# South Derbyshire Local Strategic Partnership

## Report to the Board

**Date of meeting:** 12 June 2007

**Agenda Item** 8

## Community Buildings in South Derbyshire – Mapping exercise

Issue

To present to the board, the report of the mapping exercise of Community Buildings in South Derbyshire. This item was deferred from the board meeting 15 March 2007.

Helena Stubbs from the Derbyshire Rural Community Council will attend the board meeting to present this item.

Background

The Opportunities for All group commissioned a project to carry out a mapping exercise of community buildings in South Derbyshire. The purpose of this was to identify where these facilities are, the characteristics of each facility and the number and types of groups using each one.

Information was gathered by means of questionnaire and follow up conversations. This was then cross-referenced with supporting data provided by LSP partner organisations and other agencies and a database compiled.

Details

The report arising from the exercise (appended) makes 9 recommendations (page 22 in the appended report refers). The board is asked to adopt these and delegates responsibility to the Opportunities for All working group to work with the partner agencies for their implementation.

**Recommendations**

It is recommended that the Board: -

1. Endorses the Community Buildings in South Derbyshire mapping exercise and adopts the recommendations set out in the report.

2. Delegates responsibility to the Opportunities for All group to work with the partner agencies to implement the recommendations.

# South Derbyshire Local Strategic Partnership

## Report to the Board

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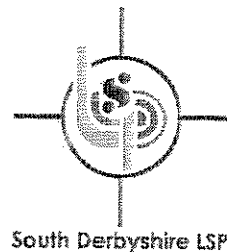Email  mike.greenway@south-derbys.gov.uk

# COMMUNITY BUILDINGS

# IN

# SOUTH DERBYSHIRE

# MAPPING EXERCISE

# JULY 2006

DERBYSHIRE
RURAL
COMMUNITY COUNCIL

South Derbyshire LSP

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# Community Buildings in South Derbyshire

## Mapping Exercise

### 1. Background

As part of the 2005/2006 Community Strategy for South Derbyshire, South Derbyshire Local Strategic Partnership (LSP) commissioned Derbyshire Rural Community Council (DRCC) to conduct a mapping of community buildings across the district. The aim was to not only map the location and variety of community buildings, but also to identify the individual facilities and the unique characteristics of each institution and in addition, to establish the number and type of community groups using each one. This would help to recognise any gaps in provision and whether existing buildings are being used to their full potential.

In turn, the object of the mapping is to inform service delivery agencies of the location of potential new outlets for their services and to help bring access benefits to residents across South Derbyshire. Improving access to services, especially in rural areas, is a key concern for service delivery agencies and policy makers in the face of a continued decline in rural services. It is widely accepted that community buildings provide a valuable resource for people in helping them to achieve sustainability and access to local services. Community facilities contribute significantly to the social, educational, and recreational well being of local communities and help to alleviate some of the barriers associated with social exclusion. In addition, they can provide a valuable resource for the dissemination of public information in the heart of the communities they serve.

### 2. Aim

**The survey aims to:**

- Define what is meant by 'Community Buildings' for the purpose of this research
- Establish a baseline for minimum standards of provision
- Conduct a mapping exercise of existing community buildings across the district of South Derbyshire
- Determine the characteristics of each premises and develop a community buildings database
- Establish current usage and identify those facilities who want to increasing bookings
- Determine to what extent the facility effectively provides information to the local community

## 3.    Methodology

**Baseline and minimum standards**

The method adopted to carry out the initial mapping of community buildings was dependent upon the local governance structure; i.e. parished and non-parished areas, compared with the Town Council structure of the Swadlincote urban area. The first method involved writing to each of the 31 Parish Councils and 18 Parish Meetings with a pro-forma, asking them to list each community building falling within their parish boundary. It was considered that Parish Councils and Parish Meetings were the most likely agencies to have sufficient local knowledge of their communities and the facilities available to them.

Apart from the 23 Parish Councils who responded, the remainder of the data was obtained through telephone contact with the respective Parish Clerks and Chairs of Parish Meetings. In a few areas, Parish Clerks from neighbouring parishes were able to supply those gaps in data mapping for some of the un-parished areas where a main contact person was not know.

This information was then cross-referenced with additional supporting data supplied by various partnership agencies. These included South Derbyshire Council for Voluntary Service (CVS), South Derbyshire District Council, Churches Together, Dioceses of Derby and other Faith organisations, DRCC Village Hall Advisor, South Derbyshire Village Halls Forum, Coal Industry Social Welfare, Derbyshire Women's Institute, British Legion, Scout & Guides Association and St. John Ambulance.

The urban data was also collated using information supplied from these organisations.

From the information gathered, a database was developed comprising of 202 community buildings from across the district. At this stage, the only information available was the name of the facility and the main contact details.

In February 2006, a Questionnaire (Appendix 2) was sent to the governing body of the 202 identified facilities, along with a covering letter and a pre-paid return envelope. The Questionnaire was drawn up in consultation with members of the 'Opportunities for All' theme group, South Derbyshire District Council and DRCC Village Halls Advisor. The questions were grouped into three main sections:

1) Contact details
2) Building details
3) Services provided from the building

Table 1 shows the number of community buildings listed in each category on the Community Buildings database and the number of respondents.

A number of telephone interviews were carried out to help increase the number of participants.

Of the 202 mapped community facilities from across the district, 67 participated in the survey giving a 33% response rate.

**Table 1        Questionnaires sent out and numbers returned**

| Building Category | Sent Out | Returned |
|---|---|---|
| British Legion | 3 | 0 |
| Church Hall | 24 | 10 |
| Church and Other Faiths | 40 | 8 |
| Community Centre/Hall | 12 | 4 |
| Educational Centre | 14 | 4 |
| Leisure Centre | 4 | 2 |
| Scout/Guides | 11 | 2 |
| Social Club | 10 | 2 |
| Sports Clubs | 34 | 5 |
| St John Ambulance | 1 | 0 |
| Village Hall/Institute | 34 | 23 |
| Women's Institute | 1 | 0 |
| Working Men's Club | 2 | 2 |
| Other | 12 | 5 |
| **Total** | **202** | **67** |

Information from the questionnaire survey was collated and developed into the Community Buildings database and the data forms the basis for this report. The figures and percentages quoted in the report are calculated from the completed questionnaires and therefore, the results cannot be generalised to those facilities not taking part.

The method used for the mapping exercise was designed to be as comprehensive as possible, but in the event of any omissions on the database being later identified, the records can be updated and amended accordingly.

## 4        Monitoring

The progress of the project has been monitored and supported through the Local Strategic Partnership theme group 'Opportunities for All'. The project has exceeded the anticipated deadline due to a number of reasons. By the very nature of community managed buildings, it is relatively common for a frequent change in volunteers serving on management committees and for this reason, identifying the main contact in many cases proved problematic. Initially the response rate was too low to develop a meaningful database, and additional time was taken to encourage increased participation.

Even though the mapping exercise is completed, it is anticipated that the Community Buildings database will be maintained and updated accordingly to provide current details.

## 5    Results

### 5.1    For the purposes of this survey, Community Buildings are defined as:

*'Community buildings is used here as a generic term for the range of buildings/facilities, including village halls, church halls and community halls, in which community activity takes place, whether it be for social, recreational, educational or statutory purposes'.*

### 5.2    Baseline for Minimum Standards of provision:  (Appendix 1)

In order for facilities to be considered suitable for the potential delivery of new services, a list of basic minimum standards was developed to establish a baseline. The key factors for determining the minimum standards of provision were based upon:

- Operating within a recognised structure of Governance
- Conforming to the necessary legal frameworks
- Ensuring that property and the public are appropriately insured
- Minimum basic facilities

### 5.3    Tenure and Governance

Table 2 shows that the majority of community buildings are owned (73%) and managed (79%) by the voluntary and community sector (VCS). The slightly higher number of VCS managed facilities compared with ownership is reflected by the fact that 4 of the premises were reported to be owned by South Derbyshire District Council and another belonging to a private estate, yet are governed through a Management Committee of local volunteers. The remainder are owned and managed by the statutory sector.

- Each of the participating buildings met the minimum standards for Governance and is managed by a governing body with a legal structure in place.

**Table 2       Ownership and Governance of Building**

| Organisation | Ownership | Governance | Type |
|---|---|---|---|
| **Community Sector** | | | |
| Charity * Trustees | 21 (Holding Trustees) | 25 (Management Trustees) | Village Halls; Miners Welfare; Community Centres |
| Community Association | 2 | 2 | Social Clubs |
| Sports Club | 4 | 4 | Cricket Club; Football Club |
| Church & Other Faiths | 19 | 19 | Church of England (Parochial Church Council); Methodist Church (Church Council); United Reformed Church (Elders); Baptist |

| | | | Association (The Diaconate) |
|---|---|---|---|
| Scout Association | 2 | 2 | Scout Groups |
| Working Men's Club | 1 | 1 | Working Men's Clubs |
| **Statutory Sector** | | | |
| Derbyshire County Council | 7 | 7 | Social Services; Youth Service; Leisure Services; School (School Governors) |
| SD District Council | 5 | 1 | Sports pavilion; Village Halls; |
| Parish Council | 5 | 6 | Parish Rooms; Village Halls |
| **Private Sector** | | | |
| Private Estate | 1 | | Village Hall |
| **Total** | **67** | **67** | |

## 5.4   Building Details

The survey revealed that just under half of the buildings (31) had been built within the last 50 years, with 8 of those in the past 10 years. Of the remainder, 12 were built between 51- 100 years ago, 19 were built between 101 – 200 years ago and 5 buildings are over 200 years old. The majority are reported to be of brick construction with a tile roof (55), and are considered by the managers to being in reasonable to good condition. All four stone buildings reported are church buildings and the remaining 6 are a combination of prefabrication and concrete construction or wooden framed with glass panels.

## 5.5   Facilities available that meet the minimum statutory requirements

The community buildings database contains details of the facilities that each individual property has to offer to user groups that meet the minimum legal standards for public use. This legislation concerns Environmental Health, Health& Safety, Fire Safety and Premises Licence issues, irrespective of whether a building is used for public, private or membership only activities (Accessibility issues are addressed later in the report). However, it must be noted that the survey responses have not been checked against the records held by the respective regulatory bodies. The report cannot be held responsible for any errors made by respondents for the purpose of determining minimum standards of provision and the subsequent entry of information on the Community Buildings database.

**Table 3      Key Facilities that meet minimum statutory requirements**

| Facilities | Minimum Standard of Provision | Frequency | Percent |
|---|---|---|---|
| Kitchen | Yes | 57 | 85% |
| Toilets | Yes | 64 | 94% |
| Lighting | Yes | 63 | 94% |
| Heating | Yes | 63 | 94% |
| Fire Safety | Yes | 63 | 94% |
| Car Parking | No | 44 | 66% |
| Bar Facility | No | 13 | 19% |
| Premises Licence (Churches are exempt) | For licensable public activities only | 33 | 49% |

**Basic facilities** - Table 3 shows that a high percentage of community buildings report having facilities that comply to the minimum statutory requirements and therefore qualifies these buildings for the survey's minimum standards of provision. However, it is inevitable that the standard of these facilities will vary greatly in age, condition and the degree to which they are regularly cleaned and maintained. Each completed entry on the database can be sorted by means of a filter system to determine whether a particular building meets the standard requirements.

At the time of the survey, the slightly lower number of buildings with adequate kitchen facilities was in some cases, due to the fact that the governing body was planning future redevelopment or refurbishment work that would include new kitchen facilities. A minority reported having inadequate facilities unsuitable for the preparation or serving of food that currently lack the resources to upgrade, and are unlikely to conform to the minimum statutory requirements in the near future.

The 19% of premises with bar facilities tend to be Working Men's Clubs, Miners Welfare, Sports & Social Clubs and Leisure Centres. However, included in this figure are the 4 Village Halls that are able to offer a bar area for public and private functions. The sale of alcohol for public functions is a licensable activity that falls within the statutory requirements of the Licensing Act 2003. This facility is not accounted for when classifying for the minimum standards of provision.

**Car Parking** – It is not unexpected that the results show that a third of community buildings have no car parking provision as 10 of those without parking facilities include Church or other Faith buildings, which tend to be amongst the oldest of buildings. However, the activities of 5 village halls in the district were reported to be restricted to some extent by the lack of parking facilities with visitors either having to park on the roadside or use neighbouring public car parking. Lack of parking space is cited later in the report as one of the issues preventing the facility from reaching its long-term aims.

**Premises Licence** – Even though Table 3 reports that just over half of the facilities do not hold the new Premises Licence (Licensing Act 2003), it is doubtful that these facilities are operating illegally. A large proportion of buildings are automatically exempt from needing a Premises Licence as they fall within the category of Church or other Faith buildings. In addition, a premises licence is only required where buildings are used for specified public events that are listed as licensable activities, as stated in the new Licensing Act.

Moreover, managers of community buildings have the option of applying for a special temporary licence for those events that may involve any of the classified licensable activities. Administered through Local Authorities as part of the new Licensing Act, Temporary Events Notices (TENS) give buildings the opportunity to hold up to a maximum of 12 such public events annually. Buildings that are not normally used for licensable activities and for those buildings that hold only occasional licensable events are not required to have a Premises Licence.

A few participants cite the restrictive number of TENS as a potential barrier to achieving the long-term aims of the organisation (Table 6).

**Accessibility**

Over the past few years, complying with Part 3 of the Disability Discrimination Act's (1995) that came into force in October 2004 has been of particular concern for managers of public buildings. The Act has meant that service providers and businesses must take reasonable steps to tackle physical barriers preventing disabled people from accessing their services. This issue has been considered and addressed to a greater or lesser extent by the majority of management committees, and generally has been dependant upon the unique features and constraints of each individual venue. For example, Grade I and II Listed Building are prohibited from making structural changes; lack of project funding, etc.

Table 4 shows that 94% of participating buildings report to having some degree of disabled access, ranging from being accessible at a level entry point with no adaptations necessary to buildings having purposely installed automatic doors. The majority of buildings fall somewhere in between, providing access with the aid of either a permanent or temporary ramp and some having double doors that allow easy wheelchair access. To a lesser extent, disabled toilets are reported in 72% of premises; two being Churches that also have hearing loops systems available.

A further five management committees report actively working towards becoming DDA compliant and hope to achieve this in the near future, each project being dependant upon securing sufficient funding. A building with an existing disabled changing room facility is currently planning to install an extra disabled toilet with a hoist; a pool hoist is reported in another establishment.

Whilst several premises openly report having so far deferred making DDA adaptations, they are however in the process of planning for significant future

redevelopment or extension work, which would enable them to fully meet their statutory obligations.

**Table 4        Facilities provided for disabled service users**

| Accessibility | Frequency | Percent |
|---|---|---|
| Disabled access | 63 | 94% |
| Disabled Toilets | 48 | 72% |
| Designated Disabled Car parking | 27 | 40% |
| Hearing Loop system | 16 | 24% |
| Lift | 7 | 10% |

## 5.6    Insurance

All participants reported having property insurance, and 63 as having public liability insurance. The remaining 4 respondents failed to indicate whether those premises was covered for public liability, which suggests that they may have been unsure of the type of cover held at the time of completing the survey. Future contact with the respective management committees will clarify whether theses facilities can confidently meet the survey's minimum standard of provision for insurance. It is expected that the Community Buildings database will regularly need to be amended and updated to accommodate changing circumstances in the future.

## 5.7    Who uses the building?

The results show that the majority of establishments (70%) are available for public hire, generally with a preference being given for local groups and individuals. However, Church and other Faith organisations tend to be open for public use rather than for hire purposes, which can skew the results. The three remaining establishments were for 'membership only' use and reported that they had no intention in changing their rules to make the facilities open for future public use. However, Table 5 shows that of those 47 premises that rely upon public or other external bookings, 25 intend to increase their usage as a strategic aim for their long-term sustainability. In addition, the aim of increasing bookings is often intrinsic to the viability of most redevelopment or extension plans.

There are 14 membership organisations that readily permit bookings from a wider population, but as you would expect, their rules state that existing members are given a priority over non-members. These organisations generally apply quite strict conditions for external user groups or bookings, such as no consumption of alcohol, gambling, smoking or loud music. Church Halls are more likely to restrict the type of public activity than are other types of community buildings, with 3 premises only permitting church activities to take place.

Usually a special booking rate for local groups or individuals is applied, as apposed to a higher rate for those bookings from outside the defined locality.

Those facilities available for public hire are utilised to a greater or lesser extent by a wide range of organisations and service providers. The results show that in the main, these facilities are used on a regular basis by local community groups of all ages. Others users include Parish Councils, Parochial Church Councils, private parties and functions, sport activities, self-help voluntary groups amongst many more types of activities. A small number of buildings host statutory services such surgeries by South Derbyshire District Council, Community Safety, health services and adult education classes.

> "Obviously a Church is different from a Hall, but we do endeavour to make the building as user friendly as possible, with as many facilities as we are allowed to welcome wider community use as appropriate. This was what Churches were built for in medieval times!"

## 5.8    Long term aims

### Table 5    Aims for the future

| Aim | Frequency | Percent |
|---|---|---|
| Increase bookings | 25 | 37% |
| Extension/redevelopment work | 11 | 16% |
| Refurbishment | 10 | 15% |
| Improve/Increase Car Park facilities | 10 (4 have no car parking) | 15% |
| Develop Sport Facilities | 11 | 16% |
| Become DDA Compliant | 5 | 7% |
| Maintain/repair current facilities | 5 | 7% |
| Increase storage capacity | 3 | 4% |
| Expand Internet Café facility | 1 | 1.5% |
| Repair/ Replace external fencing | 1 | 1.5% |
| Improve garden area | 1 | 1.5% |

*DDA – Disabled Discrimination Act 1995*

From the responses shown in Table 5, the key issue cited by the majority of community building managers concerns the long-term sustainability of the premises. 37% of participants aim to increase bookings to help address this issue, by improving links with the local community and possibly advertise to a wider customer base. Table 6 shows that 12% of participants acknowledge that managers lack the skills to promote these facilities and that poor marketing and publicity may prevent them from reaching their future potential.

> "We wish to develop the relationship with the local community and community groups by extending the use of the premises and to continue to improve and maintain the building"

Awareness raising of the building's availability, which may be for specific times of the day or during school holidays should help to significantly improve the financial viability of the organisation.

All of the remaining future aspirations listed in Table 5 require sources of capital funding. 16% are aiming to undertake major redevelopment work that ranges from a complete new rebuild, replacing an old building to extending an existing building. There are several projects for development in various stages of planning, but lack of funding is cited by 34% of respondents as one of the main barrier to achieving their long-term aims. Becoming DDA compliant is still an issue in 7% of cases. However, plans for major redevelopment work are in progress by some of these organisations, which will address this issue upon project completion.

*"Maintain the Hall in light of rising costs while keeping hiring rates reasonable for local user groups"*

*"Government imposed requirements which cost so much to meet"*

Maintenance and refurbishment of existing facilities is cited as an ongoing expense that needs to be accounted for when forward planning for all types of building. A common problem amongst respondents is the lack of storage provision which tends to be exacerbated when additional new activities are offered by the facility; such as the storage of new sports equipment and equipment used by new user groups.

*"We let to a wide variety of groups but we do have to turn groups away due to lack of space".*

The restrictive area of land surrounding 3% of building to extent or develop additional facilities is cited as a key barrier to achieving the aims of the organisation and is seen as significantly inhibiting the plans for future expansion and long-term sustainability (Table 6).

Inadequate car parking facility is also highlighted as a concern for many buildings, with 15% planning to improve facilities in the future. Four buildings cited having no parking provision and several require funding to carry out resurfacing work.

A few organisations aim to develop the introduction of new services, such as sports facilities and an Internet café. Diversification of activities can help to wards achieving sustainability in the long-term.

## 5.9 Barriers to achieving long term aims include

The reasons for some of the key barriers faced by managers of community buildings have already been mentioned in relation to the long-term aims of the organisation. Lack of funding is clearly a major issue when developing projects or expanding premises, but in addition to this, 49% of respondents recognised the need for seeking professional funding advice and 13% requested the need for support and advice in developing projects.

Various agencies can offer some free professional support and advice to managers of buildings in helping them to develop projects and seek funding. These include South Derbyshire Council for Voluntary Service, South Derbyshire District Council and DRCC Village Halls Advisor as the main ones.

The majority of community buildings rely upon local volunteers to manage the facility on behalf of the community. Management committees frequently struggle to recruit new volunteers to help run the organisation with 12% seeing this as a major problem that impedes upon future viability. This is a particular problem in the smaller village communities, where there are fewer volunteers and less user groups.

*"Hall could be used more for village use but to do this, help would be needed to run things and it is not good to get people to give us their time".*

*"Very difficult to keep battling on – no money, few volunteers. Most dispiriting at present".*

**Table 6    Barriers to achieving long term aims**

| Perceived Barrier | Frequency | Percent |
|---|---|---|
| Lack of funding | 23 | 34% |
| Lack of volunteer support & time | 8 | 12% |
| Poor marketing/lack of publicity | 8 | 12% |
| Restricted number of Temporary Events Notices per year | 2 | 3% |
| Small community | 2 | 3% |
| Age of the building restricts usage | 1 | 1.5% |
| Poor car parking facility | 1 | 1.5% |
| Restricted area of land to extent or develop additional facilities | 2 | 3% |

One management committee of a village hall cited a particular dilemma concerning the regular use of the facilities by the local primary school. On the one hand, the use by the local school during term time provided regular revenue, but on the other, the hall is constantly decorated with children's art work and generally full of school equipment. The managing committee report that this has *"blighted our earning capacity and deprived the village of a fit hall"*.

## 5.10    Potential for source of information

One of the key values adopted by South Derbyshire's Local Strategic Partnership's theme group 'Opportunities for All', was to promote the principle of fair access to information for residents across the district. As part of this process, this survey set out to establish the current and future potential role of community buildings in the dissemination of district-wide information.

Managers of community buildings were asked to give details of:

a) Notice Boards            b) Newsletters                c) Website

**Table 7        Dissemination of information**

| Method | Frequency | Percent |
|---|---|---|
| Internal Notice Board | 51 | 76% |
| External Notice Board | 30 | 45% |
| Internal & External Notice Boards | 25 | 37% |
| Newsletter | 34 | 51% |
| Website | 11 | 16% |

Table 7 shows that community buildings offer a significant opportunity for South Derbyshire LSP, the Local Authority, service providers and other agencies to distribute information equably across the district. 76% of respondents report having a notice board inside, 45% with a notice board outside and 37% having both. 51% of buildings have the added advantage of a newsletter and 16% have their own website.

South Derbyshire LSP recognise that for information to be disseminated fairly and effectively across the district, using a variety of methods will help to achieve this.

## 5.11    South Derbyshire District Council Web Site

South Derbyshire District Council is keen to promote local services and facilities on the SDDC Website as an increasingly useful means to inform both potential service users and service providers. This supports the 'opportunities for all' principle of fair and equal access to services and information across the district.

The survey found that 43 (63%) expressed an interest in promoting their facilities on SDDC website, in order to encourage usage. A small number are currently advertised on the website.

**DERBYSHIRE**
County Council
Improving life for local people
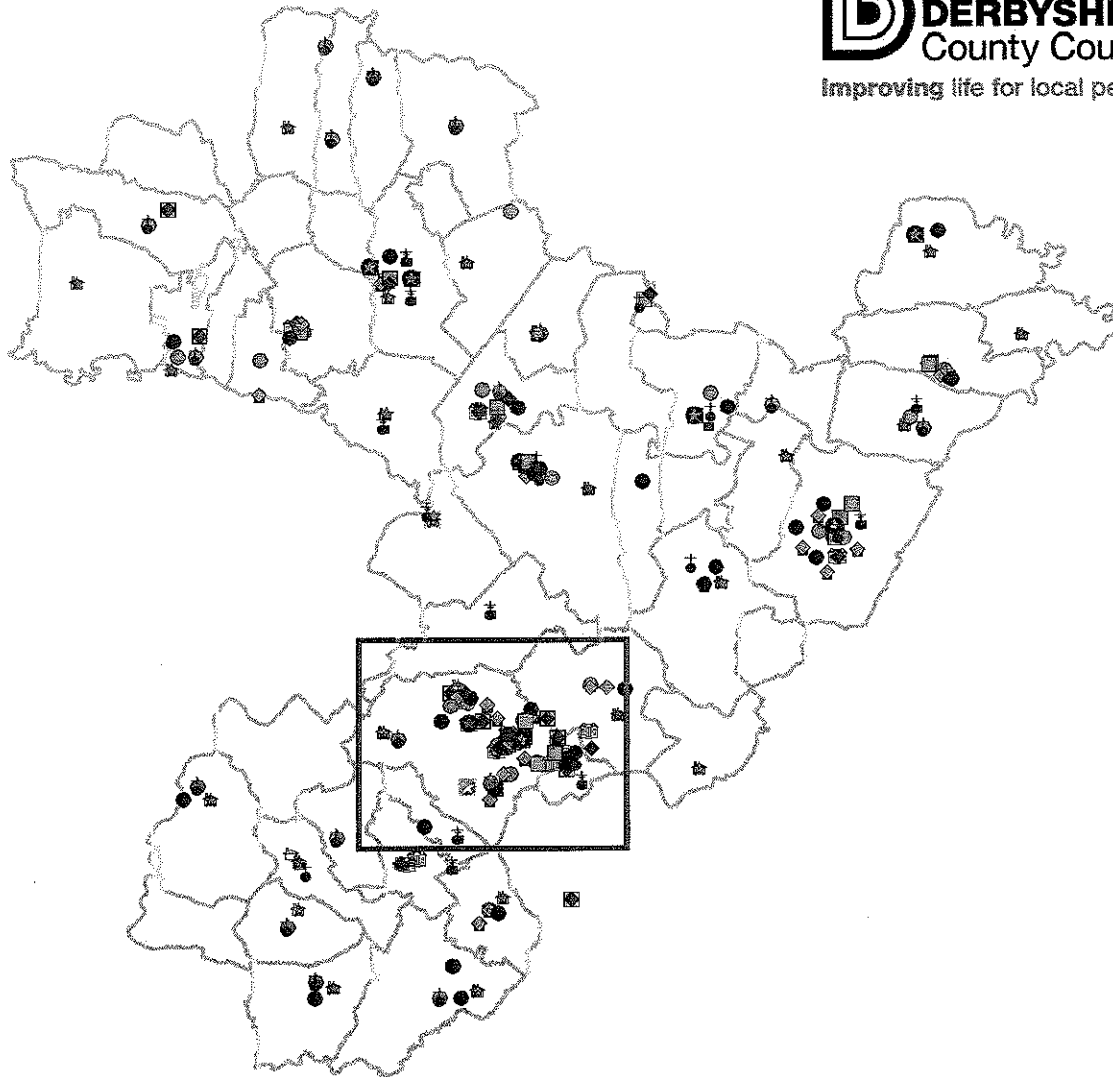
## Community Building Type

| | | |
|---|---|---|
| ⊛ British Legion | (3) |
| ◈ Church Hall/Parish Rooms | (24) |
| ⚱ Church/Faith Building | (39) |
| 🏛 Community Centre/Hall | (12) |
| ◆ Educational Centre | (14) |
| ▦ Leisure Centre | (4) |
| ◉ Other | (11) |
| ▦ Scout/Guide Hut | (11) |
| ◉ Social Club | (11) |
| ● Sports Club | (34) |
| ✤ St.John's Ambulance | (1) |
| ⌂ Village Hall/Insitute | (35) |
| ☆ Women's Institute | (1) |
| ▽ Working Men's Club | (2) |
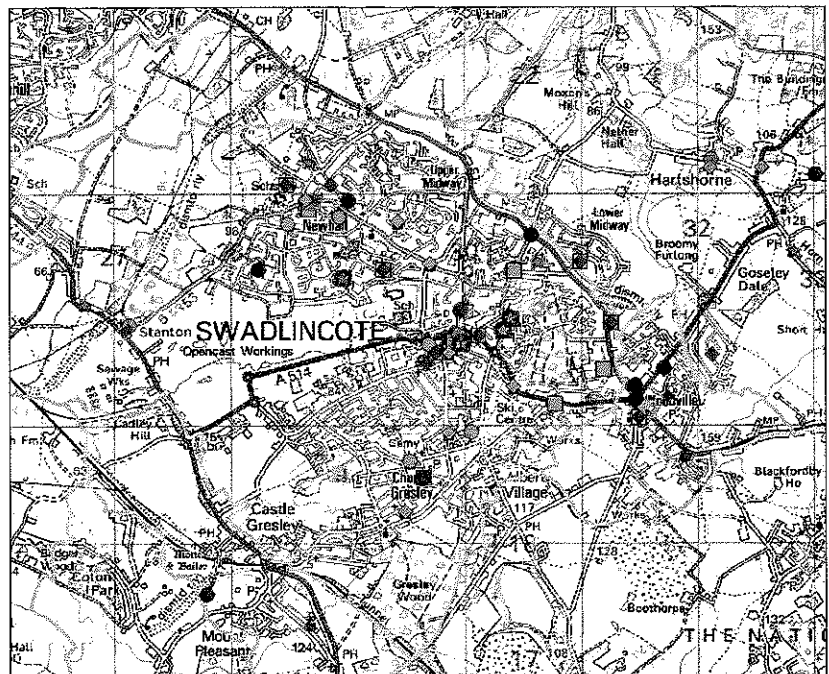
Table 8       Parish populations 2001 (Census 2001)

## SOUTH DERBYSHIRE PARISH POPULATION STATISTICS

| Parish Code | Parish Name | Figures | Parish Code | Parish Name | Figures |
|---|---|---|---|---|---|
| 17UK001 | Ash | 98 | 17UK028 | Lullington | 119 |
| 17UK002 | Aston upon Trent | 1532 | 17UK029 | Marston on Dove | 38 |
| 17UK003 | Barrow upon Trent | 546 | 17UK030 | Melbourne | 4599 |
| 17UK004 | Barton Blount | 74 | 17UK031 | Netherseal | 869 |
| 17UK005 | Bearwardcote | 26 | 17UK032 | Newton Solney | 693 |
| 17UK006 | Bretby | 770 | 17UK033 | Osleston and Thurvaston | 277 |
| 17UK007 | Burnaston | 1126 | 17UK034 | Overseal | 2099 |
| 17UK008 | Calke | 24 | 17UK035 | Radbourne | 116 |
| 17UK009 | Castle Gresley | 1566 | 17UK036 | Repton | 2707 |
| 17UK010 | Catton | 41 | 17UK037 | Rosliston | 636 |
| 17UK011 | Cauldwell | 129 | 17UK038 | Shardlow and Great Wilne | 1028 |
| 17UK012 | Church Broughton | 513 | 17UK039 | Smisby | 264 |
| 17UK013 | Coton in the Elms | 808 | 17UK040 | Stanton by Bridge | 234 |
| 17UK014 | Dalbury Lees | 188 | 17UK041 | Stenson Fields | 4386 |
| 17UK015 | Drakelow | 133 | 17UK042 | Sutton on the Hill | 127 |
| 17UK016 | Egginton | 562 | 17UK043 | Swarkestone | 157 |
| 17UK017 | Elvaston | 1752 | 17UK044 | Ticknall | 634 |
| 17UK018 | Etwall | 2431 | 17UK045 | Trusley | 92 |
| 17UK019 | Findern | 1690 | 17UK046 | Twyford and Stenson | 134 |
| 17UK020 | Foremark | 146 | 17UK047 | Walton upon Trent | 787 |
| 17UK021 | Foston and Scropton | 728 | 17UK048 | Weston upon Trent | 1105 |
| 17UK022 | Hartshorne | 3725 | 17UK049 | Willington | 2604 |
| 17UK023 | Hatton | 2604 | 17UK050 | Woodville | 3420 |
| 17UK024 | Hilton | 3871 | 17UK051 | Swadlincote(unparished) | 26989 |
| 17UK025 | Hoon | 44 | | | |
| 17UK026 | Ingleby | 85 | | | |
| 17UK027 | Linton | 2236 | | | |

The population figures in the above table have been derived from: 2001 Census, © Crown Copyright. Policy & Research Division, Derbyshire County Council.

# 8 Conclusion

The purpose of this report is to summarise the findings and to complement the new South Derbyshire 'Community Buildings Database' that was developed as the main objective of this mapping exercise. The survey highlights the diverse range and nature of community buildings available across the district with 14 categories identified, but of these, the majority (65%) of premises fall within the categories of Church & Other Faith, Village Halls, Church Halls and Sports Clubs.

The survey also locates the different categories within South Derbyshire, and draws together this information into one active resource that could be beneficial, both to the facilities themselves and to potential new customers of these premises. The Community Building database itself, is a source of useful information that supports the principle of fair access to services and public information that operates within the LSP framework.

As expected, the survey revealed that a governing body universally managed buildings with an appropriate legal structure in place that complies as a minimum standard. Similarly, the vast majority of buildings offer the basic facilities necessary to meet the statutory minimum requirements, and for the few cases that are currently unable to comply, the management committees' concerned are actively working towards achieving this goal. For most of these, planned redevelopment work for the near future, will enable the organisation to fully comply with the statutory regulations relating to structural features, such as accessibility and environmental health issues.

The recording of accessibility in its fullest sense has been a major output of the survey, which emphasises the ethos of the 'Opportunities for All' theme. The information resource will enable service users with special needs to make an informed choice when selecting a venue. In the main, accessibility issues appear to be addressed as far as is reasonably possible, whilst others are actively working towards meeting those aims. However, in general more needs to be done to support the needs of sensory impaired service users.

Clearly, the key concern that has emerged from the study is the issue of long-term sustainability and how management committees can aim to achieve this. Increasingly, managers have to operate within the commercial business culture in order to develop new facilities and services, whilst at the same time serving the needs of the community as specified in their governing document. Some clearly acknowledge that a lack of marketing skills is a key barrier to achieving sustainability and subsequently they need to better promote the assets of the facility and aim for an increase in bookings.

However unlike commercial businesses with paid employees, local volunteers manage the vast majority of community buildings and it is becoming increasingly difficult to recruit and retain willing volunteers, more especially in the smaller communities. It is evident that the need for continued professional support and advice is vital for managers to be able to further develop their skills and capacity in order to offer a competitive service. Potential service users and statutory service providers looking to provide outreach services

need to be confident in the knowledge that the facilities they hire operate within the statutory legal requirements and meet the agreed minimum standards of provision. As the key output of this mapping exercise, the South Derbyshire Community Buildings database should help to address the concerns of existing and potential new clients.

In line with Government policy, South Derbyshire LSP and other local policy makers are committed to providing improved access to services for all local residents. As a tool to help achieve this aim, the database of the district's community buildings should assist in broadening the scope and opportunities available for service provision, at the same time, help to sustain these facilities in the longer term.

### 8.1    Difficulties & Barriers in conducting the Mapping Exercise

- Difficulty in getting details of the main contact
- Return rates of questionnaire – incomplete data on some
- Contact details frequently change and the difficulty of keeping up to date with new names and addresses
- Sports facilities tend to be used on a seasonal basis with some closed for the season when conducting the survey. Many are generally not open for wider public use
- Some 'Member only' organisations did not see the need to promote their facilities to the wider community
- Some confusion over the use of schools for wider community use resulting in an incomplete picture of the role of 'extended schools'
- A dislike of form filling and weariness of surveys

# 9    Recommendations

- That South Derbyshire LSP considers the potential to develop the information gathered in this survey into a tool such as a 'Community Buildings Handbook' or 'Directory' of venues for South Derbyshire. North Hereford District Council has recently developed a similar project with the production of a 'Village Hall Handbook'.

- South Derbyshire District Council include the 43 establishments expressing an interest in advertising these facilities on the SDDC website, in order to promote the facilities to a wider customer base.

- Support agencies, such as SDDC, SDCVS and DDRC Village Halls Advisor to act upon the requests for support and advice where applicable. Project development and funding advice were cited as necessary to help address long-term sustainability issues.

- Develop links with community building managers who provide a resource for the dissemination of local information (newsletters and notice boards) as a means for South Derbyshire LSP and other service providers to provide useful information to local communities.

- Develop links between South Derbyshire District Council's website and existing community buildings' websites

- Service providers consider using the facilities offered by community buildings across the district as outreach opportunities in order to extend and improve access to equitable services, especially in rural areas.

- South Derbyshire LSP encourage the co-location of services in community buildings in order to rationalise operational costs and support the long term sustainability of the building.

- Consider gaps in provision by policy makers and project managers by conducting further analysis of the needs of local communities. To evaluate the 'spread' of community facilities across the district and compare this with the population statistics.

- To maintain and update the South Derbyshire Community Buildings database as a community resource by SDDC, DRCC or other agency.

South Derbyshire Local Strategic Partnership as part of the 2005/2006 Community Strategy action plan commissioned this research. The report supplements the Community Buildings database that has been compiled to provide a useful resource and relevant information for both the managers of community buildings and potential new clients.

This report will be submitted to the South Derbyshire Local Strategic Partnership for formal adoption of the recommendations. Following approval, the actions will contribute to the further development of these proposals as part of the Action Plan for 2006/2007.

## Appendix 1

## South Derbyshire LSP - Mapping Existing Community Buildings Project

**Definition** - Community buildings is used here as a generic term for the range of buildings/facilities, including village halls, church halls and community halls, in which community activity takes place, whether it be for social, recreational, educational or statutory purposes.

## Minimum standards of provision:

- Managed by a governing body with a legal structure in place, e.g. registered with the Charity Commission or set up as a Community Association, church, local authority or other similar structure

- If holding public events, be licensed with the local authority with the appropriate premises license for the type of activities held

- In possession of public liability insurance and property insurance

- The building should be warm and inviting to regular and potential user groups

- The building should be accessible and inclusive for all, as far as is reasonably possible, or working towards that goal

- The facility should be clean and hygienic, meeting the legal standards for Environmental Health, OFSTED, etc

- The building should be safe and secure, with regular assessments of potential risks to users complying with Health and Safety regulations

- Equipment, furniture, fixtures and fittings should meet safety standards

- Minimum basic facilities should include kitchen facilities, toilets, storage facilities, heating and adequate lighting