

meeting papers

Community Services Committee

Thursday, 24 October 2013
7.00 pm



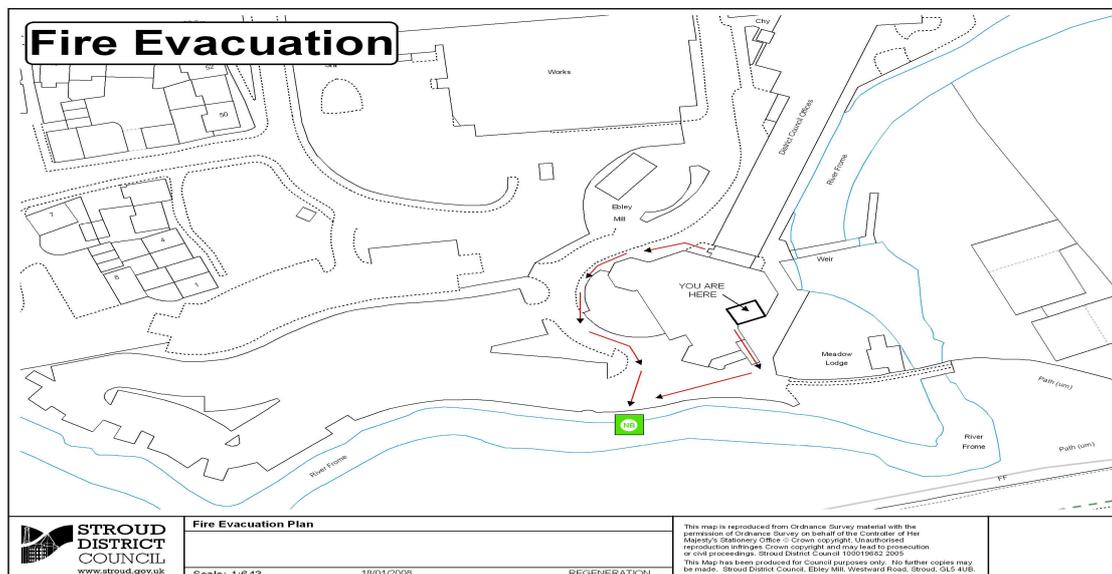
2002-2003
Crime Reduction in Rural Areas
2004-2005
Services for Older People
2007-2008
Emergency Planning



INVESTOR IN PEOPLE

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For Agenda enquiries contact:	Sarah Weyman, Democratic Services and Elections Officer Tel: 01453 754355 Email: sarah.veyman@stroud.gov.uk
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11 October 2013

COMMUNITY SERVICES COMMITTEE

A meeting of the Community Services Committee will be held on **Thursday, 24 October 2013** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm.**



David Hagg
Chief Executive

AGENDA



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If you have any queries regarding the above, please contact the officer named at the top of this agenda.

1. APOLOGIES

2. DECLARATIONS OF INTEREST To receive declarations of interest.

3. **MINUTES**

To approve and sign as a correct record, the Minutes of the meeting of the Committee held on 5 September 2013.

4. **PUBLIC QUESTION TIME**

The Chair of the Committee will answer questions from members of the public, submitted in accordance with the Council's procedures.

DEADLINE FOR RECEIPT OF QUESTIONS

Noon on Monday, 21 October 2013.

Questions must be submitted in writing to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud and sent by post, by fax (01453 754957), or by Email: democratic.services@stroud.gov.uk

5. **POLICE AND CRIME COMMISSIONER (GLOUCESTERSHIRE)/ COMMUNITY SAFETY - UPDATE**

Richard Bradley, Commissioning Development Manager, will attend the meeting to present on the work undertaken to date by the Gloucestershire Police and Crime Commissioner in consultation with Community Safety.

6. **JOINT USE SITES FINANCIAL UPDATE**

To receive an update on the financial position of the joint use sites and to approve the arrangements proposed within the report.

7. **BUDGET MONITORING REPORT 2013/14 – QUARTER 2**

To note the outturn forecast for the General Fund Revenue Budget and the Capital Programme for 2013/14.

8. **MEMBER APPOINTMENTS TO OTHER MEETINGS/EVENTS**

To appoint Members to participate in the meetings/events set out in the attached schedule which fall within the remit of this Committee.

9. **APPOINTMENTS TO OUTSIDE BODIES**

The Committee is asked to approve the appointment of a Member to each of the following organisations, due to vacancies arising.

- Stroud Festival Limited (currently Councillor Nigel Prenter + 1 vacancy)
- The League of Friends of Stroud Hospital and the Health Centre (currently Councillor John Marjoram + 1 vacancy)

10. **WORK PROGRAMME**

To consider the Committee's work programme for 2013/14 and update accordingly.

11. **MEMBERS' QUESTIONS**

See Agenda Item 4 for deadline for submission.

DATE OF NEXT MEETING

TUESDAY, 3 December 2013 (Budget meeting)

The Committee Membership for 2013/14 Civic Year is as follows:

Councillor June Cordwell (Chair)	Councillor Stephen Lydon
Councillor Karon Cross (Vice-Chair)	Councillor John Marjoram
Councillor Rowland Blackwell	Councillor Russell Miles
Councillor Tim Boxall	Councillor Nigel Prenter
Councillor Miranda Clifton	Councillor Paul Smith
Councillor John Jones	Councillor Penny Wride

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01453 754351 or email: democratic.services@stroud.gov.uk

COMMUNITY SERVICES COMMITTEE

5 September 2013

7.00 pm – 9.02 pm

Council Chamber, Ebley Mill, Stroud

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Minutes

Membership:

Councillor June Cordwell (Chair)	P	Councillor Stephen Lydon	P
Councillor Karon Cross (Vice-Chair)	P	Councillor John Marjoram	P
Councillor Rowland Blackwell	A	Councillor Russell Miles	A
Councillor Tim Boxall	A	Councillor Nigel Prenter	P
Councillor Miranda Clifton	P	Councillor Paul Smith	P
Councillor John Jones	P	Councillor Penny Wride	P

P = Present A = Absent

Other Councillors Present:

Councillor Nigel Cooper
 Councillor Geoff Wheeler

Officers Present

Head of Cultural Services	Head of Housing Management
Head of Environmental Health	Building Programmes Manager
Accountancy Manager	Head of Community Safety
Facilities & Civil Contingencies Manager	Democratic Services and Elections Officer

CS.009 APOLOGIES

Apologies for absence were received from Councillors Rowland Blackwell, Tim Boxall and Russell Miles.

CS.010 DECLARATIONS OF INTEREST

None received.

CS.011 MINUTES

RESOLVED That the Minutes of the Meeting held on 6 June 2013 are confirmed and signed as a correct record.

CS.012 **PUBLIC QUESTION TIME**

None received.

CS.013 **FINANCIAL INCLUSION STRATEGY**

The Head of Housing Management presented the Committee with a final draft version of the Financial Inclusion Strategy and sought approval for its delivery. The Strategy would also be considered by the Housing Committee on 19 September 2013 and would be available on the Council's website consultation page for comments until 30 September 2013.

The accompanying powerpoint presentation demonstrated the need for a strategy, outlined key facts on issues affecting the district and provided an overview of how the Council currently responded to financial exclusion using other resources and services available. The Strategy was both corporate and district wide and intended to respond to many issues including economic challenges, welfare reform, low income, access to affordable finance, increasing utility costs etc. It would be receptive to challenges experienced by all residents in the district.

The Strategy had been developed in response to consultation outcomes and took a multi agency approach to support residents in challenging times. Members were informed of the objective to co-ordinate all skills and community links held by partners and to make the best use of these to support residents, including development of a data sharing protocol. Future work identified beyond the Strategy included production of a Digital Inclusion Strategy to maximise electronic access to services, together with development of a web site. Monitoring and recording outcomes would allow successes to be demonstrated and experiences to be learnt from.

The Head of Housing Management referred to the launch of the Strategy in October with all partners invited to participate. He emphasised the flexibility of the Strategy, which would evolve in response to changing circumstances and suggested good practice. The Strategy had already been considered by the Stroud Council Housing Forum and would be promoted via the community bus; it was hoped that others would champion the Strategy and communicate it to the wider community.

During the ensuing discussion, Members suggested areas to be addressed within the context of the strategy, such as:

- Improvements to broadband access within rural areas and support to enable residents to operate PCs.
- Address the continuing decrease in the average wage and ensure the Strategy linked to the public health agenda.
- Council to be aware of eligibility criteria used within the Strategy, to provide assistance to those with payday loans and utilise the HRA to work with credit unions.
- Raise public awareness of the consequences of using money lending organisations with excessively high interest rates.
- Raise public awareness of the Strategy and inter agency working arrangements.

- Transport provision in rural areas to access banking facilities.
- Consider use of credit unions and other banks with affordable products.

The Head of Housing Management explained the work already underway with regard to some of the above initiatives and explained how other areas, where possible, might be progressed.

The operational aspects of the Strategy and how it would be marketed would be discussed at the October launch. Operational responses to the benefit cap and spare room subsidy could be looked at now before the implementation of Universal Tax Credit. The partnership would be responsible for decision making. With finite resources and unknown demand, partners would assess and co-ordinate resources to provide the best service possible.

- RESOLVED**
- 1. To update the draft strategy with any additional recommendations;**
 - 2. To delegate authority to the Head of Housing Management to finalise the Financial Inclusion Strategy in consultation with the Chair of the Community Services Committee and the Chair of the Housing Committee.**

CS.014 STRATFORD PARK LEISURE CENTRE VILLAGE CHANGE PROJECT

The Facilities and Civil Contingencies Manager presented the above report detailing the alterations proposed to the changing facilities at Stratford Park Leisure Centre. The accompanying powerpoint presentation provided examples of current and proposed refurbishment of the changing facilities within the centre and highlighted the new sports hall floor. Members were invited to visit the Leisure Centre in order that the proposals could be further explained. The Committee was referred to the typographical error within the legal implications of the report, with the figure of £60,000 to be amended to £61,000.

The Facilities and Civil Contingencies Manager drew the Committee's attention to the following points during his presentation of the report:

- The proposed alterations would bring the changing facilities to the standard at Dursley Pool and to match those within the fitness area at the Leisure Centre.
- Significant investment and improvements had been made to the Leisure Centre over the past few years. These works represented the final piece of the jigsaw, internally, to modernise the changing facilities which continued to attract a large number of complaints from users, when compared to the rest of the centre.
- The outcomes from extensive consultation had been used to inform the project, including a benchmarking survey which had highlighted how the current changing facilities were not fit for purpose.

- A necessary upgrade to the ventilation system (including the changing facilities and toilet areas) would be brought forward and included as part of the project. This would prevent work to the changing area being undone at a future date and would avoid any disruption to service.
- The Leisure Centre Operator, SLM, had also been involved with the project and had substantially increased usage at the centre compared to the same period last year.
- The floor to the main hall had been replaced sooner than planned due to flooding. The £122,000 cost of this work had been met by Stroud District Council's insurance.
- The proposed new facilities would include better provision for disabled users and would enable privacy for those with particular religious beliefs.
- The scheme would also include a pram park area, which would aid cleanliness and security, together with the installation of energy efficient lighting.

It was confirmed that the work would be undertaken in three stages with minimal disruption to users and without the need to close the centre.

Officers responded to questions confirming the validity of the tender process for the project, the operation of a comprehensive cleaning schedule for the centre and suggestions to develop the outdoor pool. Some Members also expressed dissatisfaction with reference to the project as 'village change'.

RESOLVED **To approve the expenditure required for undertaking the project;**

RECOMMENDED **That the Strategy and Resources Committee recommend to Council that it approves the additional resource of £61,000 required to complete the project, to be funded from the Capital Reserve.**

Councillor Nigel Prenter had abstained from voting on the above project.

CS.015 PRIVATE SECTOR HOUSING RENEWAL POLICY 2013-18

The Head of Environmental Health presented the report and Private Sector Housing Renewal Policy for adoption. He explained the legislative requirement for such a Policy as without it, the Council would be unable to assist the vulnerable residing in unsatisfactory housing conditions. The Council's first Policy had been adopted in 2003 and had been reviewed to reflect significant national changes in health and wellbeing, with the responsibility for Public Health being transferred from the NHS to Local Authorities.

The accompanying powerpoint presentation outlined the factors that influenced a person's health, together with information on housing tenures, age profiles of housing stock in the district, category 1 hazards across tenure and the costs associated with poor housing. The Head of Environmental Health informed Members of the Council's duty to take action to resolve category 1 hazards in housing. The Council had 26% of category 1 hazards, higher than the national

average of 22%, in addition to a high percentage of older properties (pre 1919), reflected by the high percentage of homes in fuel poverty compared to the County area and South West region.

Reference was made to the high costs associated with those living in poor housing conditions and consequent costs to the NHS. A Health Impact Assessment had demonstrated a cost saving of approximately £425,000 to the NHS if poor homes in the Stroud District were made good. This Council could help reduce NHS costs by addressing category 1 hazards in housing. Members were referred to policy objectives, the Council's corporate priorities and the policy tools and initiatives that would assist this.

In response to questions, the Head of Environmental Health explained that there was a County-wide Home Improvement Agency funded by the District Councils, Gloucestershire County Council and the Gloucestershire NHS Trust to assist vulnerable households in securing essential repairs and adaptations to their homes. It was hoped that more funding could be obtained by tackling health inequalities through the new public health agenda and this would raise the Council's profile with the Clinical Commissioning Group (CCG), by demonstrating the benefits of undertaking preventative work. Progress in relation to implementation of the Policy would be monitored through the performance management system and on a multi-agency basis. The District Health and Well-Being Partnership would also monitor progress through the District's Health and Well-Being Strategy, which would identify deliverables, policy objectives and targets, together with future housing stock condition surveys.

The Leader of the Council commended the report and the initiatives proposed for resolving poor conditions in the district's housing, which would provide a measure of cost benefits to residents and to the Council in addition to the NHS, and which would improve relations with the CCG to further develop health and well-being. He thanked the Head of Environmental Health and his team for production of the Policy.

- RESOLVED**
- 1. To adopt the Private Sector Housing Renewal Policy 2013-2018;**
 - 2. That the Head of Environmental Health in consultation with the Chair of the Community Services Committee be authorised to make minor changes to the policy should it become necessary.**

CS.016 BUDGET MONITORING REPORT 2013/14

The Accountancy Manager presented the Committee with its first monitoring report of the financial year, detailing a forecast of the outturn position against revenue budgets and the capital programme for 2013/14. He drew attention to the projected net underspend of £28,600 as detailed in table 2 of the report, the carry forward of £13,700 requested for the Youth Work Strategy, variations to the Capital Budget and areas of risk and uncertainty. The main risk to the outturn forecast concerned revenue and benefits income as set out in paragraph 10, which could be subject to further change. Whilst collection of overpaid housing benefits was slightly down compared to the same period last year, it was anticipated that a surplus could be made on income.

In referring to table 5, the Accountancy Manager explained that whilst the figure for the outturn forecast was correct, the total budget should read £1.337million, due to an error on the budget for housing schemes which should be amended to £620,000.

A Member referred to a possible Council contribution towards the provision of a new mobile police station for rural areas.

The Accountancy Manager explained that an overall budget strategy report for the Council would be considered by the Strategy and Resources Committee on 24 September, detailing the Medium Term Financial Plan and the Council's position over the next four years. He reminded of the spending review undertaken at the end of June and the requirement for the Council to save 1% during years 2014-15 and then to find savings of 10%-15% during years 2015-16. There would be an opportunity for the Committee to consider other budgetary items at its meeting in December.

RESOLVED To note the outturn forecast for the General Fund Revenue budget and the Capital Programme for 2013/14.

RECOMMENDED That the Strategy and Resources Committee approves the provisional list of budgets to be carried forward to 2014/15 as set out in paragraph 8 (page 3).

CS.017 **PERFORMANCE MONITORING**

The Chair reminded the Committee of the requirement to appoint two Members of this Committee to attend quarterly performance monitoring meetings with senior management and to report to Committee on an exception basis.

RESOLVED That Councillors Miranda Clifton and John Jones be appointed to attend quarterly performance monitoring meetings on behalf of the Committee.

CS.018 **MEMBER APPOINTMENTS TO OUTSIDE BODIES**

The Chair referred the Committee to the circulated schedule which sought approval of the Councillors nominated to the appointments outstanding from the last Committee meeting.

RESOLVED To make the appointments to outside bodies as set out below:

Organisation	Councillor(s) Appointed 2013-14
CCTV User Group	Councillor Paul Hemming
Stroud & Rodborough Educational Charity	Councillor Stephen Moore
Stroud & Tetbury District Scouts	Councillor Elizabeth Peters
Stroud & District CVS	Councillor Elizabeth Peters

CS.019 **WORK PROGRAMME**

RESOLVED To agree the Committee's work programme, subject to the following change:

- **24 October 2013** – Postpone 'Review of Homelessness Strategy' to 30 January 2014.

CS.020 **MEMBERS' QUESTIONS**

None received.

The meeting closed at 9.02 pm.

Chair

STROUD DISTRICT COUNCIL
COMMUNITY SERVICES COMMITTEE

**AGENDA
ITEM NO**

24 October 2013

6

Report Title	JOINT USE SITES FINANCIAL UPDATE
Purpose of Report	To update on the financial position of the joint use sites.
Decision(s)	<p>The Committee RESOLVES</p> <ol style="list-style-type: none"> 1) That the financial position of the joint use sites is noted. 2) That the Head of Cultural Services in consultation with the Chair of Community Services Committee be delegated authority to reduce the notice period required for the termination of agreements at the joint use sports centres. 3) That the equipment at Wotton Sports Centre is donated to Katherine Lady Berkley school or a joint venture company for community use, in the event of a termination of agreement.
Consultation and Feedback	Consultation with each of the schools has continued regarding the agreements in place for operation.
Financial Implications and Risk Assessment	<p>This report sets out an updated financial position for the Joint Use sports centres. The Tables in the report show an increase in the overall Net Cost of the centres and a corresponding increase in the Gross Subsidy per user. Paragraphs 5.1 to 5.4 of the report outline the financial regulations concerning the proposed donation of equipment to Katherine Lady Berkley school, with the current book value being £3,849.</p> <p>Whilst this report is a follow-up to the 8 September 2011 Cabinet paper, it is worth noting that there remains the option of terminating our existing joint-use agreements. As the financial performance of Maidenhill and Thomas Keble centres has deteriorated in the last financial year, this may be an issue members want to keep under review given the financial position of the authority from 2015/16 illustrated in the recent Budget Strategy report.</p> <p>David Stanley – Accountancy Manager Tel: 01453 754100 Email: david.stanley@stroud.gov.uk</p>

Legal Implications	<p>The current agreement with KLB school allows for termination with one years notice in writing, unless determined by mutual consent. Given the change in their financial position it would appear the school would be willing to agree to a mutual termination of the current agreement.</p> <p>There will be consequential legal implications if we were to terminate the agreement with KLB, not least involving the potential transfer of staff who are currently employed there, which will need to be handled appropriately.</p> <p>There are no other significant legal implications arising directly from the report.</p> <p>Zoe Lash, Solicitor Tel: 01453 754362 Email: zoe.lash@stroud.gov.uk</p>
Report Authors	<p>Mike Hammond Facilities/Civil Contingencies Manager Tel: 01453 754447 Email: mike.hammond@stroud.gov.uk and Michael Towson Facilities Management Officer Tel: 01453 754336 Email: michael.towson@stroud.gov.uk</p>
Background Papers/ Appendices	<p>Cabinet paper of 28 January 2010, Cabinet paper 30 September 2010, Cabinet paper of 8 September 2011 and Cabinet paper of 13 September 2012.</p> <p>Appendix 1 – Site Specific Usage Information</p>

1. Introduction

1.1 This report is a follow-up to the initial Joint Use Sports Centre Phase Two report presented to Cabinet on 8 September 2011, where the decision agreed was to continue managing all three joint use sports centres and to review them in a further twelve months time. In September 2012, Executive decided to continue operating all three joint use sites and review 'only their financial status' in a further twelve months. This report identifies the financial standing and associated usage at the centres for the financial year 2012/13.

- 1.2** The Stroud District Council Budget Consultation Report (November 2012, page 7) conducted by Future Focus Research to local residents and businesses across the Stroud district, states that 86% of respondents want to maintain spending in Stroud District Council Sport and Leisure Services. This is an increase of 1% from the survey conducted in 2011 and 17% from 2010, now making it the third highest in the list of Optional (non-mandatory) services.
- 1.3** The Joint Use provision is intrinsically linked to the new Health and Wellbeing Agenda, providing local communities opportunity to participate in sport and contributing to the district GP referral coverage.

2. Update

- 2.1** Since 1997, Joint Use Service Agreements have been in place and agreed between Stroud District Council and School Governors for each of the sites. The management fee paid to the respective School covers the hire and cleaning costs and can rise from year to year. Depending on the inflation of utilities the School Governors can request an additional increase to the management fee to cover these.
- 2.2** Following several meetings between the Councils Facilities Manager and the Head Teachers of both Thomas Keble and Maidenhill Schools, they have reaffirmed that at this time they have no intentions to take on the running of the centres and would like to continue with the current relationship.
- 2.3** Following investment by a local business and match funding from Sport England at Wotton Sports Centre (Katharine Lady Berkeley's School), new multisport pitches have been built. This development has led to a potential change of management, with the school or a joint venture company likely to take on the running of the site in 2014. The school have confirmed this proposal in writing, although a timetable for the transfer is still unclear. SDC have continued to work with the school and will be administering and managing the new facilities in the short term. With the above in mind, it is deemed prudent to reduce the notice period required for the termination of the agreement from an existing one year, to a timescale agreed appropriate by the Head of Cultural Services. If the school do give notice, TUPE implications would still apply and this would equate to 1.23 FTE centre staff. The school have also requested the Council consider the possibility of bequeathing the equipment at the centre to enable the continuity of community sport provision and to ensure the facility is sustainable in the longer term.
- 2.4A** Marketing Plan continues to be implemented to further raise the profile of each joint use site, with the aim to increase footfall by 5% year on year. During 2012/13 22,000 leaflets were delivered by Royal Mail to households in close proximity, promoting the centres generally and giving an incentive to join the gym. This was the main driver for attracting more gym users. The focus

for 2013/14 is the marketing of exercise classes, through the promotion of a new programme. A leaflet drop as well as the use of updated banner sites will be utilised, in addition to all of the usual channels. A student will also be joining the team later in the year to conduct a research project and analyse the current market.

2.5 The latest competitor/benchmarking analysis indicates that the three joint use sports centres continue to offer value for money to their communities. Stroud District Council joint use sports centres offer monthly membership costs lower than most comparable facilities. The cost for court and hall hire remain amongst the lowest in the district.

2.6 The investment and associated increase in members at Stratford Park Leisure Centre has had an impact on membership and footfall at both Maidenhill and Thomas Keble. Although membership at Stratford Park is slightly more costly, the equipment and classes on offer are wider ranging and the opening hours are less restrictive.

3. Financial Status

3.1 Figures for 2012/13 highlight a mixed year (see Table 1 below).

3.2 The net cost of the service increased just under 2% from £213,396 in 2011/12 to £217,466 in 2012/13.

Table 1 Table to show annual income, expenditure, net costs, usage (footfall) and gross subsidy per user, for each site, for each of the last two years.

<u>Income</u>			
	2011/12	2012/13	Variance
Maidenhill	£37,241	£32,564	-£4,677
Thomas Keble	£32,192	£29,554	-£2,638
Wotton	£33,479	£33,969	+£490
Annual Overall Income	£102,912	£96,087	-£6,825

Expenditure (including Facilities Management and Business Support Officer and all on-costs)

	2011/12	2012/13	Variance
Maidenhill	£116,164	£112,861	-£3,303
Thomas Keble	£104,649	£103,324	-£1,325
Wotton	£95,496	£97,369	+£1,873
Annual Overall Expenditure	£316,308	£313,553	-£2,755

Net Cost of Service – this is SDC’s organisational costs minus income generated (INCLUDING all on costs, which are service and support charges, capital charges, management costs and salaries)

	2011/12	2012/13	Variance
Maidenhill	£78,923	£80,297	+£1,374
Thomas Keble	£72,457	£73,770	+£1,313
Wotton	£62,017	£63,400	+£1,383
Annual Overall Net Cost of Service	£213,396	£217,466	+£4,070

Usage (approx numbers)

	2011/12	2012/13	Variance
Maidenhill	14,445	13,580	-865 (-6.4%)
Thomas Keble	15,155	14,717	-438 (-3.0%)
Wotton	19,960	20,456	+496 (+2.7%)
Annual Overall Usage Footfall	49,560	48,753	-807 (-1.7%)

Gross Subsidy per user

	2011/12	2012/13	Variance
Maidenhill	£5.46	£5.91	+£0.45
Thomas Keble	£4.78	£5.01	+£0.23
Wotton	£3.11	£3.10	-£0.01
<u>Annual Overall Gross Subsidy Per User</u>	£4.31	£4.46	+£0.15

Notes:

- VAT regulations mean that the majority of income from the joint use centres is subject to VAT. Therefore, a normal session in the fitness suite/gym costing £4.60 produces a net income, illustrated above, of £3.68.
- Although the subsidy per user at Maidenhill rose by £0.45 in 2012/13 to £5.91, this is still a substantial reduction from 2010/11 when the figure was £8.11.
- For a period during 2011/12 there was a vacant post for a Facilities Management Officer. This post was replaced. However, in the interim period, a salary saving of circa. £10k was recorded. Taking this in to account, the net cost of the service fell in 2012/13.

4. Usage

4.1 Exercise class use fell by 26% at Maidenhill Sports and Dance Centre and Thomas Keble Sports Centre. Changes to the structure of this provision, utilising flexible freelance instructors will be in place by October 2013, allowing a total overhaul of the programmes and the removal of underperforming classes.

4.2A 6% increase in use of the fitness suites was primarily the result of a promotional campaign, which also encouraged a 22% increase in newly inducted users.

4.3The concessionary scheme has proved a popular addition to the pricing structure after replacing Access to Leisure, which was little used. Well over 1,000 sessions were taken at the discounted rate in 2012/13, showcasing the benefits felt by the 250+ registered users. The scheme is, and continues to be, particularly popular at Maidenhill Sports and Dance Centre, where over 700 sessions were undertaken. Although broadly positive, the scheme has impacted centre income with many existing users taking advantage of a 40% discount. 2012/13 was the first year when the full impact of the scheme was felt after the introduction and growth of the user base since inception in November 2011.

4.4 Sports hall use was generally positive with all three sites attracting more 5-a-side football and/or indoor cricket sessions. The number of badminton courts booked was consistent against previous years, although there were variations between the sites.

5. Disposal of Equipment

5.1 Section C6.15 of the Council's Financial Regulations sets out the framework for the disposal of redundant stocks and equipment and is set out below.

5.2 Where the value of the stocks and equipment is less than £2,000 in total, the Head of Service is able to authorise their write-off or disposal following consultation with Internal Audit.

5.3 Where the value exceeds £2,000, authorisation of the appropriate Corporate Team member must be obtained, and disposal should be by competitive quotations or auctions, unless, following consultation with the Head of Finance, the relevant Corporate Team member decides otherwise in a particular case.

5.4 The current book value of the equipment on the Council's balance sheet is £3,849. It is proposed that the equipment is donated to Katherine Lady Berkley school or a joint venture company for community use, in the event of a termination of agreement. Therefore, the Head of Service will need to consult with the Strategic Head of Customer Services and the Head of Finance prior to the disposal of the equipment to ensure compliance with the financial regulations.

6. Conclusion

6.1 Continued improvement in 2012/13 was undermined by an underperformance of exercise classes. Amendments are being made to this provision and improvement can be expected in 2013/14. In reflection of this, income in quarter one across the centres has increased by £2,500 in the current financial year than at the comparable stage in 2012/13.

6.2 The marketing plan has achieved results, notably attracting new gym members, despite fierce competition. The plan has been updated to reflect priorities, whilst retaining the original developmental areas.

6.3 Following investment by a local business and match funding from Sport England at Wotton Sports Centre (Katharine Lady Berkeley's School), new multisport pitches have been built. This has enabled the school to progress with the possibility of running the centre independently from the Council as a joint venture company with Wotton Community Sports Foundation. The Council has supported this by agreeing to undertake bookings and the running of both sites during this period of discussion.

6.4 Stroud District Council recognises the importance of physical activity, sport and exercise in relation to the general health and wellbeing of its residents. There is a strong commitment to sustaining an Olympic legacy and providing a quality service to the community.

Site Specific Usage Information **Wotton Sports Centre**

There were an increased number of closures at the centre in 12/13, due to the preparation and latterly the implementation of a changing room refurbishment programme by the school. Although this led to more user disruption, the user base held firm. Initial feedback on the refurbishment has been positive.

In response to the non user surveys carried out, an exercise class was added to the programme (January 2013) which has proved successful to date.

The centre welcomed Dursley Sports Centre members throughout their closure for building works, with an agreement in place between the sites allowing users a viable alternative.

User numbers are entirely positive with overall footfall, sports hall and Fitness Suite use, all rising.

Table 1 – Table to show annual user figures at Wotton Sports Centre

	Fitness Suite	Badminton	Sports Hall	Exercise classes
2011/12	1074	898 sessions	410 sessions	N/A
2012/13	1294	1190 sessions	439 sessions	90
% change	+20	+32	+8	N/A

Thomas Keble Sports Centre

School closures continue to hamper operations, although there was no appreciable difference in 2012/13.

User figures remain relatively stable although the fall in badminton use was disappointing. Expenditure on class instructors was down, limiting the financial impact on the reduction in class attendance at this site.

The major positive is the improvement in sports hall hire, which offers greater income potential opposed to single court bookings.

Table 2 – Table to show annual user figures at Thomas Keble Sports Centre

	Fitness Suite	Badminton	Sports Hall	Exercise classes
2011/12	2330	1333 sessions	191 sessions	2326
2012/13	2265	1081 sessions	230 sessions	1969
% change	-3	-23	+20	-18

Maidenhill Sports and Dance Centre

Maidenhill saw exercise class attendance fall by 1,056 uses in 2012/13, equating to a loss of revenue of around £4k and accounting for the drop in footfall at the centre. This was mainly down to the flattening off of the zumba 'craze'.

The centre has aged well since it was built but has lost the draw of being a 'new' centre.

There were some additional staff costs due to the long term absence of a key staff member. However, overall staff costs have been reduced, even taking this in to account by the rationalisation of staffing levels. This has not impacted customer service.

On the positive side, the fitness suite attracted more visitors and new user inductions rose considerably, indicating the trend is likely to continue. Sports hall use rose, attracting more cricket sessions in particular. As normal the sports hall use during the winter months was good with few spare slots.

Table 3 – Table to show annual user figures at Maidenhill Sports and Dance Centre

	Fitness Suite	Badminton	Sports Hall	Exercise classes
2011/12	1572	1242 sessions	186 sessions	4383
2012/13	1707	1192 sessions	237 sessions	3327
% change	+9	-4	+27	-32

STROUD DISTRICT COUNCIL
COMMUNITY SERVICES COMMITTEE

**AGENDA
ITEM NO**

24 October 2013

7

Report Title	BUDGET MONITORING REPORT 2013/14 Q2
Purpose of Report	To present to the Community Services Committee a forecast of the outturn position against its revenue budgets and capital programme for 2013/14.
Decision(s)	The Committee RESOLVES to : Note the outturn forecast for the General Fund Revenue budget and the Capital programme for 2013/14
Consultation and Feedback	Budget holders have been consulted about the budget issues in their service areas. The feedback has been incorporated in the report to explain differences between budgets and actual income and expenditure.
Financial Implications & Risk Assessment	There are a number of variances identified in this report between revenue budgets and projected outturn. These will need to be considered by Strategy & Resources Committee when they review the overall General Fund projected outturn at their meeting in November 2013. It is estimated that the Walled Garden capital scheme will be underspent by £266,000, which will need to be carried forward to 2014/15. Sandra Cowley, Head of Finance Tel: 01453 754136 Email: sandra.cowley@stroud.gov.uk
Legal Implications	The report gives rise to no significant legal implications. Peter Woodcock, Locum Legal Services Manager Tel 01453 754369 Email: peter.woodcock@stroud.gov.uk
Report Author	David Stanley, Finance Manager Tel: 01453 754100 Email: david.stanley@stroud.gov.uk
Options	None.
Performance Management Follow Up	Budgets will continue to be monitored on a monthly basis by budget holders supported by Finance. Further updates will be reported to the Committee in January 2014, with the outturn position reported in June 2014.

Background Papers and Appendices	General Fund Outturn 2012/13 Supplementary Paper on Service Committee Budgets 2013/14
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Background

1. This report provides the second monitoring position statement for the financial year 2013/14. The purpose of this report is to notify members of any known significant variations to budgets for the current financial year, highlight any key issues, and to inform members of any action to be taken if required.
2. The report takes account of transactions up to 30 September 2013, with a projection of income and expenditure to the end of the financial year based on an assessment of known and predicted variations. There does, however, remain an area of risk or uncertainty within the outturn forecast which are discussed further in paragraph 10.
3. **Due to the volume of information contained in the report, it would be helpful where members have questions on matters of detail if they could be referred to the report author or the appropriate service manager before the meeting**

Revenue Budget position

4. The revised net General Fund Revenue budget for 2013/14 is £15.147 million taking into account the adjustments to the budget as approved by Strategy and Resources committee at their meeting on 24 September 2013. Table 1 below provides a reconciliation of the original budget to the latest budget for the budgets reported through Community Services committee.

Table 1 – Reconciliation of Budget movements

Community Services Committee	2013/14 Budget (£)
Original Budget	5,658,100
Add: Carry Forwards (S&R 28/06/13)	78,350
Add: Pay Inflation	44,850
Latest Budget as at 30 September 2013	5,781,300

5. The monitoring position at 30 September 2013 shows a projected net underspend of **(£121,500)** (2.10%) against the latest budget, as summarised in Table 2 below. Appendix A provides a more detailed breakdown and explanation of the significant variations

Table 2 – Outturn Forecast

Community Services Committee	Para Refs	2013/14 Latest Budget (£)	Budget Year to date (£)	Actual to 30 Sept 2013 (£)	Variance to 30 Sept 2013 (£)	2013/14 Projected Outturn (£)	2013/14 Projected Variance (£)
Community Safety	10	483,400	214,052	114,759	(99,292)	474,600	(8,800)
Youth Services	11	132,000	62,150	(29,705)	(91,855)	132,000	0
Community Services Management		116,800	56,200	54,635	(1,565)	116,800	0
Cultural Services - Management		85,500	40,850	40,490	(360)	85,600	100
Cultural Services - Arts and Culture	12	781,100	362,787	329,815	(32,972)	780,300	(800)
Cultural Services - Sports and Leisure	13	165,400	79,850	60,484	(19,366)	155,900	(9,500)
Cultural Services - Sports Centres		846,400	65,065	109,221	44,156	835,900	(10,500)
Customer Services		363,100	168,952	176,398	7,446	363,100	0
Grants to Voluntary Organisations		387,300	193,650	266,825	73,175	382,300	(5,000)
Housing (General Fund)	14	618,400	311,417	243,342	(68,074)	608,400	(10,000)
Public Spaces	15	1,220,400	415,122	348,918	(66,204)	1,203,400	(17,000)
Revenues and Benefits - Divisional	16	391,900	253,953	342,785	88,832	331,900	(60,000)
Revenues and Benefits - Payments		189,600	(5,666,559)	(3,825,839)	1,840,720	189,600	0
Community Services TOTAL		5,781,300	(3,442,513)	(1,767,870)	1,674,642	5,659,800	(121,500)

Virements, Reserve Movements and Carry Forwards

6. As previously reported to the committee in September, a provisional carry forward of £13,700 was requested on the Youth Work Strategy budget. It is likely that a carry forward will also be requested on the Sports & Health Development budgets. At this stage, it is estimated that £6,600 will be requested to be carried forward into 2014/15 for the 'On Balance' and 'On Target' projects, as detailed in paragraph 13 of this report. A formal request to carry forward any unspent balances will be made in the third quarter Budget Monitor Report to the committee in January 2014.

Areas of Risk and Uncertainty

7. The forecast outturn variance of **(£121,500) underspend** highlighted in paragraph 4 of this report is based on known and estimated outcomes. However, there remains a degree of uncertainty with the forecast variance, either because;
- There is insufficient data available at this stage of the financial year with which to estimate an outturn position
 - There are a number of different outcomes that may occur and it is difficult to predict with a degree of certainty which outcome is more likely
 - Seasonal factors affecting income from events and activities in specific budget areas (e.g. Subscription Rooms, Dursley Pool and Sports Centre), or the overall position of the local economy and the effect on income generation.
8. Listed below are the main areas of risk and uncertainty associated with the outturn forecast.
- Revenues and Benefits Income – For the past few years, the Revenues and Benefits recovery team have been very successful in recovering overpaid Housing benefit payments. Performance to the end of the first quarter showed that new Housing Benefit debt identified is currently £177,000 with payments collected of £137,800

(against a full year budget of £446,000). Although this was below last year's level, it is too early in the financial year to estimate the final recovery position with a degree of accuracy. Owing to the timing of this report, 2nd Quarter performance data is not available at the time of writing. An updated position will be reported to the committee in January 2014.

Community Services Capital Programme

9. A revised Capital Programme of £1.3 million for 2013/14 was approved by Strategy & Resources in June 2013 incorporating the slippage from 2012/13. Table 4 (page 10) shows the capital monitoring position at the end of September 2013 and shows a capital variation of (£266,400) (7.69%). The principle reasons for the variation are explained in Appendix B.

Table 3 – Outturn Forecast and breakdown of variation

Community Services Committee	Para Refs	2013/14 Latest Budget (£)	2013/14 Projected Outturn (£)	2013/14 Projected Variance (£)	Underspends			Overspends		
					Salary Savings (£)	Under spends (£)	Income Surplus (£)	Salary Variations (£)	Over spends (£)	Income Shortfall (£)
Community Safety	10	483,400	474,600	(8,800)	(1,400)	(9,800)	(25,000)	500	15,200	11,700
Youth Services	11	132,000	132,000	0	(300)	(13,800)	0	0	14,100	0
Community Services Management		116,800	116,800	0	0	0	0	0	0	0
Cultural Services - Management		85,500	85,600	100	0	(400)	0	0	500	0
Cultural Services - Arts and Culture	12	781,100	780,300	(800)	(7,900)	(11,100)	(12,600)	700	27,000	3,100
Cultural Services - Sports and Leisure	13	165,400	155,900	(9,500)	(3,900)	(8,900)	0	0	1,300	2,000
Cultural Services - Sports Centres		846,400	835,900	(10,500)	(12,100)	(4,500)	(2,800)	600	5,800	2,500
Customer Services		363,100	363,100	0	0	0	0	0	0	0
Grants to Voluntary Organisations		387,300	382,300	(5,000)	0	(5,000)	0	0	0	0
Housing (General Fund)	14	618,400	608,400	(10,000)	(10,000)	0	0	0	0	0
Public Spaces	15	1,220,400	1,203,400	(17,000)	0	(8,100)	(18,300)	0	9,300	100
Revenues and Benefits - Divisional	16	391,900	331,900	(60,000)	0	0	0	0	0	0
Revenues and Benefits - Payments		189,600	189,600	0	0	0	0	0	0	0
Community Services TOTAL		5,781,300	5,659,800	(121,500)	(35,600)	(61,600)	(58,700)	1,800	73,200	19,400

As detailed in Table 3, the projected outturn variances often comprise several positive and negative variations. Only those variations in excess of £10,000 or of particular note are detailed below.

10. Community Safety

Car Parks Enforcement – (£25,000) Income Surplus

(Phil Sullivan, xtn 4280) philip.sullivan@stroud.gov.uk

As members will be no doubt be aware, the On-Street parking enforcement function transferred back to Gloucestershire County Council in April 2013. The enforcement of the council's car parks (off-street) remained with the district council. As reported to the Executive in December 2012, the net cost of the service was projected to increase by around £26,790 owing to the loss of the on-street enforcement income of £100,000 which was largely mitigated by a reduction in the staffing complement.

As a result of these changes, the direct income from off-street enforcement has increased significantly this year, leading a projected income surplus of £25,000.

Note:

(An indirect result of the increased enforcement presence at the council's car parks will be reflected in the car park ticket income. This falls outside the remit of the Community Services committee being reported to Strategy and Resources committee under the Asset Management – Car Parks heading. The council is required to account for these 2 functions separately, as per CIPFA's Service Reporting Code if Practice (SeRCOP)).

11. Youth Services – Nil Variation

(Phil Sullivan, xtn 4280) philip.sullivan@stroud.gov.uk

As previously reported to the committee in September, within this Nil Variance there are offsetting variances. It is anticipated that the Youth Work Strategy budget will be (£13,800) **underspent** and it is requested that this is carried forward to the 2014/15 financial year. The Commissioning of Youth Provision budget will be **£14,100 overspent** but this is funded from the £14,100 transferred into the Unapplied Revenue Contributions Reserve in 2012/13. An update on the budgets follows:

Youth Work Strategy

The development and finalisation of the youth work strategy (approved by Council on 13 September 2012) took place between April and September 2012. Subsequently, there was a £44,700 carry over from the financial year 2012/13 for this budget. In addition, the recruitment of youth work staffing by the chosen provider had been slower than anticipated, however this has now been rectified as of July 2013. Progress on other objectives within the strategy were subsequently delayed and included obtaining the required information from various youth work training

providers. The expenditure of this budget is now progressing in accordance with the youth work strategy.

The amount of £30,960 has now been committed in the form of one off grant funding, which will be allocated within the next quarter between eight specified localities across the district (as per the youth work strategy). One partner youth organisation in each locality will receive the one off grant to support the personal and social development of young people engaging in active youth participation with respective local youth forum groups – this will ensure the money is still spent akin to meeting the objectives in the strategy and help support future service delivery.

The £50,000 budget for the current financial year (2013/14) is still committed to delivering services as per the strategy. However this will leave an estimated carryover of £13,750 from 2013/14 to 2014/15 as stated in the POSC report earlier this year.

Commissioning of Youth Provision

From a position of considerable under spend during 2011/12 the budget carryover from 2012/13 was £14,151. This didn't take into consideration the £10,235 which was allocated in the third round of the grant funding programme taking place in February and March 2013. Payments for this are being currently being made. The unallocated £3,916 has been included in the grant funding programme for 2013/14.

A further £50,000 has been received from Gloucestershire County Council for 2013/14. The programme has been launched and two rounds of funding have been agreed with Stroud District Youth Council (who will form a dedicated grant giving panel) and Gloucestershire County Council as the commissioners.

12. Cultural Services, Arts & Culture – (£730) Underspend

Subscription Rooms – £2,000 overspend

(Paul McLaughlin, xtn 1991) paul.mclaughlin@stroud.gov.uk

As previously reported to the committee in September, there are two major variances within the Subscription Room budgets.

It is projected that the Bar will be **£16,100 overspent**. This is due to changed business pattern. The café bar is now open 6 days per week. This requires more sales stock, food and drink, and more materials. The £16,100 is more or less completely made up of these three areas. It is hoped that the income will increase sufficiently that the overspend will decrease substantially by the year end.

There is an **income surplus of (£11,300)** on the promotions budget. This is the favourable situation that is anticipated by selling more tickets due to programming expanding and areas being used more, e.g. George Room. There should be increased sales for less expenditure on staff.

13. Sports & Leisure**Sports & Health Development – (£6800) Underspend**(Jane Bullows, xtn 4322) jane.bullows@stroud.gov.uk**CSPAN and NHS funded projects**

The 'On Balance' scheme, piloted from October 2012 for a period of 14 months and has proven to be a success for a number of breast cancer patients in the district. The aim is therefore to carry forward the unspent balance of around £1,800 to extend the Breast Cancer Rehabilitation element for a further 6 months from January 2014 to June 2014.

On Target project

As a result of a successful bid to Gloucestershire CCG in 2013, 'On Target' a one year pilot weight management and physical activity project, will start in January 2014 and run for a period of 12 months. A predicted carry forward of £4,800 will be required to fund the April 2014 to December 2014 element of the project.

14. Housing General Fund – (£10,000) underspend(Jon Beckett xtn, 4443) jon.beckett@stroud.gov.ukPrivate Housing

As previously reported to the committee in September, this **underspend** is a temporary saving, due to a member of staff undergoing a career progression programme through attainment of a professional qualification. There has also been a small reduction in hours of the Housing renewal Manager.

15. Public Spaces – (£17,000) Underspend**Public Space Service – (£15,100) income surplus**(Carlos Novoth, xtn 4406) carlos.novoth@stroud.gov.uk

As previously reported to the committee in September, income was received unexpectedly. It was as a direct result of a land transaction that was led by the Asset Management team during the period September 2012 and April 2013. The developer (Redrow Homes Ltd) wished to dig a piece of ground, owned by this council and managed by Public Space Services, to install an underground drain; the land in question includes a grassed area on the main road from Wharfdale Way to the Pilot Inn, in Hardwicke. It was only during March 2013 that the Asset Management Team was notified that the developer wished to conclude negotiations and proceed with the work. Payment for the easement was made in May 2013. Until this time, the developer could have chosen an alternative option to install the drain without having to pay the council for an easement.

16. Revenues & Benefits (Divisional) – (£60,000) Saving(Shaun Butler, xtn. 4035) shaun.butler@stroud.gov.uk

The Revenues and Benefits divisional budget is projected to **underspend** by **(£60,000)**, largely as a result of a more efficient staffing mix and the receipt of the New Burdens Funding for Welfare Reform.

There is a salary underspend of £40,000 on the Housing Benefit/Council Tax Benefit Administration budget. This has arisen following a review of current caseloads and the corresponding staffing requirement within the teams. Since April 2013, 2 posts have been held vacant and there has been a reduction in the hours of 3 other staff.

A more flexible approach to staffing has been taken following this review, which has led to a more cost efficient solution being pursued. In order to manage the peaks workloads of the service, the council engages Civica's On Demand service, whereby excess casework is managed by Civica remotely, rather than the council employing further permanent staff or engaging agency staff.

In addition, Welfare Reform funding of £24,500 has been received from DWP in respect of any new burdens arising from the government's Welfare Reform programme. It is not anticipated that any additional costs will arise during the financial year, as any additional workload will be absorbed with the existing resource; contributing to a further £20,000 saving on the budget.

Capital

17. As discussed earlier in the report, the capital monitoring position at the end of September 2013 shows a capital variance of **(£266,400)** against the revised capital programme, as shown in the table below.

Table 4 – Capital Outturn Forecast

Community Services Capital Schemes	Para Refs	Total Budget (£)	Actual to Date (£)	Outturn Forecast (£)	Outturn Variance (£)
Housing schemes		620,000	150,726	620,000	0
Public Conveniences - Dursley		70,000	740	70,000	0
SPLC Catch-up repairs		71,000	120,475	71,000	0
Stratford Park Play Area		87,000	0	87,000	0
Walled Garden project (MITP)	18	489,000	23,011	222,600	(266,400)
Other capital spend		0	684	0	0
TOTAL Capital		1,337,000	295,636	1,070,600	(266,400)

18. Museum Walled Garden Project (MITP) – **(£266,400) slippage**

(Kevin Ward, xtn 1916) kevin.ward@stroud.gov.uk

As previously reported to the committee in September, the Museum Walled Garden project stage one is planned to be completed over two financial years (2013/14 and 2014/15) and as such the budget will not all be spent this year. The design team has been appointed to build the Pavilion (learning space) and the clearance project funded by Arts Council England is underway.

COMMUNITY SERVICES COMMITTEE

24 October 2013

MEMBER REPRESENTATION AT MEETINGS/EVENTS

The Committee is asked to **approve** the appointment of one Member to attend each of the meetings below.

Mileage can be claimed for travelling to and from the meetings.

Members are encouraged to report/provide feedback as indicated and to submit a brief summary to Democratic Services following each meeting, for publication on the Members Intranet.

Meetings

Chairing of 1/2 yearly Crime and Disorder Meeting

It would be useful to have a Member to chair this group as a number of members attend from Parish and District Councils and it only happens twice a year. The Stroud Safer Stronger Partnership is more frequent and is officer led.

Frequency: Meets twice a year

Requirement: 1 Councillor

Officer Contact: Phil Sullivan, Head of Community Safety – Tel: 01453 754280
Email: philip.sullivan@stroud.gov.uk

Parking Board

Recommend Member attendance based on the fact county meet with Community Safety (parking) and bring their cabinet lead with them for these meetings. Frequency 2 to 3 times a year.

Frequency: Meets 2 to 3 times per year.

Requirement: 1 Councillor

Officer Contact: Phil Sullivan, Head of Community Safety – Tel: 01453 754280
Email: philip.sullivan@stroud.gov.uk

Older Peoples Forum

This forum was designed to provide feedback to the authority on our services to older people and to also inform the Forum of the work that the Council is doing. Based on that it would seem appropriate to have a Member to attend to receive that feedback.

Frequency: Quarterly

Requirement: 1 Councillor

Officer Contact: Phil Sullivan, Head of Community Safety – Tel: 01453 754280
Email: philip.sullivan@stroud.gov.uk

Youth Council

Like the older peoples forum one of the functions of the youth council is to feed information to the senior council and issues relating to young people. As there is no longer the opportunity to shadow the cabinet members of the senior council it is recommended that a member of senior council should attend the formal meetings of the youth council, probably on a quarterly basis to receive these observations.

Frequency: Quarterly

Requirement: 1 Councillor

Officer Contact: Steve Miles, Senior Youth Officer (Hear by Right) – Tel: 01453 754504 Email: steve.miles@stroud.gov.uk

Stroud District Council Health and Wellbeing Partnership meeting

An invite only, strategic and operational partnership group that facilitates the improvement of health and wellbeing and reduction of health inequalities. It plays a key role in bringing together national, county and local priorities to deliver improved health outcomes to communities across Stroud District. The partnership meets every quarter (group also includes substance action partners) and is currently chaired and administered by SDC. Meetings take place in either SDC Committee Room or Council Chamber and the day/date changes each quarter to accommodate different groups. Date of next meet is: 14th October 2013 in SDC Council Chamber - 2pm to 4pm.

Frequency: Quarterly

Requirement: 1 Councillor (could be the same representative for the meeting below)

Officer Contact: Jane Bullows, Sports and Health Development Manager – Tel: 01453 754322 Email: jane.bullows@stroud.gov.uk

Health and Wellbeing Second Tier/District Lead Officers meeting

This is a meet for all 6 district council Health and Wellbeing lead Officers to discuss 2nd tier health and wellbeing work and to feed through to the County Health and Wellbeing Board. At present a Member (Carole Topple from CDC) attends this meet to be able to hear the collective feedback and represent all 6 districts at the county Health and Wellbeing Board. A Member from SDC has been attending this meet and it would seem appropriate to continue.

Frequency: Quarterly

Requirement: 1 Councillor (could be the same representative for the meeting above)

Officer Contact: Jane Bullows, Sports and Health Development Manager – Tel: 01453 754322 Email: jane.bullows@stroud.gov.uk

Other Events (For information currently)

Generation Games

This is an annual multi sport event to celebrate sport and physical activity, usually held during June/July (this year it took place on Sunday 1st September 2013 at Stratford Park Leisure Centre). The event targets families of all ages, to take part in alternative/less mainstream sports activities that can lead to a more healthy and

active lifestyle i.e. rock climbing, trampolining. All Members of the Committee are invited and encouraged to attend as guests and to participate in activities if they wish.

Frequency: Annual Event

Requirement: All Committee Members will be invited.

Officer Contact: Hannah Drew, Sports Development Officer – Tel: 01453 754508

Email: hannah.drew@stroud.gov.uk

Sportsability Festival

This is an annual one day festival (planned and delivered in partnership with students from Gloucestershire College) at Stratford Park Leisure Centre. The festival targets children and young people with physical, sensory and learning disabilities from our SEN schools and SGS Colleges across the district, to take part in a variety of disability sports in a non competitive environment. The next festival will be in March 2014 (date to be confirmed nearer the time). All Committee Members will be invited to attend under separate cover nearer the date of the event.

Frequency: Annual Event

Requirement: All Committee Members will be invited.

Officer Contact: Hannah Drew, Sports Development Officer – Tel: 01453 754508

Email: hannah.drew@stroud.gov.uk

**Stroud District Council
Community Services Committee Work Programme 2013/14**

6 June 2013

1. Introduction to Community Services
2. Community Services Committee Budgets 2013/14
3. Appointments to Outside Bodies
4. Work Programme

5 September 2013

1. Stratford Park Leisure Centre Village Change Project (Mike Hammond)
2. Budget Monitoring Report (David Stanley)
3. Financial Inclusion Strategy (Tim Power)
4. Private Sector Housing Renewal Policy 2013-2018 (Jon Beckett)
5. Performance reporting - nomination of 2 Members
6. Appointments to Outside Bodies – vacant positions
7. Work Programme

24 October 2013

1. Budget Monitoring Report – Quarter 2 (David Stanley)
2. Review of Joint Use Sites (Phase 2) – follow up report (from Exec 13.9.12) (Mike Hammond) **(Moved from 5.09.13)**
3. Community Safety/Crime Commissioner – 1 year on (Phil Sullivan)
4. Work Programme
5. Nominations for Member representation on specified meetings/forums

3 December 2013

1. Fees and Charges Cultural Services (Ray Figg)
2. Revised Budget 2013/14 & Draft Budget 2014/15 (David Stanley)
3. Work Programme

30 January 2014

1. Budget Monitoring Report – Quarter 3 (David Stanley)
2. Review of Homelessness Strategy (Sarah Mace) **(Moved from 24.10.13)**
3. Work Programme

6 March 2014

- 1.
2. Work Programme