



# NOTICE OF MEETING

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**CABINET MEMBER FOR CULTURE & CITY DEVELOPMENT**

**FRIDAY, 4 OCTOBER 2019 AT 10.00 AM**

**THE EXECUTIVE MEETING ROOM - THIRD FLOOR, THE GUILDHALL**

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If any member of the public wishing to attend the meeting has access requirements, please notify the contact named above.

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## **Membership**

Councillor Steve Pitt (Cabinet Member)

Councillor Stephen Morgan MP  
Councillor Linda Symes

Councillor Claire Udy

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(NB This agenda should be retained for future reference with the minutes of this meeting).

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**Deputations by members of the public may be made on any item where a decision is going to be taken. The request should be made in writing to the contact officer (above) by 12 noon of the working day before the meeting, and must include the purpose of the deputation (for example, for or against the recommendations). Email requests are accepted.**

## **AGENDA**

- 1 Apologies for absence**
- 2 Declaration of interests**

### **3 Crowdfunding Platform for Portsmouth City (Pages 5 - 22)**

#### **Purpose**

The purpose of the report is to

1. Provide an opportunity to consider the concept of an online crowdfunding platform, to review the various types of crowdfunding on the market and specifically to consider which are best suited to support the growth of local businesses in the City.
2. Highlight the opportunity to procure an enhanced service from a single crowdfunding platform subject to the Cabinet Member agreeing that this service would support economic growth in the City and provide value for money.
3. To note that match funding has been a successful way to promote projects and lists a variety of suitable match funding sources that could be allocated for local projects should they meet the grant criteria as set by each fund.

#### **RECOMMENDED that the Cabinet Member notes**

1. **That a number of crowdfunding platforms are already in existence and available to local businesses.**
2. **That match funding could be used to support successful projects on this new platform that is dedicated for Portsmouth.**

**and that the Cabinet Member approves**

3. **That the Council supports a 'best value for money' procurement process to provide the City with a bespoke and enhanced service from one of the existing crowdfunding platforms, at an estimated cost of £30,000 for three years, and that this will be funded from the portfolio reserve.**
4. **The creation of an earmarked reserve for a sum of £40,000 to provide match funding to support projects that deliver outcomes in support of the council's economic growth & regeneration strategy and that this will be funded from the PRED portfolio reserve, with the allocation of funding to projects delegated to the Direction of Regeneration in consultation with the Portfolio Holder.**

### **4 Seafront Decorative Festoon Lighting (Pages 23 - 32)**

#### **Purpose**

To seek authorisation from the Cabinet Member for Culture and City Development to explore and undertake a pilot scheme for a replacement system of the current decorative festoon lighting across the seafront.

**RECOMMENDED that the Cabinet Member**

- 1. Authorises officers to explore and undertake a pilot lighting scheme in specific areas of the seafront with a longer term view to implementing a more cost effective lighting scheme across areas of the seafront once the pilot has been carried out an a full evaluation provided subject to available funding.**

**5 The Arthur Conan Doyle Collection (Pages 33 - 44)**

Purpose

To seek authorisation from the Cabinet Member for Culture and City Development to develop a programme of work for the Richard Lancelyn Green Collection based on the successes of the City of Stories project.

**RECOMMENDED that the Cabinet Member**

- 1. Authorises officers to seek funding to support the development of a programme of activities to explore the 100<sup>th</sup> anniversary of Sir Arthur Conan Doyle's advocacy for the Cottingley fairies and his renewed interest in Spiritualism.**

**6 Monitoring of the First Quarter 2019-2020 Revenue Cash Limits and Capital Programme (Pages 45 - 52)**

Purpose

The report is for information only and the purpose is to inform the Cabinet Member of

1. The forecast revenue expenditure for the year compared with the cash limited budget.
2. The forecast capital expenditure against the revised capital programme for the Culture & City Development portfolio.

**7 Community Centres - Report on 2018 surveys (Pages 53 - 70)**

Purpose

The report is for information only and the purpose is to inform the Cabinet Member for Culture and City Development of the contribution to the council's priorities made by community associations managing council owned community centres

**8 Peter Ashley Activity Centre (Pages 71 - 72)**

Purpose

The report is for information only and the purpose is to update the Cabinet Member on the recently completed tender process for the repair of the Barrack Block Bridges at Fort Purbrook as outlined in the previous report to Culture, Leisure & Sport Decision meeting in March 2018.

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Date Not Specified



<b>Title of meeting:</b>	Cabinet Member for Culture & City Development
<b>Date of meeting:</b>	4 October 2019
<b>Subject:</b>	Crowdfunding Platform for Portsmouth City
<b>Report by:</b>	Assistant Director for Planning and Economic Growth
<b>Wards affected:</b>	All
<b>Key decision:</b>	No
<b>Full Council decision:</b>	No

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## 1. Purpose of report

- 1.1. An opportunity to consider the concept of an online crowdfunding platform, to review the various types of crowdfunding on the market and specifically to consider which are best suited to support the growth of local businesses in the City.
- 1.2. The paper also highlights the opportunity to procure an enhanced service from a single crowdfunding platform subject to the Cabinet Member agreeing that this service would support economic growth in the City and provide value for money.
- 1.3. The paper notes that match funding has been a successful way to promote projects and lists a variety of suitable match funding sources that could be allocated for local projects should they meet the grant criteria as set by each fund.

## 2. Recommendations:

The Cabinet Member for Culture and City Development notes:-

- (i) That a number of crowdfunding platforms are already in existence and available to local businesses.
- (ii) That match funding could be used to support successful projects on this new platform that is dedicated for Portsmouth.

The Cabinet Member for Culture and City Development approves:-

- (iii) That the Council supports a 'best value for money' procurement process to provide the City with a bespoke and enhanced service from one of the existing crowdfunding platforms, at an estimated cost of £30,000 for three years, and that this will be funded from the portfolio reserve.
- (iv) The creation of an earmarked reserve for a sum of £40,000 to provide match funding to support projects that deliver outcomes in support of the council's

economic growth & regeneration strategy and that this will be funded from the PRED portfolio reserve, with the allocation of funding to projects delegated to the Direction of Regeneration in consultation with the Portfolio Holder.

### 3. Background

3.1 Crowdfunding platforms allows individuals / groups to upload project ideas onto an online platform which can attract funding from a wide range of individual, business and public body supporters, and if the fundraising target is met by the crowd those donations are released to the project lead for implementing that project/idea. The appeal of crowdfunding lies in these community based characteristics and benefits (details outlined in appendix 2).

3.2 The Council's presence on the proposed enhanced crowdfunding platform will give us wider reach to sections of the community who may never have thought of approaching the council for support previously. It also acts as a visible shop window for projects and activities – allowing everyone to see what people are trying to do in their local communities and to get involved. The highly visible success of projects on the platform from across the UK, not just in Portsmouth City, breeds enthusiasm and momentum for others to participate thus generating more bottom up ideas to improve experiences in communities.

3.3 Crowdfunding is growing in popularity as people seeking more influence and transparency about where their money goes. In the absence of available funding from government and other funding institutions, crowdfunding is presenting new opportunities to obtain finance. There are three main types of crowdfunding platforms:

3.3.1 Donations-based crowdfunding the public sector experience of crowdfunding has mainly been this type of funding, which involves people donating money towards a project, product or business. Research by NESTA<sup>1</sup> shows that, in the UK alone, crowdfunding is now worth £3.2billion annually. Donation-based crowdfunding was one of the fastest growing models, growing by 500% since 2014 to £12 million. The growth of the donation-based model suggests that groups and organisations are increasingly adopting crowdfunding as a viable fundraising tool. The key platforms are *Spacehive* and *Crowdfunder*. Crowdfunder UK provides a comprehensive support package and resources, large online community (approx. 450,000 users), industry leading project success rate (42%), and bespoke design for local platforms. Crowdfunder also accepts projects of all types whereas other major providers focus only on public realm projects. An example of one of the most successful platforms is [Crowdfund Plymouth](#) - which is a pioneering community infrastructure initiative that embraces crowdfunding technology it also has just taken the top prize at the RTPi's annual Awards for Planning Excellence".

3.3.2 Equity- based crowdfunding this type of funding involves share capital and is mainly used by young, high growth businesses looking for money from investors to grow. The key platforms are *Crowdcube*, *Seedrs* and *Syndicate Room*. Councils could invest into any local companies that have been listed on this platform, with

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<sup>1</sup> National Endowment for Science, Technology and the Arts is an innovation foundation based in the UK

the aim of supporting local economic growth, e.g. Lancashire County Council was one of the first to use this type of platform in August 2016.

3.3.3 Peer-to-peer lending this is a lending method that bypasses banks, like a bank loan by matching borrower directly with an individual or organisation with money to lend for more flexible and competitive interest rates. The key platforms are often used by businesses e.g. through *Funding Circle*, *Thincats* and *Zopa*. A few councils have used this platform as a facilitator rather than an investor, in supporting local businesses they have identified as needing finance, e.g. Camden and Lambeth.

3.4 With the right development and promotion crowdfunding has the potential to be a means of access to alternative finance for community groups and local businesses. The platform will also provide a real-time temperature check of issues that are most important to local communities, thus allowing PCC to target its resources more effectively.

3.5 Other funding schemes could also be included in this new online crowdfunding platform, which could help to further raise the profile of the grant scheme and to maximise its profile and accessibility. An example would be the Portsmouth Lottery, which was created in 2016 by Portsmouth City Council, is a means of raising small funds for local charities, voluntary organisations to support good causes in the city. The lottery panel are able to make awards up to £1,000 for community & voluntary organisations.

#### 4 **Cost implications of running the platform**

4.1 The estimated costs of establishing and managing the new enhanced crowdfunding platform would be £30,000 for three years. This will pay for a crowdfunding provider to deliver a specialised support package including the following:

- Manage the digital funding campaign - communicating the high level aims and objectives of the campaign the funding and coaching opportunities available, detailing the fund criteria and linking through to an application form
- The Fund match platform - this is a digital platform providing the tools needed to make informed decisions on projects to support, ensure the validity of those projects, verification process, and securely transfer funds to those projects.
- Applications and Reports - simple online applications, completed as part of the process of creating a crowdfunding campaign will be used to gather eligibility information and enable the decision making process. Successful projects can be surveyed to provide greater detail on the social and economic impact delivered.
- Dashboard - a dashboard will be provided, enabling the commissioning team to make live pledges on projects they want to support.
- Fund Wallets - wallets enable funds to be deposited and live pledges to be made, which are distributed once the project has successfully hit their target, and relevant checks completed.
- Fund matching enabling - managing an automated system for when a relevant project registers with site, and fills in relevant information, it will be

alerted to the funding available for them and signposted to these pages to fill in the simple application form.

- Market and coaching support - to maximise the opportunity for potential projects to be made aware of the funding and support opportunities to help them build skills and capacity so they can raise the funds they need.
- Accelerator program - deliver three accelerator programs in each year which ensures projects have access to peer support as well as guidance and support from the crowdfunding provider's own coaches.
- Evaluation process - to supply analytical and evaluation reports as part of measuring the effectiveness of the platform. This will give the Council an opportunity to measure and demonstrate the power of its leverage - the amount of additional money attracted to support projects from other sources. Fundamentally evidence suggests that this approach should enable the Council's money to go further and work harder to support community activities in the area for their social impact tool which will enable the capture of progress and outcomes and will help us to demonstrate the effectiveness of our funds.

4.2 There is a 5% charge of the total cost of the projects that the Council supports, and it is commonplace for fundraisers to add these charges to their target to absorb this fee. If the project does not reach its crowdfunding target no fee is taken.

## 5 Match funding

5.1 Match funding is supported by the platform and can come from a number of sources.

5.2 The Council is proposing to support start-ups and SME's in the city that meet the objectives of the Economic Growth and Regeneration Strategy. To this end initial match funding of £40,000 will be made available from the portfolio reserve, which can provide grants of up to 50% of the total project cost, up to a maximum of £5,000 per project. Grant applications will be managed by SME Development Officer, who will carry out an assessment on project proposals based on the prioritisation schedule attached in the Appendix 3, a summary of all bids including a recommendation for match funding will be submitted to the Director of Regeneration and the Cabinet Member for approval.

5.3 Community orientated projects could be eligible for match funding through the Council's Neighbourhood Community Infrastructure Levy (CIL) process following completion of its new revised procedures and processes which will need to be amended to accommodate any parallel match funding processes.. The grants for CIL will be specifically for community led projects and therefore need to follow separate procedures and recognise specific national regulations. It is possible that in addition to any opportunities for CIL, the Cabinet or another Council Directorate may wish to create an element of match-funding as a separate fund to the one currently being allocated

5.4 Match funding, if awarded, will only be released if the project meets its fundraising target from the crowd. The crowdfunding provider will manage and support fundraisers to do an effective fundraising campaign, as well as helping to navigate and identify other relevant funders to maximise their success rate.



- 5.5 As set out in Appendix 1, groups or organisations that are awarded match funding will enter into a contractual agreement with the Council that confirms the funding will only be used for the purposes set out in the application. No monies will be released from the Council until that agreement is signed.

## 6 Options Appraisal

- 6.1 The following options were considered in the development of this proposal:

Option		Recommendation	Reason
A	Do nothing	Not Recommended	No benefits are achieved.
B	Establish a traditional small grants programme:	Not recommended	The LEP runs grants programmes and is about to start one for independent retailers to therefore we would duplicate this. A traditional grants programme for e.g. projects would also result in a heavy administrative burden.
C	The Council establishes its own platform.	Not recommended	The Council does not have the expertise or the extensive resources that is required to develop and run a rapidly evolving crowdfunding platform to maximise the user experience. An external provider would also maintain the platform and to ensure that other funders (e.g. RBS/NatWest and Aviva) are also offered on the platform and therefore could back projects. Therefore this not be a cost effective and efficient option.
D	Tender to the open market for any crowd funding platform.	Not recommended	Soft market research was undertaken about donations-based crowdfunding platform, and the two major providers are Crowdfunder UK and Spacehive.
E	Tender to established donation based crowdfunding platforms only and use that platform to deliver a Portsmouth specific digitised programme.	<b>Recommended</b>	Option E is preferred because it can deliver a wider grants programme to support projects that support the regeneration of the City, with the use of CIL funding.

## 7 Implementation

- 7.1 Following approval of the recommendations of this report, it is proposed that the implementation plan is as follows:
- Work with procurement team to initiate tendering process
  - Work with legal team to contract with the preferred provider
  - Work in partnership with Shaping Portsmouth in selecting the crowdfunding provider; marketing and promotion of these funding opportunities to the wider business community; and assist in evaluation
  - Work with IT team to enable the platform with the provider, and to ensure our corporate identity.
  - Work with the Director of Regeneration to create a prioritisation matrix for economic growth projects that may be eligible for match funding
  - Work with CIL team to formalise the new CIL procedure, process and support the Assistant Director of Planning and Economic Growth in decision making.
  - Work with Communications team to prepare launch of the platform, and with external key partners including Shaping Portsmouth, the Hive.
  - Launch and project "go live"

## 8 Consultation

- 8.1 There has been a certain amount of consultation with various business groups (Shaping Portsmouth and the Federation of Small Businesses) over the last nine months to work out if there is support for the development of a crowdfunding model for the City. Their aims have been primarily to support regeneration of the City.
- 8.2 During the product development phase further consultation will take place with stakeholders on the design of the platform to ensure it is easy to use, appealing to local users, and that the platform has a strong sense of business, community and place.

## 9 Risk Management

Risk	Mitigation
Crowdfunding is not a preferred or popular means of fundraising locally.	Many examples of successful ones across UK examined and learning taken on board so risk reduced.
Individuals, groups and organisations do not have skills to run crowdfunding projects.	The crowdfunding provider will provide a training support package and expertise to help build local capacity and capability.
Projects do not meet their crowdfunding targets.	The onus is on the project lead to engage the crowd and obtain pledges but all projects will benefit from the crowdfunding provider's marketing resources and channels, plus further publicity and promotion from marketing and communications.

<b>Risk</b>	<b>Mitigation</b>
Match funded projects are not delivered.	A project plan including costs is submitted with all applications for match funding. Project leads are required to submit a project evaluation to demonstrate outcomes and impact.
CIL runs out or is not available due to development stalling or legislation	Could just run the crowdfunding platform without match funding or just run the business support element using other local funding sources.

## **10 Contractual Issues - procurement**

- 10.1 As advised by the Council's procurement team, the Council can be supported by the procurement team to carry out a 'best value for money' procurement approach, with an estimated timescale of up to 3 months.

## **11 Staffing Issues**

- 11.1 Developing crowdfunding has some implications for staff in Planning and Economic Growth, Finance, legal and procurement who will need to absorb the following work:
- Due diligence checks - Finance and procurement.
  - Providing PR support to promote the platform (resourced by SME Development Officer and Comms team)
  - Providing support to realise the decision making for the council's grant applications (resourced by SME Development Officer).
  - Providing administrative support to process the new revised CIL process of Match funding Board Panel (resourced by existing CIL team)

## **12 Council Plan**

- 12.1 This proposal aligns with several objectives within the Council's Plan which are set out in the table below. Crowdfunding also dovetails with other initiatives such as the Portsmouth Lottery.

<b>Corporate priorities</b>	<b>Impact of this proposal</b>
1. Make Portsmouth a city that works together enabling communities to thrive and people to live healthy, safe and independent lives.	Crowdfunding is open to anyone wishing to fundraise. It will bring the city together and demonstrate how people are working together to enable communities to thrive. Crowdfunding is empowering because it is democratic and transparent. People can influence what happens in their community and take ownership of local initiatives.
2. Encouraging regeneration built around our city's	Crowdfunding matched with CIL will encourage more regeneration and bring more resources for such projects. It will give local people and organisations a route to show their support.

<b>Corporate priorities</b>	<b>Impact of this proposal</b>
thriving culture, making Portsmouth a great place to live, work and visit.	
3. Make our city cleaner, safer and greener.	Many of the projects will cover these themes.
4. Make Portsmouth a great place to live, learn and play so our children and young people are safe, healthy and positive about their futures.	Local residents/groups/organisations will be able to upload projects through an online platform. So they can ensure that many projects will support children and young people.
5. Make sure our council is caring, competent and collaborative organisation that puts people at the heart of everything we do.	By setting up the platform it shows the Council cares. It shows we are competent as it will boost funding for projects the community cares about. It is a good example of collaboration and putting people at the heart of e.g. the CIL and business rates processes.

### **13 Equality impact assessment**

- 13.1 A full preliminary Equality Impact Assessment (EIA) is not required as this will not have a negative impact on the community or any of the characteristic groups.

### **14 Legal implications**

- 14.1 The Localism Act includes a 'general power of competence'. This gives local authorities the legal capacity to award grants for projects of benefit to the local community. The giving of grants to community organisations is, however, a discretionary power which must be exercised reasonably.
- 14.2 Legal Services will need to review the proposed detailed terms and conditions for (1) the provision and operation of any commissioned crowdfunding platform and (2) the delivery of resulting crowdfunded projects with a view to ensuring that public funds within the Council's control will be appropriately managed and protected.

### **15 Head of Finance Comments**

- 15.1 The report asks the Cabinet Member for Culture and City Development to approve expenditure of £70,000 from the former Planning, Regeneration and Economic Development (PRED) Portfolio reserve.

- 15.2 Delegated responsibility is given to the portfolio holder to agree for the Portfolio reserve to be used in whatever manner he sees fit so a report is not necessary to approve this.
- 15.3 Portfolio Reserve cannot be used to fund ongoing expenditure. The report recommends that the Portfolio reserve funds the scheme for 3 years, at which time the Council will then need to assess whether it wishes to continue with the platform. If it does another source of funding, it will need to be identified. There are currently no known financial consequences of ending this agreement after three years. The cost to get the additional support is £10,000 per annum.
- 15.4 The report also requests that a specific reserve is established which will hold initially £40,000 to be used as match funding for projects that are funded through the Crowdfunding platform. Exact details of the governance have not yet been agreed (a draft proposal is in appendix 3) and these will need to be agreed prior to launching the match funding element.
- 15.5 The Crowdfunding Platform is not dependent on there being match funding available so once the £40,000 has been used the platform can still continue. If the Council wishes to continue with the match funding it will need to identify an alternative source of funding for this.

## **16 Appendices:**

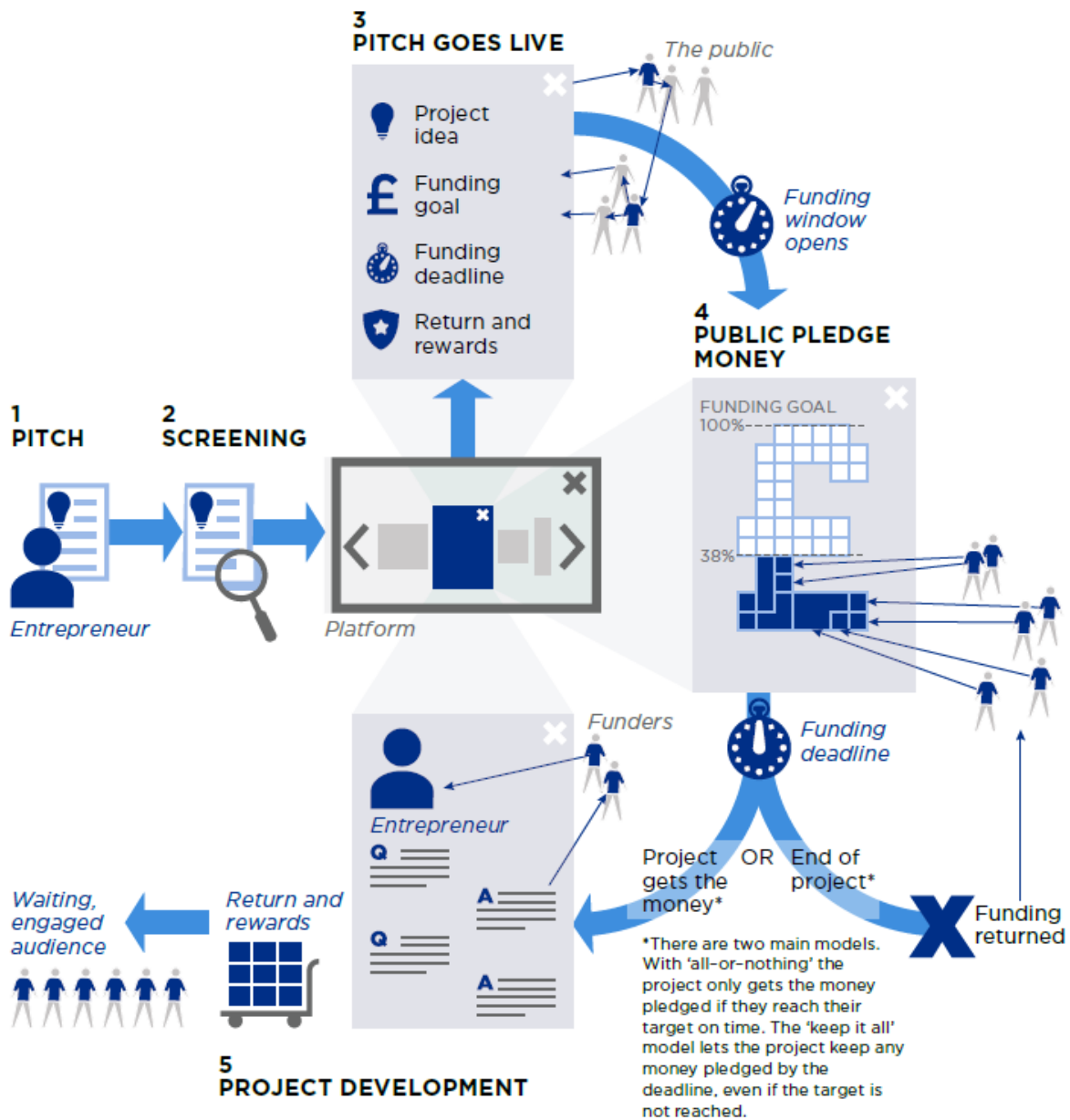
Appendix 1: A typical crowdfunding process and Proposed Crowdfund Portsmouth

Appendix 2: The benefits of using a crowdfunding model

Appendix 3: Prioritisation to enable Match funding support for Economic Growth Projects

Appendix 4: Draft Prioritisation Application Form

Appendix 1: A typical crowdfunding process



(Source: Crowdfunding Good Causes, NESTA, June 2016)

## **Proposed Crowdfund Portsmouth**

### **Eligibility**

The Council is only able to match fund projects that are being delivered by constituted organisations. This includes businesses, community groups, social enterprises, residents or traders associations, local charities, schools, and neighbourhood forums. This is because individuals are not able to be recipients of public money.

### **Criteria**

It is proposed that match funding pledges from the Council are awarded on the basis that projects can demonstrate that they are in line with CIL criteria

### **Further Essential criteria**

- The project must be local to the city and benefit local businesses, people who live or work in it
- The project must have regard to equalities and diversity. It must therefore be inclusive and accessible to everyone.
- The project must have strong local support, shown through a vibrant crowdfunding campaign.

### **Key process (to be delivered by the crowdfunding provider)**

1. The crowdfunding provider will carry out a verification process which takes place before a project is given the green light to post onto the platform, should ensure that proscribed organisations do not have the opportunity to go live with their fundraising. In addition the Council will be alerted to projects before they go live so will be able to raise an alarm on anything suspicious at a very early stage and the much higher visibility on the website once a project does go live means that the “eyes of the crowd” offer an additional level of scrutiny for suspicious groups/activities.  
Verification is all about finding and rectifying weaknesses and problems before any fundraising is done, and finding the points of failure before a project starts rather than afterwards which reduces risk for investors and significantly improves project deliverability.
2. Fundraising process commences and a project delivery contract is agreed and when their funding target is reached. Council officers will assess suitable funding bids against the CIL criteria and process, and send on to Cabinet Member for decision making.
3. Project delivery commences and payment is transferred to applicant. The project delivery contract is legally bound to ensure the funds raised are spent delivering the project as set out on the platform, and if not due to negligence or fraud, or if the delivered project is 'substantially different' from that originally promoted to the funders, the applicant would be liable and could be taken to court by either crowdfunding provider or any of the project funders.
4. Evaluation process carried out by the crowdfunding provider.

**Appendix 2: The benefits of Crowdfunding model include:**

- Go further as the council would not be the only contributors
- Greater visibility for groups on the platform increasing opportunities to secure funds from a range of sources
- An opportunity to attract other partners for joint funding, eg. LEP, banks. Councils may want to use Community Infrastructure Levy or other funding to encourage activity (e.g. local regeneration, parks, sports and leisure). Local businesses may put funds on the platform as a way to fulfil their corporate social responsibility aspirations
- In terms of value for money – crowdfunding is almost exclusively done online through intuitive to use platforms, and savings will be the reduced costs of a digital rather than a paper based system
- Ease of tracking and monitoring the available requests and the contributions being offered
- Improving awareness of issues that are important to local communities and increased levels of civic engagement, therefore increasing opportunities to build local networks of trust
- A collaborative approach to problem solving alongside residents, partners agencies and businesses
- democratic – the crowd chooses which projects succeed, any project can succeed provided it can find that support
- local – backers are typically local, and therefore motivated to see the project succeed, and the process is transparent – backers can see where their investment is spent
- quick – funding can be secured within a matter of weeks
- accesses a large community of potential small investors
- Public authorities using a crowdfunding approach experience, on average, 3.5 times leverage on grants they deploy.



### **Appendix 3: Project Prioritisation to enable match funding (DRAFT Proposal)**

As crowdfunding applications are submitted on the platform, the verification process will be carried out by the crowdfunding provider (TBC), who will assist with identifying the appropriate match funding sources.

The council will receive assessed bids that supported by the prioritisation schedule (see appendix 4) which has an emphasis to support new businesses (start-ups) and existing Portsmouth SMEs on projects that would create new jobs and/or protect existing jobs and that will result in economic growth in the City.

The Council is proposing to support bids that meet the Councils five Corporate objectives and will deliver against the targets set in the Economic Growth and Regeneration Strategy.

To this end the Council will:-

- Provide initial match funding of £40,000, to be made available from the portfolio reserve,
- Provide grants of up to 50% of the total project cost, up to a maximum of £5,000 per project.

Grant applications will be populated by the crowdfunding provider and supported by the SME Development Officer, who will carry out an assessment on project proposals based on the prioritisation schedule attached in the Appendix 4.

A summary of all bids including a recommendation for match funding will be submitted to the Director of Regeneration and the Cabinet Member for approval, quarterly.

There will be an annual review of performance of the crowdfunding platform with reports will be taken to the Director of Regeneration, the Portfolio holder and the Business and Enterprise Group of Shaping Portsmouth. A major review of the success of this trial will be assessed by the Portfolio holder in 2022, the final year of enhanced services operation.

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## Appendix 4

### Economic Growth Match Funding - Prioritisation Schedule (DRAFT)

1. Project Name	
2. Company Name & Address	
3. Applicants Details (including company / charity No., main contacts etc)	
4. Crowdfunding Support <ul style="list-style-type: none"><li>• Qualifying criteria</li></ul>	
5. Governance arrangement	
6. Supporting Evidence submitted <ul style="list-style-type: none"><li>• Business plan</li></ul>	
7. Conflicts Noted <ul style="list-style-type: none"><li>• Links to the Council, shaping Portsmouth</li></ul>	

A. Financial Resources

	Weighting	Justification	Score
% of total project capital costs secured	<b>TBC</b>	<i>Note total funding required and all funding sources including matchfunding</i>	

DRAFT

B. Contribution towards Portsmouth City Councils Priorities

	Weighting	Justification	Score
How does the organisation support the Council in meeting its five corporate priorities and objectives	<b>Strong Evidence - 20</b> Clear and demonstrable evidence on how the organisation helps the council to meet many of its priorities		
	<b>High Evidence - 15</b> Clear and demonstrable evidence on how the organisation helps the Council to meet at least one of its priorities		
	<b>Some Evidence - 10</b> evidence shows to some extent how this organisation helps the Council meet at least one of its priorities		
	<b>Little Evidence - 5</b> Limited information on how this organisation helps or could help the Council meet at least one of its priorities		
	<b>No Evidence - 0</b> No evidence provided on how the organisation helps the Council meet any of its priorities		

C. Contribution towards the Economic Growth & Regeneration Strategy Targets

	Weighting	Justification	Score
How does the organisation support Economic Growth and Regeneration in Portsmouth as a whole	<b>Strong Evidence - 20</b> Clear and demonstrable evidence on how the organisation benefits the community and the City		
	<b>High Evidence - 15</b> shows how the organisation benefits the community and the City, but could be better evidenced		
	<b>Some Evidence - 10</b> shows to some extent how this organisation benefits the community and the City, but could be better evidenced		
	<b>Little Evidence - 5</b> Limited information on how this organisation benefits the community or the City		
	<b>No Evidence - 0</b> No evidence provided on how the organisation benefits the community		



**Title of meeting:** Culture and City Development Decision Meeting

**Date of meeting:** 4 October 2019

**Subject:** Seafront Decorative Festoon Lighting

**Report by:** Director of Culture, Leisure and Regulatory Services

**Wards affected:** All

**Key decision:** No

**Full Council decision:** No

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**1. Purpose of report**

- 1.1 To seek authorisation from the Cabinet Member for Culture and City Development to explore and undertake a pilot scheme for a replacement system of the current decorative festoon lighting across the seafront.

**2. Recommendations**

- 2.1 That officers are authorised to explore and undertake a pilot lighting scheme in specific areas of the seafront with a longer term view to implementing a more cost effective lighting scheme across areas of the seafront once the pilot has been carried out on a full evaluation provided subject to available funding.**

**3. Background**

- 3.1 The decorative seafront lighting is currently a festoon system with catenary wires running between lamp posts or standalone post across areas of the seafront. The lighting runs from the east of South Parade Pier to Hovertravel and is also installed all around Canoe Lake and Burgoyne Gardens. Additionally there is a different configuration installed down Avenue de Caen.
- 3.2 As Members will appreciate this lighting is exposed to very harsh environmental conditions with both high levels of wind a sea spray all through the year. The fragility of the catenary wiring system is increasingly vulnerable with an increase in catenary breakages and disconnections of the lighting line with the wiring. We also experience a significant problem with salt water spray getting into the timer switches which also causes erratic lighting with strands between posts not working.
- 3.3 The public rightly expect this decorative lighting to be of a high standard and currently we are finding this extremely hard to maintain due to both the age and set up of the system as well as its exposure to the harsh conditions. The bulbs

themselves are of an old fashioned design and the current system cannot operate with more efficient LED lights which believe would both ensure more resilience to the environmental conditions but also reduce the running costs of the system.

- 3.4 The details in the recently released coastal defence system planning consultation have demonstrated that new decorative lighting is not covered within this scheme. Our understanding is that the existing festoon lighting would just be reinstated on the posts once the works have been completed.
- 3.5 The enhancements around the D Day story and other public realm improvements have been extremely well received and the continuation of these improvements now to consider the lighting would also support the original aspirations as outlined in the Seafront Strategy.
- 3.6 We would seek to understand the potential energy savings the pilot scheme could provide us with as well as ensuring that any trials were appropriate for both the Civil Aviation Authority and Queens Harbour Master in regards to not interfering with navigational lights.
- 3.7 We have already seen how improved and enhanced lighting has added interest and enjoyment of features such as around the development of the Hotwalls Studios and also the water feature outside of Southsea Castle. We would seek to ensure that any lighting system also enhanced the seafront offer further as well as being easier to maintain and more energy efficient.
- 3.8 We appreciate that the current festoon lighting is much loved by residents and visitors and it is understood that any trials would require a full evaluation and further financial consideration prior to a fuller proposal being considered.

#### **4. Reasons for recommendations**

- 4.1 The existing festoon lighting system is becoming increasingly costly to maintain and is not capable of using energy efficient lighting systems due to its age. The exploration of new and different systems through a pilot scheme will enable us to effectively explore and measure alternative options before submission of a larger scale
- 4.2 We would like to trial some alternative options along Avenue de Caen to ensure that they can withstand the environmental conditions which we know are especially problematic for lighting systems.
- 4.3 If we do not provide an alternative system we believe the existing festoon lighting will increasingly fail and become financially unsustainable so there would be an increasing likelihood of the seafront not having a decorative lighting system.



## **5. Equality impact assessment**

5.1 An initial Equalities Impact Assessment is attached.

## **6. Legal implications**

6.1 In relation to street lighting generally, the legislative position is as follows:-

- The Highways Act empowers local authorities to light roads, but does not place a duty to do so.
- The Council has a duty of care to road users, and has an obligation to light obstructions on the highway.
- The Council has a statutory duty under the Highways Act, to ensure the safety of the highway, and this includes any lighting equipment placed on the highway.

6.2 The lighting referred to in this report is described as 'decorative' and accordingly its provision and proposed enhancement is discretionary and within the power of the Cabinet Member to approve in accordance with the recommendation.

## **7. Director of Finance's comments**

7.1 Work is currently being undertaken to establish the detail of the proposed pilot scheme. This will be funded from existing budgets along with any contributions that can be secured for the scheme from external sources.

.....  
Signed by:  
**Stephen Baily**  
**Director of Culture, Leisure and Regulatory Services**

### **Appendices:**

None

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b>Title of document</b>	<b>Location</b>
None	

The recommendation(s) set out above were approved/ approved as amended/ deferred/ rejected by ..... on .....

.....  
Signed by:  
**Cabinet Member for Culture and City Development**

# Equality Impact Assessment

Preliminary assessment form 2018

[www.portsmouthccg.nhs.uk](http://www.portsmouthccg.nhs.uk)

[www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

The preliminary impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies which require a full EIA by looking at:
  - negative, positive or no impact on any of the equality groups
  - How are going to mitigate or remove any potential negative impacts
  - opportunity to promote equality for the equality groups
  - data / feedback
- prioritise if and when a full EIA should be completed
- justify reasons for why a full EIA is not going to be completed

**Directorate:**

City development and culture

**Service, function:**

Culture

**Title of policy, service, function, project or strategy (new or old) :**

Project to pilot some new decorative festoon lighting in a limited part of the seafront to replace the existing infrastructure.

**Type of policy, service, function, project or strategy:**

- Existing
- New / proposed
- Changed

**Q1 - What is the aim of your policy, service, function, project or strategy?**

To test some new decorative lighting in a limited section of the seafront to see if it more energy efficient and able to withstand the harsh weather conditions the location is exposed to.

**Q2 - Who is this policy, service, function, project or strategy going to benefit or have a detrimental effect on and how?**

The function of these lights is only as decoration and does not in any way replace or serve as as street lighting function. The benefit of the decorative lights is to enhance the seafront in certain areas.

**Q3 - Thinking about each group below, does, or could the policy, service, function, project or strategy have a negative impact on members of the equality groups below?**

Group	Negative	Positive / no impact	Unclear
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other excluded groups	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Note:**Other excluded groups examples includes,Homeless, rough sleeper and unpaid carers. Many forms of exclusion are linked to financial disadvantage. How will this change affect people on low incomes, in financial crisis or living in areas of greater deprivation?

**If the answer is "negative" or "unclear" consider doing a full EIA**

**If there are any potential negative impacts on any of the protected characteristics, What have you put in place to mitigate or remove the negative impacts/barriers?**

Once funding has been secured this will be a pilot project only and therefore we will be seeking feedback from a wide cross section of users of the area and wider public in order to understand their views and opinions of any scheme which is implemented. Any feedback received will form part of an evaluation which we anticipate would be reported back to a future

**Q4 - Does, or could the policy, service, function, project or strategy help to promote equality for members of the equality groups?** e.g. A new service has been created for people with a disability to help them gain employment this would mean that this helps promote equality for the protected characteristic of disability only.

Group	Yes	No	Unclear
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy or maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other excluded groups	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**If the answer is "no" or "unclear" consider doing a full EIA**

**Q5 - Do you have any feedback data from the equality groups that influences, affects or shapes this policy, service, function, project or strategy?**

Please add in the text boxes below what feedback / meetings you have attended for each specific protected characteristic

Group	Positive or negative feedback
Age	There is no specific data obtained of the impact on this group
Disability	There is no specific data obtained of the impact on this group
Race	There is no specific data obtained of the impact on this group
Sex	There is no specific data obtained of the impact on this group

Gender reassignment	There is no specific data obtained of the impact on this group
Sexual orientation	There is no specific data obtained of the impact on this group
Religion or belief	There is no specific data obtained of the impact on this group
Pregnancy and maternity	There is no specific data obtained of the impact on this group
Marriage & civil partnership	There is no specific data obtained of the impact on this group
Other excluded groups	There is no specific data obtained of the impact on this group

**Q6 - Using the assessments in questions 3, 4 and 5 should a full assessment be carried out on this policy, service, function or strategy?**

yes  No

**PCC staff**-If you have to complete a full EIA please contact the Equalities and diversity team if you require help Tel: 023 9283 4789 or email:[equalities@portsmouthcc.gov.uk](mailto:equalities@portsmouthcc.gov.uk)

**CCG staff**-If you have to complete a full EIA please email: [sehccg.equalityanddiveristy@nhs.net](mailto:sehccg.equalityanddiveristy@nhs.net) if you require help

**Q7 - How have you come to this decision? Summarise your findings and conclusion below**

The proposed scheme is a pilot scheme only to take place, once funding is secured, in Avenue de Caen. The installation of the lights as part of the pilot scheme would need to be for a minimum of 12 months in order to also ascertain its robustness with the potentially harsh weather environments. Any further roll out of the lighting scheme would be subject to further securing of funding and also, we anticipate this needing to be brought back as a decision for a future Culture & City Development meeting.

**Q8 - Who was involved in the EIA?**

Claire Looney

**This EIA has been approved by:** Stephen Baily

**Contact number:** 023 9283 4185

**Date:** 10th September 2019

**PCC staff**-Please email a copy of your completed EIA to the Equality and diversity team. We will contact you with any comments or queries about your preliminary EIA.

Telephone: 023 9283 4789, Email: [equalities@portsmouthcc.gov.uk](mailto:equalities@portsmouthcc.gov.uk)

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**Title of meeting:** Culture and City Development Decision Meeting

**Date of meeting:** 4 October 2019

**Subject:** The Arthur Conan Doyle Collection

**Report by:** Director of Culture, Leisure and Regulatory Services

**Wards affected:** All

**Key decision:** No

**Full Council decision:** No

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**1. Purpose of report**

- 1.1 To seek authorisation from the Cabinet Member for Culture and City Development to develop a programme of work for the Richard Lancelyn Green Collection based on the successes of the City of Stories project.

**2. Recommendations**

- 2.1 That officers are authorised to seek funding to support the development of a programme of activities to explore the 100<sup>th</sup> anniversary of Sir Arthur Conan Doyle's advocacy for the Cottingley fairies and his renewed interest in Spiritualism.**

**3. Background**

- 3.1 The Arthur Conan Doyle Collection - Lancelyn Green Bequest is the tangible result of Richard Lancelyn Green's lifelong interest in Conan Doyle and his work. The Collection testifies to the worldwide interest in Arthur Conan Doyle and Sherlock Holmes over the last century and to the wide range of Conan Doyle's interests.
- 3.2 Whilst the Collection still has a further six months of delivery within the context of the two year Arts Council England funded 'City of Stories' project we are keen to be looking forward beyond the end of this project and to consider some of the wider elements of the Collection which have not had as much focus to date.
- 3.3 Over the two years of Summer in Sherlock events the wide range of activities has focuses on the delivery of elements of STEM related topics through exciting and interactive ways. The current estimates of numbers reached through this programme of delivery are 800 people. The first year of programming saw 250 people, 4 youth clubs and some public events piloted an eclectic mix of

workshops and performances ranging from theatre, science theatre, special FX disguises to Victorian sports.

- 3.4 From the evaluation collected from Summer of Sherlock 2018, it was apparent the science workshops and theatre productions that used the scripts and dramatisations from the Collection were the most successful in the range of outcomes achieved. This year, audience figures have nearly doubled and the number of activities increased. The programme has included 6 performances held at the Round Tower with an uptake of up to 90% capacity for the venue supported by 12 family workshops. A further 'Sherlock's Science' event took place attracting 177 people which was an increase of 150% of the 2018 audiences.
- 3.5 Next year, 2020, marks the 100<sup>th</sup> anniversary of Sir Arthur Conan Doyle's endorsement of the Cottingley Fairies photographs. Originally taken in 1920 these were a series of five photographs which have since become known as the Cottingley Fairies photographs which were taken by two young cousins who lived in Cottingley, near Bradford. The images, taken by Elsie Wright and Frances Griffiths came to the attention of Sir Arthur Conan Doyle, who used them to illustrate an article on Fairies he had been commissioned to write for the Christmas 1920 edition of The Strand Magazine. As a strong believer at the time in Spiritualism, Conan Doyle was enthusiastic about the photographs, and interpreted them as clear and visible evidence of psychic phenomenon.
- 3.6 The development and outreach programmes for the Collection have not highlighted the impact of these images in any way and we believe that this anniversary provides a suitable platform for an exploration of how, beyond the more obvious elements of his creative output with Sherlock Holmes and other characters such as Professor Challenger and the Lost World, the last decade of Conan Doyle's life was influenced by his move away from the world of certainty and scientific fact.
- 3.7 The development of a programme of activities would sensitively seek to explore 'Fairies, Magic, Legends and Trickery' and would encompass both Conan Doyle's belief in these images as being real as well as his increasing interest in the spirit world. We are very aware that exploration of such subject areas will need careful handling but we anticipate this would include elements such as talks, exhibitions, debates as well as wider culture offers and connections, science and of course Conan Doyle's friendship with Houdini who he first met in 1920.
- 3.8 The programme will draw on the wider evaluation programme for City of Stories which has had a parallel evaluation programme running throughout its delivery and we very much hope that we can further enhance the Summer of Sherlock programme which has run through the last two summers.
- 3.9 The University of Portsmouth are also currently in the process of applying for a collaborative AHRC bid linked to partners in Huddersfield, York and Croatia which will focus on Holmesian Adaptations. Whilst the submission is still in progress, should it be successful then the University will also have a strand of

Conan Doyle related work where we hope to benefit from with a series of co-hosting of lectures and talks which would potentially also further enhance the Fairies programme.

- 3.10 Officers appreciate that the development of the programme will only be possible should funding bids be successful and therefore are seeking to work with communities in the city who have not yet accessed the Collection. Laura Weston, the Learning & Outreach officer for the Collection is currently analysing the successful work she has delivered through both the City of Stories and the previous HLF funded Sharing Sherlock project in order to approach relevant community groups.
- 3.11 We are also keen to further develop the exemplary practice we have developed for making archive and exhibitions accessible for people with a visual impairment and would definitely wish to continue this work through any further funding bids.

#### **4. Reasons for recommendations**

- 4.1 The delivery of the Learning and Outreach programme needs to look beyond the current programme of work and to highlight and bring to the fore elements of the Collection which have yet to be celebrated or explored with Portsmouth communities.
- 4.2 We are aware of the Lancelyn Green family's on-going interest in the use of this Collection and know that it will be important that the exploration of this subject matter is carefully handled. Therefore we would wish to work with other specialists and to put the exploration of the elements around Spiritualism in the wider context of Conan Doyle's belief in the Cottingley Fairies images.
- 4.3 The Collection has had an impressive record of working with and providing new skills to Volunteers and we are keen to continue to do this. An essential part of this is to offer new and varied opportunities using the breadth of the Collection's archive material in new topic areas and we are confident that this as yet unexplored theme of Fairies and Spiritualism will appeal to a new cohort of volunteers who, without doubt will become some of the best ambassadors for the Collection we could have.

#### **5. Equality impact assessment**

- 5.1 An initial Equalities Impact Assessment is attached.

#### **6. Legal implications**

- 6.1 Consent for the use of Richard Lancelyn Green's work :

The Council should give consideration to the provisions of the Copyright, Designs and Patents Act 1988 ("the Act") prior to making use of Richard

Lancelyn Green's collection of work ("the Material") to ensure that there is a legal basis for doing so.

- 6.2 The report makes reference to a potential arrangement between the Council and the University of Portsmouth.

If the Council is to co-host activities with the University of Portsmouth, there will be a need to consider whether this arrangement is covered by the Memorandum of Understanding currently in place between the parties or whether a separate contract will need to be agreed.

**7. Director of Finance's comments**

- 7.1 The work required to action the recommendation in this report will be carried out within existing budget resources.

.....

Signed by:  
**Stephen Baily**  
**Director of Culture, Leisure and Regulatory Services**

**Appendices:**

None

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

Title of document	Location

The recommendation(s) set out above were approved/ approved as amended/ deferred/  
rejected by ..... on .....

.....  
Signed by:  
**Cabinet Member for Culture and City Development**

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# Equality Impact Assessment

Preliminary assessment form 2018

[www.portsmouthccg.nhs.uk](http://www.portsmouthccg.nhs.uk)

[www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

The preliminary impact assessment is a quick and easy screening process. It should:

- identify those policies, projects, services, functions or strategies which require a full EIA by looking at:
  - negative, positive or no impact on any of the equality groups
  - How are going to mitigate or remove any potential negative impacts
  - opportunity to promote equality for the equality groups
  - data / feedback
- prioritise if and when a full EIA should be completed
- justify reasons for why a full EIA is not going to be completed

**Directorate:**

City development and culture

**Service, function:**

Culture

**Title of policy, service, function, project or strategy (new or old) :**

Project to deliver a new programme of work to explore the 100th anniversary of Sir Arthur Conan Doyle's advocacy for the Cottingley fairies and his renewed interest in spiritualism.

**Type of policy, service, function, project or strategy:**

- Existing
- New / proposed
- Changed

### Q1 - What is the aim of your policy, service, function, project or strategy?

To seek funding to support the development of a programme of activities to explore the 100th anniversary of Sir Arthur Conan Doyle's advocacy for the Cottingley fairies and his renewed interest in Spiritualism.

### Q2 - Who is this policy, service, function, project or strategy going to benefit or have a detrimental effect on and how?

A with all recent project developments linked to the Richard Lancelyn Green Conan Doyle Collection we anticipate that this project will have broad audience target in order to engage and enthuse wider audiences with the Collection overall. All areas for consideration will be looked at in the anticipated context of a family or young persons audience to ensure that they are appropriate and that the information is conveyed in appropriate language.

In addition the Conan Doyle Collection has been part of a series of ground breaking projects using new technologies to make historic collections and archives more accessible to people with a visual disability and we anticipate that learning from these previous projects will also be applied to this new project.

### Q3 - Thinking about each group below, does, or could the policy, service, function, project or strategy have a negative impact on members of the equality groups below?

Group	Negative	Positive / no impact	Unclear
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy and maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other excluded groups	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Note:** Other excluded groups examples includes, Homeless, rough sleeper and unpaid carers. Many forms of exclusion are linked to financial disadvantage. How will this change affect people on low incomes, in financial crisis or living in areas of greater deprivation?



**If there are any potential negative impacts on any of the protected characteristics, What have you put in place to mitigate or remove the negative impacts/barriers?**

The work we have previously undertaken to make collections more accessible to the visually impaired community has made us more aware of the need to consider how we represent 2D items overall in our projects. This will continue to be explored within this project as will the unexpected benefits we found this approach also had for people with learning disabilities

**Q4 - Does, or could the policy, service, function, project or strategy help to promote equality for members of the equality groups? e.g. A new service has been created for people with a disability to help them gain employment this would mean that this helps promote equality for the protected characteristic of disability only.**

Group	Yes	No	Unclear
Age	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disability	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Race	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sex	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gender reassignment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sexual orientation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Religion or belief	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Pregnancy or maternity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Marriage & civil partnership	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other excluded groups	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**If the answer is "no" or "unclear" consider doing a full EIA**

**Q5 - Do you have any feedback data from the equality groups that influences, affects or shapes this policy, service, function, project or strategy?**

Please add in the text boxes below what feedback / meetings you have attended for each specific protected characteristic

Group	Positive or negative feedback
Age	There is no specific data obtained of the impact on this group

Disability	The previous delivery of a project using this Collection and Heritage Lottery funding enabled us to target work at the visually impaired community. We anticipate using the evaluation from this project to inform the new Cottingley fairies and Spiritualism exploration.
Race	There is no specific data obtained of the impact on this group
Sex	There is no specific data obtained of the impact on this group
Gender reassignment	There is no specific data obtained of the impact on this group
Sexual orientation	There is no specific data obtained of the impact on this group
Religion or belief	There is no specific data obtained of the impact on this group
Pregnancy and maternity	There is no specific data obtained of the impact on this group
Marriage & civil partnership	There is no specific data obtained of the impact on this group
Other excluded groups	There is no specific data obtained of the impact on this group

**Q6 - Using the assessments in questions 3, 4 and 5 should a full assessment be carried out on this policy, service, function or strategy?**

yes  No

**PCC staff**-If you have to complete a full EIA please contact the Equalities and diversity team if you require help Tel: 023 9283 4789 or email:[equalities@portsmouthcc.gov.uk](mailto:equalities@portsmouthcc.gov.uk)

**CCG staff**-If you have to complete a full EIA please email: [sehccg.equalityanddiveristy@nhs.net](mailto:sehccg.equalityanddiveristy@nhs.net) if you require help

**Q7 - How have you come to this decision? Summarise your findings and conclusion below**

The proposed project will be able to use all the learning we had from the previous Heritage Lottery Funded project to ensure we can access communities who would not usually access archive or museums collections.

The evaluation of this previous project was very thorough and we also worked very closely with communities in the city to understand the tangible benefits of the previous scheme and how it opened up a whole new offer for them. We have continued to utilise this learning through development of areas such as the new exhibition at the City Museum with elements such as cases devised to be kept open so the visually impaired communities could feel the items and understand them in the wider context they were implemented.

**Q8 - Who was involved in the EIA?**

Claire Looney

This EIA has been approved by: Stephen Baily

Contact number: 023 9283 4185

Date: 10th September 2019

**PCC staff**-Please email a copy of your completed EIA to the Equality and diversity team. We will contact you with any comments or queries about your preliminary EIA.

Telephone: 023 9283 4789, Email: [equalities@portsmouthcc.gov.uk](mailto:equalities@portsmouthcc.gov.uk)

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# Agenda Item 6

**THIS ITEM IS FOR INFORMATION ONLY**  
(Please note that "Information Only" reports do not require Equality Impact Assessments, Legal or Finance Comments as no decision is being taken)



**Portsmouth**  
CITY COUNCIL

**Title of meeting:** Culture and Regulatory Services Portfolio

**Subject:** Monitoring of the First Quarter 2019/20 Revenue Cash Limits and Capital Programme

**Date of meeting:** Friday 4<sup>th</sup> October 2019

**Report by:** Director of Finance and Information Services

**Wards affected:** ALL

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## 1. Requested by

The Cabinet Member for Culture and Regulatory Services Portfolio.

## 2. Purpose

2.1 To inform the Cabinet Member and Opposition Spokespersons of:

- The forecast revenue expenditure for the year compared with the cash limited budget.
- The forecast capital expenditure against the revised capital programme for the Culture portfolio

## 3. Information Requested

### 3.1 Forecast Outturn 2019/20

	£000's	% of Budget
Controllable Cash Limit 2018/19	5,833	
Total Forecast Controllable Expenditure 2018/19	6,065	
<b>Variance - (Under)/Overspend</b>	<u>232</u>	4%

**THIS ITEM IS FOR INFORMATION ONLY**  
(Please note that "Information Only" reports do not require Equality Impact Assessments, Legal or Finance Comments as no decision is being taken)



3.2 Appendices

The detailed service revenue budgets and forecast expenditures are attached at Appendix A.

Analysis of the portfolio's capital expenditure for 2019/20 is attached at Appendix B.

**4. Revenue Expenditure**

(Please read in conjunction with the attached Appendix A).

4.1 The forecast portfolio outturn for the year indicates a net overspend of £231,600 against the approved budget.

4.2 A detailed breakdown of this is below;

- **Parks, Gardens & Open Spaces - £7,000 underspend**  
Some seafront maintenance work is being carried out by the parks playground team. A recharge of costs relating to this work will be made between the two services.
- **Seafront Management- £7,000 overspend**  
See above
- **Museum Services - £59,000 underspend**  
Additional income from entrance fees and shop sales was generated by the D Day Museum as a direct result of the D Day 75 commemorative event. It is anticipated that this income will be re-invested into the D Day Story to support ongoing activities and future development of the visitor offer.
- **Welfare Burials - £19,100 underspend**  
The number of burials has been less than anticipated,
- **City Centre Business Support - £14,000 overspend**  
The forecast variance relates to the annual maintenance costs of the increased provision of Christmas Lights throughout the City, which were purchased and funded from the (PRED) Portfolio in 2018/19.
- **Economic Growth - £13,800 overspend**  
This overspend relates to the costs associated with the temporary Economic Growth Support Skills and Employment Officer. This is only partly funded from an external grant of £26,000 and a vacant post of £10,000. It is a temporary position until July 2020. The shortfall in funding can be met from the Planning Delivery Grant.
- **Markets - £5,700 overspend**  
Income from market fees are less than the same period last year due to the reduction in the number of traders at Cosham and Commercial Road Markets.
- **Planning Development Control - £276,900 overspend**

**THIS ITEM IS FOR INFORMATION ONLY**  
**(Please note that "Information Only" reports do not**  
**require Equality Impact Assessments, Legal or**  
**Finance Comments as no decision is being taken)**



As a result of the advice from Natural England regarding the nitrate issue in the Solent the planning fee is forecast to be under recovered by £234,000. The nitrates issue is preventing the processing of a significant proportion of planning applications. Management are working with other Solent Local Authorities to identify suitable mitigation but the timing to address this is currently unknown and will be subject of a future report to members. In addition fees are further under recovered as a result of a general reduction in the number of planning applications.

- **Minor Variance - £700 underspend**

## **5. Portfolio Reserve**

- 5.1 Since 2013/14 portfolio underspends have been retained in a portfolio specific earmarked reserve. This reserve is to be used initially to cover future year end overspendings, budget pressures, contingent items and spend to save schemes.

Once these instances have been satisfied, the reserve may be used for other developments or initiatives. The portfolio holder is responsible for approving any releases from the earmarked reserve in consultation with the Director of Finance and Information Services & S151 Officer.

- 5.2 At year end any underspend on the portfolio will be added to the reserve. Simultaneously any overspend will be a first call on the reserve balance.
- 5.3 The forecast net overspending on the portfolio of £231,600 will be met from the former PRED portfolio reserve as the reasons for this portfolio's forecast overspend have been caused by those services recently transferred.

## **6. Capital Programme**

(Please read in conjunction with the attached Appendix B).

- 6.1 The 2019/20 published capital programme has been updated to reflect the impact of new schemes, further approved amendments, re-phasing of expenditure and the removal of completed schemes.
- 6.2 The forecast underspend for the estimated total costs of the portfolio capital programme compared to the total budget indicates an under spend of £3,234.
- 6.3 There are no significant individual scheme variances in the programme.

**THIS ITEM IS FOR INFORMATION ONLY**  
(Please note that "Information Only" reports do not require Equality Impact Assessments, Legal or Finance Comments as no decision is being taken)

.....  
Signed by Director of Finance and Information Services

**Appendices:**

- A Revenue Outturn Statement**
- B Capital Monitoring Statement**

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b>Title of document</b>	<b>Location</b>
Service Budget monitoring files	CRS Accountancy team



## FINANCIAL AND SERVICE PERFORMANCE MONTH ENDING JUNE 2019

Appendix A

<b>MONTHLY BUDGET MONITORING STATEMENT - CASH LIMIT 2019/20</b>				
<b>PORTFOLIO</b>	<b>Culture &amp; City Development</b>	<b>Finance Lead:</b>	Sue Page	
<b>BUDGET</b>	5,832,800	City Development & Cultural Services		
<b>TOTAL CASH LIMIT</b>	<b>5,832,800</b>			
<b>CHIEF OFFICER</b>	Various			
<b>MONTH ENDED</b>	June 2019			

Risk indicator	
Low	L
Medium	M
High	H

ITEM No.	BUDGET HEADING	BUDGET FORECAST 2018/19				RISK INDICATOR
		Total Budget	Forecast Year End Outturn	Variance vs. Total Budget		
		£	£	£	%	
1	Parks, Gardens & Open Spaces	198,700	191,700	(7,000)	(3.5%)	M
2	Seafront Management	(3,600)	3,400	7,000	194.4%	M
3	Golf Courses	(286,100)	(286,100)	0	0.0%	H
4	BH Live Leisure Sites	(600,900)	(600,900)	0	0.0%	M
5	Other Leisure Sites	251,800	251,800	0	0.0%	M
6	Recreation Other	1,115,200	1,115,200	0	0.0%	M
7	Departmental Establishment (Leisure)	689,300	689,300	0	0.0%	L
8	Libraries	1,984,700	1,984,700	0	0.0%	M
9	Museum Services	882,900	823,900	(59,000)	(6.7%)	M
10	Cultural Partnerships	505,500	505,500	0	0.0%	L
11	Community Centres	149,600	149,600	0	0.0%	L
12	Events	203,800	203,800	0	0.0%	M
13	Lord Mayor & Civic Events	117,000	117,000	0	0.0%	L
14	Cemeteries	(31,000)	(31,000)	0	0.0%	L
15	Welfare Burials	44,800	25,700	(19,100)	(42.6%)	L
16	Tourism	305,300	305,300	0	0.0%	L
17	Building Regulations & Control	99,100	99,100	0	0.0%	H
18	City Centre Business Support	59,500	73,500	14,000	23.5%	L
19	Economic Growth	311,500	325,300	13,800	4.4%	L
20	Enterprise Centres	(533,800)	(534,500)	(700)	(0.1%)	M
21	Markets	(49,300)	(43,600)	5,700	11.6%	L
22	Planning Development Control	697,800	974,700	276,900	39.7%	H
23	Portchester Crematorium	(160,000)	(160,000)	0	0.0%	L
24	Civic Events	112,600	112,600	0	0.0%	L
25	Registrar of Births, Deaths & Marriages	(231,600)	(231,600)	0	0.0%	M
<b>TOTAL</b>		<b>5,832,800</b>	<b>6,064,400</b>	<b>231,600</b>	<b>4.0%</b>	

<b>Total Value of Remedial Action (from Analysis Below)</b>	0	0		
<b>Forecast Outturn After Remedial Action</b>	5,832,800	6,064,400	231,600	4.0%
<b>Forecast Transfers From Portfolio Specific Reserves</b>	231,600			
<b>Forecast Outturn After Transfers (From)/To Portfolio</b>	6,064,400	6,064,400	0	0.0%

**Note** All figures included above exclude Capital Charges, Levies and Insurances  
Income/underspends is shown in brackets and expenditure/overspends without brackets

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**APPENDIX B**

**CAPITAL EXPENDITURE - Forecast total cost of schemes as at 2019/20 Q1**

<b>DESCRIPTION OF SCHEME</b>	<b>Total Budget</b>	<b>Forecast Total Cost of Scheme</b>	<b>Variance to Budget</b>
	<b>£</b>	<b>£</b>	<b>£</b>
01. HILSEA SPLASHPOL	366,566	375,254	-8,688
02. COASTAL COMMUNITIES BID (ARTCHES)	1,899,129	1,899,129	0
03. SOUTHSEA SEAFRONT INVESTMENT - D DAY 75	4,567,338	4,567,338	0
04. DRAYTON PARK - TENNIS COURT CONVERSION	216,524	216,524	0
05. D DAY MUSEUM	165,000	165,000	0
06. DDAY LANDSCAPING WORKS	600,000	600,000	0
07. RELOCATION OF ARCHIVE STORE TO SOUTHSEA LIBRARY	589,709	589,709	0
08. ACQUISITION OF 26 ALBERT ROAD	246,909	246,909	0
09. ROUND TOWER IMPROVEMENT WORKS	80,000	80,000	0
10. SPORTS AND LEISURE FACILITIES INVESTMENT	2,300,000	2,300,000	0
11. BUTTERFLY HOUSE AT CUMBERLAND HOUSE	216,500	222,320	-5,820
12. IN-HOUSE PARKS' MOBILISATION - VEHICLES & EQUIPMENT	320,000	320,000	0
13. KINGS BASTION	600,000	600,000	0
14. CHARLES DICKENS' GARDENS	26,075	27,079	-1,004
15. CONTRIBUTION TOWARDS RESURFACING SOUTH PARADE PIER	76,000	76,000	0
16. INSTALLATION OF SHOWER FACILITIES AT CANOE LAKE	10,754	10,754	0
17. WATSEEDGE PARK BUILDING	27,992	27,992	0
18. EDWARDIAN SEAFRONT SHELTER	80,000	80,000	0
19. RE-PROVISION OF BANDSTAND AT WEST BATTERY GARDENS	40,000	40,000	0
20. POP UP KIOSKS - SOUTHSEA SEAFRONT	39,189	39,189	0
21. MODIFICATIONS TO SOUTHSEA LIBRARY	49,271	49,271	0
22. MOUNTBATTEN CENTRE FLOODLIGHTS	450,000	445,590	4,410
23. HILSEA LINES BMX PUMP TRACK	88,000	85,225	2,775
24. KINGSTON RECREATION GROUND PLAY IMPROVEMENTS	318,361	318,361	0
25. NEW FOUNTAIN REFURBISHMENT AT SOUTHSEA CASTLE	480,000	475,631	4,369
26. WATER SAFETY EQUIPMENT	100,000	100,000	0
27. ROCK GARDEN'S ARCH	10,300	10,300	0
28. FARLINGTON PAVILION REFURBISHMENT	140,000	140,000	0
29. LUMPS FORT SUN HUTS MAINTENANCE / REPLACEMENT	50,000	50,000	0
30. MILTON PARK BARN THATCHED ROOF	130,000	130,000	0
31. VICTORIA PARK HERITAGE LOTTERY FUND	2,500,000	2,500,000	0
32. DISABLED BEACH BUGGIES AND ACCESS MAT	20,000	20,000	0
33. ALLOTMENT SECURITY GRANTS	35,000	35,000	0
34. OUTDOOR FITNESS EQUIPMENT	80,000	80,000	0
35. CITY MUSEUM PLAYGROUND	29,944	29,944	0
36. TRACK RE-SURFACING - MBC AND BRANSBURY AWP	160,900	158,541	2,359
37. INVEST IN FOOTBALL FACILITIES INCLUDING CHANGING FACILITIES	588,000	588,000	0
38. PARKS & OPEN SPACES PROTECTION MEASURES TO PREVENT INCURSION	10,000	8,834	1,166
39. PYRAMIDS REFURBISHMENT	1,400,000	1,400,000	0
40. REPAIR / REFURBISHMENT OF SOUTHSEA SPLASHPOL	102,000	98,333	3,667
41. WORLD WAR 1 MEMORIAL PLAQUES	45,000	45,000	0
42. CONTRIBUTION TO ROOF REPAIRS AT SOUTHSEA SKATEPARK	10,000	10,000	0
43. CONT TO ARCHITECTURAL DESIGN TO ENABLE REGENERATION - GUILDHALL	40,000	40,000	0
44. CONT TO ARCHITECTURAL DESIGN TO ENABLE REGENERATION - KINGS THEATRE	40,000	40,000	0
<b>TOTAL</b>	<b>19,344,461</b>	<b>19,341,227</b>	<b>3,234</b>

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# Agenda Item 7



Portsmouth  
CITY COUNCIL

## **THIS ITEM IS FOR INFORMATION ONLY**

(Please note that "Information Only" reports do not require Equality Impact Assessments, Legal or Finance Comments as no decision is being taken)

<b>Title of meeting:</b>	Culture and City Development Decision Meeting
<b>Subject:</b>	Community Centres
<b>Date of meeting:</b>	4 October 2019
<b>Report by:</b>	Director of Culture, Leisure and Regulatory Services
<b>Wards affected:</b>	Citywide

---

1. **Requested by:** Stephen Baily

## 2. **Purpose**

2.1 To inform the Cabinet Member for Culture and City Development of the contribution to the Council's priorities made by community associations managing council owned community centres

## 3. **Information Requested**

3.1 The biennial survey of the city council community centres managed by charitable community associations was carried out at the end of 2018 (the five centres managed directly by Housing did not take part) The survey process does not give scientifically accurate data, rather it provides a snapshot at a point in time.

3.2 The survey comprised two parts: details of centre users obtained by questionnaires completed by individual users during a period of one month and a report prepared by each of the managing associations on the activities, attendances and room usages for the 2018 calendar year. The total number of completed survey forms received was 3,164 and the total number of visits recorded to all centres in 2018 was 561,340.

3.3 From these two sources the demographic data on users is obtained and this demonstrates how well centres are serving their local community, attracting residents of all ages, income levels and abilities. The reported activity programmes are analysed to establish the breadth and richness of their offer and the room usage report identifies any spare capacity.



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3.4 Each association receives a detailed but easily understood report of their findings and this is discussed with the managing committee of trustees. The reports contribute to the Service Level Agreement monitoring process and the subsequent action plans for development. A composite report for all centres is produced to give the summary findings below and copies of the reports for the individual centres are available on request.

#### **4. Summary of findings**

4.1 The surveys show that the community associations are making a significant contribution to meeting the council's priorities, in terms of both the users catered for and the activities on offer.

4.2 The associations promote social inclusion, making possible low cost participation in formal and informal learning and skill development for employability, sport and physical exercise, health and well-being, hobbies and interest groups, social gatherings, closed and open meetings, access to services offered by a range of agencies and volunteering opportunities.

#### **5. Detail of findings**

The centres vary in size and facilities and the number and make up of users varies accordingly. Some centres may have sports halls, IT rooms, large activity rooms and cafes while others consist of as few as two small rooms. The larger centres also tend to cater for city-wide groups including minority religious and cultural groups.

##### **5.1 Users**

Numbers - the number of users at each centre generally reflect the size of the centres, which vary from 2 to 12 rooms/spaces. However, there are variations in the percentage levels of usage and these are reported in the individual centre reports.

Satisfaction - the level of satisfaction across all centres is gratifyingly high at 97%, with only 0.5% expressing dissatisfaction

Residence - it is the council's expectation, as well as a constitutional requirement for the associations, that they should strive to serve their local communities. There are high levels of local usage at the centres and across the city only 6% of all users are not Portsmouth residents



**THIS ITEM IS FOR INFORMATION ONLY**  
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Gender - there is a preponderance of female users across all centres, which in part reflects the high levels of usage by older people - amongst whom women are a higher percentage - and by young families - the mother still being the majority accompanying carer.

Age - under 5s and over 60s are very highly represented amongst centre users. The proportion of 0 to 4s in the city population is 6.6% and of centre users is 18%; 60+ residents make up 20.4% of the city population and 30% of centre users

Ethnicity - black and minority ethnic residents are well represented amongst centre users at 19% compared to 16% in the city population

Disability - at 21% the proportion of centre users reporting a disability is significantly higher than the 11.6% recorded across the city

Income - this question still proves sensitive for some users, although the survey forms are completely anonymous. Responses ranged from 51% to 85% of users over 16, with an average response rate of 67%. However it is important to ensure that centres are serving all and the analysis demonstrates that the centres continue to be successful in attracting / catering for people on low incomes. 25% of responding users reported household incomes of less than £10,000, 50% incomes of under £15,000 and 65% incomes under £20,000.

## 5.2 Programmes

A. Formal and informal learning and skill development - 16%

B. Physical activity - 29%

C. Health promotion - 9%

D. Social and recreational activities - 17%

E. Community interaction/social inclusion - 18%

F. Arts and creative activities - 4%

G. Individual or community well-being - 2%

H. Group and organisation meetings - 3%

I. Office space - 1%

**THIS ITEM IS FOR INFORMATION ONLY**  
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.....  
Signed by  
**Stephen Baily**  
**Director of Culture, Leisure and Regulatory Services**

**Appendices:**

**Appendix A:** Composite Data Survey Report

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b>Title of document</b>	<b>Location</b>
Community centre usage reports 2018	Culture office
Demographic data	Strategy Unit



# **COMMUNITY CENTRES USAGE REPORTS 2018**

## **COLLECTIVE DATA SUMMARY**

**(Reports for individual centres available)**

The centres included in the survey are those which are managed by charitable community associations (see below) and participation in these data collection processes is a requirement of the Service Level Agreements between the Council and the Associations. Each centre's report is presented to the Association for discussion with the managing committee of Trustees and contributes to the SLA action plan for the coming year.

The data presented in the individual centres' reports and summarised in this report was collected in two parts:

*User data and satisfaction* by means of individual questionnaire forms distributed in all the centres during October 2018 (group forms were also supplied for young children's groups, to be completed by the group leaders) The total number of completed forms returned from all centres was 3,164

*User numbers, the percentage space utilisation and the balance of the centre activity programme* by means of the bookings calendar for the year from January 1<sup>st</sup> to December 31<sup>st</sup> 2018, provided by the Associations. The total number of recorded visits in 2018 was 561,340

The co-operation of the staff and trustees in these processes is much appreciated.

Participating centres: Baffins Community Centre, Buckland Community Centre, Eastney Community Centre, Fratton Community Centre, Havelock Community Centre, Highbury Community Centre, Milton Village Hall, Stacey Community Centre, Stamshaw & Tipner Community Centre plus Anchorage Lodge

The centres vary in size from 2 to 12 spaces; the smaller centres being run entirely by volunteers, the larger centres employing staff. Details of the number and range of spaces are given in the individual centre reports.

Each space for hire is deemed to be available for three sessions per day (morning, afternoon and evening) and the centre potentially available for use seven days a week all year round - including bank holidays etc. The percentage utilisation of spaces within the centres varies from 28% to 69% with an average utilisation of 47%.

Part of the SLA requirement is that Associations should provide or promote a 'broad and balanced programme of activities' and each centre's programme is analysed under the headings below. Some activities fall into more than one category but for comparative purposes a primary category has been allocated to each. A guide to the allocation of activities is appended at the rear of the report.

The collective programme balance over all centres is:

- A. Formal/informal learning / skill development - 16%
- B. Physical activity - 29%
- C. Health promotion - 9%
- D. Social/recreational - 17%
- E. Community interaction/social inclusion - 18%
- F. Arts / creativity - 4%
- G. Individual or community well being - 2%
- H. Meetings - 3%
- I. Offices - 1%

## Community centre programmes analysis guide

**A. Formal/informal learning / skill development** - formal or informal classes with a stated learning aim eg adult education classes, U3A, supported IT sessions, BSL classes, dog training, pre-schools, language classes, Children's Centre groups,

**B. Physical activity** - all sport and exercise sessions from armchair aerobics to football and including dance sessions, walking groups

**C. Health promotion** - services such as smoking cessation, AA, drug recovery groups,

**D. Social/recreational** - parties, functions, trips, cafes, social clubs, hobby groups not included in **B** or **F**

**E. Community interaction/social inclusion** - opportunities for people to come together eg religious or political meetings, jumble sales, coffee mornings, public meetings, elections, targeted social groups eg day services groups

**F. Arts / creativity** - arts groups, craft groups, drama groups, performance groups, choirs etc,

**G. Individual or community well being** - services provided to improve people's lives eg advice services, blood donors, fundraising groups such as Lions/Rotary,

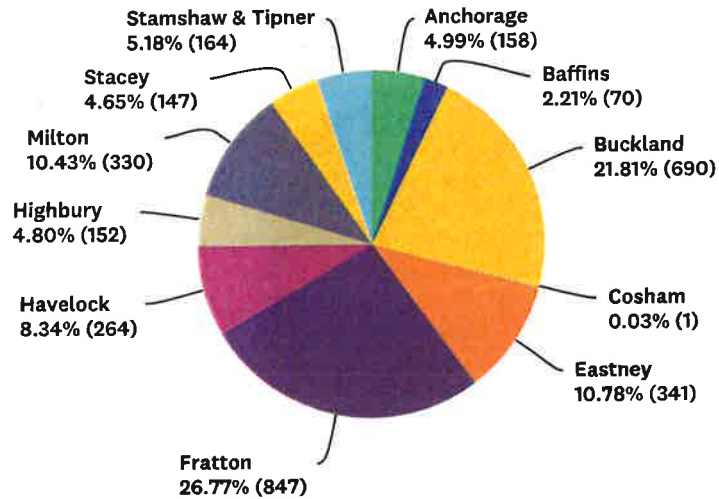
**H. Meetings** - committee or group meetings, AGMs - not public meetings which are included in **E**

**I. Offices**

Community Centres User Profile 2018

Q1 In which Community Centre are you completing the form?

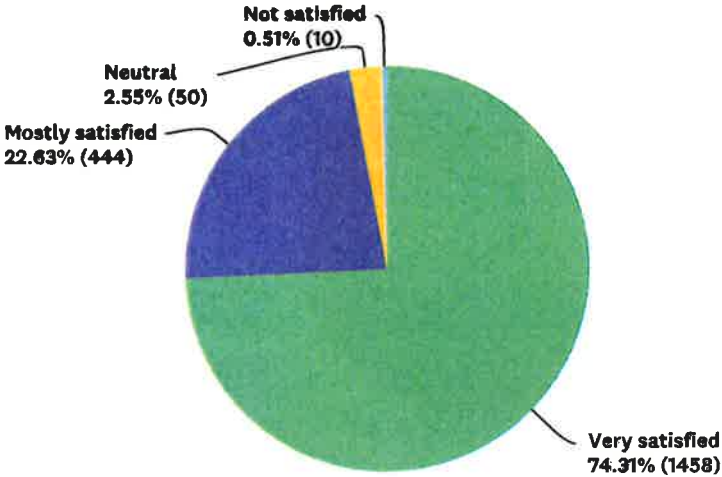
Answered: 3,164 Skipped: 10



Q1 The numbers of users at each centre generally reflect the size of the centres, which vary from 2 to 12 rooms/spaces. However, there are variations in the percentage levels of usage and these are reported in the individual centre reports.

Q2 Overall, how satisfied are you with your experience of this centre?

Answered: 1,962 Skipped: 1,212

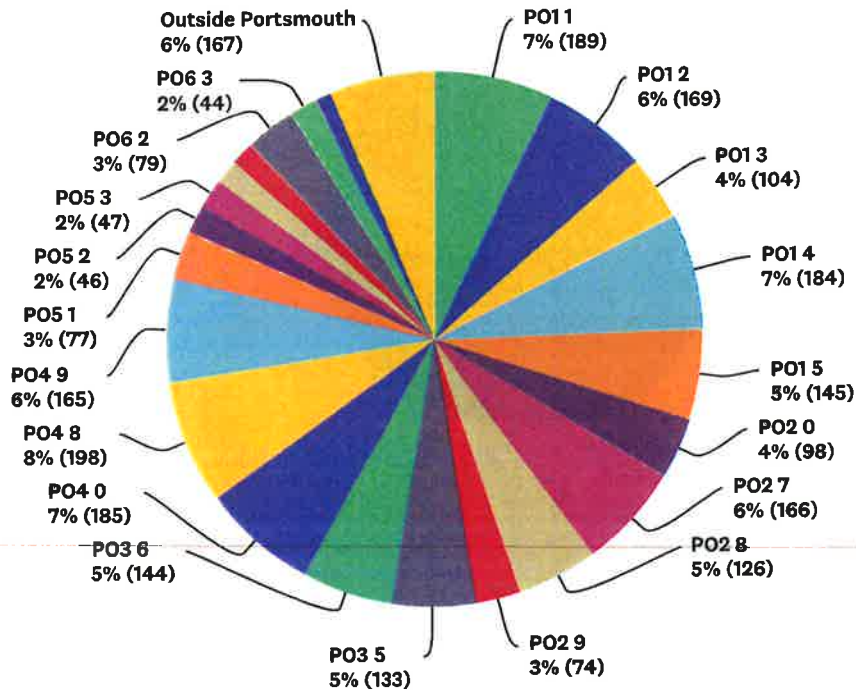


Q2 The level of satisfaction across all centres is gratifyingly high at 97% with overall only 0.5% of users expressing dissatisfaction.

Community Centres User Profile 2018

Q3 Which post code area do you live in. Please tick the one appropriate box to indicate the first 4 digits of your code?

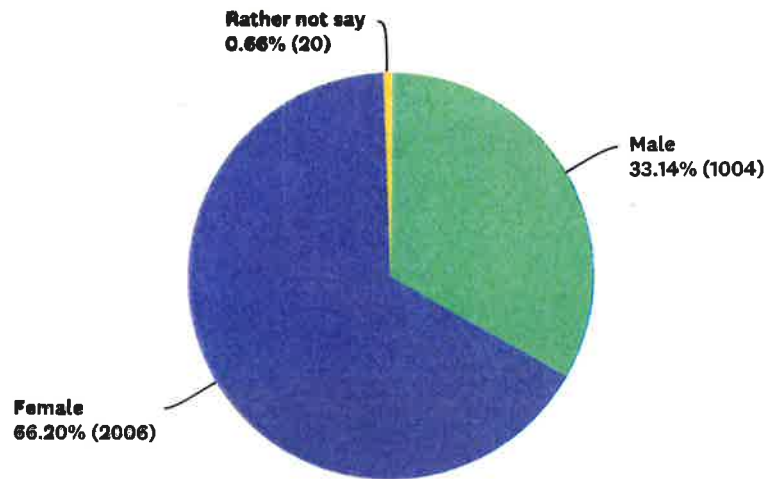
Answered: 2,640 Skipped: 534



Q3 The spread of users is from across the whole city with only 6% being from outside the city boundaries.

## Q4 Are you male or female?

Answered: 3,030 Skipped: 144



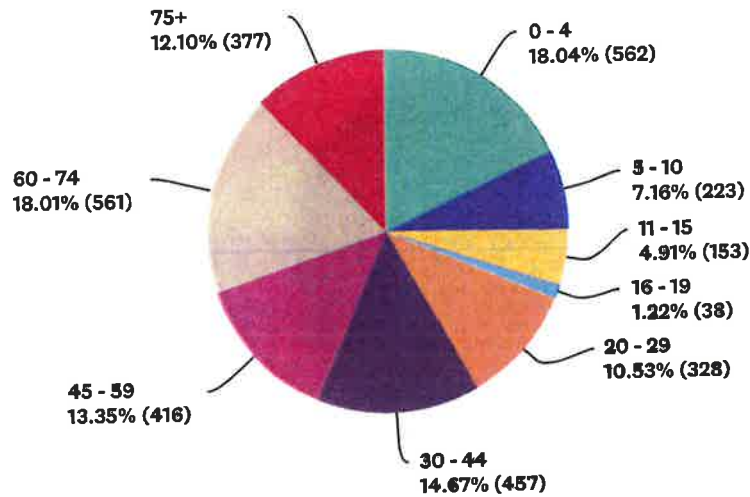
Q4 The preponderance of female users in centres in part reflects the high levels of usage by older people - amongst whom women are a higher percentage - and by young families - the mother still being the majority accompanying carer.



## Community Centres User Profile 2018

### Q5 How old are you?

Answered: 3,115 Skipped: 59

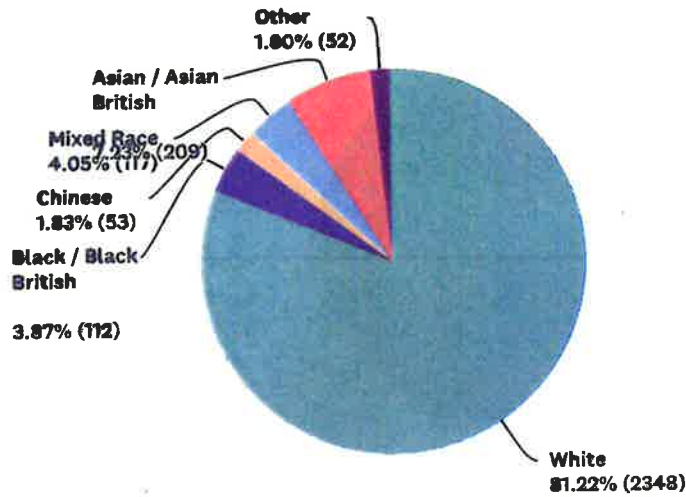


Q5 Under 5s and over 60s are very highly represented among centre users. The proportion of 0 to 4s in the city population is 6.6% and of centre users is 18%; 60+ residents are 20.4% of the city population and 30% of centre users.

Community Centres User Profile 2018

Q6 To which of these groups do you consider you belong?

Answered: 2 891 Skipped: 283

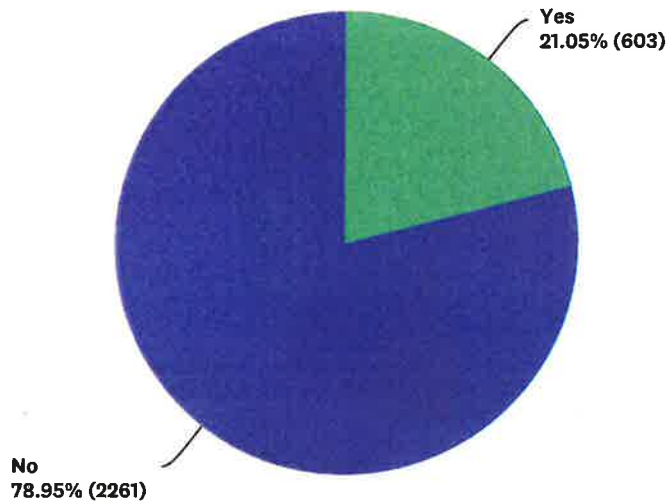


Q6 Black and minority ethnic residents are well represented among centre users, the proportion being **19%** whereas the city percentage is **16%**

Community Centres User Profile 2018

**Q7 Do you have a disability?**

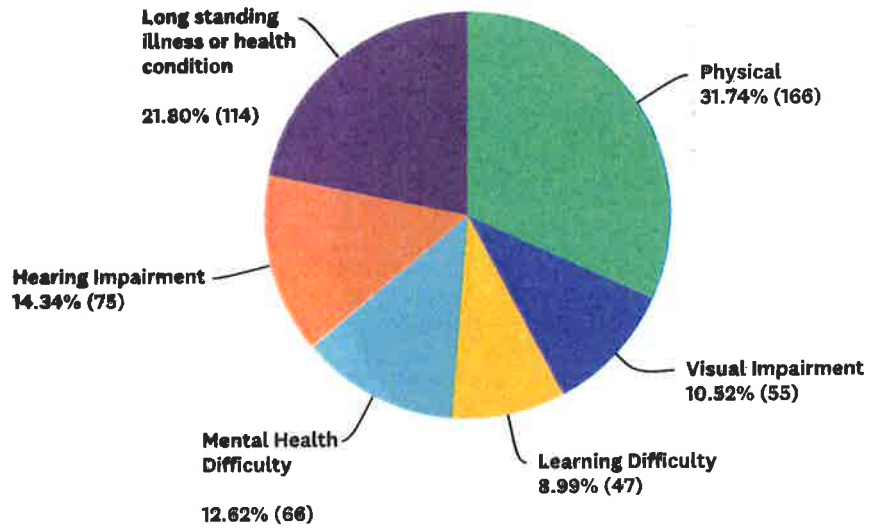
Answered: 2,864 Skipped: 310



**Q7** At **21%**, the proportion of centre users reporting a disability is significantly higher than the **11.6%** recorded across the city population.

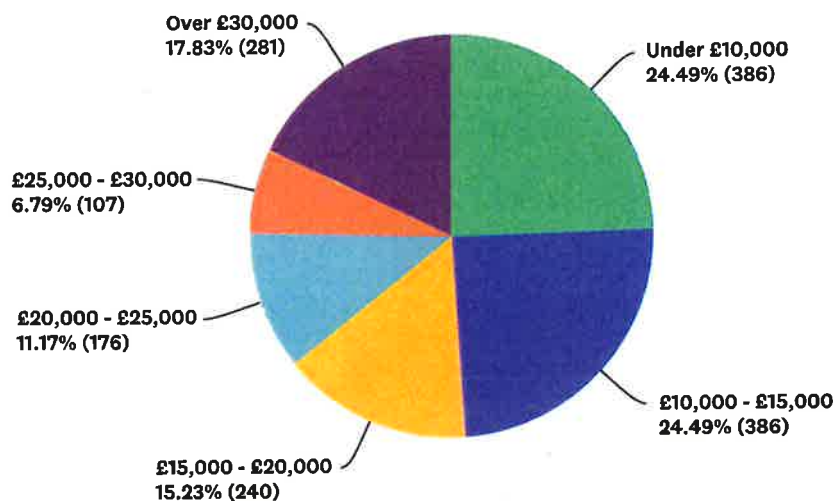
### Q8 If yes, what is the nature of your disability?

Answered: 523 Skipped: 2,651



### Q9 What is the approximate total annual income for your household?

Answered: 1,576 Skipped: 1,598



Q8 This question still proves sensitive to some users, although the survey forms are completely anonymous, but it is important to ensure that centres are catering for people on low incomes. Responses ranged from 51% to 85% of users over 16 at individual centres with an average of 67%, an increase on the previous survey. This analysis shows that the centres are successful in attracting / catering for people on low incomes.



# Agenda Item 8



Portsmouth  
CITY COUNCIL

## **THIS ITEM IS FOR INFORMATION ONLY**

(Please note that "Information Only" reports do not require Equality Impact Assessments, Legal or Finance Comments as no decision is being taken)

**Title of meeting:** Culture and City Development Decision Meeting

**Subject:** Peter Ashley Activity Centres

**Date of meeting:** 4 October 2019

**Report by:** Director of Culture, Leisure and Regulatory Services

**Wards affected:** All

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**1. Requested by**  
Cabinet Member for Culture and City Development

**2. Purpose**

2.1 To update the Cabinet Member on the recently completed tender process for the repair of the Barrack Block Bridges at Fort Purbrook as outlined in the previous report to Culture, Leisure & Sport Decision meeting in March 2018.

**3. Information Requested**

3.1 Following initial visits by Historic England staff in the Spring of 2016 at the invitation of the PCC Property Team, Fort Purbrook was added to the SE Heritage at Risk Register because of overall poor condition and some specific repair problems which resulted in a risk assessment of the site as in 'very bad' condition.

3.2 The Peter Ashley Activity Centre Trust (PAAC) have had a programme to keep on top of the day to day maintenance of the site, they have struggled with securing larger grants for work due to a lack of clarity about areas of responsibility for repairs and maintenance within the current lease documents with Portsmouth City council.

3.3 In March 2018 a report was brought to Culture, Leisure & Sport Decision outlining a proposal for Historic England to provide grant funding directly to PAAC to enable a project development, investigation works and a tender process for works to be carried out on the Barrack block bridges. Following the investigation works this process also included consideration of works to repair the west gate as well.

3.4 On completion of the investigations, the project was put through a formal procurement process by PAAC with support from Historic England resulting in a fully priced tender being returned.

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- 3.5 The Council have been informed of the outcome of this tender process and we have subsequently asked Historic England as to their preferred route to support the delivery of the works for the scheme. It had originally been anticipated that the next stage of these works would be supported by a Tri-Partite agreement with Historic England, PCC and PAAC but other routes might be more suitable.
- 3.6 In order to support a wider context the council have also recently commissioned a survey of Fort Widley in order to both assist the Trust with their future considerations and to provide them with core information to support the development of funding submissions as well as informing the Council on the current state of the buildings.
- 3.7 As the minutes of the last Culture, Leisure & Sport meeting state the Council does anticipate making an allocation of up to £20,000 to support the bridge repair works but should this change in any way then officers would bring a further report to this committee.

.....  
 Signed by  
**Stephen Baily**  
 Director of Culture, Leisure and Regulatory Services

**Appendices:**        None

**Background list of documents: Section 100D of the Local Government Act 1972**

The following documents disclose facts or matters, which have been relied upon to a material extent by the author in preparing this report:

<b>Title of document</b>	<b>Location</b>
Peter Ashley Activity Centres and Historic England	<a href="https://democracy.portsmouth.gov.uk/documents/s18332/Peter%20Ashley%20Activity%20Centres%20Historic%20England.pdf">https://democracy.portsmouth.gov.uk/documents/s18332/Peter%20Ashley%20Activity%20Centres%20Historic%20England.pdf</a>