

# Public Document Pack

Legal and Democratic Services



## COMMUNITY AND WELLBEING COMMITTEE

Monday 16 November 2020 at 7.30 pm

Place: Remote Meeting

PLEASE NOTE: this will be a 'virtual meeting'.

The link to the meeting is: <https://attendee.gotowebinar.com/register/4963590623096113678>  
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Telephone (listen-only): 020 3713 5022 Telephone Access code: 977-609-496

The members listed below are summoned to attend the Community and Wellbeing Committee meeting, on the day and at the time and place stated, to consider the business set out in this agenda.

Councillor Barry Nash (Chair)  
Councillor Hannah Dalton (Vice-Chair)  
Councillor Kate Chinn  
Councillor Christine Cleveland  
Councillor Bernice Froud

Councillor Luke Giles  
Councillor Christine Howells  
Councillor Julie Morris  
Councillor Phil Neale  
Councillor Peter Webb

Yours sincerely

A handwritten signature in black ink that reads "J.C. Beldan".

Chief Executive

For further information, please contact Democratic Services, 01372 732122 or [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk)

## Public information

### **Please note that this meeting will be a 'virtual meeting'**

This meeting will be held online and is open to the press and public to attend as an observer using free GoToWebinar software, or by telephone.

A link to the online address for this meeting is provided on the first page of this agenda and on the Council's website. A telephone connection number is also provided on the front page of this agenda as a way to observe the meeting, and will relay the full audio from the meeting as an alternative to online connection.

Information about the terms of reference and membership of this Committee are available on the [Council's website](#). The website also provides copies of agendas, reports and minutes.

Agendas, reports and minutes for the Committee are also available on the free Modern.Gov app for iPad, Android and Windows devices. For further information on how to access information regarding this Committee, please email us at [Democraticservices@epsom-ewell.gov.uk](mailto:Democraticservices@epsom-ewell.gov.uk).

### **Exclusion of the Press and the Public**

There are no matters scheduled to be discussed at this meeting that would appear to disclose confidential or exempt information under the provisions Schedule 12A of the Local Government (Access to Information) Act 1985. Should any such matters arise during the course of discussion of the below items or should the Chairman agree to discuss any other such matters on the grounds of urgency, the Committee will wish to resolve to exclude the press and public by virtue of the private nature of the business to be transacted.

### **Questions from the Public**

Questions from the public are permitted at meetings of the Committee. Any person wishing to ask a question at a meeting of the Committee must register to do so, as set out below.

Up to 30 minutes will be set aside for written or oral questions from any member of the public who lives, works, attends an educational establishment or owns or leases land in the Borough on matters within the Terms of Reference of the Community and Wellbeing Committee which may not include matters listed on a Committee Agenda.

All questions whether written or oral must consist of one question only, they cannot consist of multi parts or of a statement.

The question or topic may not relate to a specific planning application or decision under the Planning Acts, a specific application for a licence or permit of any kind, the personal affairs of an individual, or a matter which is exempt from disclosure or confidential under the Local Government Act 1972. Questions which in the view of the Chairman are vexatious or frivolous will not be accepted.

To register to ask a question at a meeting of the Committee, please contact Democratic Services, email: [democraticservices@epsom-ewell.gov.uk](mailto:democraticservices@epsom-ewell.gov.uk), telephone: 01372 732000.

Written questions must be received by Democratic Services by noon on the tenth working day before the day of the meeting. For this meeting this is **Noon, 2 November**.

Registration for oral questions is open until noon on the second working day before the day of the meeting. For this meeting this is **Noon, 12 November**.

## **AGENDA**

### **1. QUESTION TIME**

To take any questions from members of the Public.

### **2. DECLARATIONS OF INTEREST**

Members are asked to declare the existence and nature of any Disclosable Pecuniary Interests in respect of any item of business to be considered at the meeting.

### **3. SURREY YOUTH GAMES 2021 (Pages 5 - 12)**

This report sets out three options concerning the future of the Surrey Youth Games in 2021.

### **4. VENUES UPDATE (Pages 13 - 18)**

This report updates Committee on the challenges facing the Council's Venues operating in a Covid-19 socially distanced environment.

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## SURREY YOUTH GAMES 2021

<b>Head of Service:</b>	Rod Brown, Head of Housing & Community
<b>Wards affected:</b>	(All Wards);
<b>Urgent Decision?(yes/no)</b>	No
<b>If yes, reason urgent decision required:</b>	N/A
<b>Appendices (attached):</b>	

### Summary

This report sets out three options concerning the future of the Surrey Youth Games in 2021.

### Recommendation (s)

#### The Committee is asked to:

- (1) Agree one of the three options, set out in Section 3 of this report, for the Specsavers Surrey Youth Games currently scheduled in 2021.**

## 1 Reason for Recommendation

- 1.1 For the first time in over 20 years, Covid-19 prevented the Specsavers Surrey Youth Games (SYG) from taking place in 2020. As a result Active Surrey have proposed two options for the delivery of the SYG in 2021 and have requested support from the Districts and Boroughs.
- 1.2 In light of the landscape of uncertainty in which the Council is operating (i.e. coronavirus regulations, staff redeployment, workforce safety and financial constraints, the options that Active Surrey are proposing need to be carefully considered.

## 2 Background

- 2.1 The Specsavers Surrey Youth Games is the largest multi-sport youth event in the county. Spread over a single weekend every year, this unique event brings together 6-16 year olds (18 for disability sports Boccia and cage cricket if still in full time education) from all Surrey's boroughs and districts who have received up to 8 weeks' free local training.

- 2.2 Last year a significant amount of preparation and planning was carried out by the Council's Community Sports Development Officer in partnership with Active Surrey, in order to deliver the Specsavers SYG in June 2020. Unfortunately as a result of the coronavirus pandemic the training sessions and the main event based in Guildford were cancelled.
- 2.3 The extensive preparations for the SYG typically includes a network of significant engagement activities carried out by both the Council and participating schools and clubs, which would begin in October in the preceding year.
- 2.4 In response to the threat of the pandemic the Council redeployed a number of existing staff away from the lower priority 'business as usual' activities to prepare and manage the Council's pandemic response.
- 2.5 In March 2020, all Leisure Development services and activities were suspended so as to provide resources to the Borough Emergency Control Centre (BECC) and the Community Hub. This included both the Leisure Development Manager and Community Sports Development Officer posts.
- 2.6 With the increasing threat of a second wave of the pandemic, both these posts have continued to be redeployed to support high priority service areas as well as contributing to the Council's preparation to the response posed by the threat of a second wave.

### 3 Proposals

- 3.1 Active Surrey have proposed two options for the SYG 2021, which are being considered for next years' event. Both these options are based on a leisure offer which will require significant staff resources from within the council.
- 3.2 There is another option, not proposed by Active Surrey, which is to not operate a SYG 2021 offer at all. This option is included below.
- 3.3 **Option 1 – A reduced Covid safe Games in its current format.** The Games and training sessions can only be planned based on current Government guidelines as it would be too resource intensive to keep implementing changes in Government Guidance. A Covid safe Games would be a reduced capacity programme with only seven outdoor activities subject to the National Governing Bodies' Return to Play status and guidance.

- 3.4 However, Active Surrey has been informed that Surrey Sports Park (SSP) is unable to sign off hosting the event at present and any review of this decision would require the University of Surrey scrutiny. Furthermore, the sponsor Specsavers, has raised concerns about hosting a large-scale event, bringing together different communities during this time and the potential for resulting negative publicity and reputational risk. SSP has also flagged their operational concern around controlling the movement of parents and spectators on site. The additional risk assessments and resulting event adaptations will require considerable extra work and require immediate and ongoing attention.
- 3.5 **Option 2 – A more targeted and localised ‘Youth Games’ approach.** Active Surrey works with individual Boroughs and Districts (B&D’s) to run a localised ‘Youth Games’ in deprived wards. Working with B&Ds and local community groups, the Games would be place-based and would directly target priority groups. The proposal is to use 2021 as a pilot year to maintain the ‘Youth Games’ model and test and learn from a new approach, with the intention of either continuing this approach or reverting to the normal format (in a ‘post-Covid world’) for 2022.
- 3.6 Timeframes for this option are flexible and wouldn’t need to align to existing SYG timescales. The local offer would be co-produced with the Borough Council and, where relevant, linked to the Council’s Leisure Developments Plan (2020-2024), Health and Wellbeing Strategy (2019-2023), and the Community Safety Partnership objectives which are currently being developed as well as, SSYG Development Plans and priorities.
- 3.7 This option will target areas of deprivation and youth as a universal starting point, but the opportunity to explore connections and additional target audiences (e.g. BAME, those Not in Employment, Education or Training (NEETs), anti-social behaviour, SEND) that fit with our local strategies is also paramount.
- 3.8 **Option 3 – Defer the Surrey Youth Games in 2021 to 2022.** Organising the Surrey Youth Games requires a huge amount of preparation and lead-in from staff in B&Ds at a time when the Council’s focus is on responding to the pandemic and is likely to remain so for the next six months.

#### 4 Implications for options

- 4.1 It is clear based on the advice of Active Surrey that it would not be viable to run the SYG in its full scale for 2021 and that the scope of any alternative option would be significantly curtailed.
- 4.2 At the Surrey Senior Leisure Officers Group (SCCLG) meeting on 21 October 2020 all the above proposals were discussed and considered by 10 of 11 boroughs and districts who were represented.

- 4.3 The outcome was that Option 1 was deemed not viable due to the uncertainty of the venue and that the sponsor was concerned backing an event that encouraged so many participants and their families to attend one venue. For this reason option 1 was rejected.
- 4.4 Three of the other B&Ds suggested that there should be an Option 3 which was to defer all SYG activity to 2022
- 4.5 **Option 2** - Due to this approach having a new format, considerable work would be required, first in building up relationships with services and organisations that support targeted groups. Since Surrey County Council withdrew their Universal, Outreach and Intervention youth service offers, the Leisure Developments Team have had to rely on their relationships with the local schools, clubs and Surrey Police to reach targeted groups, which has not been as effective as it used to be when SCC Youth Services were involved.
- 4.6 Secondly, Active Surrey are proposing to undertake considerable consultation with targeted groups to ensure the sports on offer as part of the SYG, are attractive and engaging to them. At the recent SSLC meeting Active Surrey were unsure how they would deliver the consultation and said that they would need time to prepare this approach as it was something they had not undertaken before.
- 4.7 Active Surrey has requested an expression of interest from all B&Ds by 1<sup>st</sup> November 2020 if they wish to be involved in Option 2. This is not considered to be a realistic timeframe and this report is the first opportunity to present these matters before members of this Committee.
- 4.8 Active Surrey suggested that after this time , Active Surrey will then work up a programme of activity with each B&D involved, looking to have 6-8 weeks of free training before culminating in some form of sporting event. This will not be a mass participation event but a smaller scale event targeting less young people from priority groups.
- 4.9 Given that the current coronavirus pandemic is set to continue for at least another six months, officers are concerned that there would not be enough time and capacity to plan and prepare an event as proposed in option 2, to deliver effectively during the Summer 2021.
- 4.10 In addition, Active Surrey are requesting that B&Ds all pay £3.5k towards the costs of option 2. This is the same cost as running a full SYG event and when challenged on this, Active Surrey has confirmed that they would be carrying a lot of risk and if the current sponsor withdrew their support, then Active Surrey would need to underwrite the deficit if another local sponsor was not found.



- 4.11 **Option 3** – As there is still so much uncertainty around the current coronavirus pandemic, the option to defer the SYG for another year would seem sensible. This would allow officers to continue to support the Council’s response to the pandemic whilst still providing some ongoing support to the local leisure and sporting community.
- 4.12 While option 3 would mean there will be a reduced opportunity for some young people to be able to participate in their chosen sport as part of the SYG, there are a significant number of grass roots clubs and organisations that are still operating taster courses and regular coaching sessions within the current climate, and would welcome new participants and members.
- 4.13 The Leisure Developments Team will continue to promote activities and opportunities to the local community, including signposting to COVID safe clubs and activities.

## **5 Responses across Surrey Districts and Boroughs**

- 5.1 At the Surrey Senior Leisure Officers Group (SCCLG) meeting on 21 October 2020, 10 of 11 boroughs and districts were represented. There was a consensus to drop Option 1 and three other B&Ds suggested that there should be an Option 3 which was to defer all SYG activity to 2022.
- 5.2 Seven of the B&Ds suggested that they may be interested in exploring Option 2 in more detail however a number of them suggested that their interest would be dependent upon budget constraints and would not be in a position to commit until early next year. They also needed to understand just how much was expected of their Sports Development Officers in order to deliver Option 2.
- 5.3 There were concerns around value for money given the cost to deliver Option 2 is the same cost to delivering Option 1 but without a main event and given there would be much more work expected for B&Ds to host events in their own localities.
- 5.4 There was also concern that Option 2 shouldn’t just target inactivity in deprived wards as there are many inactive children and young people living outside of deprived wards.
- 5.5 Finally, there was a general issue around the consultation process with B&Ds expressing concern over how difficult it will be to reach and engage with targeted groups. Each area will want to target different groups so the consultation will need to be tailored accordingly. Consultation will be resource intensive and will require significant support from Active Surrey.

## **6 Risk Assessment**

Legal or other duties

- 6.1 Impact Assessment

6.1.1 The Council is facing unprecedented challenges from the pandemic which has required an organisational shift of resources towards sustaining the pandemic response.

6.1.2 Whilst many statutory services have had to continue, other non-statutory service areas, such as Leisure Developments, have continued to be suspended.

6.1.3 It is recognised that Option 2 would target priority groups and therefore support equality and inclusion. However, given the resource issues the impact of not supporting Option 2 would result in the whole community not benefiting from the SYG.

## 6.2 Crime & Disorder

6.2.1 No implications for Crime and Disorder have been identified.

## 6.3 Safeguarding

6.3.1 No implications for Safeguarding have been identified.

## 6.4 Dependencies

6.4.1 No implications for dependencies have been identified.

## 6.5 Other

6.5.1 The approach for the Surrey Youth Games 2021 will be dependent on staffing levels being sustained, effective partnerships and positive engagement.

## 7 Financial Implications

7.1 **Option 1 – A reduced Covid Safe Games in its current format.** Each B&D would need to make the normal contribution of £3.5k. This Games budget is also contingent on the preparedness of Specsavers and Surrey Sports Park to continue as full sponsors of a reduced capacity Games which, at present, would seem to be challenging. If any subsequent decision was made to cancel the 2021 Games the Management Group will agree a fair reimbursement of B&D investment depending on timing of the cancellation within the Games year.

7.2 **Option 2 – A more targeted and localised ‘Youth Games’ approach.** Active Surrey request the same contribution of £3.5k but there are likely to be efficiencies if multiple B&Ds take part. However, costs could be increased if only a few B&Ds get involved as the overall costs would still need to be shared. Local sponsorship would be explored to fund the programme. If the Government Guidance changes then Active Surrey will work with B&Ds to identify suitable timeframes. Therefore, no reimbursement would be offered.

7.3 **Option 3 – Not to run any form of Surrey Youth Games in 2021.** There will be no financial commitment for this approach.

7.4 **Section 151 Officer's comments:**  
There is an annual budget of £9,356 for the Surrey Youth Games. This covers the payment of £3,500 to Active Surrey, with the remainder funding planning, training and hosting costs. If option 2 were adopted this budget would be fully utilised; there is no budget available for any additional staff resources.

Option 3 would result in an in year saving for 2021/22 of £9,356.

## 8 Legal Implications

8.1 None arising from the content of this report.

8.2 **Monitoring Officer's comments:** None for the purposes of this report.

## 9 Policies, Plans & Partnerships

9.1 **Council's Key Priorities:** The following Key Priorities are engaged: Safe and Well.

9.2 **Service Plans:** The matter is included within the current Service Delivery Plan.

9.3 **Climate & Environmental Impact of recommendations:** None

9.4 **Sustainability Policy & Community Safety Implications:** None

9.5 **Partnerships:** The Council has an annual partnership agreement with Active Surrey to support the delivery of sports and leisure activities within the borough. This partnership will continue regardless of the outcome of this report. In addition, the Leisure Developments Team have good relationships with the local schools and local sports clubs as well as Surrey Police and other key community partners.

## 10 Background papers

10.1 The documents referred to in compiling this report are as follows:

### Previous reports:

- N/A

### Other papers:

- Active Surrey's SSYG Paper for B&Ds

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## VENUES UPDATE

<b>Head of Service:</b>	Mark Shephard, Head of Property and Regeneration
<b>Wards affected:</b>	(All Wards);
<b>Urgent Decision?(yes/no)</b>	No
<b>If yes, reason urgent decision required:</b>	
<b>Appendices (attached):</b>	None

### Summary

This report updates Committee on the challenges facing the Council's Venues operating in a Covid-19 socially distanced environment.

### Recommendation (s)

#### The Committee is asked to:

- (1) **Agree the Playhouse remains closed for the remainder of the financial year (31 March 2021);**
- (2) **Agree to Ewell Court House remaining closed until further notice;**
- (3) **Agree to Bourne Hall Café remaining closed until further notice.**

#### 1 Reason for Recommendation

- 1.1 The Covid-19 pandemic continues to have a significant impact on the Council's Venues. The recommendations are necessary to maintain the effective operation of the Council in line with ever changing Government guidelines.

#### 2 Background

- 2.1 Following Government guidance, the Council's Venues temporarily closed to the public just prior to the UK entering lockdown on 23 March 2020.
- 2.2 The Epsom Playhouse and Ewell Court House have remained closed due to operational challenges imposed by meeting social distancing requirements.

2.3 Bourne Hall has remained operational; initially to support the Council's Meals at Home service and more recently, to support Ewell Library and local hirers.

2.4 An update for each venue and actions required are considered below.

### 3 Epsom Playhouse

3.1 The Playhouse is a successful but relatively small 450 seat capacity theatre.

3.2 It is termed a "presenting theatre" (otherwise known as a "receiving house") where it hosts visiting production companies touring to a number of venues. The Council receives a percentage share of the ticket sales.

3.3 Since closing, existing productions have been rescheduled on a three monthly basis to ensure the Playhouse could swiftly re-open when the easing of social distancing requirements allowed.

3.4 Due to its size, the Playhouse is disproportionately affected by social distancing requirements and the ability to offer a Covid-19 secure, socially distanced theatre. It is only partially dependent on the size of the main auditorium, and influenced to a much greater extent by the ancillary accommodation as outlined below by considering the three main theatre areas at 2m social distancing:-

- **Auditorium capacity** – reduced from 450 to 87.
- **Dressing room capacity** – reduced from 78 to 13 people. This prevents the majority of the larger professional shows, amateur societies and dance schools from using the theatre.
- **Foyer capacity** – reduced to 15 people compounded by the front of house male and female toilets being reduced to a capacity of 2. This would lead to queues quickly forming in the foyer thereby reducing its capacity. To ensure compliance with social distancing, staff would be required to manage the queues reducing its capacity still further.

3.5 Offering a Covid-19 secure and safe theatre would require enhanced cleaning between each production company visiting backstage and between each performance. This would reduce the number of performances that are possible on any given day.

3.6 Operating within social distancing requirements is not financially viable for the production company or the theatre. The theatre's main production promoters have all confirmed that the reduced auditorium capacity of the Playhouse is financially unworkable.

- 3.7 In light of the above, it is recommended that the Playhouse remains closed for the remainder of the financial year (31 March 2021). This will align the Playhouse with the majority of theatres in the UK and provide a specific date to prepare the theatre for a relaunch.
- 3.8 During its continued closure, the Playhouse will require modest staff resources to carry out daily administration, maintain contact with promoters and hirers (rescheduling existing shows and booking new dates), processing refunds and ticket sales and backstage equipment maintenance. For the remainder of their time, staff will continue to be redeployed to support the Council's Covid-19 response and assist enforcement and regulatory activities.

#### **4 Ewell Court House**

- 4.1 Ewell Court House is an important hospitality venue and location for business meetings as well as a valued space for local community groups.
- 4.2 In contrast to a modern, open plan venue, the Grade II listed building does not lend itself to meeting social distancing requirements. It is served by a relatively small foyer and would share similar toilet queuing difficulties as the Playhouse.
- 4.3 Pre-pandemic, over two thirds of its income was generated from larger events including weddings, parties and business meetings. As these can no longer be accommodated in a safe, socially distanced environment, the building's ability to generate income is severely restricted.
- 4.4 To open the building would require increased on-site staffing to ensure social distancing is observed and significantly increased cleaning requirements. It would be difficult to justify increased operational costs in the absence of the building's attraction to its main hire base and consequent reduced income generating potential.
- 4.5 It is recommended that any hiring opportunities are accommodated at Bourne Hall (wherever possible) in the interim, while Ewell Court House remains closed until further notice.

#### **5 Bourne Hall Café**

- 5.1 During lockdown, Bourne Hall remained partially operational to support the increased demand for the Council's Meals at Home service. Its kitchen facility provided additional capacity and resilience with all Bourne Hall staff benefiting from food preparation training.
- 5.2 Since lockdown, Bourne Hall has gradually reopened to the public to support the Library and phased return of those regular hirers capable of operating under social distancing requirements. Hirers currently using Bourne Hall range from physio and pilates classes to performing arts and community church use.

- 5.3 Whilst Bourne Hall has reopened in compliance with social distancing requirements, it does so in a significantly restricted capacity with considerably reduced footfall.
- 5.4 The reduced footfall renders the café financially unviable at this time and so it is recommended the Café remains closed until further notice.

## 6 Risk Assessment

Legal or other duties

### 6.1 Impact Assessment

- 6.1.1 The hospitality sector has been impacted disproportionately by the pandemic and supporting the sector is vital for local jobs and household income.

### 6.2 Crime & Disorder

- 6.2.1 None arising from this report.

### 6.3 Safeguarding

- 6.3.1 None arising from this report.

### 6.4 Dependencies

- 6.4.1 The hospitality sector is dependent on the course of the pandemic and continuing social distancing requirements.

### 6.5 Other

- 6.5.1 None

## 7 Financial Implications

- 7.1 The actions proposed in this paper will assist the Council respond to the financial challenges of the ongoing pandemic.
- 7.2 **Section 151 Officer's comments:** In the current environment, the Playhouse, Ewell Court House and Bourne Hall Café are unable to operate in a way that would generate sufficient income to meet their budgeted income targets and cover operational costs. As such, it is recommended that these venues remain temporarily closed, as proposed in the report.

## 8 Legal Implications

- 8.1 There are no direct legal implications as bookings are being refunded and staff are being redeployed.



8.2 **Monitoring Officer's comments:** None arising from the contents of this report.

## 9 Policies, Plans & Partnerships

9.1 **Council's Key Priorities:** The following Key Priorities are engaged: Opportunity and Prosperity, Effective Council.

9.2 **Service Plans:** The matter is included within the current Service Delivery Plan.

9.3 **Climate & Environmental Impact of recommendations:** None

9.4 **Sustainability Policy & Community Safety Implications:** None

9.5 **Partnerships:** None

## 10 Background papers

10.1 The documents referred to in compiling this report are as follows:

### **Previous reports:**

- None

### **Other papers:**

- None

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