

South Ayrshire Council

**Report by Assistant Director - People
to Leadership Panel
of 15 February 2022**

**Subject: Proposed Management Arrangements for Community
and Village Halls**

1. Purpose

- 1.1 The purpose of this report is to provide an update and seek Panel approval for officers to continue progressing the recommendations around the management arrangements for community centres and village halls with community associations and community groups

2. Recommendations

2.1 It is recommended that the Panel:

- 2.1.1 approves the recommended approaches outlined in [Appendix 1](#) (and specifically those outlined in para 4.1 below); and**
- 2.1.2 requests that a report providing an update on any changes to management arrangements is brought back to panel in February 2023.**

3. Background

- 3.1 Reports on the review of existing management arrangements for community centres and village halls was presented to Leadership Panel in March and September 2021. These report set out a range of proposals to review and amend these arrangements and meet previously agreed efficiency savings of £81,621.
- 3.2 Officers have continued to meet relevant community associations or groups responsible for managing community centres and have supported groups with risk assessments, let management plans and helped to ensure compliance with Covid-19 guidance to allow centres to safely reopen.
- 3.3 An update on progress and initial recommendations is outlined in [Appendix 1](#). It should be noted however that some of these are still only indicative at this stage as in many circumstances there are several dependencies which would impact on current year and permanent savings

4. Proposals

- 4.1 Members are asked to approve the recommended approaches outlined in [Appendix 1](#), and specifically the following:

- preparation of a full repair and maintenance (FRM) lease for Ivy Cottage, Troon, lease to be approved April 2022;
- preparation of a lease agreement for Prestwick Community Centre, lease to be approved April 2022;
- preparation of a FRM lease for 65 Club, Prestwick and finalise agreement by June 2022;
- development of opportunities for cultural and educational use in Loudon Hall, Ayr and the relocation of existing lets;
- termination of lease arrangement at Loans Village Hall in March 2022;
- preparation of a FRM lease for Annbank Village Hall lease to be approved March 2022;
- termination of existing lease agreement at McCandlish Hall, Straiton March 2022;
- preparation of a FRM lease agreement at Claude Hamilton, Coylton, lease to be approved March 2022;
- negotiation of and entering into a new lease agreement with Ballantrae Community Centre lease to be approved June 2022; and
- negotiation and approval of new lease agreement for Colmonell Community Centre, lease to be approved June 2022.

4.2 Officers will continue to implement the actions proposed in [Appendix 1](#) and work with community groups and organisations to reduce the operational costs in community centres and village halls.

4.3 Officers will continue to work alongside Asset Management and consider any repairs required to buildings which may be funded through the Advancing Community Assets Fund to help secure a long-term lease for the building or a Community Asset Transfer (CAT).

4.4 It is anticipated that savings will be identified through reduced running costs for community centres and village halls through the new hall management arrangements.

4.5 It is proposed that officers provide a report to the Leadership Panel on any further changes to management arrangements in February 2023.

4.6 Thriving Communities Officers will continue to work alongside colleagues in Place Directorate to consider the impact of retaining community centres and village halls and the resultant impact on net zero and carbon budget targets.

5. Legal and Procurement Implications

5.1 The recommendations in this report are consistent with legal requirements. Legal Services are providing support to officers as part of the review.

5.2 There are no procurement implications arising from this report.

6. Financial Implications

- 6.1 The review of community and village halls will identify savings although at present the full anticipated savings are not quantifiable. The savings will be dependent on the future operating and management models being identified.
- 6.2 Financial implications are anticipated in relation to work required to be undertaken to halls to make them ready for CATs and the 'Community Halls Fund' exists for that purpose.

7. Human Resources

- 7.1 CATs may require employees, who are based in facilities under consideration, to be redeployed to other Council premises. Support and assistance from Human Resources will therefore be required to enable this process.

8. Risk

8.1 *Risk Implications of Adopting the Recommendations*

- 8.1.1 There may be some negative reaction from community associations or groups who do not want the current arrangements to change.

8.2 *Risk Implications of Rejecting the Recommendations*

- 8.2.1 The Council would be unable to progress CATs and would miss the opportunity to make further savings by not transferring assets to a third party and to reduce costs borne by the Council in supporting the running of community and village halls.

9. Equalities

- 9.1 The proposals in this report have been assessed through the Equality Impact Assessment Scoping Process. There are no significant potential positive or negative equality impacts of agreeing the recommendations and therefore an Equalities Impact Assessment is not required. A copy of the Equalities Scoping Assessment is attached as [Appendix 2](#).

10. Sustainable Development Implications

- 10.1 ***Considering Strategic Environmental Assessment (SEA)*** - This report does not propose or seek approval for a plan, policy, programme or strategy or document otherwise described which could be considered to constitute a plan, programme, policy or strategy. New carbon budgets have been set for each of the centres. Information on the carbon budgets for 2021/22 is not included in this report.

11. Options Appraisal

- 11.1 A high level options appraisal was set out in the March 2021 Leadership Panel.

12. Link to the Council Plan

- 12.1 The matters referred to in this report contribute to Commitment 6 of the Council Plan: A Better Place to Live/ Enhanced environment through social, cultural and economic activities.

13. Results of Consultation

- 13.1 There has been no public consultation on the contents of this report.
- 13.2 Consultation has taken place with Ward Members and with Councillor Brian McGinley, Portfolio Holder for Resources and Performance, and Councillor Chris Cullen, Portfolio Holder for Economy and Culture, and the contents of this report reflect any feedback provided.

14. Next Steps for Decision Tracking Purposes

- 14.1 If the recommendations above are approved by Members, the Assistant Director – People will ensure that all necessary steps are taken to ensure full implementation of the decision within the following timescales, with the completion status reported to the Leadership Panel in the ‘Council and Leadership Panel Decision Log’ at each of its meetings until such time as the decision is fully implemented:

<i>Implementation</i>	<i>Due date</i>	<i>Managed by</i>
Community centres and village halls to be reviewed annually	By 31 March 2023	Service Lead – Thriving Communities

Background Papers **Report to Leadership Panel of 17 March 2020 - [Review of Community Halls](#)**

Report to Leadership Panel of 16 March 2021 - [Proposed Management Arrangements for Community and Village Halls](#)

Report to Leadership Panel of 21 September 2021 – [Proposed Management Arrangements for Community and Village Halls](#)

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Date: 8 February 2022

Appendix 1

The table below notes the operating costs previously presented to Leadership Panel with updated recommendations and requests for approval – February 2022.

- **Potential savings are based on total costs during 2019/20**

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
1	Ivy Cottage	4,718	13,094	1,897	14,991	0	User group to take on Full Repair and Maintenance (FRM) lease for Ivy Cottage.	Finalise FRM lease, lease to be approved April 2022.	Proposed saving £6,615 (Based on actual budget)	Ivy Cottage user's groups are reviewing the details of the proposed lease.
1	Men's Cabin	4,718	4,016	1,897	5,913	0	Officers to continuing liaising with the group to review the future usage of the Men's Cabin.	For officers to continuing liaising with the Men's Cabin committee.	Proposed saving £6,163 (based on actual budget)	
1	Troon Scout Hall	0	2,635	N/A	2,635	0	Lease agreement continues there should be no further costs.	No further action	No further action Saving £2,635	
2	Prestwick Community Centre	31,767	33,328	47067	80,395	0	Proposed lease agreement has still to be agreed by the group.	Finalise proposed lease to be approved April 2022.	The £15,000 income will offset the income target set	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
							The proposed lease agreement is for two years. SAC will continue to cover FM costs, NDR and any external repairs and maintenance during this period. PCA will cover any internal work and contribute £15,000 per annum for utilities. SAC Officers will support PCA to become a registered charity.		for this hall. A further £19,000 can be saved if the group become a registered charity and take on NDR.	
2	Prestwick 65 Club	6,695	3,433	4,607	8,040	0	Proposed FRM lease to be approved and finalised 2022/23.	To progress the proposed lease with 65 Club and finalise agreement by June 2022.	Potential saving £8,040	
3	Heathfield Community Centre	0	0	0	0	0	No further action	No further action	N/A	10year lease agreed and signed
3	Lochside Community Centre	33,601	38,814	50,709	89,523	3,584	Continue with lease agreement that is in place.	No further action	N/A	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
3	Forresters Hall, Ayr	14,200	2755	0	2,755	0	Previous recommendation Surplus to requirements	Asset Management Officers to consider future use for the building.	£14,200	
4	Kincaidston Pavilion, Ayr	0	0	0	0	0	No further action	No further action	N/A	
5	Loudon Hall	1,836	3,871	2,425	6,296	648	Loudon Hall to be used for culture and educational purposes only. Existing lets to be relocated to Ayr Town Hall or other SAC lets.	Develop opportunities for cultural and educational use.	N/A	
D	Montgomery Hall, Dundonald	16,079	18,076	30,179	48,255	6,560	SAC continue to manage the lets through SAC lets.	Continue to manage the lets internally. Continue to review the operating model and income generated in the centre. Provide update February 2023.	N/A	
6	Loans Village Hall	0	3,237	18,418	21,655	0	Current arrangement in place will end 31 st March 2022.	Seeking approval for Officers to issue notice of termination.	Potential Saving £21,655	Caretaker has been redeployed. Group are aware of the intention to stop funding on 31 st March 2022.

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
6	Carvick Webster, Monkton	9,562	10,034	24,913	34,947	16,440	Continue to manage lets through SAC lets team. Consider any requests to take on lease or CAT.	Seeking approval for SAC to continue to manage lets. Consider any interest in lease or CAT for the building.	N/A	
6	Annbank Village Hall	12,663	10,585	18,737	29,322	771	Progress with the proposed lease agreement.	Seeking approval for Officers to finalise the FRM lease agreement with Annbank Community Association – April 2022.	Potential Saving £29,322 Following managing change discussions caretaker decided to retire	
7	McCosh Hall, Kirkmichael	11,280	11,040	16,628	27,668	0	Continue with existing lease agreement in place.	Currently there is a two-year internal repairing and insuring lease in place. Officers to confirm if group want to extend lease beyond 31 st July 2022.	Saving £27,668	
7	McCandlish Hall, Straiton	4,985	5,028	15,679	20,707	0	Current agreement in place to end 31 st March 2022. Thriving Communities Officers to continue	Seeking approval to terminate the existing agreement from 31 st March 2022. Facilities Management to be covered until 31 st March 2023.	2022/23 - £4,985 2023/24 - £15,679	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
							to support the group.			
7	Crosshill Community Centre	19,603	20,854	11,424	32,278	0	Crosshill Community Association are currently reviewing the options set out by SAC Officers.	Seeking approval for Officers to continue working with CCA. Implement recommendations set out in previous paper once CCA decision is clear.	N/A at this stage.	
7	Kennedy Hall Dunure	N/A	N/A	N/A	N/A	0	No further action	No further action.	N/A	
7	Claude Hamilton, Coylton	16,385	16,372	25,692	42,064	0	Finalise the proposed lease and transfer to Coylton Community Association	Seeking approval for Officers to continue supporting CCA to progress and implement the lease by 31 st March 2022.	Potential saving £42,064	
8	Ballantrae Community Centre	8,526 (rates only)	15,627	21,142	36,769	0	Continue discussions with Ballantrae Community Centre regarding an updated lease agreement.	Seeking approval for Officers to continuing engaging with the new committee to agree a proposed lease arrangement that is sustainable. Implement June 2022.	N/A at this stage.	
8	Colmonell Community Centre	4,606 (Rates Only)	9,861	18,777	29,638	0	Officers to continue engaging with CCA to agree the terms of a new lease agreement.	Seeking approval for Officers to continue engaging with CCA to agree new terms and conditions for a new lease. Implement June 2022	N/A at this stage	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
8	Dailly Community Centre	22,000	21,261	29,668	50,929	0	Implement the actions set out previously.	Seeking approval for Officer to continue engaging with DCA to agree terms and conditions for a new agreement. Alternative option to manage lets through SAC lets team.	N/A at this stage	
8	Girvan Community Centre	41,740	43,056	37,677	80,733	0	Officers to continue working with Girvan user group to consider options to maximise the use of the centre.	Seeking approval for Officers to work with the group to maximise the usage of the hall to generate income. Terms of a new agreement implemented by February 2023.	N/A at this stage	
8	Girvan Town House	14,678	18,330	6,490	24,820	0	Hall continues to be let through lets team. Feasibility study for the GTH should determine options for the building.	Consider the options following the feasibility study that should be published September 2022.	N/A at this stage	
8	Glendoune Community Centre	N/A	N/A	N/A	N/A	0	The current lease agreement needs updated. Engage with new GCA committee to agree new terms and conditions for lease.	Seeking approval for Thriving Communities Officers to continue supporting Glendoune Community Association.	N/A	

Ward	Centre	2019/20 Budget £	2019/20 Actual Spend £	FM Costs £	Total Costs £	Income to the Council	Recommendation	Seeking Approval	Proposed Saving	Additional Comments
8	Barr Community Centre	13,026	17,034	7,270	24,304	0	Support CAT transfer for BCC.	Seeking approval for Officers to continue supporting the CAT in Barr.	Potential Saving £24,304	
8	Pinwherry Community Centre	4,993	8,465	10,118	18,583	0	Centre will close when old school building opens following CAT. Old centre to be demolished.	Approval has already been granted for the building to be demolished.	Potential Saving - £18,583	
8	Barrhill Community Centre	8,375	9,861	N/A	9,861	0	No further action	No further action	No further action Saving £9861	
8	Richmond Hall	0	2316	TBC	2,316	0	No further action	Building has been sold	No further action Saving - £2316	
Total		306,036	342,983	401,414	745,397	28,003				

South Ayrshire Council Equality Impact Assessment Scoping Template

Equality Impact Assessment is a legal requirement under the Public Sector Duty to promote equality of the Equality Act 2010. Separate guidance has been developed on Equality Impact Assessment's which will guide you through the process and is available to view here: [Equality Impact Assessment including Fairer Scotland Duty](#)

Further guidance is available here: [Assessing impact and the Public Sector Equality Duty: a guide for public authorities \(Scotland\)](#)

The Fairer Scotland Duty ('the Duty'), Part 1 of the Equality Act 2010, came into force in Scotland from 1 April 2018. It places a legal responsibility on Councils to actively consider ('pay due regard to') how we can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions. See information here: [Interim Guidance for Public Bodies](#) in respect of the Duty, was published by the Scottish Government in March 2018.

1. Policy details

Policy Title	Proposed Management Arrangements for Community and Village Halls
Lead Officer (Name/Position/Email)	Jamie Tait, Service Lead – Thriving Communities – jamie.tait@south-ayrshire.gov.uk

2. Which communities, groups of people, employees or thematic groups do you think will be, or potentially could be, impacted upon by the implementation of this policy? Please indicate whether these would be positive or negative impacts

Community or Groups of People	Negative Impacts	Positive impacts
Age – men and women, girls & boys	No	No
Disability	No	No
Gender Reassignment (Trans/Transgender Identity)	No	No
Marriage or Civil Partnership	No	No
Pregnancy and Maternity	No	No
Race – people from different racial groups, (BME) ethnic minorities and Gypsy/Travellers	No	No
Religion or Belief (including lack of belief)	No	No
Sex – gender identity (issues specific to women & men or girls & boys)	No	No
Sexual Orientation – person's sexual orientation i.e. LGBT+, lesbian, gay, bi-sexual, heterosexual/straight	No	No
Thematic Groups: Health, Human Rights & Children's Rights	No	No

3. What likely impact will this policy have on people experiencing different kinds of social disadvantage? (Fairer Scotland Duty). Consideration must be given particularly to children and families.

Socio-Economic Disadvantage	Negative Impacts	Positive impacts
Low Income/Income Poverty – cannot afford to maintain regular payments such as bills, food, clothing	-	-
Low and/or no wealth – enough money to meet Basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	-	-
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure/hobbies	-	-
Area Deprivation – where you live (rural areas), where you work (accessibility of transport)	-	-
Socio-economic Background – social class i.e. parent’s education, employment and income	-	-

4. Do you have evidence or reason to believe that the policy will support the Council to:

General Duty and other Equality Themes Consider the ‘Three Key Needs’ of the Equality Duty	Level of Negative and/or Positive Impact (High, Medium or Low)
Eliminate unlawful discrimination, harassment and victimisation	Low
Advance equality of opportunity between people who share a protected characteristic and those who do not	Low
Foster good relations between people who share a protected characteristic and those who do not. (Does it tackle prejudice and promote a better understanding of equality issues?)	Low
Increase participation of particular communities or groups in public life	Low
Improve the health and wellbeing of particular communities or groups	Low
Promote the human rights of particular communities or groups	Low
Tackle deprivation faced by particular communities or groups	Low

5. Summary Assessment

Is a full Equality Impact Assessment required? (A full Equality Impact Assessment must be carried out if impacts identified as Medium and/or High)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Rationale for decision: The proposal does not have a significant negative or positive impact on any particular group	
Signed : Jane Bradley Assistant Director	
Date: 21 January 2022	