

Cabinet Member Decision Note

Redhouse Community Centre Transfer

To: Cabinet Member For Communities & Strategic Planning

Date: August 17th 2015

Author:	Head of Localities, Community Involvement & Volunteering
Wards:	St Andrews
Locality Affected:	North
Parishes Affected:	Blunsdon

1. Purpose and Reasons

- 1.1 This report seeks to authorise the proposed disposal via lease of the whole of the newly constructed Community Centre at Frankel Avenue, Redhouse, Swindon as shown edged red on the plan attached as Appendix 1 ('the Premises'), to Blunsdon Parish Council ('BPC'). The proposed lease will be subject to an agreement for use of part of the Premises for early years education provision. BPC is the Parish Council covering the Wards of St Andrews and Blunsdon (and Highworth) .
- 1.2 The proposal links to the Swindon Strategic Priorities of 'Making the best use of resources inside and outside the Council'; 'Right skills, right jobs, in the right places'; 'I like where I live' and 'Work with residents to create well cared for neighbourhoods' as it will bring forward a building for community use.

2. Recommended Action to be Authorised by a Cabinet Member Under Delegated Powers:

Recommended that:

- 2.1 The Council disposes via lease the newly constructed Community Centre at Frankel Avenue, Redhouse, Swindon as shown edged red on the plan attached as Appendix 1 ('the Premises'), to Blunsdon Parish Council ('BPC'). The lease will be subject to an agreement for use of part of the Premises for early years education provision.
- 2.2 The Director of Law and Democratic Services in consultation with the Head of Property Assets, enters into all necessary legal documentation to enable the disposal via lease of the the newly constructed Community Centre at Frankel Avenue, Redhouse, Swindon to Blunsdon Parish Council, on such terms as are necessary to protect the Council's interests and subject also to an agreement for use of part of the Premises for early years education provision

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3. Detail

- 3.1 The establishment of a Redhouse Community Centre was widely supported by Ward Members, who having consulted residents, wanted this to serve the new development areas of North Swindon.
- 3.2 Planning permission was granted for the Redhouse Community Centre in 2013, to include use of part for early years education provision. The land upon which the community centre was to be construction was purchased in 2012.
- 3.3 Construction of the community centre was brought forward prior to an operator being secured in order to temporarily accommodate the Tadpole Farm Primary School whilst the construction of the permanent school was completed. The Tadpole Farm Primary School is now complete and the school vacated the Premises at the end of July 2015. The Premises will be available for use as a community centre, with part for early years education provision from September 2015.
- 3.4 An operator for the community centre has been sought via the adopted community asset transfer process with expressions of interest assessed upon pre agreed evaluation criteria as attached at Appendix 2. Blunsdon Parish Council (BPC) were the preferred bidder for running the community centre and it is proposed that they will be granted a lease of the Premises on full repairing and insuring terms and subject to the agreement with the early years provider for a period of 5 years. Both the Council and the BPC are each to bear their own legal costs in connection with the negotiation and completion of the legal documentation.
- 3.5 Ward members have been involved in the community asset transfer process and are supportive of the proposed transfer of the Premises to BPC.

4. Alternative Options

- 4.1 The Council could occupy and run the Premises directly, however there are no budgets allocated for resourcing this activity.

5. Consultation

- 5.1 The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are also summarised below:

Cllr Stan Pajak- Provided comments of support for the proposal.

Cllr Jim Grant- No comments received.

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St Andrews Ward Councillors supported the proposal.

6. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 6.1 BPC have submitted a three year financial forecast for the plan which has been assessed as reasonable and accurate by the Councils finance team. The proposed disposal method by way of the CAT (Community Asset Transfer) process has ensured that all interested parties had opportunity to bid.
- 6.2 There are no revenue implications to the Council for this proposal as all costs are incurred by BPC.

Legal and Human Rights Implications

- 6.3 The lease documentation will be prepared and completed by the Director of Law and Democratic Services.
- 6.4 Legal and Human Rights implications have been taken fully into account in the preparation of this report and it is believed that the recommendations are compatible with convention rights.

All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 6.5 There are no other known implications.

Diversity Impact Assessment (DIA)

- 6.6 A DIA has not been completed for this report as it deals with the disposal of a property and has no direct implication on the provision of services.

Risk Management

- 6.7 Financial and reputation risks are associated with the retention of vacant properties. The proposed disposal of this asset negates these risks to the Council.

7. Consultees

- 7.1 The Board Director, Resources (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

Further information on the subject of this report can be obtained from Andy Reeves, 01793 466499 , areeves3@swindon.gov.uk

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8. Background Papers

8.1 None

9. Appendices

9.1 Appendix 1 – Site Plan

9.2 Appendix 2 - Community Asset Transfer Evaluation Criteria

10. Declarations of Interest

10.1 (Include in Report sent for Consultation ONLY): Opposition spokespersons / Ward Members are reminded to consider whether they have any known interests in any of the matters referred to in this Decision Note. If such an interest exists this should be declared to the Monitoring Officer (or Committee and Member Services Manager), and they should take no part in the consideration of the Briefing Note and should refer the Briefing Note to their Group Leader.

10.2 (Include in Final Report ONLY): Cabinet Members are reminded to consider whether they have any known interests in any of the matters referred to in this Decision Note. If such an interest exists this should be declared to the Monitoring Officer (or Committee and Member Services Manager), and they should take no part in the consideration of the Decision Note and should refer the Decision Note to the Leader of the Council instead for consideration.

11. Sign-off

11.1 The Cabinet Member is requested to respond with 5 days of the date of this report by 25th August 2015

11.2 The Cabinet Member is requested to indicate one of the following responses to the Recommendations set out in Section 2 of this report:

Note and support the proposed action to be taken under delegated authority –

☒ Yes / ☐ No

Note and request the proposed action be reconsidered – Yes / ☒ No

Reasons for Reconsideration:

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Request Report be Referred to Cabinet - Yes / ☒ No

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NB To protect against identity theft, Cabinet Member's signatures will be redacted on public versions of the signed Briefing Note.

Date .

Signer	Cabinet Member
11.3 Decisic Decisic has exp "called- only be objectio	d in the Members' Bulletin. The ne that a five-day "Call-in" period lembers Bulletin. If a Decision is mittee for consideration. It must has raised no objection. If an ed back to the Decision-Maker.

Evaluation Criteria The Council proposes to assess the bidders for this Community Centre utilising the following criteria. Please include information demonstrating how you meet this evaluation criteria within your bid.	Total available score	Score
Constitution/vision <ul style="list-style-type: none"> • A clear governance structure and existing/proposed legal entity including decision making processes. If not yet established then the proposed steps being taken to become a legal entity • A clear vision for the community centre that ensures it is fully utilised as a community asset for Swindon; that it has strong links with the local community and that members of the community will be able to influence its operation and decision making processes • A clear vision that the community centre will be open for use on a fully inclusive basis for all; embracing diversity and working to improve community cohesion and reduce inequalities • Links to Swindons Strategic Priorities <ul style="list-style-type: none"> ▪ Makes best use of the Swindons resources inside and outside the Council ▪ Right skills, right jobs, in the right places ▪ Together, find ways to reduce vulnerability and improve health for all ▪ Work with residents to create well cared for neighbourhoods ▪ Work with families to help them fulfil their potential 		0/20
Business Case <ul style="list-style-type: none"> • A sustainable business plan that shows financial forecasts for the first 3 years and predications for future years • Evidence that financial forecasts include all expected income and the source of that income and all anticipated expenditure including the costs of the tenants obligations under the proposed community centre lease 		0/30
Contribution to the St Andrews Ward and the wider North Locality area <ul style="list-style-type: none"> • Plans for working with the local community and its environs and providing a focus for local community activities with examples of activities proposed. If the proposal involves use by the bidders own organisation then an explanation of which part of the community centre it is proposed to utilise and the regularity of this use will be required. • Plans for involving users where possible in helping manage, organise and develop activities at the community centre 		0/20
Capacity of employees/volunteers <ul style="list-style-type: none"> • Evidence of who by and how the asset is to be managed including roles and responsibilities of employees/volunteers and their relevant skills • Proposal as to how the organisation will build capacity for the continued and future successful operation of the community centre and evidence of how this will be delivered 		0/10

<p>Advertising and marketing proposals</p> <ul style="list-style-type: none"> • An advertising and marketing plan to demonstrate how the vision for the venue will be achieved • Evidence that there will be an effective and accessible booking system in operation with appropriate tariff of charges for hiring the community centre and the terms and conditions that will apply to any booking arrangements 		0/10
<p>Health and safety compliance</p> <ul style="list-style-type: none"> • Evidence that there is knowledge and understanding within the organisation of the responsibilities of running a community centre or where assistance to undertake this will be obtained • Evidence of ability to comply with all relevant health and safety regulations and requirements for employees, volunteers and members of the public and that appropriate plans; policies and procedures will be adopted 		0/10
Total score	100	0/100

Sue Peart

From: Andy Reeves
Sent: 05 August 2015 14:55
To: Stan Pajak (External)
Subject: Redhouse Community Centre transfer to Blunsdon Parish Council
Attachments: CNDN Redhouse CC v3.doc

Hello Stan

Please find attached the draft CMDN for the above proposed asset transfer. I would be grateful if comments could be received by Friday August 14th 2015.

Many Thanks
Andy

Andy Reeves (areeves3@swindon.gov.uk)
Community Programme Lead – North Central & North East
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Please consider the environment before printing this email.

Sue Peart

From: Andy Reeves
Sent: 05 August 2015 14:53
To: Matthew Bradley
Subject: Redhouse Community Centre transfer to Blunsdon Parish Council
Attachments: CNDN Redhouse CC v3.doc

Hello Matt

Could you kindly forward this to the shadow lead for Community Assets. I would be grateful if comments could be received by Friday August 14th 2015.

Many Thanks
Andy

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