

ITEM No ...3.....

REPORT TO: POLICY AND RESOURCES COMMITTEE – 7 DECEMBER 2015
REPORT ON: LOCHEE COMMUNITY MINI-HUB
REPORT BY: EXECUTIVE DIRECTOR CHILDREN & FAMILIES SERVICES
REPORT NO: 437-2015

1. PURPOSE OF REPORT

1.1 This report outlines the need for community facilities in central Lochee and sets out the proposals for establishing a community hub in Lochee High Street by 1st August 2016.

2. RECOMMENDATIONS

2.1 It is recommended that the Committee:

- a) note the progress of the Lochee Mini-Hub Steering Group to date in developing the plan for the Mini-Hub including engagement with the community around Lochee;
- b) approve the Lochee Mini-Hub Steering Group moving to develop the proposals and enter into detailed cost and tender submissions from Environment Department Construction Services; and
- c) note the appointment of Dundee Voluntary Action as managing organisation for the Mini-Hub and approve the Lochee Mini-Hub Steering Group to define and clarify the roles and responsibilities of that role.

3. FINANCIAL IMPLICATIONS

- 3.1 The costs associated with this project will be co-funded by Dundee City Council, Alcohol and Drug Partnership and our 3rd Sector as outlined below.
- 3.2 The estimated Capital Project Cost is in the order of £280,000 inclusive of IT, fittings, furniture and equipment, statutory applications and professional fees. The Executive Directors of Corporate Services and City Development have confirmed that this funding has been included within the council's current Capital Plan.
- 3.3 The properties will be made available for a rental period of five years on a standard lease arrangement. The Head of Property has agreed that the period will be rent free subject to a review after three years.
- 3.4 3rd sector partners will contribute resources to cover the Development Worker post for this project subject to successfully applying for external funding.
- 3.5 The general operational costs for this project are in the region of £30,000 per annum. The Board of the Alcohol and Drug Partnership has approved in-principle to fund these for the five year period, this contribution will total £150,000.

4. BACKGROUND

Background

A number of new Community Hubs have been or are being developed by the Council across the city; Whitfield has been operating for over a year now and similar facilities are being proposed in Coldside and in Menzieshill. These Hubs provide a shared space for the provision of local public services and, to date, have seen joint working between the Council and NHS Tayside to bring their services closer to communities.

Local community groups in Lochee and partners within the Dundee Community Planning Partnership (including the Lochee LCPP, Integrated Children Services, the Lochee Ward Pathfinder, the Alcohol & Drugs Partnership, Dundee City Council Communities Department and Healthy Dundee) have identified the benefits of developing a local community resource in Lochee. The need for this local resource has been identified at both a strategic and community level. There is a strategic drive to reform public services and share resources in order to move towards prevention / early intervention and better coordination of service delivery.

A number of community consultations have highlighted gaps in the way services are being delivered – including the approach, location, accessibility of services and their overall ability to meet needs as summarised below:

- Lochee Pathfinder identified that many families find it a barrier to their participation that they have to go to many different service providers and organisations all over the city and that it is not always clear to families where they should go to access the support they need. The need for a 'one stop shop' type approach was highlighted.
- Community Regeneration & Health had previously identified the lack of community space within central Lochee to be a gap in provision and taking steps to address that form part of the Lochee Local Community Plan 2012-17.
- Dundee Alcohol & Drugs Partnership completed a review of their services and ex-pressed a commitment to delivering more services in local communities using hub models where a variety of services could be offered from one site.

Provision for a new Community Hub in Lochee has been included within the Capital Plan 2015-2021, in financial years 2019/20 and 2020/21. However, as it will be a considerable time until a permanent facility is available it is proposed that a 'mini hub' be established now in order to fulfil the community's needs as outlined above. This will also allow the community to have greater involvement in how the permanent facility and services provided are developed as we move forward.

The Mini Hub

The Mini Hub will be based at 118/120 High Street Lochee and is a collaborative approach by the Lochee Pathfinder, Communities and the Alcohol and Drugs Partnership to meeting the needs of our citizens in Lochee. The concept of this hub is to have a highly visible, one stop shop in the heart of the community that can serve as an information point for families and communities, a co-location centre for services and workers and a community facility for the people of Lochee.

This community resource will involve a shared space and better integration of a range of services responding to the needs of the Lochee community. It would include a wide range of services for children and families, employability, health & well being, welfare benefits, housing and more.

It will offer services and learning opportunities within the context of a holistic approach, without labelling or stigmatising people and by engaging with individuals around their needs and the support they require.

Fundamental to, and embedded within this facility is the need to continue to respond to the drug and alcohol issues in the Lochee area. Specialist substance misuse services will form an integral part of the overall provision that will be available from the Hub.

By delivering all these services from the one local resource, local residents will be able to have easy access to the services and have their needs met more effectively. This community resource will also provide an opportunity for local communities and volunteers to become involved in managing the facility.

The organisations contributing to this hub will be connecting directly with communities in their own locality, they will develop greater networking and joint working opportunities. Services will maximise their effectiveness of reaching to and maintaining engagement with the local community. This would also facilitate shared planning and (in future) shared budgets.

The intention is that this hub will also work in partnership with, and add to, existing resources and projects that are already operating in Lochee (including the Community Cafe, Community Pharmacies, Housing, Social Work, Equally Well, Lochee Library and others).

Community Involvement

It is vital for the success of the hub that it reflects the needs and desires of the community which it serves. The Lochee Pathfinder Integrated Team has been actively engaging with Lochee residents about what they would like to see delivered, what ethos and atmosphere would encourage them to use the facility and how they would like to be involved in its operation. This work will continue as the hub develops.

Management of the Mini Hub

Strategic Leadership

The Integrated Children's Services within the Children and Families directorate of Dundee City Council will take the lead on the overall co-ordination of this project.

Steering Group

To develop and implement the concept, the Lochee Mini Hub steering group was established and includes partners from across the Dundee Community Planning Partnership.

The Lochee Mini-Hub will be outcomes focussed and it is anticipated that the work of the Mini-Hub would contribute to the achievement of many of the outcomes in the Lochee Local Community Plan, Dundee's Integrated Children's Service Plan, Dundee's Dartington priorities for Children & Families. and outcomes related to substance misuse.

It is intended that the steering group continues to be a wide ranging partnership in the spirit of the Total Place approach and collaborative working, including community involvement and input into its future direction.

Operational Management

Dundee Voluntary Action (DVA) will take responsibility for the development of the hub to meet the aspirations of and involve local people, in its development, management, delivery and evaluation.

DVA will take responsibility for implementation of outputs and outcomes as agreed with the Lochee Mini-Hub Steering Group and will ensure compliance for funding requirements, effective and efficient operation, maintains records for monitoring purposes and ensure compliance with all legal and health and safety legislation.

The work plan will be directed by the Lochee Mini-Hub Steering Group who will ensure key milestones and outcomes are achieved. Support and supervision will be provided through senior DVA staff with accountability and ultimately responsible DVA Board of management. Building management and finance would be handled centrally through DVA core staff and Number Ten, Voluntary Sector Centre, support staff.

The project will be managed by a Development Officer who will have responsibility for producing a strategic plan, developing the facility and resources, day-to-day operations, providing excellent communication and marketing of the Mini-Hub and effective management of all physical and human resources. This will be achieved in collaboration with the community, volunteers and new and existing public, third sector and business organisations who deliver services both locally and city wide.

The vision, using a whole population and asset based approaches will be to test the hub locality based model in the city and develop an information and resource base which contribute to building social networks and community cohesion. This will include community capacity building and working towards a sustainable project.

Benefits of the Mini Hub Approach

Generally, this proposal fits in with the Christie Commission's recommendations (published June 2011), including joint working, community involvement and early intervention. The proposed approach to the provision of services will mean that communities can access services at one location on their doorstep and service providers will be able to directly engage with communities. Resources will be better shared, planning will be more effective which will encourage early intervention, sharing of intelligence, involvement of communities and greater delivery of preventative services that are easily accessible to communities. Agencies will be working collaboratively with one another, and together with the Lochee community.

More specifically, the local community in Lochee will benefit from a locally-based 'one stop shop' facility where individuals could access a range of information and services which will assist them to address their needs. Integrated support plans that take a holistic approach to addressing needs will be developed for Individuals and there will be complete confidentiality about the services they access. The benefits will include:

- Increasing the involvement of local people
- Empowering local people / ending dependency culture
- Increasing the accessibility of services and helping individuals maintain engagement with services
- A range of services will be available at a local level and from the one facility
- Greater focus on the specific needs of local communities
- Reducing the stigmatisation of specific groups within the community
- Encouraging service providers to integrate and remove any 'silo approach' to service provision
- Building on and expand resources already available in Lochee
- Improving the social inclusion of some groups

5. POLICY IMPLICATIONS

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. An EQIA is attached.

6. CONSULTATIONS

The Chief Executive, Executive Director of Corporate Services and Head of Democratic and Legal Services have been consulted on the content of this report.

7. BACKGROUND PAPERS

None.

Michael Wood
Executive Director of Children and Families Services

27/11/2015

EQUALITY IMPACT ASSESSMENT TOOL

Part 1: Description/Consultation

Is this a Rapid Equality Impact Assessment (RIAT)? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Is this a Full Equality Impact Assessment (EQIA)? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Date of Assessment: 28/10/2015	Committee Report Number: 437-2015
Title of document being assessed:	Lochee Community Mini Hub
1. This is a new policy, procedure, strategy or practice being assessed (If yes please check box) <input checked="" type="checkbox"/>	This is an existing policy, procedure, strategy or practice being assessed? (If yes please check box) <input checked="" type="checkbox"/>
2. Please give a brief description of the policy, procedure, strategy or practice being assessed.	This is a collaborative approach by the Lochee Pathfinder, Communities and the Alcohol and Drugs Partnership to meeting the needs of our citizens in Lochee by creating a mini hub in Lochee High Street
3. What is the intended outcome of this policy, procedure, strategy or practice?	The concept of this hub is to have a highly visible, one stop shop in the heart of the community that can serve as an information point for families and communities, a co-location centre for services and workers and a community facility for the people of Lochee
4. Please list any existing documents which have been used to inform this Equality and Diversity Impact Assessment.	Single Outcome Agreement 2013-17 Council Plan 2012-17 Lochee Community Plan 2012-17
5. Has any consultation, involvement or research with protected characteristic communities informed this assessment? If yes please give details.	No
6. Please give details of council officer involvement in this assessment. (e.g. names of officers consulted, dates of meetings etc)	Andrea Calder
7. Is there a need to collect further evidence or to involve or consult protected characteristics communities on the impact of the proposed policy? (Example: if the impact on a community is not known what will you do to gather the information needed and when will you do this?)	No

Part 2: Protected Characteristics

Which protected characteristics communities will be positively or negatively affected by this policy, procedure or strategy?

NB Please place an X in the box which best describes the "overall" impact. It is possible for an assessment to identify that a positive policy can have some negative impacts and visa versa. When this is the case please identify both positive and negative impacts in Part 3 of this form.

If the impact on a protected characteristic communities are not known please state how you will gather evidence of any potential negative impacts in box Part 1 section 7 above.

	Positively	Negatively	No Impact	Not Known
Ethnic Minority Communities including Gypsies and Travellers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gender Reassignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Religion or Belief	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
People with a disability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Age	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lesbian, Gay and Bisexual	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Socio-economic	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pregnancy & Maternity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (please state)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Part 3: Impacts/Monitoring

<p>1. Have any positive impacts been identified?</p> <p>(We must ensure at this stage that we are not achieving equality for one strand of equality at the expense of another)</p>	<p>By delivering services from the one local resource, local residents will be able to have easy access to the services and have their needs met more effectively. As it would include a wide range of services for children and families, employability, health and well being, welfare benefits, housing and more this will have a positive impact socio-economically for this community</p>
<p>2. Have any negative impacts been identified?</p> <p>(Based on direct knowledge, published research, community involvement, customer feedback etc. If unsure seek advice from your departmental Equality Champion.)</p>	<p>No</p>
<p>3. What action is proposed to overcome any negative impacts?</p> <p>(e.g. involving community groups in the development or delivery of the policy or practice, providing information in community languages etc. See Good Practice on DCC equalities web page)</p>	<p>N/A</p>
<p>4. Is there a justification for continuing with this policy even if it cannot be amended or changed to end or reduce inequality without compromising its intended outcome?</p> <p>(If the policy that shows actual or potential unlawful discrimination you must stop and seek legal advice)</p>	<p>N/A</p>
<p>5. Has a 'Full' Equality Impact Assessment been recommended?</p> <p>(If the policy is a major one or is likely to have a major impact on protected characteristics communities a Full Equality Impact Assessment may be required. Seek advice from your departmental Equality lead.)</p>	<p>No</p>
<p>6. How will the policy be monitored?</p> <p>(How will you know it is doing what it is intended to do? e.g. data collection, customer survey etc.)</p>	<p>The Executive Director of the Children and Families Service has strategic leadership for this project. An operational steering group has also been established with membership from the key partners to take forward the project and provide updates</p>

Part 4: Contact Information

Name of Department or Partnership	Children and Families
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Type of Document	
Human Resource Policy	<input type="checkbox"/>
General Policy	<input type="checkbox"/>
Strategy/Service	<input checked="" type="checkbox"/>
Change Papers/Local Procedure	<input type="checkbox"/>
Guidelines and Protocols	<input type="checkbox"/>
Other	<input type="checkbox"/>

Manager Responsible	Author Responsible
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Signature of author of the policy:	Andrea Calder	Date: 25/11/15
Signature of Director/Head of Service:	Michael Wood	Date: 25/11/15
Name of Director/Head of Service:	Michael Wood	
Date of Next Policy Review:	30/06/2017	