

**Agenda item: FC 114/22**

**WOUGHTON COMMUNITY COUNCIL**

**Full Council**

**Monday 10<sup>th</sup> October 2022**

**PURPOSE OF REPORT:**

To update the council on activities and delegated decisions made since the previous meeting.

**RECOMMENDATION:**

**That council notes the report.**

**MAIN ISSUES AND CONSIDERATIONS:**

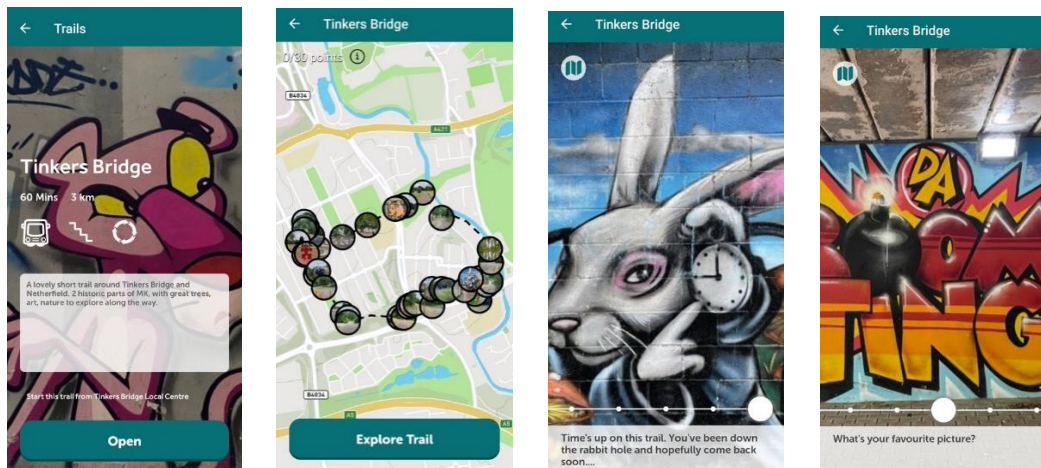
*NB This part written for original meeting date, postponed due to the passing of the Queen.*

Summer, traditionally a quiet time within local government, has been anything but that at Woughton. A full programme of summer activities, new initiatives and the general, day-to-day stuff that we do has all meant a packed 6 weeks.

Planning and the start of the community café on Eaglestone took place and has resulted in another great project, managed mostly via residents and community groups, offering social space with snacks and drinks at the Eaglestone Activity Centre on a Wednesday afternoon. Alongside the sessions at Coffee Hall, Tinkers Bridge and the sessions at Moorlands, this means plenty of options for some chat, nibbles and access to other stuff across the parish.

There was also support offered by WCC for the Tinkers Bridge RA breakfast club that was held throughout the summer holidays. We have received a letter of thanks from RA – this states that the club saw around 30 kids and 14 adults each day, which is an excellent level of support. Also noted was that children got both breakfast and a packed lunch to take with them.

The first part of the Woughton Trail was launched, with a walk of approximately 3kms, starting and ending at Tinkers Bridge Meeting Place. This is linked to item 20 on the Service Plan and is an excellent start in building knowledge of the joys of the parish.



The hope is that this can be built upon, with some new art pieces, community engagement to improve some of the existing pieces (perhaps as part of the renewal process) and the further creation of more ‘trails’ around the parish, with a view to having one that covers the entire patch.

The new appraisal system, with a ‘360’ approach (asking for the views of colleagues as well as managers) has been trialled, with the RFO / Ops Manager being the ‘guinea pig’. Following this initial go, feedback from both parties was positive and so has now been rolled out for all managers over September, with a view to fully embedding it for the 2023 appraisal season.

The strategic planning group met again at the end of July and some excellent discussions that included ideas around ‘theming’ estates (e.g. Beanhill = sports, Eaglestone = performance space, Peartree = nature, etc), the need for community spaces on every estate. Agreement that a breakdown of current community centre / building use would be delivered, alongside a ‘road trip’ to visit the buildings and spaces that WCC has (some councillors haven’t seen them all). This will be the September meeting focus.

Also good discussions around sustainability and the need for a detailed plan, linked to any declaration of a climate emergency (felt to be pointless without a clear plan behind it). Again, report to be prepared and delivered as part of this process.

Linked to sustainability is the CIF proposal that was agreed and has been submitted, including provision of solar at TBMP and improvements to facilities at CH, NF and TB (to include disability access). We await the outcome of these applications.

A range of events have taken place; beach party on Netherfield, Beanhill and Tinkers Bridge Fun Days, many WCC funded coach trips, WCC Cinema, Apple Day – all have been, in various ways, successful and brought pleasure to people across the parish. There is, as always, some learning to take but some real positives from them all.

In between writing this paper and the meeting, we will also have supported Pride:MK, by delivering the trailer and (possibly) stage to the event.

Other events attended include an Urban Design and Historic Conservation training session, the SLCC Finance Summit, the Transition Town MK Social: Minimising Food Waste - Community Solutions (to

talk about the fridge, larder and café) and a couple of Neighbourhood Planning sessions (as discussed at Planning Committee).

*NB – Added later to reflect additional elements, post September*

The passing of the Queen was the most significant issue for the country during September and had a major impact on WCC. Operation London Bridge meant that there were plans and processes in place and they worked well;

- The official photograph, alongside Book of Condolence was placed in reception
- The website was changed in line with policy
- Purple filters were added to the lighting around the Hub offices
- Cllr Scott and others ensured that the Union Flag was flown at half mast, being raised at appropriate times

A small event was held at the memorial, as the Queen flew over (due to changes around travel being made) and WCC complied with all the relevant elements of the period of mourning. Overall, the planning and preparation in place worked well.

Other activities included several meetings around working collaboratively with external agencies, especially around the cost-of-living stuff. This included Hedgerows new manager, the Revenues and Benefits Team at MKCC, and MKCC officers around the Library of Things. This also led to an event being held within the Community Café, focusing on the support that is available from MKCC, which appeared to go well.

I have also met with reps from both the Citizens Advice Bureaux and Just Us (housing charity) to look at advice options for the future.

### **Delegated Spend**

Limited, but included:

- licensing for the films for WCC Cinema (approx. £320)
- 'Donation' of trailer to Pride (no direct cost, other than staff time)
- 'Donation' of TBMP for breakfast club (around £1000 value)
- Buying a chest freezer for additional storage for food (£230 + VAT)
- Asbestos checks and management (£1365 +VAT) for all buildings

### **AUTHOR**

Steve McNay – Council Manager

**Agenda item: FC 115/22**

**WOUGHTON COMMUNITY COUNCIL**

**Full Council**

**Monday 10<sup>th</sup> October 2022**

**PURPOSE OF REPORT:**

To update council on budget planning for 2023/2024v1.

**RECOMMENDATION:**

- 1. That council notes this report and attached budget sheet.**
- 2. That council notes the significant financial pressures that WCC is facing.**
- 3. That council notes that there are several areas where clarity is needed around costs / income.**
- 4. That council begins to consider a preferred approach**
  - a. Reduction in costs through reduced service provision**
  - b. Reduction in costs through ceasing service provision**
  - c. Subsidy through use of reserves**
  - d. Balance through increase of precept to an agreed level**
- 5. That council begins to consider any areas for focus next year, to enable costed proposals to be developed.**
- 6. That further versions and clarifications are presented to council at both Full Council and Operations meetings between now and January, where ratification is needed.**

**MAIN ISSUES AND CONSIDERATIONS:**

As council is aware, there are considerable financial pressures currently, leading to increased costs at a time where increased services are being requested. These costs include:

- A higher than anticipated 'cost of living' increase from NJC (£20k more than budgeted)
- Expenditure on emergency and unplanned activity, such as IT equipment and roof replacements (£26k for roof, £11k for IT)
- Additional staffing costs due to absences and the need for cover (likely to be around £25K in total, during this financial year, with most in 2023/24)
- Inflationary pressures due to energy bills and increased costs in key areas (6 buildings of energy cost increases are significant)
- A number of initiatives that have been on the 'back burner', slowly starting to come to fruition (e.g. community garden, new multi-purpose depot, etc.) – whilst money is allocated for these projects and grants will also contribute, this is still expenditure that is significant.

These pressures combined mean a total of around £83k of 'unplanned' expenditure, plus additional unknown amounts for inflationary impacts will hit during the 2022/23

financial year. Whilst some savings are possible (through efficiency saving, not delivering everything planned, etc.), there will, undoubtedly, be a negative impact on the end of year figures.

More pertinently for this paper is the ongoing impact into 2023/24 budget year. With increased staffing costs coming in during this financial year, the impact next year continues to be somewhat

unknown – inflationary pressures have continued to impact on the value of each scale point and this is likely to continue into 2023 / 4, so whilst an additional 5% has been added, this may / may not be sufficient.

*NB – The increase in costs for this year with the increase was just under £42,000. The budget for next year is, in this version, around £37,000.*

Other significant increases include energy costs, specifically around electricity and gas within our buildings. As council is aware, our existing centres are primarily built in the late 70's / early 80's and as such, lack the level of insulation that would be present in more modern buildings. This means that our costs are higher than many.

This is combined with the additional costs that have been imposed through standing charges and increases to energy costs. As council may know, we are not subject to any 'cap' and, whilst some support has been suggested by government, we have yet to hear any clear options. To give some context, our standing charges for gas are well over £2 per day, per meter and electricity is almost £1 a day - £3 per day for energy standing charges. With 4 meeting places, plus the Hub, No 95 and the depot, this is £21 per day (£7665 per year) just in standing charges (which will increase further).

*To this end, the new budget includes a 20% increase in costs for community centres, rising from £40k to £48k. This is not only linked to energy, but also to waste management, cleaning costs, etc.*

Some other changes have been made to try and reflect the reality of spending;

- HQ Building Costs (Regulars) has increased, as most stuff is costed to this code
- Stationery and amenities has decreased, as significantly underspent (linked to above)
- Small reductions suggested in dog bins, grant aid\*, landscape buildings\*\*, branding\*\*\* and communications\*\*\*\*

*These are decisions for council*

*\* Grant aid has been underspent during the pandemic but has increased over the past year with almost all budget allocated already. Any reductions in this area should be considered fully.*

*\*\* Landscape buildings has reduced, based on the premise that the new multi-use depot will be in place and will be more affordable.*

*\*\*\* Branding has been spent this year, meaning that all officers should now have sufficient uniform for the foreseeable. Given this, reduction is proportional and realistic.*

*\*\*\*\* Communications is another one where full consideration is needed. There were discussions during the last budget setting process to reduce the frequency of The Gazette, but as finances improved, this didn't happen. Cost of one edition of the Gazette (in terms of design, printing and distribution) are around £2500.*

**Income** remains unclear, with some significant income sources yet to be confirmed. This includes:

- Precept – this is the big decision for council to make, but tricky at this point, due to the issues below
- Landscape contract payment – this is linked to the new contract that is due to be awarded early in 2023, to start in September 2023. Without this information, continuing to deliver the landscape service must be considered highly risky
- LCTRS – this is undoubtedly going to reduce and potentially be removed. This budget reflects what is thought to be a realistic approach – the removal of £70k of funding, whilst expecting the principal authority to maintain a level of support, given the work being undertaken in Woughton.

LCTRS is currently approx. £170k per year. We have budgeted for £100k next year.

Landscape is currently approx. £156k per year. We have budgeted for £180k next year but will probably require more than this for it to be cost effective

*NB - worth noting that costs increased by £10k within the Landscape service, simply as a result of wage increases – with fuel costs, etc. on top, a reasonable level of funding is essential to progress with the new contract.*

**Balances and reserves** are the big concern based upon current projections. It is likely that this year will see a deficit for the first time in 4 years (due to issues noted above) and without significant adjustments, next year suggests a further deficit budget. Based on the figures provided, the deficit is between £50 - £105k, depending on income levels and precept. This will, of course, be clarified with information about LCTRS and landscape grants, but nevertheless means that some difficult choices must be made.

#### **STAFFING IMPLICATIONS:**

Staffing is, by far, the biggest cost for the council, with around 70% of expenditure on staffing. With the pressures noted above, if the choice of the council is to make savings through service change, this may impact on staffing.

**OTHER IMPLICATIONS:**

The situation the council faces is one that has been discussed consistently over the past few years – the loss of LCTRS and the need for the council to make choices in terms of levels of service delivery, levels of precept and levels of income. WCC remains a high preceptor, being in the top 20 nationally for Band D equivalence (despite this being of limited use, given the lack of Band D properties in the parish).

**BACKGROUND PAPERS:**

Budget for FC Oct 2022.

**AUTHOR**

Steve McNay – Council Manager

## 2022/23 Budget with 3 year projection

	2022/23 agreed	2022/23 Sept	2023/24 v1 10%	2023/24 v1 5%	2023/24 v1 2%	2023/24 7%	
<b>EXPENDITURE</b>							
Affiliations	£ 5,100.00	£ 5,100.00	£ 5,100.00	£ 5,100.00	£ 5,100.00	£ 5,100.00	
Professional Services	£ 3,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	Increased, due to Scribe and Worknest
Audit Fees	£ 3,677.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 2,500.00	Reduced, due to move from RBS
Capital Loan Repayment	£ 26,818.00	£ 26,818.00	£ 26,818.00	£ 26,818.00	£ 26,818.00	£ 26,818.00	Fixed
Community Events (previously Carnival)	£ 10,000.00	£ 5,000.00	£ 10,000.00	£ 10,000.00	£ 10,000.00	£ 10,000.00	To be agreed - reduced in 2022/23
Clfr Ward Initiatives Fund	£ 3,800.00	£ 3,800.00	£ 3,800.00	£ 3,800.00	£ 3,800.00	£ 3,800.00	Maintained at current level
Dog & Litter Bin Costs	£ 10,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00	Small reduction
Events & Hospitality	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00	
Communities and Environment Fund	£ 12,000.00	£ 12,000.00	£ 10,000.00	£ 10,000.00	£ 10,000.00	£ 12,000.00	To be agreed - used in 2022/23
Grant Aid - Res Associations	£ 3,500.00	£ 2,500.00	£ 3,500.00	£ 3,500.00	£ 3,500.00	£ 3,500.00	Maintained at current level
Insurance Inc Vans	£ 8,250.00	£ 8,620.00	£ 9,000.00	£ 9,000.00	£ 9,000.00	£ 9,000.00	Reflects actual costs
Meeting Places (Costs)	£ 40,000.00	£ 40,000.00	£ 48,000.00	£ 48,000.00	£ 48,000.00	£ 48,000.00	Increased due to energy costs and other issues
Member Allowances and Expenses	£ 20,000.00	£ 20,000.00	£ 26,000.00	£ 26,000.00	£ 26,000.00	£ 26,000.00	As agreed
Newsletters, Websites and Communications	£ 8,000.00	£ 10,000.00	£ 11,000.00	£ 11,000.00	£ 11,000.00	£ 8,000.00	Reduced to 3 annually
HQ - Building Costs (regulars)	£ 13,310.00	£ 20,000.00	£ 20,000.00	£ 20,000.00	£ 20,000.00	£ 20,000.00	Increased from Stationary
Vehicles	£ 9,630.00	£ 7,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 9,630.00	Reduced if landscape contract, but with investment needed
Branding (also to include uniforms)	£ 3,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00	£ 2,000.00	Reduced
Stationary and Amenities and services - HQ	£ 10,395.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	Savings into HQ costs
I.T (previously included broadband and Members IT)	£ 31,900.00	£ 31,900.00	£ 33,000.00	£ 33,000.00	£ 33,000.00	£ 31,900.00	Potential for savings
<b>Organisational Costs Total</b>	<b>£ 224,380.00</b>	<b>£ 215,238.00</b>	<b>£ 233,718.00</b>	<b>£ 233,718.00</b>	<b>£ 233,718.00</b>	<b>£ 236,248.00</b>	
<b>Staffing Costs - added 2% across the board + increments</b>							
Pension costs (20/21 = 22.1%, 21/22 = 23.6%, 22/23 = 25.1%)	£ 119,574.60	£ 119,574.60					Assumed 5% increase
Employers NI Costs (PAYE)	£ 141,886.86	£ 141,886.86					
HQ Staffing	£ 107,808.05	£ 107,808.05					
Youth Staffing	£ 68,106.85	£ 68,106.85					
Community Staffing (previously incl Advice)	£ 86,584.31	£ 86,584.31					
Landscape and Environment Staffing (incl Envir)	£ 136,017.74	£ 136,017.74					
Members Staffing	£ -	£ -					
Meeting Places Staffing	£ 35,553.00	£ 35,553.00					
Increments & payrise (3%)	£ 20,107.81	£ 41,833.00					
<b>Staffing Total</b>	<b>£ 715,639.22</b>	<b>£ 737,364.41</b>	<b>£ 774,232.63</b>	<b>£ 774,232.63</b>	<b>£ 774,232.63</b>	<b>£ 774,232.63</b>	
Landscape - Building costs	£ 6,600.00	£ 6,600.00	£ 3,000.00	£ 3,000.00	£ 3,000.00	£ 3,000.00	Assuming new depot in place
Landscape - Services Budget	£ 18,000.00	£ 18,000.00	£ 18,000.00	£ 18,000.00	£ 18,000.00	£ 18,000.00	Need clarity re: 10 year contract
Youth - Building Costs	£ 5,500.00	£ 5,500.00	£ 5,500.00	£ 5,500.00	£ 5,500.00	£ 5,500.00	May need increase - energy
Youth - Services Budget	£ 10,000.00	£ 6,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00	Reduction based on HAF being accessed
Advice - Services Budget	£ 500.00	£ -	£ 500.00	£ 500.00	£ 500.00	£ 500.00	
Environment - Services Budget	£ 500.00	£ 500.00	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 1,500.00	
Community Food - Services Budget	£ -	£ -	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	No budget previously.
Community Development - Services Budget	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	
Service Plan Delivery	£ 30,000.00	£ 15,000.00	£ 20,000.00	£ 20,000.00	£ 20,000.00	£ 20,000.00	
Emerging priorities	£ 10,000.00	£ 10,000.00	£ 10,000.00	£ 10,000.00	£ 10,000.00	£ 10,000.00	
Training, Development and Conferences	£ 10,000.00	£ 7,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00	£ 8,000.00	
Emergency Contingency	£ -	£ 50,000.00	£ 25,000.00	£ 25,000.00	£ 25,000.00	£ 25,000.00	Additional staffing costs - maternity leave
<b>Services Delivery Total</b>	<b>£ 92,100.00</b>	<b>£ 119,600.00</b>	<b>£ 104,500.00</b>	<b>£ 104,500.00</b>	<b>£ 104,500.00</b>	<b>£ 104,500.00</b>	
<b>Depot / Landscape Investment</b>	<b>£ 25,000.00</b>	<b>£ 25,000.00</b>					
<b>EXPENDITURE TOTAL</b>	<b>£ 1,057,119.22</b>	<b>£ 1,097,202.41</b>	<b>£ 1,112,450.63</b>	<b>£ 1,112,450.63</b>	<b>£ 1,112,450.63</b>	<b>£ 1,114,980.63</b>	
<b>INCOME</b>							
Bank and Investment Interest	£ 50.00	£ 3,200.00	£ 3,200.00	£ 3,200.00	£ 3,200.00	£ 3,200.00	E800 a quarter from CCLA
MKC LTRS Grant / Deprivation grant	£ 168,937.85	£ 168,937.85	£ 100,000.00	£ 100,000.00	£ 100,000.00	£ 100,000.00	Assuming reduction
Hire of Meeting Places	£ 40,000.00	£ 60,000.00	£ 50,000.00	£ 50,000.00	£ 50,000.00	£ 50,000.00	Realistic
Landscape Grant (3% RTI increase)	£ 160,521.60	£ 160,521.60	£ 180,000.00	£ 180,000.00	£ 180,000.00	£ 165,337.24	UNKNOWN AT THIS TIME - SHOULD BE NEARER E200K
Precept	£ 631,140.74	£ 631,140.74	£ 694,254.81	£ 662,697.78	£ 643,763.55	£ 675,319.80	
Additional Income Generation	£ 20,000.00	£ 20,000.00	£ 30,000.00	£ 30,000.00	£ 30,000.00	£ 30,000.00	Realistic
<b>Income Total</b>	<b>£ 1,020,650.19</b>	<b>£ 1,043,800.19</b>	<b>£ 1,057,454.81</b>	<b>£ 1,025,897.78</b>	<b>£ 1,006,963.55</b>	<b>£ 1,023,857.04</b>	
Transfer to / from reserves							
<b>SURPLUS / DEFICIT</b>	<b>-£ 36,469.03</b>	<b>-£ 53,402.22</b>	<b>-£ 54,995.82</b>	<b>-£ 86,552.85</b>	<b>-£ 105,487.08</b>	<b>-£ 91,123.59</b>	All show a deficit, but this DOES include E50k for landscape
Balance carried over from 2020/21	£ 504,000.00	£ 505,000.00	£ 505,000.00	£ 505,000.00	£ 505,000.00	£ 505,000.00	
Proposed surplus / deficit	-£ 36,469.03	-£ 53,402.22	-£ 54,995.82	-£ 86,552.85	-£ 105,487.08	-£ 91,123.59	
End of year carry over	£ 467,530.97	£ 451,597.78	£ 450,004.18	£ 418,447.15	£ 399,512.92	£ 413,876.41	



**Agenda item: FC 116/22**

**WOUGHTON COMMUNITY COUNCIL**

**Full Council**

**Monday 10<sup>th</sup> October 2022**

**PURPOSE OF REPORT:**

To propose actions to engage potential candidates for the upcoming elections, due in May 2023.

**RECOMMENDATION:**

- 1. That council agrees to:**
  - a. Council officers creating a specific webpage with a range of information about becoming a councillor**
  - b. That councillors and officers explore ‘roadshows’ where residents can access information and advice about what being a councillor means, expectations, benefits and impact**
  - c. That information is collated on the impact local (town, parish and community) councillors have had, both locally and nationally, to show the value and importance of this tier of local government to contribute to the above**
  - d. That councillors and officers work to provide a range of engagement resources, including podcasts, videos, social media posts, etc. to drive engagement**
- 2. That these engagement tools include and work alongside the work already planned around the provision of a Youth Council, engaging people at all ages within our community.**

**MAIN ISSUES AND CONSIDERATIONS:**

The elections planned for May 2023 include ALL seats within Woughton Community Council being included.

It is likely that some current councillors will not continue, leaving gaps within the council.

WCC is unusual in having a fully elected council (nobody co-opted) and it is felt by many that this is something that should continue if possible.

At the last elections, some excellent work was undertaken to engage new councillors and this paper suggests building upon that work with additional support offered through the Community Development role, as well as through online and in person communications.

NALC have some nice resources (see <https://www.nalc.gov.uk/our-work/local-elections>) and Bletchley and Fenny Stratford have some excellent resources (see

[https://www.bletchleyfennystratford-tc.gov.uk/Become\\_a\\_councillor\\_33490.aspx](https://www.bletchleyfennystratford-tc.gov.uk/Become_a_councillor_33490.aspx)), which include job descriptions, myth busters and similar.

As well as engaging new councillors, it is likely that if we engage more fully with our community, more people will vote, become aware of the local council sector and potentially become more involved in

general. These are all things that make the voice of WCC stronger, more representative and continue to show Woughton as a parish where very local democracy is essential.

**STAFFING IMPLICATIONS:**

Some officer time, both for any roadshows and for development of / sharing of resources will be needed, but this is likely to be relatively small.

**OTHER IMPLICATIONS:**

None perceived.

**BACKGROUND PAPERS:**

None.

**AUTHOR**

Steve McNay – Council Manager

**Agenda item: FC 117/22**

**WOUGHTON COMMUNITY COUNCIL**

**Full Council**

**Monday 10<sup>th</sup> October 2022**

**PURPOSE OF REPORT:**

To begin consideration of service planning for 2023/2024.

**RECOMMENDATION:**

- 1. That council considers priorities for the next council year (commencing May 2023).**
- 2. That council agrees to additional discussions at committees for additional oversight, with committees feeding back to the Council Manager.**
- 3. That proposals are offered based upon ongoing discussions around budgetary pressures.**
- 4. That the Council Manager presents a first draft Service Plan for November Full Council meeting, based upon feedback from councillors and officers.**

**MAIN ISSUES AND CONSIDERATIONS:**

As always, an annual service plan is needed for the coming council year. Whilst with elections planned for May, the make up of the council may be different, the plan provides a basis from which to work and is an essential element of WCC's planning.

To commence this process, consideration from councillors and committees in terms of the perceived priorities for the parish is needed, with a request that ideas are submitted for consideration and / or financial planning.

It is also suggested that to enable sufficient time for consideration, individual committees take a level of responsibility for the development of actions relating to their areas of oversight; operations, services and planning all have a role to play.

To offer examples:

Planning – to complete the review of the Neighbourhood Plan and submit for examination.

Services – to expand the Tool Library to become a 'Library of Things', utilising the new 'depot'.

Operations – to develop a new sustainability policy, building upon the work already undertaken within the council.

These are ideas only and may not be considered a priority by council, but link to initiatives that have started this year.

**AUTHOR**

Steve McNay – Council Manager

**Agenda item: FC 118/22**

**WOUGHTON COMMUNITY COUNCIL**

**Full Council**

**Monday 10<sup>th</sup> October 2022**

**PURPOSE OF REPORT:**

For council to consider a policy on provision of services to people outside the parish.

**RECOMMENDATION:**

- 1. That council considers who should be considered 'resident' in terms of service provision and support.**
- 2. That council considers whether support should be limited to those who are considered 'resident', whether this is service specific, and what considerations should be included.**
- 3. That following discussions, a more formal 'paper' is taken to Services committee for discussion and creation of a policy that covers these issues.**

**MAIN ISSUES AND CONSIDERATIONS:**

Woughton Community Council provides a range of services and support that are unusual for a 'local' council; community fridge, cafe, larder, advice and wellbeing services, youth services as well as events that are open to the public.

Over recent months, there have been concerns expressed about people from outside the parish accessing services that are provided by WCC. This includes attendance at the community café, access to advice and wellbeing services and use of community buildings.

WCC has declared General Power of Competence (GPC) and as such, is not limited in what it can / can't provide – if it so chooses, this council can provide services for whomever it chooses, provide funding for individuals and well as groups and undertake activities in other parishes. It should also be noted that without GPC, this would not be the case.

*To try and ensure fairness and transparency, does council consider that a more formal approach is necessary? And if so, what should be considered for any policy.*

There are a number of places where this is a consideration:

- Community Café – this is where these considerations started, where concerns about people outside the parish attending, leading to no food being left for Woughton residents were noted.

- Community Fridge – this is a project that is open to all and should remain that way, due to the nature of the agreement and arrangements with Food Connect, Hubbub, etc.
- Advice and wellbeing – whilst the majority of our work is with Woughton residents, we have also supported others with links to the parish, through work, family or other connections.
- Youth – has always worked with young people on parish or who are educated on parish, but more recently queries have arisen around use of No 95 for people outside the parish.
- Community Centres – are open to all, despite the subsidy that is given by WCC to these centres. There are differing levels of charge, depending on local connection.

Whilst WCC is as inclusive as it can be, issues of limited resources and the need to prioritise local people have been noted. As a result, clarification from council around the following would help ensure that all are treated equally and that all are clear about the guidelines:

- Are there different approaches needed for different services?
- Should there be written agreements for each service that detail who can / can't access them, in geographic terms?
- If somebody works in Woughton, should this enable access to all services?
- If someone is educated in Woughton, should this enable access to all services?
- If someone has family in Woughton, should this enable access to all services?

The Council Manager has made no recommendations on this paper and suggests that any initial discussion is taken to Services for further discussion and a formal set of recommendations around access to services.

#### **STAFFING IMPLICATIONS:**

None perceived.

#### **OTHER IMPLICATIONS:**

None perceived.

#### **BACKGROUND PAPERS:**

#### **AUTHOR**

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