

# Lead Portfolio Holder (Children, Young People and Families) Decision Making Session

## Agenda

Friday 25 March 2011

A Lead Portfolio Holder (Children, Young People and Families) Decision Making Session will be held in Committee Room 1, SHIRE HALL, WARWICK on **Friday 25 February 2011 at 12.02 pm or on the rising of the Lead Portfolio Holder, Adult Social Care Decision Making Session, if that is later.**

The agenda will be:

### 1. General

#### (1) Members' Disclosures of Personal and Prejudicial Interests.

Members are reminded that they should declare the existence and nature of their personal interests at the commencement of the item (or as soon as the interest becomes apparent). If that interest is a prejudicial interest the Member must withdraw from the room unless one of the exceptions applies.

Membership of a district or borough council is classed as a personal interest under the Code of Conduct. A Member does not need to declare this interest unless the Member chooses to speak on a matter relating to their membership. If the Member does not wish to speak on the matter, the Member may still vote on the matter without making a declaration.

#### (2) Minutes of meeting held on 25 February 2011

### 2. The Priors Marston School, Priors Marston

Report of the Strategic Director of Children, Young People and Families to follow.

### 3. Transforming Youth Services – Premises Review 2011 Consultation

Report of the Strategic Director of Children, Young People and Families enclosed.

### 4. Any Other Urgent Business

**JIM GRAHAM**  
Chief Executive  
Warwickshire County Council

## March 2011

Cabinet Portfolio Holder for Children, Young People and Families: Councillor Heather Timms

[Cllrtimms@warwickshire.gov.uk](mailto:Cllrtimms@warwickshire.gov.uk)

General Enquiries: Please contact Janet Purcell, Executive & Member Support Manager  
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## **Minutes of the Portfolio Holder for Children ,Young People and Families Decision Making Session held on 25 February 2011**

### **Present:**

#### Decision Makers

Councillor Heather Timms - Cabinet Portfolio Holder for Children Young People and Families

#### Other Councillors

Councillor Alan Farnell, Leader of the Council

#### Officers

Phil Astle – Education Officer-School Organisation  
Janet Purcell -Executive and Member Support Manager

### **1. General**

#### **(1) Members Declarations of Personal and Prejudicial Interests**

None.

#### **(2) Minutes of meeting 22 October 2010**

The minutes of the decision making meeting held on 22 October 2010 were agreed as a correct record.

### **2. Amalgamation of St Marie's Nursery and Catholic Infant School with St Marie's Catholic Junior School**

Councillor Heather Timms considered the report of the Strategic Director for Children, Young People and Families setting out the outcome on consultation to amalgamate St Marie's Nursery and (Voluntary Aided) Catholic Infant School and St Marie's (Voluntary Aided) Catholic Junior School in Rugby . The consultation had ended on 3 February and no statutory objections or further comments had been submitted. The

#### **Resolved**

- (1) That the closure of St Marie's Nursery and Catholic Infant School and St Marie's Catholic Junior School be approved to form a single all-through primary school from 31 August 2011.
- (2) That a new 3 – 11 Catholic Voluntary Aided Primary School be opened with effect from 1 September 2011.

**3. Any other items**

There were no other urgent items of business.

The session concluded at 12.02 p.m.

.....  
Cabinet Portfolio Holder for Children, Young People and  
Families

**INSTRUMENT OF GOVERNMENT FOR  
FEDERATED GOVERNING BODIES**

1. The name of the federation is **Lighthorne Heath and Sydenham Primary Schools Federation.**
2. The names and categories of the schools within the Federation are:  

Lighthorne Heath Primary School – Community School  
Sydenham Primary School – Community School
3. The name of the governing body is The Governing Body of Lighthorne Heath and Sydenham Primary Schools Federation.
4. The governing body shall consist of :  

**5 Parent governors (elected as shown in paragraph 6)**  
**3 LA governors**  
**3 Staff governors (including the Headteacher)**  
**4 Community governors**
5. The total number of governors will be **15.**
6. Parent governors will be elected as follows :  

**Two** parent governors from Lighthorne Heath Primary School  
**Three** parent governors from Sydenham Primary School
7. This Instrument comes into effect on 1<sup>st</sup> November 2010.
8. This Instrument was made by order of Warwickshire County Council on 17th September 2010.

**AGENDA MANAGEMENT SHEET**

**Decision making session**      **Lead Portfolio Holder (Children, Young People and Families) Decision Making Session**

**Date of Decision**                      **25 March 2011**

**Report Title**                              **The Priors School, Priors Marston**

**Summary**  
 This report updates the Cabinet on the proposal to establish a free school in Priors Hardwick and suggests a response to the Secretary of State

**For further information please contact:**      Mark Gore  
 Head of Service – Learning & Achievement  
 Tel: 01926 742588  
 markgore@warwickshire.gov.uk

**Would the recommended decision be contrary to the Budget and Policy Framework?**      No

**Background papers**

**CONSULTATION ALREADY UNDERTAKEN:-**      Details to be specified

Other Committees                     

Local Member(s)                       Cllr Bob Stevens: *I am unable to support the recommendation as written. As ward member I have supported this school since its inception and admire the way that it has survived against all the odds. Free school status has already been granted and this letter would not achieve anything. The school have worked hard to complete all the qualifications required for free school status, have had the support of both their present and previous MP and is in line with the governments policy on free schools. A majority of the village also are in favour of the school including the land owner, Lord Spencer.*

Cllr John Appleton

Other Elected Members               CYP&F O&S Chair and Vice Chair  
 Cllr June Tandy  
 Cllr John Ross

CYP&F O&S Spokespersons  
 Cllr Peter Balaam  
 Cllr Carolyn Robbins

- |                          |                                     |  |
|--------------------------|-------------------------------------|--|
| Cabinet Member           | <input checked="" type="checkbox"/> | Cllr Heather Timms (Decision Maker)                          |
| Chief Executive          | <input type="checkbox"/>            |  |
| Legal                    | <input checked="" type="checkbox"/> | Fay Ford: 'No comments'                                      |
| Finance                  | <input type="checkbox"/>            | David Clarke, Strategic Director of Resources: "No comments" |
| Other Chief Officers     | <input type="checkbox"/>            |  |
| District Councils        | <input type="checkbox"/>            |  |
| Health Authority         | <input type="checkbox"/>            |  |
| Police                   | <input type="checkbox"/>            |  |
| Other Bodies/Individuals | <input type="checkbox"/>            |  |

**FINAL DECISION**

**SUGGESTED NEXT STEPS:**

Details to be specified

- |   |                          |
|---|--------------------------|
| Further consideration by this Committee | <input type="checkbox"/> |
| To Council                              | <input type="checkbox"/> |
| To Cabinet                              |                          |
| To an O & S Committee                   | <input type="checkbox"/> |
| To an Area Committee                    | <input type="checkbox"/> |
| Further Consultation                    | <input type="checkbox"/> |

**Portfolio Holder (Children, Young People and Families)  
Decision Making Session**

**25 March 2011**

**The Priors School, Priors Marston**

**Report of Strategic Director for Children,  
Young People and Families**

**Recommendations:**

That the Portfolio Holder:

1. Note the progress in establishing the Priors Marston Free School.
2. Authorise the Strategic Director, Children Young People and Families, to write to the Secretary of State drawing his attention to concerns about the process of consultation in relation to the establishment of Free Schools.
3. Draw the Secretary of State's attention to the potential impact on existing provision of the proposal.

**1. Background**

- 1.1 The Priors School in Priors Marston was established in 1996 as an independent primary school. The school is managed by local people as an educational charity. Children from the villages of Priors Marston and Priors Hardwick are able to access the school free of charge whilst children from elsewhere are charged fees.
- 1.2 In October 2010, the Secretary of State for Education invited groups interested in setting up Free Schools to start developing proposals. The Priors School developed and submitted a Business Case during the late autumn and on 31 January 2011, The Secretary of State, wrote to them to confirm his approval of that business case and his agreement to move to the next stage of the process, the development of a funding agreement between the secretary of state and the promoter.
- 1.3 Free schools are school which are proposed by groups of parents, teachers, community or faith groups. Once established they secure 'academy' status i.e. they are state funded independent schools.



## 2. Background

- 2.1 In the mid 1990s, Warwickshire County Council undertook a complete review of educational provision. This resulted in a change to the age of secondary transfer and the establishment of primary schools or in some cases separate infant and junior schools. Wherever possible, all through primary schools were introduced to remove the need for transition and so aid continuity of schooling.
- 2.2 In 1996, following a period of consultation, Priors Marston First School was closed. Until this time, children from the villages of Priors Marston and Priors Hardwick, choosing to access state education had transferred to Napton Primary school in the neighbouring village of Napton on the Hill at the end of Year 3.
- 2.3 At the time, the existing Napton Primary School was replaced by the new St Lawrence C of E Primary School. The priority area of the new school was extended to cover the parishes of Priors Marston and Priors Hardwick at Key Stages 1 and 2.
- 2.4 The St Lawrence C of E Primary School was built to ensure sufficient places for all children living within the priority area. Unlike some parts of the county the Southam area does not appear to be experiencing a rise in the birth-rate and existing pupil forecasts and data from the PCT show that the school is still of sufficient size to provide for children in the area, now and in the future.

A table showing current and forecast is attached at **Appendix A**.

## 3. The Consultation Process

- 3.1 In order to establish a free school promoters must produce a business case for consideration by the Secretary of State. This must show how promoters meet the following criteria:
- Suitability to establish / run a school.
  - Clear educational aims and objectives and sufficient capacity and capability to implement these.
  - Evidence of demand.
  - Financial viability.
  - Suitable premises.
  - Leadership and management.
  - Ability and willingness to meet the terms of the funding agreement or grant agreement.
- 3.2 The Department for Education encourages promoters of free schools to discuss their plans with the local authority and with others who might be affected by the proposal including neighbouring schools, other admissions authorities and neighbouring local authorities.

The promoters have invited comments on their proposal and have held meetings with the local community and with neighbouring schools. Representatives of the promoters have also met with officers within the Children's Directorate. However, no formal consultation document setting out the promoter's plans has been produced as part of the consultation process which could form the basis of a report to the Council.

At the request of the Department for Education, officers wrote expressing concern that the additional places which the free school would provide are not needed according to our pupil forecasts for the area, and more seriously that the opening of a new state funded school could impact adversely on existing provision in the area and in particular St Lawrence Church of England Primary School in Napton. It was however made clear to the Department that this was not the response from the County Council which would follow consideration by elected members once the details of the proposal were clear.

- 3.3 The Authority was sent a summary of the business case in January which is intended to set out formally the proposal. A copy is attached at **Appendix B**. That Business Case has been approved by the Secretary of State.

#### **4. The Response to the Business Case**

- 4.1 The Business Case appears to include sufficient information to meet the criteria set out in paragraph 3.1 above. Clearly as a group who have run a small school with no public funding they can give evidence of their suitability and capacity to run a school and their educational objectives. The financial viability of the school is dependent on their assessment of demand. There appears to be evidence of demand for places at the school were it to become state funded. Clearly a school of a maximum of 70 pupils will have very high unit costs. Nevertheless, the delivery of a high equality curriculum with sustained improvement in outcomes will be challenging.
- 4.2 A major concern at this stage for the Authority is the potential impact of the new school on existing provision, in particular the St Lawrence Church of England (Voluntary Aided) Primary School. The Governors of that school have expressed their strong opposition to the proposal to the promoters and to the Secretary of State. It is reported that other schools from both Warwickshire and Northamptonshire expressed concern at the meeting with the promoters.

## **5. Conclusion**

- 5.1 The Government's policy in relation to Free Schools is to enhance the diversity of provision and to meet the demands of parents or communities. The Business Case prepared by the promoters indicates that there is demand from within the Priors Hardwick area. It is a concern however that the process of consultation is not as robust as would be expected in relation to other statutory proposals and that a formal response from the County Council has only been sought very late in the process. The Authority may wish to draw these concerns to the attention of the Secretary of State. It is suggested too that concerns about the impact of the proposal on existing provision should be drawn to the attention of the promoters and the Secretary of State.

## **6. Recommendation**

That the Cabinet authorise the Strategic Director, Children Young People and Families, to write to the Secretary of State drawing his attention to concerns about the process of consultation in relation to the establishment of Free Schools and drawing his attention to the potential impact on existing provision.

MARION DAVIS  
Strategic Director for Children, Young People and Families

Saltisford Office Park  
Ansell Way  
Warwick

25<sup>th</sup> March 2011

## Appendix A

Data from PCT showing children living within Priors Marston and Priors Hardwick.

Pupils in Area	Academic Entry Year								Grand Total	
	Age 31 08 09	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13		2013/14
0									6	6
1								11		11
2						10				10
3						11				11
4					7					7
5				11						11
6			6							6
7	8									8
Grand Total	8	6	11	7	11	10	11	6		70

# The Priors Free School Business Case – Executive Summary

Prepared by: Priors Free School Group

January 2011



**Age range:** 4 – 11

**Opening date:** September 2011, or before

**Location:** The Priors School  
School Lane  
Priors Marston  
Warwickshire  
CV47 7RR

**Local authority:** Warwickshire

**Lead contact:** David Adams  
The Old Vicarage  
Priors Marston  
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## 1 Executive summary

### Purpose

- 1.1 This document presents the executive summary of the business case for Stage 4 approval of the proposed Priors Free School (working title). Over the following pages, we explain the background and context to our business case, describe our vision, ethos and curriculum for The Priors Free School, and explain how the school will be staffed and governed. In later sections, we demonstrate the school's financial viability, the evidence we have gathered of demand for the school and provide a detailed analysis of what we believe is required in terms of capital investment in buildings, ICT and equipment to enable us to deliver our vision for The Priors Free School. We further provide information on the consultation we have undertaken to date, and explain the key milestones leading up to our planned opening on 01/09/2011 or before.

### Outline of The Priors Free School Proposal

- 1.2 The Priors School was established in 1996 as an independent community primary school, managed by local people as an educational charity with the aim of ensuring that the children of the rural villages of Priors Marston and Priors Hardwick receive an excellent and free primary school education within a safe and caring local environment. Parents from outside the villages currently pay fees.
- 1.3 We teach the national curriculum plus additional subjects, achieve good SATS results and educationally every single child leaving our school has gone to the school of their parents' choice, be it in the state or independent sector.
- 1.4 We have received no state funding for the past 14 years, relying on fundraising and strict cost controls. We have added a Nursery, Playgroup and 3rd classroom to our Primary School due to increased demand.
- 1.5 The success of the school is underpinned by our experienced Trustees, significant local parental support and many volunteer helpers from within our villages.
- 1.6 We now wish to convert to a Free School. This will enable us to offer a free education for every child within our local area with an open admissions policy, restricted only by the physical capacity of the school buildings. Currently we could accommodate approximately 30 more pupils and still maintain our policy of small class sizes limited to a maximum of 20.
- 1.7 100% of our existing parents support our application to become a Free School. Our promotion work to date has resulted in 24 prospective parents registering as being interested in sending 34 children to our proposed new Free School.
- 1.8 Our teaching staff support us and within our local communities the most recent village survey recorded that 98% of residents considered the continuation of our primary school as 'important' or 'very important' to the future well being of our villages.
- 1.9 We have demonstrated over the last 14 years that we can manage a viable school despite extremely challenging financial circumstances and still produce enviable educational outcomes.

**The Priors Free School Business Case**

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- 1.10 We are therefore confident of having both the local support and proven financial management to become an 'Outstanding' new Free School, with the declared aim of offering even better educational facilities and results within our area with an open admissions policy.
- 1.11 Additionally, we are currently holding discussions to negotiate appropriate leases to have exclusive midweek use of excellent sports facilities within our village which are managed by The Priors Sports and Social Club.
- 1.12 We are now looking forward with great optimism and excitement to becoming a successful new Free School as soon as possible.

**Educational vision and ethos**

- 1.13 By converting The Priors School to The Priors Free School our vision is to extend, improve and update our established educational services to be a model of outstanding primary education. This will benefit more children from within the area and in particular parents/carers from outside our two villages who we know would like their children to attend our school but who are currently unable to afford the fees.
- 1.14 Whilst not being a faith school, we would continue to provide a Christian-based ethos within our school. Maintaining a maximum of 20 pupils per class will continue to be a key objective.
- 1.15 We currently have the ability to increase the number of pupils by approximately 30 to around 60 in total in three classes. The Trustees consider that this will both improve the social balance of children to provide better opportunities for enhancing educational interchange and stimulation between pupils and also to provide sufficient numbers for developing more team based activities.

**The curriculum and organisation of learning**

- 1.16 We aim to provide a broad and balanced curriculum that meets the interests, abilities and special needs of every individual pupil. Teachers take into account the different learning styles of our children to ensure that their full potential is met. Our Free School will continue to follow a combination of IPC (International Primary Curriculum) and the National Curriculum in small class sizes and will embrace all faiths. We do and will continue to place great emphasis on respect, discipline and helping others.

**School Organisation**

- 1.17 The Priors Free School will be organised into classes as follows, with there being a maximum of 20 pupils per class for classes 1, 2 and 3:
- Reception and early years;
  - Class 1 – Years 1-2;
  - Class 2 – Years 3-4; and
  - Class 3 – Years 5-6.

**The Priors Free School Business Case**

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- 1.18 The School will follow Warwickshire County Council's termly calendar with holidays and INSET days aligned.

**Governance**

- 1.19 As an existing school, we propose that our existing governance structure will apply to the Free School, with the addition of two elected Staff Trustees and the inclusion of the Head Teacher as an *ex-officio* trustee. We recognise that as a Free School, our Trustees will act as Trustees under Charity Law, as Governors under Education Law and as Directors under Company Law. The Priors Free School's governing body will be comprised of the following Trustees:

- Eight Priors Free School Trust Trustees (including the Chair);
- Two Parent Trustees;
- The Head Teacher (*ex officio*); and
- The local Vicar (*ex officio*).

**Staffing structure**

- 1.20 The existing staffing structure, which comprises two classroom teachers and a teaching Head Teacher, will be retained. As our pupil numbers grow in the coming years, we plan to recruit a teaching assistant and later an additional classroom teacher. We expect our Head Teacher's teaching time to reduce as our school grows.

**Admissions and promoting the school**

- 1.21 The Priors Free School will open with a Published Admission Number (PAN) of 10 children in Reception, giving a theoretical maximum roll of 70 pupils. However, in reality we expect some reduction in numbers across each year group, and we have therefore prepared our forecasts on the basis of the School being 'full' with 60 pupils on roll. There are currently 30 pupils on roll therefore we are seeking approximately a further 30 pupils over a four to five year period, i.e. some six or seven additional pupils starting in each of those years. We expect there to be 49 pupils on roll from September 2011, with 10 entering in Reception, and nine further pupils 'infilling' across Years 1 to 6. We expect the school to grow to 60 pupils by September 2014.

- 1.22 An ongoing programme of promotion and consultation is raising awareness of the plans for The Priors Free School and is generating interest in places for September 2011 entry. This includes appearance in the local and national media. Furthermore, we are advertising our proposed new Free School within our area from early February 2011, with an open day on 15 February 2011. We are aware that this open day may take place before the business case is approved, and the proposed Free School is a reality.

**Evidence of demand**

- 1.23 We have identified strong initial demand for the Free School locally, even though we have not started our main marketing campaign. All current parents have expressed their support for our proposals, and parents of 34 additional potential children have expressed an interest in sending their children to the School. Across Warwickshire, there is predicted to be a fall in surplus school places in the next five years, from 11% to 3%. Demographic trends indicate that the population of Warwickshire will continue to grow by 19% by 2033,



## The Priors Free School Business Case

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with an additional 8,600 people aged 5 – 14 (ONS data). Similar trends are evident in Northamptonshire and Oxfordshire.

- 1.24 We therefore feel confident that we will achieve the expansion in pupil numbers forecast.

### Financial planning and viability

- 1.25 Our five year budget forecast anticipates an increasing number of children within the school and improved educational facilities with the financial ability to produce a monetary surplus each year for future school investment.

- 1.26 The Priors School has been managed by the local community for the past 14 years without any Government or Local Authority funding, starting in 1996 with 12 children, and with over 50 pupils on roll at times. The Trustees and local community have managed to fundraise sufficiently to meet the rising costs associated with an expanding school and inflation. Volunteers carry out many of the ongoing operational tasks. The school management has considerable experience of operating on an extremely tight budget where every proposed item of expenditure is robustly scrutinised, and thus is confident of continuing to manage the finances of the school successfully with the added benefit of state funding. This will allow us to upgrade and expand existing educational resources whilst being able to offer free education on an open admissions basis throughout our local area, and to cater for children entitled to free school meals, which we have been unable to provide to date.

- 1.27 We have based our income on the figures provided by DfE in its 'ready reckoner' and our budgeted costs are based on our audited management accounts plus indicated additional costs associated with conversion to a Free School.

- 1.28 We are forecasting costs rising from year one as a Free School through to year five, but carefully managed to produce a surplus each year. Local charitable fundraising will continue to take place to provide additional income to support the school to provide extended services provision beyond the 'core' provision funded by the DfE.

- 1.29 Based on our forecasted growth in pupil numbers, we therefore expect that The Priors Free School will operate with a budgetary surplus each year.

### Site, buildings and equipment

- 1.30 The Priors School is situated in School Lane, Priors Marston, Warwickshire, CV47 7RR, at the end of a quiet *cul de sac*.

- 1.31 The existing fenced site and premises have been operational as a village school since 1847. The school has been expanded and upgraded by both the Local Education Authority in the 1960s and more recently by The Priors School Educational Charity and now comprises three dedicated classrooms, a school hall, ICT suite, playground and playing field.

- 1.32 To convert to a Free School we have been working with Partnerships for Schools (PfS) to develop options for capital funding improvements to the buildings and educational facilities to enable us to deliver an outstanding school.

**Case for required capital investment**

- 1.33 Four options have been considered. Our preferred option is to replace the existing 1960s extension (which is now nearing the end of its useful life, being flat-roofed, poorly insulated, and with an inefficient heating system) with a new building to provide enhanced teaching space and other facilities on approximately the same footprint. The Trustees believe this is the most cost-effective and 'environmentally friendly' solution to provide excellent educational facilities for the medium and longer term. We recognise that this option will require temporary classroom provision during the construction phase.
- 1.34 The forecast cost for our preferred option will provide for the buildings, ICT, furniture, fittings and equipment, abnormals, new heating system and outdoor classrooms. We expect all necessary works to be completed by September 2012.

**Consultation**

- 1.35 From November 2010 onwards, three questionnaires have been circulated to existing parents, the local community and prospective parents. Responses so far have been overwhelmingly in favour of converting to a Free School. Consultation is ongoing and being supplemented by national and local TV, radio and media coverage, plus local advertisements informing people of our intentions and inviting them to an open day at our school in February. Progress reports are given every month in our village parish news, delivered free to local residents.
- 1.36 We have arranged and are arranging further meetings for parents, the local community, prospective parents, pupils, local councillors, Head Teachers and governors from other local schools (primary and secondary), Parish Councillors, District Councillors, Warwickshire County Council, Northamptonshire County Council, Oxfordshire County Council and our local MP to have the opportunity to hear about and discuss our ideas.

**Milestone plan**

- 1.37 As an existing school, we already have our site, buildings, staff and governing body in place to enable us to convert smoothly into a Free School. Additionally, all the necessary policies and procedures are in place to run a school. We expect to be able to transfer many of our current policies and procedures to the Free School with appropriate amendments and updates. We expect to open as The Priors Free School on 01/09/2011 or before.
- 1.38 The key milestones (based on opening on 01/09/2011) are as follows:
- Approval of the business case – target date 21/01/2011;
  - Set up of Free School Trust – 27/01/2011;
  - Confirmation of capital allocated to develop the School's buildings – target date 21/01/2011;
  - Signature by The Priors Free School Trust of the Funding Agreement – target date 27/01/2011. Counter-signature by the Secretary of State expected by 17/02/2011;
  - Admissions process 28/02/2011 – 18/04/2011 (dependent on Funding Agreement being signed);

### The Priors Free School Business Case

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- Transfer (TUPE) of staff to the Free School – target date 31/08/2011 or before;
- Land transfer completed 31/08/2011 or before; and
- Opening of The Priors Free School – target date 01/09/2011, or before.

#### **Our successful future**

1.39 We passionately believe that The Priors Free School is key to the ongoing sustainability of our community. When established and fully subscribed, our school will be a beacon of outstanding practice, superbly lead by an exceptional Head Teacher (already appointed) and supported by a highly capable staff team. We will be equipped with excellent facilities, the latest ICT equipment and we will deliver a highly innovative, varied and exciting curriculum which will provide our pupils with an outstanding education, giving them an excellent basis on which to continue their education in Key Stage 3 in the state or private sectors.

1.40 To allow us to start on the journey of taking our school to the next level, we ask that this business case be approved so that we can start the work required to ready us for our formal opening in September 2011, or before.

**AGENDA MANAGEMENT SHEET**

**Decision making session**      **Lead Portfolio Holder (Children, Young People and Families) Decision Making Session**

**Date of Decision**                      **25 March 2011**

**Report Title**                              **Transforming Youth Services – Premises Review 2011, Consultation**

**Summary**                                      Agreement is sought to commence consultation on the proposed options for each of the Local Authority Youth and Community centres

**For further information please contact**      Peter Hatcher  
County Youth & Community Officer  
Tel: 01926 742485  
[peterhatcher@warwickshire.gov.uk](mailto:peterhatcher@warwickshire.gov.uk)

**Would the recommended decision be contrary to the Budget and Policy Framework?**      No

**Background papers**

**CONSULTATION ALREADY UNDERTAKEN:-**

Details to be specified

- Other Committees
- Local Member(s)
- Other Elected Members               CYP&F O&S Chair and Vice Chair for information:  
Cllr June Tandy  
Cllr John Ross  
  
CYP&F O&S Spokespersons for information:  
Cllr Peter Balaam  
Cllr Carolyn Robbins
- Cabinet Member                       Cllr Heather Timms (Decision Maker)  
Cllr Colin Hayfield (Decision Maker)  
Cllr Martin Heatley
- Chief Executive
- Legal                                       Fay Ford
- Finance                                     David Clarke, Strategic Director of Resources

- Other Chief Officers
- District Councils
- Health Authority
- Police
- Other Bodies/Individuals

**FINAL DECISION**

**SUGGESTED NEXT STEPS:**

Details to be specified

- Further consideration by this Committee
- To Council
- To Cabinet
- To an O & S Committee
- To an Area Committee
- Further Consultation

To a future Cabinet Meeting following consultation

**Portfolio Holder (Children, Young People and Families)  
Decision Making Session**

**25 March 2011**

**“Transforming Youth Services”  
– Premises Review 2011, Consultation**

**Report of Strategic Director for Children,  
Young People and Families and Strategic Director for  
Customers, Workforce & Governance**

**Recommendations;**

It is recommended that:

- a) Consultation as detailed in the attached report commences regarding options for the future of Youth and Community Centres currently managed by WCC.
- b) Consultation will continue until 9 May (6 weeks) and a report will be presented to Cabinet on 16 June outlining final recommendations for each Centre.

**1. Introduction**

- 1.1 On the 15 February 2011 the Council agreed that as part of Facing the Challenges, services for young people should be funded up to £1m. The implications of this decision are that considerable changes will still need to be made over the next 3 year period. The purpose of this paper is to set out the framework for decision making particularly in relation to the future use of current youth centre facilities.
- 1.2 The Government has signalled its intention that work with young people should be targeted to ensure the best possible outcomes and accordingly the Council will be making decisions about the means of doing this through the Early Intervention grant. It is important, therefore, that decisions about our overarching strategy for services for young people are clear and that we engage in a consultation process area by area to gain support for how we make provision for young people across Warwickshire. At the same time the Council has set challenging targets for the reduction of its property costs over the next 3 years as part of its overall savings plan.

The Early Intervention Service has adopted as its definition:

***Intervening early and as soon as possible to tackle problems emerging for children, young people and their families or with population most at risk of developing problems. Early Intervention may occur at any point in a child or young person's life*** (Grasping The Nettle, C4EO)

Youth work will need to be reconfigured to meet the government's aim of ensuring targeted support is available for young people.

- 1.3 In this context it is important that communities, young people and those who work in the voluntary sector have an opportunity to feed into this strategy. A project team has been established which includes voluntary sector representation and representatives of young people to drive the strategy forward. One key part of this work will be considering an approach for all the current youth centres. The community and voluntary sector will be encouraged to respond to this consultation. The general leisure time requirements of most young people are currently met and could be a greater proportion of services to young people as a result of this strategy. There will remain support from the Council for organisations wanting to provide youth work approaches to young people in their communities.
- 1.4 The current Service premises stock is the result of developments within the Service over many years. More recently new facilities have been obtained or new ones built to replace older premises. In general terms current premises are in the right communities.
- 1.5 The Council's aim is to reduce its overall revenue liabilities and it is reviewing all buildings through which services are delivered and staff accommodated. With regards to premises through which community services (youth work) are delivered the Council wishes to consider whether it is viable to transfer the buildings to community responsibility in appropriate circumstances (in accordance with the Council's recently approved Community Asset Transfer protocol – included within the attached consultation document at **Appendix B**). It is recognised that community groups will need time to respond to these proposals and opportunities will be made available for further discussion.
- 1.6 The Council is aiming to save £4.4m (30%) of the annual cost of its operational assets, which include the youth centres. It has been anticipated that several of the centres will be sold on the open market and the capital receipt set off against the Council's borrowing requirements. If these buildings are released for community transfer at a substantial discount on the market value, this will impact on the savings which can be delivered. In other words, the retention of premises where the Council continue to hold financial liabilities for premises, will have a direct impact on the ability to meet the savings plans that support the budget. In this case there will need to be a re-balancing of the Council's savings targets to reflect retained property.

## **2. Consultation**

- 2.1 The purpose of the consultation will be twofold:
  - To gain comment on the proposed future of each Centre as set out in the papers.

- To ascertain whether interested parties wish to express a formal interest in working towards taking responsibility for a centre from 1 September 2011 in appropriate circumstances..
- 2.2 To formally register an interest and to be considered to be included in the report to Cabinet as an option for the future management of premises, it is suggested that a short “expression of interest” of no more than 2 sides of A4 be submitted. This should set out the type of organisation and its vision, its planned use of the premises and how they help respond to the local community needs and those of local young people, or other priorities of the Council. A brief summary would be required on how the organisation believes it will be able to meet the financial imperatives of independence. These proposals need to be made on the understanding that future provision by an independent body is financially self-sustaining, and that the expectation that there is no provision in the budget of the Council to provide sustainability funding. It is accepted that this will not include the detail that will be required once a recommendation has been approved to look at a detailed business case for an organisation to undertake the transfer, but it would have to include enough detail to see whether there is a reasonable chance of developing a viable proposal.
- 2.3 Many of the issues affecting premises are complex (personnel, finance, asset transfer of finance, equipment as well as the building itself, legal, etc). The consultation does not aim to set out answers to such detail though aims to present enough information for informed comment to be made about likely options for each premise and to enable any interested party to seek the additional detail or to state their interest.
- 2.4 A review has been undertaken of each centre and thought given to its suitability and potential for contributing to the new way of working. The attached draft (**Appendix A**) sets out the consultation that is proposed to be undertaken on an area by area basis with each Centre being considered separately.
- 2.5 It is proposed that Consultation will commence immediately approval has been given and will be open for 6 weeks until 9 May 2011 after which a report will be prepared for Cabinet provisionally identified as 16 June 2011. The consultation will be on a basis agreed with Property services and Finance Services.
- 2.6 The consultation papers will be sent to Management Committees, Secondary Schools, Voluntary sector networks and placed on the website. A press release will launch the consultation and make reference to the dates of the area events that are planned to take place prior to Easter on evenings between 6 and 19 April 6.30 – 8.30 p.m.
- 2.7 It will be important to develop the criteria for decision making. The following issues are identified at this stage:
- Will the premises be used for young people?
  - Will the premises be used for activities relating to council priorities?
  - Is the business case robust and is it self sustaining?
  - Do the premises have the potential to contribute to the rationalisation of the Council’s property?
  - Is there the potential to link with communities and local schools?



- What are the financial implications of commitments to retain premises controlled by the Council?
- Could the premises be sold on the open market?

2.8 It is anticipated that the outcome of the consultation will be recommendations presented to Cabinet for each premise that would vary from:

- a) Suitability for continuation of premise under Council management for delivering Early Intervention Services including a base for local teams,
- b) Exploring alternative local management arrangements and transferring responsibility through the “Community asset transfer protocol”
- c) Consideration of opportunities to share the premise with other organisations and Services within the Local Authority,
- d) Disposal through sale of site

2.9 It is recognised that we are working to challenging timescales. We anticipate that there will be a report back to Cabinet on the response to the consultation on 16 June 2011.

MARION DAVIS  
Strategic Director for Children,  
Young People and Families

Saltisford Office Park, Ansell Way  
Warwick

16 March 2011

DAVID CARTER  
Strategic Director for  
Customers, Workforce & Governance

Shire Hall  
Warwick

## Warwickshire Youth and Community Service “Transforming Youth Services” Premises Review 2011, Consultation

### 1 Introduction

- 1.1 On the 15 February 2011 the Council agreed that as part of Facing the Challenges, services for young people should be funded up to £1m. The implications of this decision are that considerable changes will still need to be made over the next 3 year period. The purpose of this paper is to set out the framework for decision making particularly in relation to the transfer of current youth centre facilities to interested parties.
- 1.2 The Government has signalled its intention that work with young people should be targeted to ensure the best possible outcomes and accordingly the Council will be making decisions about the means of doing this through the Early Intervention grant. It is important, therefore, that decisions about our overarching strategy for services for young people are clear and that we engage in a consultation process area by area to gain support for how we make provision for young people across Warwickshire. At the same time any proposals will need to be consistent with the Council’s budget strategy, the savings it has to make and the Council’s property rationalisation strategy.

The Early Intervention Service has adopted as its definition:

***Intervening early and as soon as possible to tackle problems emerging for children, young people and their families or with population most at risk of developing problems. Early Intervention may occur at any point in a child or young person’s life*** (Grasping The Nettle, C4EO)

Youth work will need to be reconfigured to meet the Government’s aim of ensuring targeted support is available for young people.

- 1.3 In this context it is important that communities, young people and those who work in the voluntary sector have an opportunity to feed into this strategy. One key part of this work will be considering an approach for all the current youth centres. The community and voluntary sector will be encouraged to respond to this consultation. The general leisure time requirements of most young people are currently met and could be a greater proportion of services to young people as a result of this strategy. There will remain support from the Council for organisations wanting to provide youth work approaches to young people in their communities.

- 1.4 The current Service premises stock is the result of developments within the Service over many years. More recently new facilities have been obtained or new ones built to replace older premises. In general terms current premises are in the right communities.
- 1.5 The Council's aim is to reduce its overall revenue liabilities and it is reviewing all buildings through which services are delivered and staff accommodated. With regards to premises through which community services (youth work) are delivered the Council wishes to consider whether it is viable to transfer the buildings to community responsibility in appropriate circumstances. It is recognised that community groups will need time to respond to these proposals and opportunities will be made available for further discussion.

## **2 Purpose and anticipated outcomes of the review and Consultation**

- 2.1 The purpose of the review and consultation is to collect and share appropriate information to enable consultation to be undertaken. There is already excellent work going on in our communities through the voluntary sector providing a whole range of services for young people. The Council wishes to explore with many community groups, faith groups and voluntary sector organisations whether the current County Council provision can be delivered in a different way. The centres represent a significant resource which we would wish to make available to communities for a variety of services as well as where appropriate to provide services for young people provided that this is viable in the context of the savings which the Council has to make.
- 2.2 There have already been a number of conversations about possible opportunities this situation presents. Attached as **Appendix 1** is a report covering all the current premises. Each District or Borough Council area has a report that reflects premises within it.
- 2.3 For this review and consultation thought has been given to concluding whether or not a limited number of premises with a proven history of positively affecting the outcomes of disadvantaged young people should remain within WCC (Early Intervention Services') management to deliver and enable improved Targeted services to young people in the communities of greatest need. Consideration has also been given to whether it would be advantageous to develop through WCC managed premises or voluntary sector lead provision a "centre of excellence" from and to which local organisations and community groups could look to gain support for developing and sustaining their youth activities.
- 2.4 The potential for premises to be managed through other arrangements outside of the Authorities responsibility/control have also been considered. There has been some interest shown, and initial discussions held, with regards to transfer of some premises. Where this

has been the case the recommendation included in the report makes reference to this though does not specify in all cases where the interest has come from to take account of that organisations internal requirements (no decision regarding proposals having been made).

- 2.5 It is anticipated that the outcome of the consultation will be recommendations presented to Cabinet for each premise that would vary from:
- a) Suitability for continuation of premise under Council management for delivering Early Intervention Services including a base for local teams,
  - b) Exploring alternative local management arrangements and transferring responsibility through the “Community Asset Transfer Protocol” (Appendix 3),
  - c) Consideration of opportunities to share the premise with other organisations and Services within the Local Authority,
  - d) Disposal through sale of site

### **3 Process for consultation**

- 3.1 This report and the attached appendices form the basis for consultation. Each of the appropriate 5 Area reports will be made available to Management Committees, Members, County Voluntary organisations to comment and distribute to their local networks, schools where applicable, and other interested parties in that specific area.
- 3.2 A local event will take place in each area that will enable interested groups, organisations and individuals to ask questions to clarify options and comment on the proposals. These events will take place as follows:
- North Warwickshire:  
Nuneaton and Bedworth  
Rugby  
Warwick  
Stratford on Avon
- 3.3 Responses will be invited through email to: or letter to: or on the attached form. Closing date will be May 9th 2011
- 3.4 A report will be presented to Cabinet on 16 June 2011 which will seek to make decision on the preferred course of action for each centre.
- 3.5 To formally register an interest and to be considered to be included in the report to Cabinet as an option for the future management of premises it is suggested that a short “expression of interest” of no more

than 2 sides of A4 be submitted. This should set out the type of organisation and its vision, its planned use of the premises and how they help respond to the local community needs and those of local young people, or other priorities of the Council. A brief summary of how it believes it will be able to meet the financial imperatives of independence if a new organisation. It is accepted that this will not include the detail that will be required once a recommendation has been approved to look at a detailed business case for an organisation to undertake the transfer but it should include enough detail to see whether there is a realistic chance of developing a viable proposal.

3.6 It will be important to develop the criteria for decision making. The following issues are identified at this stage:

- Will the premises be used for young people?
- Will the premises be used for activities relating to Council priorities?
- Is the business case robust and self sustaining?
- Is there the potential to link with communities and local schools?
- Do the premises have potential to contribute to the rationalisation of property
- What are the financial implications of commitments to retain premises controlled by the Council
- Could the premises be sold on the open market?

## 4 Summary

4.1 The County Council is seeking to transform the way it works to use the limited resources it has available. It is considered that wherever possible the general services for young people in their leisure time are to be developed in our communities and with those groups who are already working with young people and with those who wish to develop their expertise in this area. The current centres represent a significant asset in terms of achieving this outcome.

4.2 This consultation sets out proposals for each Youth and Community Centre and invites interested organisations and individuals to comment.

4.3 Further information is available from:

Peter Hatcher  
Transformation of Youth Services Project  
Telephone 01926 742485  
Email: [peterhatcher@warwickshire.gov.uk](mailto:peterhatcher@warwickshire.gov.uk)

Address:  
Youth and Community Service  
Saltisford Office Park

Ansell Way  
Warwickshire Cv34 4UL,

March 2011

**YOUTH AND COMMUNITY SERVICE**  
**PREMISES REVIEW and CONSULTATION 2011**

Included here is the relevant area attachment for information.

**YOUTH AND COMMUNITY SERVICE**  
**PREMISES REVIEW and CONSULTATION 2011**  
**NORTH WARWICKSHIRE BOROUGH AREA**

**INTRODUCTION**

The following is a brief summary of each of the premises within the Youth and Community Service in identified area above. They do not include premises under the management of the Outdoor Education team that have been subject to a separate review

The Information is based from the following research:

- *Suitability Surveys undertaken over the past 3 years*
- *Survey of use undertaken in September 2010*
- *Youth Service Information System (YouthZone)*
- *Youth Service Needs Analysis 2009-10 provided by Observatory*
- *Property Services maintenance estimates*
- *Annual Revenue costs provided by Finance Section (current year)*
- *Funding held by Management Committees for end of previous financial year (2009/10)*
- *Attendance at Management Committees*

Details of each of the above are available and will be presented to any group wishing to consider transfer. Local knowledge has also been used to determine the likelihood of alternative provision.

The number appearing in brackets after each Centre's name in the Report refers to its property register number for reference purposes.

**SUMMARY OF THE POSSIBLE OPTIONS TO BE CONSIDERED FOR THE NORTH, THOUGH THERE MAY BE OTHERS, DEPENDING UPON THE OUTCOME OF THE CONSULTATION**

- The Ratcliffe Youth and Community Centre, Atherstone continues to be maintained by WCC to be a “Centre of Excellence” for the area as a whole.
- The lease for Kingsbury Youth and Community Centre be stopped, responsibility for the premises returned to the Trustees.
- Alternative management arrangements could be explored for Baddesley Ensor Youth and Community centre. The site could also be declared surplus and disposed.

For information;

- Polesworth Youth Club premises have transferred to the School on its gaining Academy status, and
- Coleshill Youth Centre has been identified as surplus to requirements and discussions taking place with a local group regarding transfer as the centre and land.

DRAFT

**BADDESLEY ENSOR YOUTH CLUB (2055)**

Boot Hill, Grendon, Atherstone, CV9 2EL

This property is a purpose built, late 1960s, open plan youth centre. It is situated just off the A5 at the bottom of a steep hill between the communities of Baddesley Ensor and Dordon. The centre is disability compliant though the main hall is not accessible internally to wheel chair bound people. From the entrance is a coffee bar area, which opens onto a lower level small hall which is accessible down 3 steps. From the coffee bar area is a lounge/meeting room and an office. There are good storage facilities. Outside there is reasonable parking and large expanse of grounds. Generally the premises are in reasonable condition and the layout effective. The physical situation of the premises contributes to a reasonable score in respect to suitability.

The centre currently offers 2 evenings of youth provision (one senior and one in partnership with Take a Break) In the current year to date 24 different young people are registered. There are a few lettings (9 hours). It is considered that it would be difficult to increase income through increasing lettings due to the centre's position though some pilot work is underway with Youth Offending Service. The centre has variable attendance at the management committee meetings. The centre is a reasonable cost unit with projected costs of £12,000 in the current year. Income from lettings are forecast for £1,200. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £3,478. Property Services estimate £15,542 expenditure on maintenance over the next few years. In general terms the centre is seen as value for money in respect to size and cost.

It is considered that whilst the centre provides a good venue for work with young people given the nature of the building the reality is that it is "in the wrong place". It has a history of low attendance (although currently February 2011- attendance is good) due to it being away from the main residential area of Baddesley Ensor. A Village Hall has now been built in the village which may be available for rent to provide sessions of youth work. It is considered that the availability of the premises do not contribute to the "Youth Offer".

Possibilities for premises include passing responsibility to the management committee or alternative community group, or to dispose of and preferably reinvest the capital gain, or percentage of them, in other North Warwickshire premises. There may be possibilities of linking with the Library review if a future can be secured for the premises.

Part of the land, the part with the premises, has an educational covenant on it.



**COLESHILL YOUTH WING (2063) – For information**

Packington Lane, Coleshill, B46 3JE

This property is situated on the very outskirts of the Coleshill Schools site. It has its own vehicular and pedestrian access. It is situated at the very outskirts of the town, being the last property on Packington Lane. It is small sized centre built on a 3 sectioned modular layout similar to several others in the county. It provides 2 rooms for the youth club one of which opens onto the kitchen. It has an office and has had recent investment to become fully disability accessible. There have been longstanding and regular issues with its location – not only due to it being on the outskirts of the town and away from residential areas but also due to poor lighting on the approach. It is judged as being a poor premise in regards to suitability mainly due to the physical location

The centre currently offers 0 direct delivery from Youth and Community Service – Detached sessions are run from the skate park approx 2 per week. 2 evenings of youth provision. In the current year to date 141 different young people are registered mainly through detached work. The centre is also used by voluntary youth groups, one of which is the Coleshill Marching Band. It is considered that it would be difficult to increase income through increasing lettings due to its situation. The centre has no active management committee. The centre is a low cost unit with projected costs of £7,565 in the current year. Income from lettings is forecast for £2,800. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £9,284. Property Services estimate £69,054 expenditure on maintenance over the next few years.

The community is one of general lower priority based upon the Service's needs analysis though there is a significant teenage population. There is no obvious alternative young people friendly venue though discussions for sports related activity could be undertaken with the Sports Centre situated more centrally in the town. It is considered that the premises are not required to deliver the Youth Offer.

The Local Authority has been having discussions regarding transfer of the site to the main user. The site has been made "surplus to Council requirements"

**KINGSBURY YOUTH CENTRE AND SPORTS HALL (2141)**

Coventry Road, Kingsbury, Tamworth, Staffs, B78 2LN

This property is situated centrally to the village being located in the same location as the shops and doctors surgery. Vehicular and pedestrian access is via the general car park to the rear of the shops. It is large centre built from funds raised by the local community and the coal industry. The accommodation comprises of a large Sports Hall, changing rooms, office, large hall with stage and an open area with coffee bar and a small meeting / TV room. It is fully disability accessible. The premises are the responsibility of Trustees acting on behalf of CISWO (Coal Industry Social Welfare Organisation) with whom the Council has a longstanding lease agreement to pay full running costs less any proportion that the trustees use for their own activity – which they rarely do. There are generally reasonable relationships with the trustees though at times these can become challenging especially when roles between the centre management committee and trustees become confused/blurred.

The centre currently offers 2 evenings of youth provision. In the current year to date 204 different young people are registered. The centre is well used with a preschool group letting the centre for day time use and many lettings for the Sports Hall. (The Local secondary school has a long standing arrangement to use the sports hall 2.5 days per week – free of charge) It is considered that it may be possible to slightly increase income through increasing lettings. The centre has reasonable attendance at the management committee. The centre is an expensive unit with projected costs of £46,783 in the current year. Income from lettings is forecast for £11,600. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £8,278. Property Services estimate £241,445 expenditure on maintenance over the next few years. In general terms the centre is expensive both in relation to providing 2 evenings of youth work as well as comparatives with other premises.

The community is one of general lower priority based upon the Service's needs analysis though there is a significant teenage population. There is no obvious alternative young people friendly venue. It is considered that the premises offer a reasonable venue to deliver the Youth Offer.

With the absence of continued funding the only real option is to return premises to the Trustees

**KINGSBURY SWIMMING POOL (2211) – FOR INFORMATION ONLY**

Kingsbury School, Tamworth Rd. Kingsbury, Tamworth B78 2LF

This property is a good quality 25 metre, 4 lane swimming pool. It was originally built following fundraising by the local community and Parish Council. It remains one of the best examples in the country of such a pool. Kingsbury Pool has poor changing facilities and limited space for staff. Access is through a new entrance and path around the outside of the school enabling separate access from the main school premises.

There is a legal agreement between the Parish and County Councils for the management of the pool. Until 2000 the Pool was run as part of the school (on behalf of WCC). At that time the School governors refused to take responsibility due to financial concerns that the budget provided by the County did not cover the running costs (at that time the budget was £55,000). Responsibility was passed to the then Community Education Service due to experience of premise management in the hope that the Borough Council may be interested in taking on it's management as part of it's leisure services. However the Borough was successful in receiving a considerable grant to upgrade their pool in Atherstone and therefore did not feel able to do so and subsequently have felt the financial pressure together with WCC. In 2009 WCC agreed to actively seek alternative management arrangements or to cease funding the pool which would likely result in its closure. In 2010 WCC agreed to underwrite costs for a further year whilst discussions continued to secure the pools future. It is anticipated that this will be achieved by September 2011.

The current annual cost to WCC is between £25 – 30,000. The pool is managed by 2 full time staff who are very committed to the pool. It is used from 7 a.m. to 9 p.m. most days of the week, Saturday mornings for a swimming club and children's parties generally the remainder of weekend use. Local schools have teaching lessons during the day. There is a maximum of 70 separate sessions of use available in any week with an average week being used for over 60. There is a good balance between meeting the needs of the local school curriculum, providing a variety of water based activities for the local community and raising finance through swimming lessons. The pool is used by over 60 groups and 1,500 people in an average week.

All options for the future of the pool have been explored by a Steering Group. If the current discussions fail the pool will close.

**POLESWORTH YOUTH WING (2163) - For Information**

AS OF 1/2/2011 – TRANSFERRED TO THE SCHOOL WHEN THE SCHOOL BECAME AN ACADEMY

**THE RATCLIFFE YOUTH & COMMUNITY CENTRE (2017)**

Ratcliffe Road, Atherstone CV9 1LF

This property is an old, turn of the 19<sup>th</sup> century school set in its own small grounds that have been turned to tarmac car parking. It is situated reasonably centrally to the town being next door to the Atherstone College and just off the High Street at the Borough Council offices end. It consists principally of 4 separate rooms being an open high ceiling small hall with coffee bar and an IT/small meeting room off (one of the rooms is leased annually as an IT Suite by WCC ACL team) A medium sized room is used principally as a meeting room. The old area office room is unusable due to poor condition. There is storage available in a brick built “garage”. The premises are fully disability accessible. The premises are seen as being adequate for youth provision. The large car park is also shared by Atherstone College – but suffers from drainage problems.

The centre currently offers 2 evenings of youth provision. In the current year to date 15 different young people are registered. There are a number of lettings (20 hours). It is considered that it could be possible to increase income through increasing lettings. The centre has good attendance at the management committee meetings. The centre is a reasonable cost unit with projected costs of £12,992 in the current year. Income from lettings is forecast for £1,200. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £2,798. Property Services estimate £102,055 expenditure on maintenance over the next few years. In general terms the centre is seen as value for money and could be developed further to respond to young people’s needs.

The community is one of general mid priority based upon the Service’s needs analysis and there is a significant teenage population in the town. There is no obvious alternative young people friendly venue. It is considered that the premises offer a reasonable venue to deliver the Youth Offer.

Options for managing the premises are either to develop as a Centre for Excellence to support work with young people across the whole area or to pass the premises to a new charity if there is local interest coming forward.

**YOUTH AND COMMUNITY SERVICE**  
**PREMISES REVIEW and CONSULTATION 2011**  
**NUNEATON & BEDWORTH AREA**

## INTRODUCTION

The following is a brief summary of each of the premises within the Youth and Community Service in identified area above. They do not include premises under the management of the Outdoor Education team that have been subject to a separate review

The Information is based from the following research:

- ❑ *Suitability Surveys undertaken over the past 3 years*
- ❑ *Survey of use undertaken in September 2010*
- ❑ *Youth Service Information System (YouthZone)*
- ❑ *Youth Service Needs Analysis 2009-10 provided by Observatory*
- ❑ *Property Services maintenance estimates*
- ❑ *Annual Revenue costs provided by Finance Section (current year)*
- ❑ *Funding held by Management Committees for end of previous financial year (2009/10)*
- ❑ *Attendance at Management Committees*

Details of each of the above are available and will be presented to any group wishing to consider transfer. Local knowledge has also been used to determine the likelihood of alternative provision.

The number appearing in brackets after each centre's name in the Report refers to its property register number for reference purposes.

## **SUMMARY OF POSSIBLE OPTIONS TO BE CONSIDERED FOR NUNEATON and BEDWORTH, THOUGH THERE MAY BE OTHERS, DEPENDING UPON THE OUTCOME OF THE CONSULTATION**

- ❑ CHESS and Hatters Space Centres continue to be maintained by WCC to be part of the targeted Early Intervention Services in the local community. One to be developed as the "Centre of Excellence" for Nuneaton

that alternative management arrangements are invited for the following Centres:

- ❑ Park House Youth Centre, though this centre has the potential for declaring surplus and disosal
- ❑ Bedworth Youth Centre - Continue discussions, including potential of a partnership approach to developing a "Centre for Excellence" with existing interested group and keep the Management Committee informed.
- ❑ Wembrook Youth and Community Centre
- ❑ Eaton Youth Club

and that the arrangements for using Bedworth Heath Community Centre and Keresely Community Centre cease at the end of July 2010

DRAFT

**PARK HOUSE YOUTH CENTRE incorporating the AREA OFFICE (1132)**

Park House, Riversley Rd, Nuneaton CV11 5QS

This property is a converted training building constructed from red brick. It is a substantial building that since the 1960s has been used as a youth centre and the area office. It is close to the main shopping centre of the town and close to a substantial residential area which has a significant Asian population. It is situated close to the Borough Council offices and Justice Centre and as such is a well situated venue. There is a large open plan area with coffee bar/kitchen opening onto it, through which another large room is accessed. A further open hall used mainly for activities is also situated on the ground floor from which 2 offices and storage is accessed. To the front of the premises are a suite of offices in which the Area Manager and 6 youth work staff are based together with 2 administrative staff. Mid way up the stairs is a further office currently used as the base for the Northern Area Duke of Edinburgh Award. The first floor comprises of 3 large "classrooms" and a further office. There has been significant investment in ensuring the premises are disability compliant. There is poor parking to the front of the property for 2 or 3 cars and the 2 minibuses hired from the area office. A recent change to parking restrictions means on road parking is limited. Generally the premises require some investment in respect to the area office accommodation and general decor. This, together with parking, results in the premises being in the lower quartile regarding suitability scores.

The centre currently offers 4 evenings of youth. In the current year to date 446 different young people are registered. It is considered that it would be difficult to increase income through increasing lettings. The centre has not had an active management committee in recent years. The centre is a reasonable cost unit with projected costs of £68,869 in the current year. Income from lettings is forecast as £13,830 . As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £21,859. Property Services estimate £116,211 expenditure on maintenance over the next few years. In general terms the centre is seen as reasonable value for money. It is considered that the centre provides an adequate venue for work with young people that could be improved through some minimal investment given the nature of the building and its situation.

Possibilities for premises include passing responsibility to a new management committee if they were willing to become a charity though this is considered unlikely or to seek alternative interest in the premises.

**BEDWORTH YOUTH CENTRE (1013)**

Croxhall St, Bedworth, Nuneaton, CV12 8JB

This property is a converted cinema that since the 1960s has been used as a youth centre. It is very close to the main shopping centre of the town and next door to Kings House that now accommodates some partner organisations and as such is a well situated venue. The centre has recently received substantial investment to modernise the facilities and ensure disability compliance. On the ground floor are a coffee bar area, informal area, games room and small hall. The first floor comprises of a large meeting/training room and office which houses the BHK (Bedworth, Bedworth Heath and Keresley), project staff. There is poor parking to the side of the property for 1 or 2 cars. On road parking is limited.

Generally the premises require some continued investment in respect to access to the first floor and signage and together with poor day time parking results in the premises being in the lower aspect regarding suitability scores.

The centre currently offers 5 sessions of youth provision and several day time sessions in partnership with Connexions and the PRU. In the current year to date 301 different young people are registered. An average 50+ young people are involved in partnership work from the Centre. There are a few lettings; the Centre having lost regular users when closed for 6 months for modernisation. It is considered that it might be possible to increase income through lettings. The centre has good attendance at the management committee meetings. The centre is a reasonable cost unit with projected costs of £26,836 in the current year. Income from lettings is forecast as £10,000. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £23,013. Property Services estimate £65,848 expenditure on maintenance over the next few years. In general terms the centre is seen as value for money.

It is considered that the centre provides an adequate venue for work with young people given the nature of the building and its situation. Taking account of the overall disadvantage of all Bedworth wards consideration should be given to developing the Centre as a "Centre for Excellence". It should be continued to ensure delivery of the "Youth Offer"

There have been recent discussions with an independent body that works with young people to take on the management of the premises and continue the availability of the youth work programme. Other possibilities include passing responsibility to the management committee if they were willing to become a charity;



**BEDWORTH HEATH COMMUNITY CENTRE (1066)**

181, Smorrall Lane, Bedworth Heath, Bedworth.

This property is now owned by the Borough Council having transferred from a local trustees a few years ago. It is on the property register due to historic links when the Community Education Service developed an IT Suite from the premises. The premises continue to be used on short term hiring arrangements.

Currently the Service delivers 2 evening per week from a room at the rear of the centre. In the current year to date 431 different young people are registered. There is no separate management committee the work being overseen by the BHK project steering group.

This is a high priority area based upon the Service's needs analysis and as such the delivery should continue if possible. Such support could come from the establishment of a Centre of Excellence from the Bedworth Centre

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**KERESLEY YOUTH CLUB (1267)**

Keresley Community Centre,

The Service has exclusive access to the “youth room” and office within a community centre owned by the Borough Council. It is situated central to the village. There is generally a good relationship with the host organisation. Young people have been involved in redecorating and styling the space and due to these reasons it is judged as being a good premise in regards to suitability.

The club currently offers 2 evenings of youth provision together with a linked evening of outreach work and more recently day time provision is being delivered. In the current year to date 217 different young people are registered. The room is used for partnership work with the local PRU. There is no separate management committee the work being overseen by the BHK project steering group.

The community is one of general higher priority based upon the Service’s needs analysis. It is considered that there is no other suitable young people friendly facility nearby and therefore the club should be continued to enable delivery of the “Youth Offer”.

It is proposed that the agreement with the Community Centre should cease. Support for continued delivery of youth sessions could be offered from the proposed “Centre of Excellence from Bedworth Youth Centre

**CAMP HILL YOUTH AND COMMUNITY CENTRE [CHESS] (1287)**

Cedar Road, Camp Hill, Nuneaton CV10 9DN

This property is relatively new, having opened just 3 years ago. It is a multi purpose, large community facility that incorporates dedicated space for youth work on the ground floor and a large recreational hall. On the first floor is a dedicated space for the Library as well as 2 training/meeting rooms and a large IT Suite that can also be a meeting room. There are kitchen and toilet facilities on both floors. The centre is at the heart of the neighbourhood and will be more so when the regeneration phases of the estate into an “urban Village” are completed.

The opportunity provided by significant developments of new capital resource was taken to review methods of delivering services. The responsibility for managing youth work and buildings has been separated with youth workers being free to concentrate on delivering and developing work with young people. This centre and the Family Community Care Centre (see next page) have been combined into a single management responsibility regarding premises. This has resulted in more young people opportunities and greater flexibility in managing the 2 premises.

The youth work programme is delivered on 7 sessions per week within the premises and a further 5 in the community. In the current year to date 428 are registered. Regarding the community aspect the library has proved a significant success and over 20 different organisations have already used the centre’s facilities. It is considered that with its ongoing performance and ability to work closely with partners the centre should be continued to enable delivery of the “Youth Offer”.

Management committee arrangements are that a single committee for the 2 premises exists. There is also a small group forming the youth centre management committee supporting the youth work programme.

The centre is a reasonable cost unit with projected costs of £56,572 in the current year. Income from lettings is forecast as £85,000. As at March 31<sup>st</sup> 2010 the youth club had an overall bank balance of £19,448. Property Services do not estimate any expenditure on maintenance over the next few years. In general terms the centre is seen as reasonable value for money.

The community is one of the highest priority based upon the Service’s needs analysis. There is a significant teenage population within the neighbourhood. It is considered that the centre provides a good base for work with young people given the nature of the building and its situation. There is a proven track record of positively affecting the outcomes of disadvantaged local young people and other community groups. With the establishment of Early Intervention Services the centre is considered as being a Centre continued to be required by the Authority to facilitate family and young people’s targeted services. This Centre has complex user needs. The centre should also be seen as a “jewel in the crown” of WCC community based facilities.

DRAFT

**FAMILY COMMUNITY CARE CENTRE (1262)**

Ramsden Avenue, Camp Hill, Nuneaton, CV10 9EB

This property is approximately 9 years old and was developed through joint funding between Health, the Borough Council and WCC with WCC being the responsible partner in respect to ownership and management. Following the recent development as a GP Lead Health Centre the significant majority of the premises are health related facilities. The remainder consists of 2 counselling rooms, and 2 rooms leased to community based groups. It is judged as being good in respect to suitability.

The FCCC is now jointly managed as part of the reorganised arrangements for the 2 WCC community facilities (see previous). The PCT, George Eliot Hospital and PinCH are the main partners through which ongoing issues are explored and managed. WCC provide reception duties 9-5 Monday – Friday though staff managed through CHESS. 80% of ongoing costs are met through Health partners.

Options for managing the premises are either to continue to do so linked to CHESS or to seek to dispose to the relevant Health body.

Ideally the management of the premises would better rest with the main user – Health. In the event that this is not possible due to complex partner arrangements then WCC will need to continue to manage.

### **WEMBROOK YOUTH AND COMMUNITY CENTRE (1111)**

[Previously known as GEORGE ELIOT YOUTH WING]  
Raveloe Drive, Nuneaton CV10 4QP

This property is situated on the edge of the School site sharing the main vehicular access across a large car park with parking directly outside the building for centre users. It is medium sized purpose built centre. It provides 2 significant areas for the youth club one of which opens onto the kitchen. There is a further small lounge/quiet room. It has an office and is fully disability accessible. It is judged as being a reasonable premise in regards to suitability.

The centre is busy with many different community users during the day. There are a number of lettings (30 hours) with an average 200+ people involved in community work from the Centre. The centre currently delivers 1 evening of funded youth provision. In the current year to date 251 different young people are registered for this session . An additional 150+ attend the voluntary sector run programmes: Piston Ring (Motor Cycle project) and Ram Ravers (group run by and for disabled young people aged 18+). The centre has a strong management committee. The centre is a reasonable cost unit with projected costs of £12,310 in the current year. Income from lettings is forecast as £7,000. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £7,742. Property Services estimate £58,168 expenditure on maintenance over the next few years. Recently with the change of the School status the youth centre is a legally separate entity. In general terms the centre is seen as value for money.

The community is one of higher priority based upon the Service's needs analysis.

Wembrook Youth and Community Centre is a valued community asset as demonstrated by the well supported management committee, and ongoing support from local Councillors. There are no other young people or community centres in the neighbourhood.

Possibilities for premise responsibility include either pass ownership of the premises to the school, or to discuss with the Management Committee their establishment as an independent body.

**HATTERS SPACE COMMUNITY CENTRE (1157)**

Upper Abbey Street, Nuneaton, CV11 5DN

This property is a multi purpose large community facility that incorporates dedicated service delivery from Adult and Community Learning in respect to LearnDirect delivery, has an integral relationship with the Children's' Centre recently built on the site as well as responding to needs of local young people through youth projects. The centre was modernised and remodelled some 9 years ago through a significant European grant aimed at increasing training and learning opportunities for adults. The accommodation comprises 2 general purpose training/meeting rooms, a large IT Suite (from which Learn direct is delivered), a large coffee lounge from which a specific children's room leads, 2 small meeting/counselling rooms, a multi purpose arts/crafts room that can be divided or used as additional meeting space, and there is an additional suite with own entrance that is used to deliver "The Health Store" - a multi agency young peoples' service that includes a family planning service. There are good kitchen facilities although not accessible when the centre is very busy. There is significant parking though when busy it is insufficient. The Centre is at the heart of the neighbourhood and is judged as being good in respect to suitability.

The centre offers little weekly directly delivered youth provision though hosts a number of partnership organisations that deliver project work from it e.g. Princes Trust Teams, Connexions, Crescent YC, .etc. Through Health Store Family Planning and drugs services are provided as well as general information advice and guidance. There is a wide variety of lettings throughout the week that result in a very busy centre open from 9 a.m.-9 p.m. 7 days a week. It is considered that it would be difficult to increase income significantly through increasing lettings due to the current high levels of use. Income from lettings is forecast as £72,835. The centre has a management committee with a core of committed members. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £11,984. The centre is a reasonable cost unit with projected costs of £43,992 in the current year. Property Services estimate £118,332 expenditure on maintenance over the next few years.

The community is one of the highest priority based upon the Service's needs analysis and with its situation close to the Town centre it is considered that the centre provides a good base for work with young people and the community as a whole. There is a proven track record of positively affecting the outcomes of disadvantaged local young people through its project work and Health Store and with other community groups. With the establishment of Early Intervention Services the centre is considered as being a Centre continued to be required by the Authority to facilitate family and young people's targeted services.

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**EATON YOUTH CLUB (1113)**

Higham Lane School, Higham Lane, Nuneaton, CV10 0BJ

This property is situated on the Higham Lane School site sharing its secondary vehicular and pedestrian access. The premises are approached across the significant playground area. It is small centre built from a temporary classroom which replaced and upgraded a similar unit some 4 years ago. It provides an open plan environment with an open kitchen/coffee bar. It has full disability access. There have been longstanding and regular issues with the school in terms of other young people on the School site not attending the youth provision and the disruption young people can cause to closely situated neighbours. It is judged as being a poor premise in regards to suitability mainly due to the small size and large demand, relationships with school and temporary nature of the building.

The centre currently offers 3 sessions of youth provision which includes a specialist group, Pioneers working with severely disabled young people. In the current year to date 79 different young people are registered. There are no lettings due to the centre's position on the school site. The centre has variable attendance at the management committee meetings. The centre is a low cost unit with projected costs of £5,045 in the current year. There is no income from lettings. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £2,468. Property Services estimate £8,610 expenditure on maintenance over the next few years. In general terms the centre is seen as value for money.

The community is one of general lower priority based upon the Service's needs analysis. There is no other specific young people friendly venue nearby.

Possibilities for premise responsibility lie mainly with passing ownership of the premises to the school due to the difficulty in being able to access the premises independently.

**YOUTH AND COMMUNITY SERVICE  
PREMISES REVIEW and CONSULTATION 2011**

**WARWICK AREA**

**INTRODUCTION**

The following is a brief summary of each of the premises within the Youth and Community Service in identified area above. They do not include premises under the management of the Outdoor Education team that have been subject to a separate review

The Information is based from the following research:

- ❑ *Suitability Surveys undertaken over the past 3 years*
- ❑ *Survey of use undertaken in September 2010*
- ❑ *Youth Service Information System (YouthZone)*
- ❑ *Youth Service Needs Analysis 2009-10 provided by Observatory*
- ❑ *Property Services maintenance estimates*
- ❑ *Annual Revenue costs provided by Finance Section (current year)*
- ❑ *Funding held by Management Committees fat end of previous financial year (2009/10)*
- ❑ *Attendance at Management Committees over past 4 meetings*

Details of each of the above are available and will be presented to any group wishing to consider transfer

Local knowledge has also been used to determine the likelihood of alternative provision.

The number appearing in brackets after each Centre's name in the Report refers to its property register number for reference purposes.

**SUMMARY OF THE POSSIBLE OPTIONS TO BE CONSIDERED FOR THE WARWICK AREA, THOUGH THE MAY BE OTHERS, DEPENDING UPON THE OUTCOME OF THE CONSULTATION**

- ❑ Lillington Youth & Community Centre continues to be maintained by WCC to be part of the targeted Early Intervention Services in the local community and be a "Centre of Excellence" for the area as a whole

and that alternative management arrangements are invited for the following Centres:

- ❑ *Campion Youth Wing*
- ❑ *Kenilworth Youth and Community Centre, though the option exists to declare surplus and dispose*
- ❑ *Warwick Youth and Community Centre, though the option exists to declare surplus and dispose*

### **CAMPION YOUTH WING (5080)**

Campion School and Community College, Sydenham Drive, Leamington Spa  
CV31 1QH

This property is situated on the School site adjoining the Sports Hall and sharing the main vehicular and pedestrian access. It is reasonably sized purpose built centre. It provides 2 significant areas for the youth club one of which opens onto the kitchen. There is a further small lounge/quiet room. It has an office and is fully disability accessible. It is judged as being a reasonable premise in regards to suitability.

The centre currently offers 5 sessions of youth provision. In the current year to date, 473 different young people have registered. further 100+ teenagers participate in partnership work with the school and Connexions. There are very few lettings (3 hours). It is considered that it would be difficult to increase income through increasing lettings due to its location on the school site. The centre has an inactive management committee. It has been able to raise income through grant applications to enable a varied youth work programme to be delivered. The centre is a reasonable cost unit with projected costs of £8,453 in the current year. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £8,161. Property Services estimate £100,099 expenditure on maintenance over the next few years, new windows have been fitted throughout the centre. In general terms the centre is seen as good value for money.

The community is one of general higher priority based upon the Service's needs analysis.

Campion Youth Centre is on of the better performing youth centres in respect to percentage of young people in the catchment area that it works with and variety of programmes it successfully offers. It is considered that with its ongoing performance and ability to work closely with the school the Authority should attempt to enable continued to delivery of work with young people

Possibilities for premise responsibility include either pass ownership of the premises to the school under the condition the young people services have access 3 evenings per week; or to transfer responsibility to the school with no requirement to enable continued work with young people outside of the school hours. It is considered unlikely that an "outside" organisation would be acceptable to the school.

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**KENILWORTH YOUTH & COMMUNITY CENTRE (5394)**

Abbey End, Abbey Car Park, Kenilworth, CV8 1QJ

This property is a purpose built Youth and Community centre situated to the rear of the High Street in the shopping centre car park. There is an office and young people's area on the ground floor consisting of large open multi purpose space with recording/music room and IT suite leading from it. A kitchen also opens onto it. On the first floor are three meeting/activity rooms including a large high ceiling space suitable for physical activity. There are toilets on both floors thereby enabling areas to be closed off or used by independent groups at the same time. There is also a separate kitchen for the upstairs. Outside is a purpose built fenced in all weather recreational space. It is judged as being very good in regards to suitability.

The centre currently offers 5 sessions of youth provision. There are 575 registered members this year to date. The centre has a number of lettings (currently 35 hours with almost 200 people). It is considered that it would be possible to slightly increase income through increasing lettings. The centre has a very active management committee reflecting the interest in a well utilised centre. The projected running costs for current year are £47,155. Income from lettings is forecast as £30,000. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £31,978. Expenditure on maintenance over the next few years is forecast as £7,500. In general terms, taking into account use position and size, the centre is seen as good value for money.

The community is one of general medium priority based upon the Service's needs analysis. There is a significant teenage population within the town. It is considered that the centre provides an excellent base for work with young people given the nature of the building and its situation.

Possibilities for premises include passing responsibility to the management committee if they were willing to become a charity; or to seek an existing charity/group to take on the centre's responsibility.

**LILLINGTON YOUTH & COMMUNITY CENTRE (5105)**

Mason Avenue, Lillington, Leamington Spa, CV32 7QE

This property is a purpose built youth and community centre situated fairly central within the neighbourhood. There is an open plan area with coffee bar/kitchen opening onto it and a small area and office leading from it. Through the large area at the rear of the premises is another reasonably sized room and office/store. At the front of the premises leading from the entrance is an IT Suite managed by the Adult and Community Learning Service. Outside is a purpose built fenced in all weather recreational space. It is judged as being good in regards to suitability. There has been some considerable investment through locally raised funding regarding the outside space.

The centre currently offers 3 evenings of youth provision and 2 day time sessions. In the current year to date 769 different young people are registered. There are a few lettings (17 hours). It is considered that it would be difficult to increase income through increasing lettings due to the close proximity of the Children's' Centre, however a recent agreement has been reached to house WCYP and the Boxing Club in a building to the rear of the Centre. The centre has variable attendance at the management committee meetings. It has been able to raise income through grant applications to enable a varied youth work programme to be delivered. Although suffering on occasion from vandalism the centre is a reasonable cost unit with projected costs of £21,000 in the current year. Income from lettings is forecast as £7,500. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £38,557. though much of this is for specific projects. Property Services estimate £87,297 expenditure on maintenance over the next few years with the significant outlay being replacement heating and sanitary services. In general terms the centre is seen as value for money.

The community is one of very high priority based upon the Service's needs analysis. There is a significant teenage population within the neighbourhood. It is considered that the centre provides a good base for work with young people given the nature of the building and its situation. There is a proven track record of positively affecting the outcomes of disadvantaged local young people. With the establishment of Early Intervention Services the centre is considered as being a centre continued to be required by the Authority to facilitate family and young people's targeted services.

Possibilities for premises include maintain current arrangements re the Authority continuing responsibility for the centre or passing responsibility to the management committee if they were willing to become an independent body and commission them to oversee the development of early Intervention and "Centre of Excellence"

### **WARWICK YOUTH CENTRE (5242)**

71 Coten End, Warwick. CV34 4NU

This property is in an old adapted school situated on the outskirts of Warwick on the main link road between Warwick and Leamington. There is good office accommodation with a lounge room, large informal activity room and a hall with stage to the ground floor with a coffee bar/kitchen opening to a café/internet space on the first floor. The area office situated next door has use of a training room situated on this floor. The premises are totally accessible with disabled toilet facilities on both floors. It is judged as being poor in regards to suitability due to its not being close to a significant youth population area, and having very limited parking. It is an old premise that requires some further investment to bring the ground floor up to a modern standard whilst recognising the investment that has taken place to the first floor through locally raised funding

The centre currently offers 2 evenings of youth provision and a further 3 specialist groups offering opportunities to disabled people of all ages. In the current year to date 265 different young people are registered. There are a several lettings (40 hours) attracting over 200 users. It may be possible to increase income through increasing lettings. The centre has consistent attendance at the management committee meetings. It has been able to raise income through grant applications to enable a varied programme to be delivered. The centre is a higher cost unit with projected costs of £37,192 in the current year. Income from lettings is forecast as £10,100. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £19,132. Property Services estimate £110,369 expenditure. In general terms the centre is seen as lower value for money.

The community close to the centre is one of general low priority based upon the Service's needs analysis. It is considered that the centre provides a good base for specialist work but not for general youth work.

Possibilities for premises include disposal, passing responsibility to the management committee if they were willing to become a charity; or to seek interest from an existing organisation

The centre could be an active community centre and therefore an option is to seek alternative management arrangements in the first instance. It is also recognised that the premises would potentially be very valuable and therefore any interest shown by the community needs to be balanced against the capital receipt which could be obtained.

**YOUTH AND COMMUNITY SERVICE**  
**PREMISES REVIEW and CONSULTATION 2011**

**STRATFORD on AVON AREA**

**INTRODUCTION**

The following is a brief summary of each of the premises within the Youth and Community Service in identified area above. They do not include premises under the management of the Outdoor Education team that have been subject to a separate review

The Information is based from the following research:

- ❑ *Suitability Surveys undertaken over the past 3 years*
- ❑ *Survey of use undertaken in September 2010*
- ❑ *Youth Service Information System (YouthZone)*
- ❑ *Youth Service Needs Analysis 2009-10 provided by Observatory*
- ❑ *Property Services maintenance estimates*
- ❑ *Annual Revenue costs provided by Finance Section (current year)*
- ❑ *Funding held by Management Committees for end of previous financial year (2009/10)*
- ❑ *Attendance at Management Committees*

Details of each of the above are available and will be presented to any group wishing to consider transfer. Local knowledge has also been used to determine the likelihood of alternative provision.

The number appearing in brackets after each centre's name in the Report refers to its property register number for reference purposes.

**SUMMARY OF THE POSSIBLE OPTIONS FOR STRATFORD upon AVON, THOUGH HERE MAY BE OTHERS, DEPENDING UPON THE OUTCOME OF THE CONSULTATION**

- ❑ Studley Youth Centre could be maintained by Warwickshire County Council to be part of the targeted Early Intervention Services in the local community and be a "Centre of Excellence" for the area as a whole OR Tyler House be developed as a Centre of Excellence in partnership with new independent body, in which event Studley to be included in group below. With regards to Studley Youth Centre, there exists the potential for a rationalisation of the Council's property holdings in this location with new links being made to the neighbouring community building. Alternatively, the property could be declared surplus and disposed

Alternative management arrangements are invited for the following Centres:

- ❑ Kineton Youth Centre – to the school
- ❑ Henley Youth and Community Centre – school or independent body

- “The Outhouse” (Shipston) Youth and Community Centre– school or independent body
- Wellesbourne Youth Centre to close (no continued right to remain on the site)
- Southam Youth Centre lease to be ceased

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**WELLESBOURNE YOUTH & COMMUNITY CENTRE (4304)**

School Rd, Wellesbourne, Warwick. CV35 9NH

This property is a concrete prefabricated building of small/medium size. It is situated on the outskirts of the centre of the town to the rear of the Village Hall. There is an office, lounge area with coffee bar and small quiet room to one half of the building with a larger room as an activity room making up the other. The centre have raised funds to improve the centre in respect to accessibility and providing an IT suite however the lease is currently limited to a year whilst negotiations take place with the landowners in the hope to arrive at a longer term security. It is judged as being a borderline standard premise in regards to suitability.

The centre currently offers 2 evenings of youth provision. In the current year to date, 112 different young people have registered. There are currently no lettings due to uncertainty around the lease. It is considered that it would be difficult to increase income through increasing lettings with the village hall being on the same site. The centre has projected costs of £12,239 in the current year. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £26,422.86. Property Services estimate £63,343 expenditure on maintenance over the next few years.

The community is one of general low priority based upon the Service's needs analysis. There is a significant teenage population, with the ward having the greater number of teenagers of any ward in the District though a significant number reside in neighbouring villages. It is understood that there is an under utilised youth room in a local church that used to run a very popular youth club.

It is considered that the centre provides a poor base for work with young people given the nature of the building and short term security, though well situated.

Possibilities for premises include disposal and entering discussions with the funders of the new leisure centre to access space, or the Church to run a club; responsibility passing to the management committee if they were willing to become a charity; or to maintain current arrangements

**HENLEY YOUTH & COMMUNITY CENTRE (4061)**

Henley High School, Stratford Road, Henley in Arden, B95 6AF

This property is situated on the outskirts of the Henley High School site. It has its own pedestrian access as well as vehicular access from the school site. The Youth Centre is medium sized and is built on a 3 section modular layout similar to several others in the County. The main section of the building is open plan and comprises of a medium sized activity area, small coffee bar and a pool room area. These areas are adjacent to the fully equipped Kitchen and Coffee bar area. There is also a small Computer Suite comprising of 3 computer stations, a small storage room and an administrative Office. The building is fully DDA compliant. The building was recently refurbished by Early Years to make the building child safe to enable the building to be utilised as a satellite Children's Centre.

Adjacent to the centre is a small Skateboard Park that was built from monies raised by the youth centre, with the land leased to the Parish Council.

The centre offers 3 evenings of Youth Provision In the current year to date, 379 different young people have registered. Four organisations make use of the facility during the day. Parenting Project (Monday, Tuesday, Wednesday mornings and occasional Friday mornings), Henmen Group (Thursday mornings), Computer Class (Friday afternoons) and Henley High School (Tuesday and Wednesday Lunchtimes). Income from lettings is forecast as £2,625. The projected running costs for current year are £9,779. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £19,638.66. Expenditure on maintenance over the next few years is forecast as £50,794.

The community is one of general lower priority based upon the Service's needs analysis though has a significant teenage population.

It is considered that there is no other suitable young people focussed friendly facility nearby and therefore the centre should be continued to enable delivery of the 'Youth Offer' if possible.

Possibilities for premise responsibility include either pass ownership of the premises to the school, or to explore options for transfer arrangements with an existing or new community group. Continuation of the Children's Centre would need to be considered to avoid the Authority being liable for refund of capital expenditure.

### **KINETON YOUTH & COMMUNITY CENTRE (4109)**

Kineton High School, Banbury Rd, Kineton, Warwick, CV35 0JX

This property is situated within the secondary school site. It has shared access via the main entrance and would be difficult to access without being integral to the schools wishes during school hours. It is medium sized centre built on a 3 sectioned modular layout similar to several others in the county. It provides 2 rooms for the youth club one of which opens onto the kitchen as well as a small IT suite. It has an office or small room that is used for small meetings or one-to-ones. It is fully disability accessible. It is judged as being a reasonable premise in regards to suitability.

The centre currently offers 2 evenings of youth provision and 3 day time sessions. In the current year to date, 912 different young people have registered. Agencies currently working with the youth service at the centre include Connexions, School Health and Warwickshire Young Carers Project. School Health run a BASE teenage health clinic jointly with the Youth Service offering services including Sexual Health, whilst the Young Carers Project offer support formally and informally with appointments and drop in support. There is no income from lettings. The projected running costs for current year are £8,288.38. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £10,613.57. Expenditure on maintenance over the next few years is forecast as £13,420.

The community is one of general lower priority based upon the Service's needs analysis. Although the ward of Kineton has an average teenage population they are spread throughout the ward and not in the village itself.

It is considered that there is no other suitable young people friendly facility nearby and therefore the centre should be continued to enable delivery of the "Youth Offer" if possible. There is generally a positive relationship with the school.

Possibilities for premise are limited and revolve around arrangements with the school to undertake its management.

### **THE OUTHOUSE, SHIPSTON ON STOUR (4192)**

Shipston High School, Darlingscote Road, Shipston on Stour CV36 4DY

This property is situated on the School site sharing the same vehicular access to the side and rear of the site. Independent access that does not interfere with normal school activity is possible. It is a 3 sectioned modular layout similar to several others in the County. It provides 2 rooms for the youth club, one of which opens onto the kitchen. It has an office and has full disabled access. It is judged as being a reasonable premise in regards to suitability.

The centre currently offers 3 evenings of youth provision and 3 day time sessions (one of the latter of which is offered through a voluntary organisation). In the current year to date, 325 different young people have registered. There are currently 3 regular lettings (5 hours per week) as well as occasional 'one – off' users. There are some opportunities to increase this. Income from lettings is forecast as £2,000. The projected running costs for current year are £9,376. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £6,220.65. Expenditure on maintenance over the next few years is forecast as £14,148.

Although the community is one of general low priority based upon the Service's needs analysis, there are high levels of local concern around young people's issues such as drug and alcohol misuse.

The Outhouse consistently attracts a good percentage of young people in the catchment area that it works with. There is no other suitable young people friendly facility near by. Work with the school over the past two years has created a positive relationship, with youth centre staff co-delivering PHSE sessions with the Safer Schools officer.

Possibilities for premise responsibility include either pass ownership of the premises to the school, or to consider transfer to an alternative body in discussion with the Management Committee.

**SOUTHAM YOUTH CENTRE (4179)**

Southam Church & Community Project, St James Road, Southam, CV33 0LY

This property is the old first school site which was purchased and developed by a local charity. It is fairly central to the town. The Youth and Community Service have exclusive use of a reasonably sized multi purpose space with its own access at the rear of the premises. There is generally a positive relationship with the host organisation. The youth space has office space and is fully disability accessible. It is judged as being a reasonable premise in regards to suitability.

The centre currently offers 2 evenings of youth provision. In the current year to date, 159 different young people have registered. There are a no lettings due to the arrangements with the host organisation. The projected running costs for current year are £2,676. The centre is a very reasonable cost unit, and has a 'rent free' period for the next two years following an agreement between WCC and the project. There is no Property Services estimate expenditure on maintenance. In general terms the centre is seen as good value for money. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £1,570.

The community is one of general lower priority based upon the Service's needs analysis. The town has a significant teenage population.

It is considered that there is no other suitable young people friendly facility nearby and therefore the centre should be continued to enable delivery of the "Youth Offer" if possible.

Possibilities for premise responsibility are either considering passing responsibility for continuing to deliver youth work through an alternative body if the lease allows or to cease the lease at the earliest possibility.

**STUDLEY YOUTH & COMMUNITY CENTRE. (4264)**

High Street, Studley, Warwickshire, B80 7HJ.

This property is a purpose built, good sized, Youth and Community Centre situated on the edge of the main shopping area in Studley. The centre is in close proximity to the local Library, Village Hall, Medical Centre, Children's Centre and Leisure Centre. Due to the centre's close proximity to the relatively new Village Hall it has been difficult to obtain new lettings for the youth centre as there is competition for a very limited number of similar client groups.

The centre comprises of an Office, Main Activity Hall, Pool Lounge, Computer Suite, small Room that is currently used for storage and a fully equipped Kitchen area. There is also a room that was used for the Connexion Service which can be accessed from the centre or can have independent access from outside which could enable it to be fully self reliant. (Could be suitable to house another organisation such as library). The building is fully DDA compliant.

At the rear of the Youth Centre there is a fenced, tarmac play area that has floodlights for evening use and provides a safe outdoor area for any age group. The building is in good repair generally but the heating system will require to be overhauled or renewed at some point in the not too distant future. The Youth Centre currently offers 3 evenings of youth provision. In the current year to date, 246 different young people have registered. As well as this the centre has 3 organisations that make use of the facility on a regular basis. Income from lettings is forecast as £4,600. The design of the Centre lends itself to some broader community daytime use such as a library service. The projected running costs for current year are £26,733.31. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £28,529.72. Expenditure on maintenance over the next few years is forecast as £4,600.

The community is one of general medium priority based upon the Service's needs analysis, it being the most 'needy' community in the Stratford on Avon District. The town has a significant teenage population. It is considered that the centre provides a good base for work with young people and therefore the centre should be continued to enable delivery of the 'Youth Offer' if possible.

Possibilities for premise responsibility are to be maintained by WCC to be part of the targeted Early Intervention Services for the local community and be a "Centre of Excellence" for the area as a whole or considering passing responsibility to the management committee if they were willing to become a charity, or other existing group.

The option therefore exists to develop as Early Intervention Centre for local community and Centre of Excellence to support voluntary sector responses to young people's leisure time needs. OR if Tyler House seems more appropriate seek alternative arrangements. The site adjoins the Council's library so there could be an opportunity to rationalise the premises and seek

to develop a shared approach to public service provision for Studley in working with the community hall next door. There also exists the option to declare surplus and dispose.

DRAFT

**TYLER HOUSE, STRATFORD-UPON-AVON (4232)**

Tyler St, Stratford-upon-Avon, CV37 6TY

This property is a purpose built good sized youth and community centre situated on the outskirts of the main shopping area. The centre is built on land owned by the Town Council to whom a nominal peppercorn rent is paid. The centre is situated over 2 floors and two years ago received significant investment to both improve the ground floor facilities and provide an operational base for the Connexions Service. There is an office, 2 reasonably sized linked rooms, IT suite, two meeting rooms, kitchen and is fully disability accessible on this floor. The first floor consists largely of a hall and storage areas. It is judged as being a reasonable premise in regards to suitability though requires some investment in alterations to toilet layout and lift to upstairs to make fully accessible.

The centre currently offers 5 evenings of youth provision and some day time sessions. In the current year to date, 140 different young people have registered. There are a number of established lettings, although parking restrictions can be a problem. Income from lettings is forecast as £7,800. The projected running costs for current year are £27,198.49. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £26,174.21. Expenditure on maintenance over the next few years is forecast as £7,800.

This is the only maintained centre in the Town which has a significant teenage population. The Centre has a reasonable reputation with young people and the community. It is considered that the centre provides a good base for work with young people and therefore the centre should be continued to enable delivery of the "Youth Offer" if possible.

There are a number of possibilities for premise responsibility which reflect the Town itself these ranging from being a WCC run "Centre of Excellence", to completely separate from WCC through transferring responsibility to an existing charity.



**YOUTH AND COMMUNITY SERVICE  
PREMISES REVIEW and CONSULTATION 2011**

**RUGBY AREA**

**INTRODUCTION**

The following is a brief summary of each of the premises within the Youth and Community Service in identified area above. They do not include premises under the management of the Outdoor Education team that have been subject to a separate review

The Information is based from the following research:

- ❑ *Suitability Surveys undertaken over the past 3 years*
- ❑ *Survey of use undertaken in September 2010*
- ❑ *Youth Service Information System (YouthZone)*
- ❑ *Youth Service Needs Analysis 2009-10 provided by Observatory*
- ❑ *Property Services maintenance estimates*
- ❑ *Annual Revenue costs provided by Finance Section (current year)*
- ❑ *Funding held by Management Committees for end of previous financial year (2009/10)*
- ❑ *Attendance at Management Committees*

Details of each of the above are available and will be presented to any group wishing to consider transfer

Local knowledge has also been used to determine the likelihood of alternative provision.

The number appearing in brackets after each centre's name in the Report refers to its property register number for reference purposes.

**SUMMARY OF THE POSSIBLE OPTIONS FOR THE RUGBY AREA,  
THOUGH THERE MAY BE OTHERS. DEPENDING UPON THE OUTCOME  
OF THE CONSULTATION**

In general terms it is recommended that local groups are invited to enter discussions to take on the responsibility for the following Centres:

- ❑ Hill Street Youth & Community Centre, though there exists the option to declare surplus and dispose
- ❑ Dunchurch Youth Centre
- ❑ Brownsover Youth & Community Centre
- ❑ Fareham Youth Centre
- ❑ Binley Woods Youth Centre

In the first instance the latter 2 to be offered to the local school on which they are situated

It is recommended that Wolston Youth Club ceases to function as a separate entity and the lease cancelled.

DRAFT

**BINLEY WOODS YOUTH CENTRE (3266)**

***c/o Primary School Campus, Coombe Drive, Binley Woods, CV3 2QU***

This property is situated on the Primary School site on the outskirts of the village. It is an adapted temporary classroom situated with a pre school group that use a linked hut. It is small centre that is accessible by people with disabilities though the toilets are small. It offers 2 areas – a small activity room and an informal area that has a small kitchenette. There is a screened area for an office. It is judged as being a poor premise in regards to suitability mainly due to its size and situation.

The centre currently offers 2 evenings of youth provision. In the current year to date, 113 different young people have registered. There are lettings during the school summer holiday period. A pre school group called Fun 4 Kids use the premises use the centre 5 days per week for a total of 20 hours of contact time. It is also used by a church evening twice per month. The centre has variable though relatively well attended management committee that it shares with Wolston ranging from 7 – 11 over the past 4 meetings. The centre is a low cost unit with projected costs of £4,998 2010/11. Income from lettings for 2010/11 is expected to be £3,200. As at March 31<sup>st</sup> 2010 the centres (with Wolston) had an overall bank balance of £15,853.64. Property Services estimate £13,139 expenditure on maintenance over the next few years. In general terms the centre is low cost to run. When use, staff time and quality of provision are taken into account it is questionable value for money.

The community is one of general low priority based upon the Service's needs analysis.

The Youth Club is a reasonable performing youth centre in respect to percentage of young people in the catchment area that it works with. There appears to be no other suitable young people friendly facility available in the village, though there is a village hall.

Possibilities for premise responsibility include either pass ownership of the premises to the school with a possible condition to have access 2 evenings per week for youth work delivery, or to explore the possibility of community ownership.

*BROWNSOVER YOUTH CENTRE (3273)*

Hollowell Way, Brownsover, Rugby, CV22 1LT

This property is a Youth and Community centre based in a temporary classroom and situated fairly central within the neighbourhood being close to a shopping precinct and situated adjacent to the car park. There is a large open plan area with coffee bar/kitchen opening onto it with the remainder split style as an informal area and activity area. There is no office though a small area has been organised to enable administrative work to be undertaken from the centre. It is judged as being poor in regards to suitability mainly due to its temporary classroom construction. The centre is situated on Borough Council land.

The centre currently offers 3 evenings of youth provision and a further 2 outreach sessions take place from the centre. In the current year to date, 156 different young people have registered. Currently there are no lettings and it is considered that it would be difficult to increase income through lettings due to the vicinity of other available church/health facilities nearby and the premises themselves. The centre has variable attendance at the management committee ranging from 4 – 7 over the past 4 meetings. Although suffering on occasion from vandalism the centre is a reasonable cost unit with projected costs of £10,400 in the current year. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £31,621. Property Services estimate £4,692 expenditure on maintenance over the next few years. In general terms the centre is seen as reasonable value for money.

The community is one of high priority based upon the Service's needs analysis. There is a significant teenage population within the neighbourhood.

The area is currently subject to development and investment proposals which may require the Centre to move or be incorporated elsewhere. "Health" have agreed the development of an integrated health centre in which a 1000 square metre community facility may be incorporated. Plans are currently being evolved.

There are few realistic options for management of the premises given both their construction and likelihood of impact of developmental proposals incorporating the site they are situated upon. However it is possible an existing charity or local group may consider taking on the responsibility in the short term whilst the development plans are finalised and building commences.

**DUNCHURCH YOUTH CENTRE (3279)**

Dunchurch Sports Field & Village Hall, Rugby Road Dunchurch, CV22 6PN

This property was recently built following a capital grant from the County Council to the Sports Field and Village Hall Committee to incorporate a youth room within their construction of new changing room developments. The Youth and Community Service have exclusive use of a small multi purpose space with its own access at the rear of the premises. A kitchen opens onto the area which is also provides space for IT, pool and a small seating area. There is generally a reasonable relationship with the host organisation. The youth space is fully disability accessible. It is judged as being poor in regards to suitability mainly due to its position to the rear of the Village Hall with a poorly lit approach, and its size which limits programme opportunities.

The centre currently offers 2 evenings of youth provision and a voluntary group provide a further session. In the current year to date, 90 different young people have registered. There are no lettings. It is not possible to increase income through increasing lettings due to terms of lease. The centre has variable attendance at the management committee which it shares with Fareham YC ranging from 2 – 6 over the past 4 meetings. The centre is a reasonable cost unit with projected costs of £5,790 in the current year. There was no income from lettings. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £17,133.64. Property Services estimate £2,629 expenditure on maintenance over the next few years. In general terms the centre is seen as value for money in as much as there is a small modern facility available in the village for limited cost.

The community is one of general lower priority based upon the Service's needs analysis.

Possibilities for premise responsibility are either considering passing responsibility to the Village Hall Committee who own the premises, or to seek an existing group or charity to take responsibility for the premises if they can continue work with young people.

**FAREHAM YOUTH CLUB (3098)**

Fareham Avenue, Rugby, CV22 5HS

This property is situated on the Paddox Primary School site sharing its main vehicular and pedestrian access. It is small/medium sized centre built on a 3 sectioned modular layout similar to several others in the county. It provides 2 rooms for the youth club one of which opens onto the kitchen. It has an office and requires some work to enable it to become fully disability accessible. There have been longstanding and regular issues with the school in terms of the suitability of working with teenagers on a Primary School site and the disruption young people can cause to closely situated neighbours. It is judged as being a poor premise in regards to suitability mainly due to the relationship issues.

The centre currently offers 2 evenings of youth provision. In the current year to date, 109 different young people have registered. There are consistent lettings (20 hours) mainly through a before and after school club (Holly Lodge). 'Take a Break' also use the premises once a week, on Thursday evening. A user group also uses the centre every Saturday afternoon. The centre has variable attendance at the management committee that it shares with Dunchurch ranging from 2 – 6 over the past 4 meetings. The centre is a low cost unit with projected costs of £6,850 in the current year. Forecast income from lettings is £5,000. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £13,110. Property Services estimate £42,058 expenditure on maintenance over the next few years. In general terms the centre is seen as value for money.

The community is one of general lower priority based upon the Service's needs analysis.

Possibilities for premise responsibility include either pass ownership of the premises to the school with or without condition of access 2 evenings per week for work with young people, or to seek an existing or new group to take responsibility

**HILL STREET YOUTH & COMMUNITY CENTRE (3111)**

Hill Street, Rugby, CV21 2NB

This property is a purpose built youth and community centre situated just off the main shopping centre of the town and within a small residential area. It is situated close by the Borough Council offices and Police station and as such is a well situated venue. There is an open plan area with coffee bar/kitchen opening onto it, a large lounge/meeting area that incorporates a small office, a small counselling room, a large office, an IT suite and Sports Hall with climbing wall. There is good parking to the front and side of the property.

The centre currently offers 4 evenings of youth provision and several day time sessions for young people in partnership with other local organisations. It also hosts a voluntary based club one evening a week, as well as the local D of E liaison officer. At the weekends it runs a young carers educational attainment project along with a sexual health clinic twice a month. In the current year to date, 117 different young people have registered. An average 150+ young people are involved in partnership work from the Centre. There are a number of lettings (30 hours). The centre is currently very busy. It has variable attendance at the management committee ranging from 3 – 6 over the past 4 meetings. The centre is a reasonable cost unit with projected costs of £29,400 in the current year. Income from lettings is forecast as £12,000. As at March 31<sup>st</sup> 2010 the centre had an overall bank balance of £15,000. Property Services estimate £62,734 expenditure on maintenance over the next few years. In general terms the centre is seen as value for money.

The centre is reasonably situated to respond to communities of high priority based upon the Service's needs analysis.

It is considered that the centre provides a good venue for work with young people given the nature of the building and its situation

Possibilities for premises include using the centre as an alternative delivery venue for other sections of WCC; passing responsibility to the management committee if they were willing to become a charity; or to seek interest from an existing charity.

Option to consider include the inviting of expressions of interest for continuing the centre for work with young people. It is also recognised that the premises would potentially be very valuable and therefore any interest shown by the community needs to be balanced against the capital receipt which could be obtained.

**WOLSTON YOUTH CENTRE (3222)**

c/o Wolston Leisure and Community Centre, C/o Old School Fields, Manor Estate, Wolston, Coventry. CV8 3GT

This “property” is a multi purpose sports and community facility built by a local Trust. The service has access to the “youth room” on 2 evenings a week as part of an agreement arising from a financial contribution made to the parish council following the closure and subsequent sale of the Wolston School site. It is situated on the outskirts of the village. There is generally a difficult relationship with the host organisation with their understandable desire to see the premises very well looked after and with any damage or leaving of cans etc outside be the youth services responsibility. It is judged as being a reasonable premise in regards to suitability.

The centre currently offers 3 evenings of youth provision and 2 day time sessions. In the current year to date, 85 different young people have registered. There are no lettings under the terms of the lease. The centre has variable though good attendance at the joint (with Binley Woods) management committee meetings. The premise is a low cost unit with projected costs of £5,225 in the current year. There is no Income from lettings. The centre shares its accounts with Binley Woods. There is no maintenance responsibility. In general terms the centre is seen as value for money.

The community is one of general lower priority based upon the Service’s needs analysis.

The only option would seem to be to withdraw from using the Centre and cancel the lease. It would be hoped that the local community would continue to provide activities for young people.



**Warwickshire County Council****Protocol for the lease or transfer of public assets to community interests****February 2011****1. Introduction**

- 1.1 In rationalising its assets, the Council has a duty to ensure that the best possible value is realised.
- 1.2 A number of the Council's assets potentially have a specific social and community value. In some circumstances, enabling community interests to 'take on' such assets will be in the long-term interests of the Council and the community.
- 1.3 This protocol provides a framework around how and in what circumstances this might be done.
- 1.4 The Property Rationalisation Board will oversee the implementation of this protocol, and on-going progress on possible community asset transfers.
- 1.5 The Protocol will be reviewed by Cabinet on an annual basis, and/or following any legislation or significant guidance in relation to these matters.

**2. Understanding Community Asset Needs**

- 2.1 The Council (along with other public sector partners) will use a range of mechanisms to gain a greater understanding of the asset needs of local communities, and for local communities to develop a greater understanding of the local public asset portfolio. This will include mapping local facilities, and discussion through Community Forums, and with Town and Parish Councils, voluntary and community organisations, local services and other community interests.
- 2.2 The Council, in its community leadership function, will work flexibly with partners to develop imaginative solutions to meet local community needs. This might include brokering the short-term use of vacant commercial or public assets; the shared use of public assets; and where appropriate the transfer of local facilities to community interests.
- 2.3 The Council should, with partners, investigate the development of a register of assets of community value.

**3. Disposal of Surplus Assets**

- 3.1 When considering declaring an asset surplus, the Council will (unless there is good reason not to do so) give early warning to local community interests,

including local Councillors, the appropriate Parish or Town Council, and any existing tenants, and discuss options for the future use of the asset.

3.2 The Strategic Director of Resources will report to Cabinet any interest shown in community management of the asset (or a portion of the asset), along with other options for the disposal of the asset.

3.3 If Cabinet decides to pursue the community interest, a Business Case will be submitted to provide further details on the proposed use of the asset, to include:

- Explanation of the community need
- Options Appraisal – are there any other options for meeting the community need?
- The planned benefits of the transfer
- Contribution to delivering the County Council's objectives and the needs and priorities of local communities
- The capacity of the applicant to acquire and manage the asset
- Business plan for future use of the asset (including forecast income/expenditure)
- Details of how the proposed use of the asset will be monitored and details of 'fall back' arrangements should the transfer prove to be not sustainable
- Assessment of the long term social value to be provided
- Type of transfer sought, and proposed rental or purchase price (with explanation if this is less than market rate).

3.4 The Council should provide the community interest with sufficient time to develop its business case, and where appropriate, raise funds. Disposal of the asset on the open market should not be pursued until the business case has been considered.

3.5 On submission of the Business Case, Cabinet should agree whether to support the proposed Community Asset Transfer, and on what terms. This would generally be through either (a) full transfer of ownership, or (b) short-term lease with a view to full transfer of ownership, although in certain circumstances a long lease may be more appropriate. Cabinet could also choose to sell the asset for development, but require the developer to contribute towards a community facility.

3.6 Where there is an agreement for a short-term lease with a view to full transfer of ownership, the terms of this should be clearly set out, and a long-term proposal should be brought back to Cabinet within five years.

3.7 All existing lettings of surplus properties will be reviewed to ensure there is a clear long-term plan for the use of the asset, and where appropriate this could include full transfer of the asset to community ownership.

#### **4. Lettings of non-surplus assets**

4.1 All lettings of non-surplus assets to voluntary and community organisations should fall within two categories:

### **(a) Leases linked to service contracts**

Commissioning teams may in some circumstances be able to make a public asset available for the delivery of a commissioned service. In this case, the asset should be available on the same terms to all potential bidders, should be explicit in the terms of any tender documentation as an actual cost, and the lease should expire when the contract ends. Where appropriate potential bidders should have the option of using their own assets to deliver the service.

### **(b) Grants-In-Kind**

Directorates should continue to have the facility through their own resources to make 'Grants-in-kind' available to offset lease rents for a maximum five years to enable the establishment of a new community service (with a second term of up to 5 years in exceptional circumstances). The grant could be tapered as the organisation builds its capacity and ability to generate income.

- 4.2 All lettings of non-surplus assets which fall outside these criteria will be reviewed, and where appropriate the asset declared surplus.

## **BACKGROUND AND SUPPLEMENTARY INFORMATION:**

### **1. Introduction and Context**

- 1.1 Communities running and taking over public assets is a key strand of the Government's vision for a Big Society, and is highly relevant as the Council seeks to rationalise its asset portfolio and reduce the number of service outlets

- 1.2 Since the Quirk Review ('Making Assets Work') in 2007, Local Authorities have been encouraged to transfer the ownership and/or use of public assets to local communities in order to increase the number of people engaged in the running and ownership of local services and assets.

The Coalition Government, through the Localism Bill, is looking to take this further and introduce new powers to help communities save local facilities and services threatened with closure, and give communities the right to bid to take over local state-run services.

- 1.3 The Localism Bill, currently being considered by Parliament, would require local authorities to maintain a list of public and private "assets of community value". There will be a mechanism for community groups to put forward land or buildings for consideration. When listed assets come up for disposal (either the freehold or long leasehold), there will be a moratorium preventing immediate sale, allowing communities time to develop a bid and raise the capital to buy the asset. The local authority will be able to determine how long the moratorium will be. At the end of the moratorium the listed asset would come onto the open market.

- 1.4 The County Council has a history of transferring disused facilities into community management – including All Saints Primary School to Bath Place Community Venture (1973); Bulkington Village Centre (1996), and Tysoe Fire Station (2004); and also of involving local communities in the management of facilities hosting Council-run services such as youth clubs and children’s centres.
- 1.5 Community Asset Transfer can support the Council’s Localism agenda and the rationalisation of assets. In particular:
- Neighbourhood-based multi-purpose community-led facilities can become a hub of local community activity, a lever for additional resources, and a mechanism for engagement and the flexible delivery of local services.
  - Some specialist sites, such as nature reserves, may be more appropriately managed through an appropriate Trust, enabling the Council to rationalise its portfolio.
  - For some assets that are already under long-term community management, there may be benefits to both the community interest and the Council to both parties in a full transfer of ownership
- 1.6 With support from the Development Trust Association, Rugby Borough Council and Warwick District Council have been involved in pilot schemes to look at the possible transfer of specific assets to community ownership or management. The County Council has taken a supportive interest in both these pilots.
- 1.7 There are some inconsistencies in the Council’s current practice, and this protocol seeks to standardise the Council’s approach. It is expected that the District Councils will adopt a similar approach.

## **2. Existing Policy and Practice**

- 2.1 The way in which the Council declares an asset surplus and then disposes of it is set out in the following documents:
- Procedure for Declaring Property Surplus (agreed by Cabinet on 10th Sept 2009)
  - Policy regarding property disposals and the granting of concessionary rent terms (agreed by Cabinet on 19th Dec 2002)
  - General Disposal Consent 2003
  - Protocol on disposals at less than best consideration (agreed by Cabinet on 16th Sept 2004)
- 2.2 All surplus assets must be sold or leased at not less than open market value (i.e. best consideration) save where Cabinet is satisfied that the merits of particular schemes justify a disposal at less than best consideration.

Any disposal at less than best consideration must be agreed by Cabinet (who may refer the matter to an Overview and Scrutiny committee for consideration first, or to full Council if appropriate).

In making its decision, Cabinet must consider:

- how the transfer fulfils the Council's fiduciary duty in a way which is accountable to local people;
  - the circumstances and justification of the transfer
  - the capital and revenue implications
  - how the transfer will further the Council's corporate objectives
- 2.3 A lease term will not normally exceed 25 years unless there is an exceptional requirement to dispose of a leasehold interest for a longer period.
- 2.4 Requests for concessionary rent terms are considered by Cabinet on the merits of individual schemes but do not normally exceed 5 years from start up.
- 2.5 There is no specific policy regarding the lease of non-surplus assets to third sector organisations, and there are currently a variety of arrangements in place.
- 2.6 Where appropriate, before an asset is declared surplus, the Council will approach the voluntary and community sector to see whether any organisation has an interest in a transfer of the property.