

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Lead for Communications, Culture, Communities and Facilities****Corporate Services Committee: 13 February 2020**

Subject: Glenhead Community Centre**1. Purpose**

- 1.1** The purpose of this report is to update members on the usage of the Glenhead Community Centre and the costs of operating it on existing hours rather than harmonise with Duntocher Library.

2. Recommendations

- 2.1** It is recommended that members note the report.

3. Background

- 3.1** On 13 November 2019 Council officers presented a report to Corporate Services Committee outlining their recommendations following a review of the Council's Community Centres.
- 3.2** One recommendation was to save £57,000 p/a by altering the operating model at Glenhead Community Centre. This would be achieved by harmonising the opening hours of Glenhead Community Centre around those of Duntocher Library which is based within the Centre. The resulting reduction in staffing would deliver the saving.
- 3.3** This option was not progressed by Committee. A motion was agreed which stated: "Committee believes that the residents of Duntocher should not be disadvantaged and that the Glenhead Centre should not be restricted to Library hours; community groups must be able to book this facility in the evening if they wish to do so and the report recognises this; and Committee agrees that officers will bring a report to the next Corporate Services Committee detailing the usage of the Glenhead Centre and any extra costs associated with keeping it available to hire outside of Duntocher Library hours under the new management model being implemented." This report responds to that request for further information.
- 3.4** For the purposes of this report some background information is provided on Glenhead Community Centre. The Council currently owns Glenhead along with eleven other Community Centres:

Venue	Facilities	Distance to nearest alternative facility (not including Church Halls)
Glenhead Community Centre	A small venue with sports hall and rooms suitable for small functions.	Duntocher Village Hall (0.2mi) St Mary's PS (0.2mi) Antonine Sports Centre (0.3mi) Carleith PS (0.6mi) Skypoint Centre (1mi)

This is one of two Community Centres in the Kilpatrick ward with the other being the large Skypoint Centre in Faifley.

- 3.5 All community centres are managed on the Council's behalf by WDLT. The Glenhead Community Centre generates the following income level per year:

Venue	Income in 2018/19	Bookable hours per week	Average Income per hour
Glenhead Community Centre	£14,064	62	£4.34

- 3.6 It is not possible to provide a breakdown of the cost of operating each Community Centre because the staffing team services the entire network rather than each venue. For example, if there are no bookings in a venue then WDLT Facilities Assistants can be deployed elsewhere to fill gaps. The following table provide an illustration of the overall cost of delivering these venues in their current model:

Type of Community Facility expenditure	2018/19
Employee costs (1 FTE Community Facilities Officer, 3 Duty Officers, 22 FTE Facilities Assistants & 4.3 FTE General Operatives)	£908,125
Property costs	£252,979
Central Repairs Allocation	£12,615
Total costs	£1,173,719
Total income	£407,503
Net cost	£766,216

- 3.7 The Council has an ongoing building upgrades plan which will help to improve the Community Centres in the coming years. Glenhead will benefit from this in the following way:

Venue	Spend planned 2019/20 to 2022/23
Glenhead Community Centre	£193,460

4. Main Issues

- 4.1 Glenhead Community Centre is currently open at the following times:

	Glenhead Opening Times
Monday	9am – 9pm
Tuesday	9am – 8pm
Wednesday	9am – 9pm
Thursday	9am – 9pm
Friday	9am – 6pm

- 4.2 As previously stated the centre generates only £14,064 per year in income and suffers from low levels of occupancy. It is currently brings in the second lowest amount of money per opening hour after Bonhill Community Centre.

- 4.3 The current weekly lets are illustrated below:

	Group	Day	Time	Hours	Average Attendance	Area(s)
1	FAST out of school	Monday to Friday	7.45 to 8.45am <i>(centre not open for any other bookings at these times)</i>	1 hour	10	Main Hall/Kitchen /Stage
	FAST out of school	Monday to Friday	3.00pm to 6.00pm	3 hours	15-20	Main Hall/Kitchen /Stage
2	GGC anti-coagulation clinic	Thursday (Two bookings per month)	1.00pm 2.45pm	1.75 hours	6	Computer room
3	Mothers and toddlers	Tuesday & Friday (off for summer months)	9.30-11.30	2 hours	15-20	Main Hall/Kitchen

4	Equi group	Monday (excluding December & January)	7.00pm to 9.00pm	2 hours	20	Main Hall/Stage
5	Early Years	Monday	9.30am – 11.30am	2 hours	8	Main Hall
6	Men's bowling	Thursday & Tuesday (October to April only)	1.00pm to 3.00pm	2 hours	20	Main Hall/Kitchen /Stage
7	Ladies bowling	Monday & Wednesday (October to March only)	1.00pm to 3.00pm	2 hours	20	Main Hall/Kitchen /Stage

- 4.4** Bringing WDLT under the monitoring of the Strategic Lead for CCCF had facilitated a new discussion about how best to operate the Glenhead Community Centre. The most significant service at Glenhead is Duntocher Library which attracts 14,000 visitors per year. Advanced discussions took place with WDLT and Library management around an opportunity for Glenhead to transition its opening hours around those of the library (illustrated below) from April 2020 onwards.

	Duntocher Library Opening Times
Monday	2-5pm
Tuesday	2-7pm
Wednesday	9.30am – 1pm
Thursday	9.30am – 1pm
Friday	2-5pm

- 4.5** If the opening times were more broadly harmonised then Library staff could assist with opening and closing Glenhead on behalf of the WDLT, and dependant on the exact bookings allow community groups access to the hall during some of the hours. Library branch staff are already used to opening and closing branches elsewhere so there should not have been an issue taking on this task at Glenhead.
- 4.6** In advance of the November Committee WDLT undertook discussions with all Glenhead user groups to explore alternative arrangements for access to the building outside of the library hours. These ranged from sending out WDLT staff to cover bookings before returning to other duties, modifying existing bookings slightly to fit the new hours, and in some cases keyholding responsibilities being passed to regular groups. These solutions were all designed around limiting the staffing requirements from WDLT. Initial

discussions seemed to indicate that all existing bookings could have been retained at Glenhead Community Centre after the recommended change.

4.7 In the event that solutions could not be found for any bookings then support would have been provided to community groups to find alternative venues in the nearby area. Beneficiaries could have been the nearby community-run Duntocher Village Hall and the charitable Antonine Sports Centre. Should these venues have not had capacity then there was also the potential of lets at St Mary's Primary School and Carleith Primary School. New bookings outside of the library opening hours would have been considered on an individual basis. In some instances alternative venues may also have been required in some instances for new bookings at times out with the library opening hours.

4.8 Corporate Services Committee agreed in November not to progress with the proposal to adapt opening hours at Glenhead. The motion asked officers to detail the extra costs of keeping it available outside of the library hours. The extra costs amount to £57,000 or 2.5 FTE Facilities Assistants. This is what WDLT need to open and close the building, and operate a pool of Facilities Assistants able to cover all existing opening hours.

5. People Implications

6.1 This report is for noting so there are no people implications for Council.

7. Financial and Procurement Implications

7.1 This report is for noting and there are no financial and procurement implications for Council.

8. Risk Analysis

8.1 No risks have been identified in relation to this report.

9. Equalities Impact Assessment (EIA)

9.1 An equality impact screening has been carried out and there was no requirement to undertake a full impact assessment.

10. Consultation

10.1 Consultation on this report has taken place with WDLT management, Finance, Procurement and Legal.

11. Strategic Assessment

11.1 This report supports the following Strategic Plan objectives:

- Efficient and effective frontline services that improve the everyday lives of residents

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Date: 20 December 2019

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Appendices: None

Background Papers: None

Wards Affected: All