

**SECTION 1A - To be filled in by submitter of the Motion:**

<b>Report from</b>	Shola Delip/Ioana Sovago
<b>On behalf of</b>	Community Lounge Working Group
<b>Date</b>	27.10.2023
<b>For Meeting of Council/Committee</b>	Full Council meeting
<b>Date of meeting</b>	31 <sup>st</sup> October 2023
<b>Agenda item no.</b>	154/23-24
<b>Confidentiality</b>	N/A
<b>TITLE OF MOTION</b>	Funding Approval for Community Lounge (CL)
<b>MOTION(S)</b>	<ul style="list-style-type: none"> <li>a) To receive update from Community Lounge on development since the FCNTC on 26<sup>th</sup> Sept 2023</li> <li>b) To receive and approve funding of £1800 grant through Cambridgeshire ACRE for Community Lounge activity from 1-Nov-2023 – 31-Oct-2024</li> </ul>
<b>Background</b>	<ul style="list-style-type: none"> <li>• The Community Lounge has been running for the last 10 months (initially known as Warm Hub), led by NTC and a number of community volunteers.</li> <li>• This arrangement was concluded at the end of May when funding from CACRE was paused. SCDC stepped in to run in a similar way calling it “Step into the Summer” during June with the help of the Community Lounge volunteers.</li> <li>• CACRE had an underspend on funding throughout these months and offered to continue the Community Lounge initiative and fund NTC until the end of October.</li> <li>• Due to lack of volunteers to run the CL for 2 days the CLWG came to a consensus to only run the Thursday evening sessions for September and October.</li> <li>• CL Working Group Cllrs and existing volunteers are happy to lead/ co-lead on a rota basis for the next year.</li> <li>• Additional volunteers are consolidated periodically from the community, where needed.</li> <li>• CACRE announced at their network meeting on 22<sup>nd</sup> August, that from November SCDC is looking for an extra 2-year contract, with the potential aim that the Hubs become independent and additional funding sources may be necessary.</li> </ul>
<b>Recommendations</b>	<p>For the Town Council;</p> <ul style="list-style-type: none"> <li>a) To receive update from Community Lounge on development since the NTC FTNTC on 26<sup>th</sup> Sept 2023</li> <li>b) To receive and approve funding of £1800 grant through Cambridgeshire ACRE for Community Lounge activity from 1-Nov-2023 – 31-Oct-2024</li> <li>c) If the situation changes based on the Availability of sports pavilion the CL will consider moving the venue to the sports pavilion.</li> </ul> <p>The Community Lounge Working Group recommends for the town council, to continue its operations in the same format as has been running previously i.e.: financial ownership and leadership by NTC for the months of September and October. Existing community groups (Northstowe Hub, Sport and Wellbeing, Pathfinder Church, Emmanuel Church, Hindu Samaj Northstowe, Northstowe Muslims, Stardust Academy, etc) will continue to provide volunteers and activities.</p>

	There is potential for further funding to become available for November 2023 for 2 years, for this a new motion would normally be presented to the town council in October 2023.
<b>Appendices</b>	
<b>Documents:</b>	N/A

**SECTION 1B - To be filled in by submitter of the Motion:**

<b>Input needed from Clerk</b>	If needed, please provide details of what feedback is needed and/or what additional research may be needed in order for the motion presenter to finalise the motion paperwork
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**NOTE:** Agenda item requests: in order to be considered for inclusion on the agenda, motions with all associated papers *must* be received by the Clerk in a final format at least 7 clear days<sup>1</sup> before the meeting at which you would like your item to be considered – if any input is required from the Clerk please provide sufficient additional time for the Clerk to schedule in for any feedback and/or additional research that may be required.

**SECTION 2 - To be filled in by the Clerk:**

Meets/links with Council objectives:	Services for Community	
Staffing Implications: <sup>ii</sup>	<b>YES:</b> Community Lounge has some ongoing staffing input needs, to ensure paperwork (e.g. Risk Assessments) is in place and kept up-to-date; shopping trips for refreshment supplies; communications with lead (Council) volunteers; and support in promotion of activities; securing bookings venue; processing invoices; correspondence funder and return of monthly progress reports and financial claims.	←
Volunteer need implications:	<b>YES:</b> Success of Warm Hub is dependent on sufficient volunteers available for each session, and ongoing coordination of volunteer work through lead volunteers who can manage volunteer rotas and health and safety and safeguarding aspects.	←
Equalities & Human Rights <sup>iii</sup>	There are no equalities and human rights issues Details, where relevant: N/A	
Crime and Disorder <sup>iv</sup>	Crime and disorder have been considered Details, where relevant: Warm Hub RA includes mitigation measures.	✓
Biodiversity <sup>v</sup>	There are no (negative) bio-diversity implications Details, where relevant: N/A	
Sustainability	Is in line with the Council's Plastic-Free Pledge <b>YES</b> - e.g. paper cups rather than plastic cups used.	✓
Financial <sup>vi</sup>	There are no financial implications at this stage – N/A	
	There will be financial implications; Details: <b>YES</b> – the new grant offer is for a one-off amount; any further costs to cover the venue hire, refreshments for any other cost cannot be claimed above the total grant offer of £1,800 for the one-year period. See budget for details of funding gap left.	←
	There is provision within the budget; Budget heading & details: <b>NO:</b> The budget as presented shows a £200 gap to cover the cost of refreshments. There is no relevant budget heading in the current year's budget, but this could potentially be sourced from contingency budget.	←

	Decisions may give rise to additional expenditure; Details: <b>POTENTIALLY:</b> Were any further costs for refreshments or any costs associated with activities to materialise, these would need to be covered through NTC budget, or alternative income source.	←
	Decisions may have potential for income generation; Details: N/A	
Other Resource implications (besides finance):	Details: <b>YES:</b> Secure storage of refreshments and materials has been secured in the Temporary Community Centre.	←
Health and Safety implications <sup>vii</sup>	Details: Warm Hub RA has details.	√
Legal	Power under which the spend can be actioned: <sup>viii</sup> <ul style="list-style-type: none"> <li>• Open Spaces Act 1906, section 9-10 – provision of recreational facilities.</li> <li>• Local Government (Miscellaneous Provisions) Act 1976, section 19 – provision of recreational facilities; provision of buildings for use of clubs having athletic, social or educational objectives.</li> </ul>	√
	GDPR - Data Privacy Impact Assessment: <sup>ix</sup> Details, where relevant: <b>YES:</b> Details of volunteers and participants, and any other personal data gathering that may take place, to be considered	←
	Other considerations: N/A	√
Risk Management	Material risks <sup>x</sup> exist and these are considered and being assessed: Details: Risk Assessment for Warm Hub is present on site.	√
Other Considerations:	N/A	

<sup>i</sup> Northstowe Town Council's [Standing Order 9 b,d](#).

<sup>ii</sup> The Council has a legal duty to ensure it looks after employees' health and wellbeing (the Health and Safety at Work etc act 1974).

<sup>iii</sup> The key legislation regarding unlawful discrimination is the Equality Act 2010, which amongst other requires the Council to monitor for compliance with the Equality Duty.

<sup>iv</sup> The Council has a legal duty to act with due regards to crime and disorder in the area (Crime and Disorder Act 1998, s17).

<sup>v</sup> The Council has a legal duty to have regard to conserving biodiversity (Natural Environment and Rural Communities Act 2006, s40).

<sup>vi</sup> It is the RFO's duty to manage financial risks on behalf of the Council, as described in the Local Audit and Accountability Act 2014 and Accounts and Audit Regulations 2015, reg 4.

<sup>vii</sup> See also Town Council's [Health and Safety Policy](#).

<sup>viii</sup> See here for an [Overview of relevant discretionary powers](#) beyond the General Power of Competence.

<sup>ix</sup> See also the Town Council's [Data Protection Policy](#).

<sup>x</sup> See Town Council's [Risk Management Plan](#).