

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

<b>Report from</b>	Ioana Sovago
<b>On behalf of</b>	Community Lounge Working Group
<b>Date</b>	27.06.2023
<b>For Meeting of Council/Committee</b>	Full Council meeting
<b>Date of meeting</b>	27 June 2023
<b>Agenda item no.</b>	85/23-24
<b>Confidentiality</b>	N/A
<b>TITLE OF MOTION</b>	Funding Approval for Community Lounge
<b>MOTION(S)</b>	<p>a) To receive an update from the Community Lounge Working Group on developments since the extraordinary Full Council meeting held on 18th April 2023.</p> <p>b) To approve the recommendation for management of the Community Lounge for Months of July &amp; August, as outlined in the motion paper</p> <p>c) To receive and approve funding through Cambridgeshire ACRE for Community Lounge activity: 6 hours a week for July and August at the Secondary College and/or Interim Community Building (depending on Availability)</p>
<b>Background</b>	<p>The Community Lounge has been running for the last six months (initially known as Warm Hub), led by NTC and a number of community volunteers. This arrangement has concluded at the end of May when funding from CACRE has stopped. SCDC has stepped in to run in a similar way "Step into the Summer" events during June with the help of the established volunteers. CACRE had an underspend on the funding throughout these months and offered to continue the Community Lounge initiative funding until the end of August.</p> <ul style="list-style-type: none"> <li>• The Community Lounge Working Group met to discuss options available to the council with regards to continuation of the Community Lounge</li> <li>• The Community Lounge Working Group come into consensus that continuation of service was paramount to the community</li> <li>• Cllr Sovago is happy as agreed at the last full NTC meeting to take over Ownership of the Community Lounge and leading organisation for months July &amp; August</li> <li>• Additional volunteers will be consolidated from the community once funding is in place</li> <li>• At the time of writing this we had a meet with CACRE to explore funding and viability options, they will confirm the funding available for July-August. A budget was presented to them for venue hiring, activities, refreshments and marketing. CACRE agreed that the number of minimum volunteers per session should be 2. Further training for first aid, safe guard and food hygiene will be arranged to ensure a safe run of the Community Lounge</li> <li>• This motion will cover the July and August months of confirmed funding, should and further future funding become available additional information and motions will be provided to the town council for consideration.</li> </ul>

<p><b>Issues/items for consideration by the Council</b></p>	<p>The following should be considered:</p> <p>The group will continue its activity from in July and August in the new Interim Community Building and/or Secondary College (Interim Community will be preferred, subject to opening). There are enough volunteers to continue the sessions on Wednesday mornings and Thursday evenings, and we are in the process for further recruitments. Once the activity is moved into the Interim Community building, we are closer to the community we expect more volunteers to be available. For July and August, we have put together a list of volunteers available during this two month and a list of expected activities (See Appendix). Additional activities might be added. Financial management of the grant funding will continue to be held with NTC The Working Group will work with CACRE to provide the paperwork required if the motion is passed.</p> <p>Potential funding is available from September 2023 till March 2024 for which we will present a further motion in July together with a leading councillor for the Community Lounge from September onwards.</p>
<p><b>Recommendations</b></p>	<p>For the Town Council;</p> <ul style="list-style-type: none"> <li>a) To receive an update from the Community Lounge Working Group on developments since the extraordinary Full Council meeting held on 18th April 2023.</li> <li>b) To approve the recommendation for management of the Community Lounge for Months of July &amp; August 2023</li> <li>c) To receive and approve funding for Community Lounge activity via CACRE: 6 hours a week (4 hours operational and 30 minutes either side of each session to facilitate preparation and tidy up) for July and August at the Interim Community Building and/or Secondary Collage (Interim Community will be preferred subject to opening)</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 July and August. Existing community groups (Northstowe Hub, Pathfinder Church, Emmanuel Church, Hindu Samaj Northstowe, Northstowe Muslims etc) will continue to provide volunteers and activities.</p> <p>There is potential of further funding to become available for September 2023 to March 2024, for this a new motion would be presented to the town council in July 2023</p>
<p><b>Appendices</b></p>	<p>Planned activities and Volunteers Attendees of the past 2 months Hub_Budget_Northstowe_Jul_Aug</p>
<p><b>Documents:</b></p>	<p>N/A</p>

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

<p><b>Input needed from Clerk?</b></p>	<p>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</p>
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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 days<sup>i</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.

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**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 as it has been managed to date does have some ongoing staffing input needs, to ensure paperwork (e.g. RA and volunteer guidance) is in order and kept up-to-date; carrying out shopping trips for refreshment supplies; communications with lead (Council) volunteers; and support in promotion of activities.	←
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 and managing volunteer rotas and health and safety etc.	←
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 Yes - e.g. paper cups rather than plastic cups used.	√
Financial <sup>vi</sup>	There are no financial implications at this stage A – cost neutral; see below	√
	There will be financial implications; Details: A – cost neutral; see below	√
	There is provision within the budget Budget heading & details: <b>NO</b> - but runs on cost-neutral basis, with expenses for venue hire and refreshments reimbursed from funder.	√
	Decisions may give rise to additional expenditure; Details: <b>POTENTIALLY</b> - additional equipment needs for new activities may possibly need to be purchased. No spare funding through funder to fund activities’ costs.	←
	Decisions may have potential for income generation; Details: N/A	
Other Resource implications (besides finance):	Details: N/A	
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: Details of volunteers and participants.	√
	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](#).

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- 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](#).

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