

ITEM No ...14.....

REPORT TO: POLICY AND RESOURCE COMMITTEE – 22 APRIL 2019

REPORT ON: MENZIESHILL COMMUNITY HUB MANAGEMENT ARRANGEMENTS

REPORT BY: EXECUTIVE DIRECTOR OF NEIGHBOURHOOD SERVICES, AND DIRECTOR, LEISURE AND CULTURE

REPORT NO: 115-2019

1 PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek approval from Committee on the management and operational arrangements for the Menzieshill Community Hub which it is proposed will be jointly operated by Dundee City Council (DCC), Leisure and Culture Dundee (L&CD) and the Local Management Group (LMG).

2 RECOMMENDATIONS

- 2.1 Committee is asked to note and approve the proposed management arrangements.

3 FINANCIAL IMPLICATIONS

- 3.1 The proposed shared service arrangements mean that the proposed staffing arrangements will be met from existing resources.
- 3.2 There is an income target of £30K on the current Menzieshill Community Centre programme, most of which is met from the sports hall and there is a potential loss of this income to Neighbourhood Services.

The estimated impact of the Barclay Review is £87,575.

The additional expenditure of £117,575 has been provided for in the overall budget, which was approved as part of the 19/20 budget at Policy and Resources Committee on the 21st February 2019

4 MAIN TEXT

4.1 Context

The Menzieshill Community Hub is a new build facility which will replace the existing Community Centre and Library and is part of the campus arrangement which has seen the building and opening of Tayview Primary School, a community garden and has plans in place for the creation of new retail units. Approval for the building and acceptance of the tender was agreed by Committee in March, 2018. (Article VII of the minute of meeting of the City Development Committee of 12th March, 2018. Report No. 96-2018 refers).

The works comprise of the construction of a new multi-use community facility built over 2 storeys. It is made up of two sports halls, library and community centre with multi-purpose rooms and areas, complete with a cafe. The building is scheduled for completion in autumn 2019 with an envisaged opening of October 2019.

4.2 Management and Operational Arrangements

The building has been co-designed with the local community and, in particular, the existing LMG of the current Community Centre. It has distinct designated areas for operational purposes with ground floor facilities for a library and sports halls and the top floor of the building designated as the Community Centre facility.

The building will operate under two separate leases. The ground floor will be leased to Leisure & Culture Dundee who will oversee the sports halls and library. The top floor community centre facility will be leased to the LMG charity, who will work in partnership with Dundee City Council to arrange the community centre programme.

Opening hours: The building will be open 7 days a week with the following services.

Sports Halls	9 am- 10pm Monday – Friday 9 am-9 pm Sundays	9 am-6 pm Saturday
Community Centre	9 am – 9pm Monday –Thursday 9 am – 7pm Friday	Open when let request received, current Sunday let in place
Library	9 am -7.00pm Monday 9.am - 5.30pm Tuesday and Friday 10 am -5.30pm –Wed 9 am -1pm Thursday	Closed

4.3 Let Charges and Income

The current sports hall programme for the community centre has been considered and there will be an agreement in place between L&CD and DCC for free access to the sports hall for weekly youth work provision and Local Management Group large events.

The sport hall will be operated under L&CD regulations and charges. As a new purpose-built facility, the hire costs for leisure facilities will be consistent with other sports facilities operated by Leisure & Culture Dundee on behalf of Dundee City Council.

The community centre will operate under the DCC lets policy for room hire, with the Local Management Group setting the fees for their activities. There will be no change in access for the existing community centre users, who can all be accommodated in the new centre.

4.4 Shared Services

The building will operate a shared service model with one point of access for reception and shared facilities management. This will be through DCC providing the reception, administration and Resource Assistant (facilities management) Monday – Friday. Leisure and Culture Dundee would be responsible for supervision of the facilities they operate at the weekends.

The building manager role will be overseen by DCC and building related issues referred to the City Development Property Officer through the full-time administrator.

Fire risk assessment will be the responsibility of City Development in order that the fire evacuation plans could be put in place and joint working and roles agreed as appropriate.

Programme delivery will be the responsibility of each service area ensuring they provide the relevant staff, risk assessments and oversight of the activity, working in partnership with the admin support to programme the usage of the building.

A building user group with representatives for DCC, L&CD and the Local Management Group will meet at least quarterly to oversee the operation of the facility.

4.5 Management of car parking

The car parking will be managed and enforced by DCC Parking Team.

4.6 Barclay Review

The implementation of the Barclay Review will result in an estimated additional cost to the Council of £87,575. This is based on the estimated rateable value of £180,000 for ground floor facilities which will be occupied by Leisure and Culture Dundee less the Rateable Value of the current facility.

This additional cost has been included in the overall budget which has been approved for the new facility. The estimated additional cost to the Council as a result of the Barclay review will take effect from 1 year after the facility opens due to the Business Growth Accelerator which allows for a 12 month delay before rates are applied to new build properties.

The second floor of the building will be occupied by the Local Management Group who will require to apply for charitable relief on the non-domestic rates charge. The Community group are not impacted by the Barclay Review.

5 **POLICY IMPLICATIONS**

- 5.1 This report has been subject to an assessment of any impacts on Equality & Diversity, Fairness & Poverty, Environment and Corporate Risk. There are no major issues.

6 **CONSULTATIONS**

- 6.1 The Council Management Team, Leisure & Culture Dundee and Menzieshill Local Management Group were consulted in the preparation of this report.

7 **BACKGROUND PAPERS**

- 7.1 None.

Elaine Zwirlein
Executive Director of Neighbourhood Services

Stewart Murdoch
Leisure and Culture Dundee

8 April 2019

