

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

Report from	Cllr Kathy Males & Cllr Shola Delip
On behalf of	N/A
Date	Received by clerk on 20 th March 2023;
For Meeting of Council/Committee	Full Council
Date of meeting	28 th March 2023
Agenda item no.	265/22-23
Confidentiality	N/A
TITLE OF MOTION	Transfer of Warm Hub to Northstowe Hub
MOTION(S)	1) To approve the transfer of Warm Hub activities to Northstowe Hub wef 1 st April. 2) To dissolve the Warm Hub Working Group.
Background	<p>The Town Council at its 20th December 2022 FC meeting, decided, by resolution, "to lead on the Warm Hub" - see minutes at 141505-NTC 2022 Dec 20 Full Council Minutes.pdf (northstowetowncouncil.gov.uk).</p> <p>The Warm Hubs have been operating twice weekly on a Wednesday morning and Thursday evening with a team of volunteers (including members of the WG) to provide a warm space for residents and neighbours to meet. Quite often there has been a focus on particular activities e.g. dance/international women's day/art/language café and the space has regularly used for community groups to host their meetings alongside table tennis, free refreshments, craft activities and weekly yoga.</p> <p>Attendance has ranged from a handful of people to over 80 at half term – with an average of 25 and growing as word of mouth gets around.</p> <p>Funding was initially granted until the end of March and Cllr Delip has been instrumental in organising activities and volunteers through these months of operation.</p> <p>Cambridgeshire Acre has confirmed that funding will definitely be available to Northstowe for the months of April and May – which will hopefully see free community events continue to the point where the interim community facility is available - and potentially for some time thereafter.</p> <p>Northstowe Hub has offered to take over the operation of this (with a possible name change to Northstowe community Living Room) and this would be the preferred option of Cllrs Delip and Males who have been most active in the WG.</p>
Issues/items for consideration by the Council	<p>The council would benefit from not using the Clerk's time arranging room hire and refreshments for the sessions.</p> <p>The community would benefit from the continuance of the events to bring community together.</p>
Recommendations	For the Town Council; To approve the ** retrospective** ?? transfer of the Warm Hub operation to Northstowe Hub wef 1 st April
Appendices	N/A

<p>Documents:</p>	<p>Email received from Northstowe Hub 19/03/2023:</p> <p>From: Northstowe Hub <northstowehub@gmail.com></p> <p>Sent: Sun, 19 Mar, 2023 at 11:57</p> <p>To: townclerk@northstowetowncouncil.gov.uk</p> <p>Cc: Cllr.delip@northstowetowncouncil.gov.uk, Cllr.males@northstowetowncouncil.gov.uk</p> <p>Dear Mark,</p> <p>I had an informal conversation with Cllr Kathy Males at the end of last week regarding the future of warm hub activities beyond the current funding period. From this conversation I gather there is a desire, and potential for further funding from ACRE, for this to continue. I also gathered there is limited capacity on the part of the town council to continue coordinating and managing the project going forward.</p> <p>Based on these conversations I am happy to propose to our trustees that Northstowe hub, in partnership with those currently involved, takes responsibility for coordinating and overall financial responsibility for this activity going forward - if this is seen as a helpful solution.</p> <p>I am acutely aware of the short timescale before the current funding ends and would ask for some clarity from the Town Council if this is indeed the direction they do wish to go in (subject to the agreement of our trustees and funding being available for us from ACRE.)</p> <p>I hope this is helpful Kind Regards Peter</p>
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SECTION 1B - To be filled in by submitter of the Motion:

<p>Input needed from Clerk?</p>	<p>(information added by clerk on 22nd March 2023): For clarification:</p> <ul style="list-style-type: none"> - Motion paper was received by the clerk outside of the formal deadlines for obtaining input into motion preparation. - At the time of writing, no direct conversation has yet taken place between the clerk and Northstowe Hub on the proposal presented in this paper and received by email. - Considering the pending end of the current funding agreement and considering that the Warm Hub has been received well to date, and as no alternative proposal from the Warm Hub Working Group has been presented for continuation of the Warm Hub, the clerk has nevertheless added this motion to the agenda as requested by the motion presenters.
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PLEASE 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 daysⁱ 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:	Initiatives/services for Community	√
Staffing Implications: ⁱⁱ	YES - Warm Hub as it has been managed to date does have ongoing staffing implications, to ensure paperwork (e.g. RA and volunteer guidance) is in order and kept up-to-date; carrying out regular shopping trips for refreshment supplies; communications with lead (Council) volunteers; and support in promotion of activities. Passing on to another organisation would remove the need for NTC staff involvement.	√
Volunteer need implications:	YES - The Warm Hub needs at least three volunteers for each session, as specified in Warm Hub RA, and recommended minimum as per the Warm Hub guidance, with one being lead volunteer, also responsible for Health and Safety aspects. It is the understanding that for some sessions it has proven difficult to get sufficient volunteers to ensure sessions can be delivered safely, even with additional input also obtained from SCDC CDOs on many of the Wednesday sessions.	√
Equalities & Human Rights ⁱⁱⁱ	<i>There are no equalities and human rights issues</i> <i>Details, where relevant: Warm Hubs are open to all.</i>	√
Crime and Disorder ^{iv}	<i>Crime and disorder have been considered</i> <i>Details, where relevant: Warm Hub RA includes mitigation measures.</i>	√
Biodiversity ^v	<i>There are no (negative) bio-diversity implications</i> <i>Details, where relevant: N/A</i>	√
Sustainability	<i>Is in line with the Council's Plastic-Free Pledge</i> YES ; e.g. paper cups rather than plastic cups used.	√
Financial ^{vi}	<i>There are no financial implications at this stage – N/A – cost neutral; see below</i>	√
	<i>There will be financial implications; Details: - N/A – cost neutral; see below</i>	√
	<i>There is provision within the budget</i> <i>Budget heading & details:</i> NO - but runs on cost-neutral basis, with expenses for venue hire and refreshments reimbursed from funder.	√
	<i>Decisions may give rise to additional expenditure; Details:</i> NO – not if passed onto another organisation; if NTC would continue leading on Warm Hub then potentially, as additional equipment needs for new activities may possible be purchased (although possibility for getting things through funder as with hot water dispensers received recently)	√
	<i>Decisions may have potential for income generation; Details: N/A</i>	√
Other Resource implications (besides finance):	<i>Details: N/A</i>	√
Health and Safety implications ^{vii}	<i>Details: Warm Hub RA has details</i>	√
Legal	<i>Power under which the spend can be actioned:^{viii}</i> <ul style="list-style-type: none"> • Power of Wellbeing, Local Government Act 2000 , s.2 (as amended by Part 4 of the Local Government and Public Involvement in Health Act 2007) - Section 2(1) enables an eligible council to use the power to promote well-being. • Open Spaces Act 1906, section 9-10 – provision of recreational facilities. 	√

	<ul style="list-style-type: none"> 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. 	
	<p><i>GDPR - Data Privacy Impact Assessment:^{ix}</i> <i>Details, where relevant:</i> Details of volunteers and participants.</p>	√
	<p><i>Other considerations:</i> N/A</p>	√
Risk Management	<p><i>Material risks^x exist and these are considered and being assessed:</i> <i>Details:</i> Risk Assessment for Warm Hub is present on site.</p>	√
Other Considerations:	<p>Recommendations: For the Council to consider the following;</p> <ul style="list-style-type: none"> As much as there is clarity provided on the success of the Northstowe Warm Hub to date, there is no information presented for the Council to consider pros and cons of different options to continue the Warm Hub after March 2023. It is unclear whether, or to what extent, input from other Members of the Warm Hub Working Group has been obtained in preparation for this motion. Information had previously been provided by Cambridgeshire ACRE and distributed to the Warm Hub Working Group through clerk and volunteers about further funding available – this information is not embedded in this report, for the Council to understand better the options available. At the time of writing it is the understanding that funding (on a similar cost-recovery basis) is available to; <ul style="list-style-type: none"> Continue the Warm Hub in the months of April and May; and High probability of also being able to continue a Warm Hub (with possibility for name change to ‘Community Hub’ or similar) for the two years thereafter, through participation in a follow-up grant-funding scheme. <p>NB: in order to not lose the option of being part of above two separate, additional, funding options the clerk has responded to the funder and sent an expression of interest form in already (as deadline for this was 24th March).</p> <ul style="list-style-type: none"> It is unclear what the extent and specifics are of capacity issues that may have been experienced for the volunteer-led Warm Hub sessions, as well as for coordinating the volunteer rota system. It is unclear why the third-party organisation is considered to be a suitable organisation to take on the Warm Hub, nor why the same capacity issues referred to would not present itself to any other organisation as well. 	√

ⁱ Northstowe Town Council’s [Standing Order 9 b,d](#).

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

ⁱⁱⁱ 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.

^{iv} The Council has a legal duty to act with due regards to crime and disorder in the area (Crime and Disorder Act 1998, s17).

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

^{vi} 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.

^{vii} See also Town Council’s [Health and Safety Policy](#).

^{viii} See here for an [Overview of relevant discretionary powers](#) beyond the General Power of Competence.

^{ix} See also the Town Council’s [Data Protection Policy](#).

^x See Town Council's [Risk Management Plan](#).