

Community Wellbeing and Housing

16th January 2024

Title	<i>Greeno Community Centre Alterations</i>
Purpose of the report	To agree alterations to Greeno Community Centre
Report Author	<i>Stephen Mortimer-Cleevly</i>
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	<i>N/A</i>
Corporate Priority	Community Recovery Service delivery
Recommendations	<p>Committee is asked to:</p> <ol style="list-style-type: none"> 1. <i>To endorse the Council's approach of improving the flexible use of space in the Greeno Community Centre by means of internal reconfiguration.</i> 2. <i>To endorse the use of external funding to fully fund the alterations.</i>

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> • Centre Manager has requested a reconfiguration of the entrance lobby and tea bar at the Greeno Community Centre, Shepperton. 	<ul style="list-style-type: none"> • To potentially improve space flexibility for members and potentially improve food margin.

This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> A new internal reconfiguration of the entrance lobby 	<ul style="list-style-type: none"> An application has been made to Your Fund Surrey with the support of Cllr Attewell and if this report is approved the team will await the outcome of the Your Fund Surrey application.

2. Key Issues

- 2.1 Clerk of works has received an indicative alteration cost in the region of £36,680 plus VAT with the associated architects' fees, with a plan charge of £250 plus VAT and an inspection fee of £390 plus VAT.
- 2.2 The suggested timeline is in the region of two weeks.
- 2.3 There will be a subsequent impact on centre use whilst works take place Greeno Centre does benefit from an alternative entrance for both members and for the OPAL group and this work will require a detailed risk assessment to ascertain whether the centre can remain in operation as the work is carried out.
- 2.4 The alteration may improve flexibility and member circulation in the centre offering opportunities for a more 'café style' space at the front of the building. It is envisaged ultimately that the tea bar space will also need to have some future improvements if we seek to engage in a café offer which has been costed . This element is subject to a flagship project piece of work in relation the whole community food offer delivered by Independent Living. The Project Initiation Document (PID) has been produced for this and Independent Living intend to present a full food options report to the Committee that is on the Forward Plan for April 24. The first element of this work is presented in Appendix 1 here which was questionnaire in relation to service and food satisfaction at the centres (presented here in summary form). The survey reflects a high level of customer satisfaction with the food offer at the centres with a trend towards keeping similar variety and familiar food offers.
- 2.5 The alteration alone will not automatically lead to increased revenue for the centre, that aside there are increased revenue generating opportunities by creating a flexible café space, these revenue implications are explored in a paper produced by Power To Change, 'The Community Business Success Guide To Cafes'. Providing evidence that Community Cafes at a larger scale can improve margins for Community Cafes. The paper also covers a principle known as the 'Cappuccino Index', that describes the relationship between price and maximum social value. (Appendix 2). There are opportunities for margin improvements particularly if we charge the suggested drink price of approximately £1.60.
- 2.6 Anecdotally, the Centre Manager feels that opportunities are being missed in relation to passing trade and footfall with opportunities to attract dog walkers, playground and outdoor gym users. Alongside those who drop off for both local schools and nurseries. The Centre Manager carried out an informal

consultation with centre members in preparation for this report who gave positive feedback on the proposal with a large proportion of class attendees suggesting they would stay longer and spend more if there was a larger and more welcoming café, with a 'barista' style coffee offer, light bites and fresh pastries.

- 2.7 The reconfiguration of the reception area could have additional heating cost implications as more of the building will be exposed to the main entrance.
- 2.8 Service managers alongside our Health and Safety colleagues will need to assess to changes to fire risk and fire suppression in light of the new configuration.
- 2.9 It is possible that the reconfiguration will offer more flexible space and improve capacity for the OPAL group. Though our capacity is rarely limited by space and rather by staffing ratios.
- 2.10 There will need to be a building regulations application made to Spelthorne Borough Council. Whilst also checking that planning permission is not required.
- 2.11 There are limited construction elements involved as can be viewed on the plans attached in Appendix 1. There will be a provision of a new supporting beam and stud wall with a new door set.

3. Options analysis and proposal

3.1 Option 1

Do nothing and maximise current footprint and usage.

Option 2 (preferred option)

Endorse the proposed alteration considering the potential for this to be fully externally funded, by an application to Your Fund Surrey – Small Projects Funding from Surrey County Council, sponsored by County Councillor Maureen Attewell, Divisional Member for Laleham and Shepperton. Include the scheme in the Capital Programme for 2024-25 as a funded project.

Option 3

Defer until the options report presented through the flagship food offer project and incorporate as a bid for funding as part of the Capital Programme 2024-25 process. This approach risks falling outside the potential external funding window.

4. Financial implications

- 4.1 The capital cost of this project will be fully externally funded in consultation with the aforementioned Surrey County Councillor. The gross cost has to be reflected in the Capital Programme as a fully funded item.

5. Risk considerations

- 5.1 Centre managers often compete for external funding there is a corporate risk that we have similar approaches from Staines and Fordbridge.
- 5.2 Building works with some inherent risks and there is a small risk we take the centre out of action if we encounter any delays in work.

5.3 Income generation will be impacted but only short term.

6. Legal considerations

6.1 Only in relation to Building Regulations.

7. Procurement considerations

7.1 There are procurement considerations as, although we have an indicative price, we will have to at least have three quotes for the work.

8. Other considerations

8.1 The Council can agree and endorse this project, but although warmly received as a principle this still requires 'buy in' from our members and residents.

9. Equality and Diversity

9.1 This has the potential to encourage wider community involvement and improves accessibility for those with mobility issues. It should be noted here that the member consultation captured ethnicity which highlighted that out of 83 respondents 80 identified as white.

10. Sustainability/Climate Change Implications

10.1 The proposed project will require materials and energy that would otherwise would not be used if we do nothing.

11. Timetable for implementation

11.1 Financial Year 2024-25. Dependent on Your Fund Application.

12. Contact

12.1 Stephen Mortimer-Cleevely 01784 448616

Background papers: *There are none.*

Appendices:

1 Community Business Success Guide To Community Cafes

2 Summary of Responses – Spelthorne Community Centres

3 Greeno Budget Outturn

4 Existing Plan with Demolitions

5 Proposed Alterations

6 Indicative Quotation

7 Your Fund Application Form