 per annum from reduced security costs and the fact that the trust will be responsible for all utility charges.

legal implications

- A formal lease will be drawn up by the Council's Legal Services using the general terms set out above as the framework.
- However, the Council are being asked to dispose of a substantial building under a lease for 25 years at a rental of £1 per annum. It would not be prudent to dispose of such a significant building without retaining some form of control in its future use. Therefore I would suggest that any disposal should reflect both the significance of the Council's asset and the grant funding criteria/development proposals of the Club and I would suggest the lease should restrict the use of the building to being used as community facility only or for such other purposes as may agreed by the Council
- 15. The General Disposal Consent (England) Order 2003 gives Local Authorities consent to sell at an undervalue where the undervalue does not exceed £2 million and where the disposing Authority considers the disposal is likely to contribute to the achievement of the promotion or improvement of the economic, social or environmental well-being of the whole or any part of its area or all or any persons resident or present in its area. In determining whether or not to dispose of land for less than best consideration the Authority should obtain the view of a professionally qualified Valuer as to the likely amount of the undervalue.

human resource implications

The Council's commitment to this project can be met from within existing resources.

it implications

17 Nil.

equalities and diversity implications

- As discussed above, the refurbishment plans for the Elite Hall include adaptations to ensure the building fully complies with the DDA. These adaptations include ensure wheelchair access, installation of a lift, and improvements to the disabled toilets.
- In general terms, this project will see the creation of a community arts venue within the District and, therefore, should improve access to the arts for elements of our communities that are unable to access other venues and/or who are put off by more formal settings.

crime and disorder implications

It is expected that this project will help contribute towards the Council's crime and disorder agenda. One of the major partners in the proposed trust is Jack Drum Arts who have a history of working with young people to channel their energies into the arts. In addition, other partners to the project should provide a range of events that may act as a diversionary activity.

RECOMMENDED

- 1 That Committee notes the progress made with the Elite Hall refurbishment project.
- 2 That Committee approve the planned next steps set out in paragraph 10.

Officer responsible for the report		
David Milburn		
Acting Strategic Director for the Community		
Ext 379		

Author of the report Mark Farren Community Support Manager Ext. 345



COMMUNITY SERVICES COMMITTEE

5 NOVEMBER 2008

Report of the Strategic Director of the Community

COMMUNITY DEPARTMENT SERVICE PLAN - IMPLEMENTATION UPDATE - QUARTERS 1 & 2 - 2008/09

purpose of the report

To provide Committee with a progress report about the achievements and outcomes of Community related services arising from the department's Service Plan in the first 6 months of 2008/09.

background

- The Community Department's Service Plan for 2008/09 was approved at Committee on 9 July 2008.
- 3 The Service Plan included an action plan, detailing actions to be implemented to achieve the work of the department during 2008/09.
- As part of the department's performance management framework, there is a requirement to provide a quarterly update to Committee. Due to the department's performance reporting schedule and committee's meeting schedule, it was felt better to provide members with a 6 monthly update on progress made in implementing the Service Plan.
- It is proposed that Committee will receive further updates on a quarterly basis.

progress update

The table in Appendix A of this report highlights the achievements and outcomes of Community related services against relevant actions within the Action Plan in the first 6 months of 2008/09.

RECOMMENDED

1 Committee notes the progress made towards implementing the Community Department Service Plan in the first and second quarters of 2008/09.

Officer responsible for the report	Author of the report
David Milburn	Alex Smith
Acting Strategic Director for the Community	Policy & Performance Officer
Ext 379	Ext 461

APPENDIX A

No	Objective	Achievements and outcomes
1	We will further develop 'Future Aspects: The Citizens' Panel' in order to improve our knowledge	356 Future Aspects members to date (Quarter 1 2008/09: 25 new members added; Quarter 2 2008/09: 97 new members added).
	of customer needs	Street Warden Scheme Future Aspects survey results being collated
		 June Future Aspects newsletter distributed to all members, detailing findings from service standards consultation.
2	We will develop a junior panel for customers under the age of 15	Youth Engagement Working Group established.
		6 members on youth panel to date
		 101 entries to name the panel received from local schools and young people. Name chosen by youth group was 'Fun Factor'.
		Opportunity Menu and reward scheme being developed.
3	We will increase customer involvement in the design, delivery and monitoring of our	Community Involvement promoted at residents groups, festivals / local events, schools, markets etc
	services	Team will attend Community Network Information Fair in November 2008.
		Customer Reward Scheme statements issued quarterly
4	We will ensure all our services have been impact assessed for equality and diversity issues	 Impact assessments are on hold until April 2009 to ensure a consistent approach is implemented under the new unitary authority.
5	We will use our knowledge of our customers to improve service delivery	 New templates developed, highlighting trends of satisfaction scores. Findings are to be discussed at Performance and Improvement forums.

No	Objective	Achievements and outcomes
6	We will continue to develop neighbourhood arrangements throughout the district	Area Partner Development Conference held on 5 June 2008. 9 workshops held to agree how Area Partnerships will develop in July 2008.
		3 further workshops will be held in November 2008 to provide feedback about earlier consultations and discuss how the work to date ties in with the plans for Durham County Council's unitary areas
7	We will monitor our performance and provide feedback to staff,	Targets for performance indicators agreed with service managers.
	councillors and customers	System of data quality audits approved. First audit in October 2008.
		Monthly Performance and Improvement Forums being held.
		Website to be updated in October 2008 with service standard performance data for Quarter 1 and 2.
8	We will review our Service Standards in partnership with service users and staff	Completed. Review of satisfaction data and consultation feedback highlighted changes to standards and leaflets for a wide range of services
		 13 service leaflets reprinted. Leaflets were published in Council offices and on the website in August 2008.
9	We will ensure the Community pages on the WVDC website are kept up to date	WebPages updated as requested by officers, e.g. contact details and patrol routes for street wardens added.
10	We will collect, analyse and take action on e-service requests,	Standpoint questions revised for leisure centres; to be used from October 2008.
	complaints and comments from customers	Grounds maintenance and street cleaning surveys revised in response to low response rates.
		New templates developed, highlighting trends of satisfaction scores. Findings are to be discussed at Performance and Improvement forums
		As of 6 October 2008, the department was the best performer for responding to e-service requests, with only 6 requests pending out of 131 corporately.

No	Objective	Achievements and outcomes
11	We will regularly update service action plans (inc. work plans, VfM action plans, etc) to assess progress and outcomes for residents	Service plan, including work plans, approved by CSC on 9 July 2008 and HSC on 21 July 2008
12	We will pursue a programme of developmental and accredited qualifications through the community sport programmes	 Training plan completed. Workforce Development Funding secured for all course delivery. Between June and September, 5 coaching and first aid courses delivered to 63 candidates in all.
13	We will work with B/A College to refer young people to appropriate programmes	15 potential candidates referred and 8 have now started courses.
14	We will maintain our existing levels of CPAC and Positive Futures provision	 Delivery plan developed 80 hours delivery per week. Areas of delivery include Howden – le – Wear, Crook, Willington, Tow Law, Weardale, St Helens, Henknowle, Woodhouse Close, Coundon and Leehome.
15	We will use WOW! to establish more legacy gyms and to increase fixed facility usage	 Delivery plan in place. WOW is currently at Wolsingham and will move to South Church when the Stanhope legacy gym opens in November 2008 Legacy site at Eldon also scheduled to open in November 2008. Following referrals from WOW, 11 people have joined Woodhouse Close Leisure Complex and 26 people joined Glenholme Leisure Complex, up to the end of September 2008.

No	Objective	Achievements and outcomes
16	We will maintain existing levels of provision for cardiac rehabilitation/exercise referral and trial community based delivery of exercise referral	 Delivery Plan agreed. Pilot project for decentralised exercise referral delivery to take place at Wolsingham, St. John's Chapel, Tow Law, Coundon and Spectrum. Start date dependant on referrals received.
17	We will seek to increase levels of Wear Walking for Health provision	 Delivery plan produced. Ton up challenge received extra funding from 'Communities from Health fund'. Wear Valley Walk festival (27 – 31 May 2008) in conjunction the DCC Mineral Valleys Festival programme completed. Ton up Challenge delivered. 164 registered participants, 20 completed 100miles, and 1336 total attendances. Presentation night to take place in October. 2 successful pilot walks with L.E.A.P.S. disability group. Looking to develop further with the group. 1 daytime and 2 evening sessions to be delivered in winter at Peases West Track Date set in October to deliver a 1 day walk leader training course for volunteers

No	Objective	Achievements and outcomes
18	We will continue to support and promote new and existing sports clubs	 4 new clubs established to date, covering football, gymnastics and martial arts Volunteering DVD launched 3 July 2008 Annual Wear Valley Sports Awards event completed 3 July 2008; 30 awards presented. 2 winners from this event were also successful at County Awards event in October 2008 Potential development of junior FC at Toronto or joint activity with Hunwick being considered Work has commenced to promote aqua activities via development of Water Polo and Octopush Clubs To date 25 clubs have been assisted with £60k worth of funding secured.
19	We will develop and implement a Community Sports Network/ Sporting Hub	 Initial Community Investment Fund (CIF) 2 bid put on hold by Sport England; work on bid resubmission taking place. Information now provided from partners and bid is being finalised. Job Description and Person Spec for Adult Participation in Sport Officer completed pending Sport England agreement and CIF2 bid success.
20	We will pursue a programme of development and accredited qualifications through the arts development programme	No progress due to staff shortages.
21	We will seek to expand youth arts delivery	 Youth arts co-ordinator appointed in July 2008 7 projects / events organised for young people in August and September 2008, involving kite making, dance, crafts, drama and music.
22	We will respond to priorities identified in the District's neighbourhood arrangements	As for action 6, work is ongoing to develop priorities, which will be decided when the Area Partnerships are established after April 2009.

No	Objective	Achievements and outcomes
23	We will respond to all complaints of anti-social behaviour cases effectively	Criminal damage and ASB reduction plan approved by Wear & Tees Community Safety Partnership
		ASB coordinator appointed
		ASB Panel process reviewed and updated
		ASBO protocol reviewed and updated.
24	We will reduce violent crime	Wounding reduction delivery plan approved by Wear & Tees Community Safety Partnership
		Alcohol reduction strategy written and being implemented
		£10,000 received from GO NE to deliver the tacking violent crime programme
		 Officers have developed closer working arrangements with Police and partners through the Tasking and Co-ordinating meetings.
25	We will reduce the hidden crime status of domestic abuse	Delivery plan approved by Wear & Tees Community Safety Partnership
		 Dales Domestic Abuse Forum has amalgamated with Sedgefield to provide stronger partnership working and value for money.
		Bus liner campaign and radio campaign running to promote the support service.
26	We will reduce repeat victims of domestic abuse by 10%	 A 21% reduction of repeat incidents achieved, compared to some areas, which have seen an increase of as much as 36%.
		2 new trained counselling volunteers in place. 3 more volunteers to receive training.
		Victim recording procedures ongoing through the County Domestic Violence Forum.
27	We will reduce incidences of criminal damage	Delivery plan ratified by Crime and Disorder Reduction Partnership (CDRP)
		 Receiving regular information on the profile of offenders that will better inform actions to reduce incidents.

No	Objective	Achievements and outcomes
28	We will work in partnership with agencies to try to stop re-offending	Delivery plan drafted by Probation and approved by Crime and Disorder Reduction Partnership (CDRP)
		 Research on offenders completed and to be shared with MSU in October 2008. Research identified many gaps in data provision by Probation and Youth Engagement Service (YES).
		 Housing and Returning Prisoners (HARP) protocol drafted and being considered by the Prolific and Other Priority Offenders Scheme (PPO) Management Board
29	We will reduce fear of crime so we are no longer the second highest in the County	Delivered a radio broadcast, through Century Radio as part of a 'Positive Reassurance' strategy
		Fear of Crime survey scheduled for October 2008, co-ordinated by Durham Constabulary.
30	We will deliver services that reduce house burglary	Draft delivery plan ratified by Crime and Disorder Reduction Partnership (CDRP)
		Light timers to be fitted by WVDC street wardens and given out at community events.
31	We will implement the measures of the Respect Standard for Housing Management	Tenancy Enforcement Team's policies & procedures in place
32	We will take robust enforcement action to tackle Anti Social Behaviour	Monthly reports to Tasking and Co-ordinating meetings are ongoing

No	Objective	Achievements and outcomes
43	We will continually improve recycling rates	Year to date: April – August 2008, 22% of household waste collected was recycled (September's figures were being collated at the time of writing this report).
		Report about improving recycling initiatives approved by Committee and garden waste scheme implemented in October 2008.
		10 press articles, including National Recycling Week, County wide Big Heap Road shows and offers of composting equipment for residents.
		Promotion at events including: WV Food Festival, Wolsingham Show and talks at schools
		 Proposals for bring site development to be issued to potential contractors once recyclable contract is agreed.
44	We will seek options for the delivery of the refuse and recycling services to improve VFM and performance	3 new recyclable vehicles have been purchased and are now in operation. 4 new refuse wagons have also been purchased.
45	We will work with partners to source new and improved recycling facilities	 Weekly maintenance checks are carried out on bring facilities. No improvements required to date. Awaiting approval from LGR protocols to award the extended dry recyclable contract.
46	Continue to update website information	Ongoing – website updated with press releases, as detailed above (See 43).
47	Undertake feasibility studies for burial / cemetery areas	Feasibility study for a memorial garden at Bishop Auckland Town Centre cemetery is ongoing although development will not be implemented until after April 2009.
48	Expand the Street Wardens Scheme	Recruitment of 2 extra Street Wardens on hold until re-grade request approved by LGR protocol
		Wardens have received training in fly tip investigation, conflict management, self defence, CCTV, fire awareness and issuing Fixed Penalty Notices (FPN's).

No	Objective	Achievements and outcomes
49	Improve the knowledge of residents, partners and colleagues within the Council, about the role of Street Wardens	 New leaflet produced and available in Council offices and online Staff briefing note circulated. Street Wardens attend residents meetings monthly.
50	Work with multi-agency partners to identify crime and environmental hotspots for enforcement action across Wear Valley.	 A number of initiatives have been developed: CCTV installed at Glenholme Leisure Centre – monitored by wardens daily Wear & Tees Community Partnership requested leaflet for Hunwick residents giving contact info for ASB – produced Bottlewatch scheme in Willington and Sunnybrow to tackle sale of alcohol to under age drinkers – 4 off licences signed up, wardens and PCSO's attend weekly to tag stock Participation of Not in my Neighbourhood action week at Watergate Estate Crook, doing joint patrols with police.
51	Raise the profile of the Street Wardens enforcement powers	 Attend residents meetings – has led to some suggestions from residents groups: Educate children at school about ASB, drug litter and dog fouling at WHC. Programme of educational talks being developed. First talks took place at Etherley Lane Primary School to 280 children. Talk dates are being organised for a further 11 schools. Concerns from residents that long grass on some estates encourages fly tipping. Wardens working with D&VH estate caretakers to address this issue. Street wardens are participating in the Stop the Drop campaign where they will issue Fixed Penalty Notices (FPN) for littering. In the first 6 months of 2008/09, 113 FPN's have been issued for dog fouling and littering offences. New posters to be distributed including details of local Street Wardens to display in council offices and in community centres.

No	Objective	Achievements and outcomes
52	Contribute to educating local people about environmental issues	Environmental awareness will be part of planned ASB and littering talks in schools.
53	Contribute to a reduction in the number of incidents of arson in Wear Valley.	 Initial meetings with Fire & Rescue Service held in August 2008. Arrangements are now being made for Bonfire Night in November 2008.
54	We will maximise use of Council's fixed facilities from all Wear Valley outreach programmes	 The G.P referral scheme and Wear Walking for Health project operate out of the complexes CPAC's have introduced free fitness training for 13-18 year olds at Visions gym at both complexes. In the first 6 months of 2008/09, 543 users have visited the Council's leisure centres, following referrals from WOW, Wear Walking for Health and CPAC's New from September 2008, CPAC's to introduce street dance for 8-16 year olds. These are free sessions and so far have averaged 30 users per session. 'Weight no more' diet and exercise sessions started again in September 2008.

No	Objective	Achievements and outcomes
55		Woodhouse Close Leisure Complex is being used by Woodhouse Youth Club throughout the summer to increase family swimming usage; approx 30 people per session
		CPAC girls' sessions scheduled for September 2008, including pool and dry slide activities.
		 Glenholme leisure complex is being used by Willington Surestart, Willington Youth Theatre and CPAC throughout the summer. In their first week, Surestart had 32 customers and Willington Youth Theatre had 40 customers.
		Glenholme has a newly converted exercise area. From September 2008, new 'Weight no more' sessions, Street dance and referral exercise classes have used this area.
		New aqua class teachers to come on line in November 2008. This follows a recent course offered to both staff and public, delivered in house at Woodhouse Close Leisure Complex.
		Staff trained in water polo, with an aim to introduce a new club activity in 2009. Funding received to assist with this development.