



COMMUNITY AND WELLBEING COMMITTEE

Tuesday 4 October 2022 at 7.30 pm

Place: Council Chamber, Epsom Town Hall

Link for public online access to this meeting:

<https://attendee.gotowebinar.com/register/7187529927123421196>

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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 Alex Coley (Chair)
Councillor Christine Cleveland (Vice-Chair)
Councillor Bernice Froud
Councillor Luke Giles
Councillor Christine Howells

Councillor Debbie Monksfield
Councillor Julie Morris
Councillor Phil Neale
Councillor Guy Robbins
Councillor Peter Webb

Yours sincerely

Interim Chief Executive

For further information, please contact Democratic Services, 01372 732122 or democraticservices@epsom-ewell.gov.uk

EMERGENCY EVACUATION PROCEDURE

No emergency drill is planned to take place during the meeting. If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions.

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building, but move to the assembly point at Dullshot Green and await further instructions; and
- Do not re-enter the building until told that it is safe to do so.

Public information

Please note that this meeting will be held at the Town Hall, Epsom and will be available to observe live on the internet

This meeting will be 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. A limited number of seats will also be available in the public gallery at the Town Hall. For further information please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk, telephone: 01372 732000.

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 this 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.

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 this Committee. Any person wishing to ask a question at a meeting of this 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 this Committee, please contact Democratic Services, email: 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, Tuesday 20 September**.

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, Friday 30 September**.

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. MINUTES OF THE PREVIOUS MEETING (Pages 5 - 8)

The Committee is asked to confirm as a true record the Minutes of the Meeting of the Committee held on 12 July 2022 and to authorise the Chair to sign them.

4. 2023/24 BUDGET TARGETS (Pages 9 - 14)

This report informs the Committee of the Council's revenue budget targets presented to the Strategy & Resources Committee. The report seeks guidance on the preparation of the Committee's service estimates for 2023/24.

5. SPORTS AND LEISURE COUNCIL (Pages 15 - 26)

This report seeks to provide an overview of the work of the Sports and Leisure Council and makes a recommendation as to the future provision of the Sports and Leisure Council, and use of Council funding.

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Minutes of the Meeting of the COMMUNITY AND WELLBEING COMMITTEE held at the Council Chamber, Epsom Town Hall on 12 July 2022

PRESENT -

Councillor Alex Coley (Chair); Councillor Christine Cleveland (Vice-Chair); Councillors Monica Coleman (as nominated substitute for Councillor Bernice Froud), Luke Giles, Steven McCormick (as nominated substitute for Councillor Christine Howells), Julie Morris, Phil Neale and Peter Webb

Absent: Councillor Bernice Froud, Councillor Christine Howells, Councillor Debbie Monksfield and Councillor Guy Robbins

Officers present: Rod Brown (Head of Housing and Community), Teresa Wingfield (Senior Accountant), Tim Richardson (Democratic Services Manager) and Dan Clackson (Democratic Services Officer)

1 QUESTION TIME

No questions were received from members of the public.

2 DECLARATIONS OF INTEREST

No declarations were made in relation to items on this agenda.

3 MINUTES OF THE PREVIOUS MEETING

The Minutes of the previous meeting of the Community and Wellbeing Committee held on 17 March 2022 were agreed as a true record by the Committee and signed by the Chair.

The followings matters were considered in relation to the Minutes:

- (a) **Minute 22 (4), Tennis in the Borough:** In response to a question from a Member, the Committee noted that responsibility for this matter now fell within the terms of reference of the Environment and Safe Communities Committee. Future reports would be presented to the Environment and Safe Communities Committee, and not the Community and Wellbeing Committee.
- (b) **Minute 21, Homelessness and Rough Sleeper Strategy:** Following a question from a member, the Committee noted that the Draft

Homelessness and Rough Sleeper Strategy is to be presented to its October meeting.

- (c) **Minute 19, Heritage Tours:** Following a request from a member for an update regarding the Summer Programme of Heritage Tours, the Chair noted that there had recently been a Heritage Day at Bourne Hall with another planned for 17 September 2022. Officers were requested to provide details of the scheduled heritage programme events.
- (d) **Minute 23 (3), Allotments:** In response to a question from a Member, the Committee noted that responsibility for this matter now fell within the terms of reference of the Environment and Safe Communities Committee. Future reports would be presented to the Environment and Safe Communities Committee, and not the Community and Wellbeing Committee.
- (e) **Minute 21 a) Empty Properties:** In response to a question from a Member, the Head of Housing and Community informed the Committee that an update on the number of empty properties could be provided, but due to the constant fluctuation in numbers it was unlikely a regular report on empty properties would be of value. It was noted that the Chair would discuss the matter with the relevant Officers. A request was made to the Head of Housing and Community to provide end of year data on empty properties.

4 EPSOM AND EWELL HUB - APPLICATION FOR 2ND YEAR FUNDING

The Committee received a report to support a bid for grant funding from the Department of Works and Pensions' (DWP) Flexible Support Fund to continue the work of the Epsom and Ewell Hub, with delivery partners.

The following matters were considered:

- a) **Thanks from Members:** Members wished to thank Officers for their work in relation to the Hub, and expressed their admiration and commendations for the scheme.
- b) **Volunteers working at the Hub:** Following a question from a member, the Head of Housing and Community explained that the DWP have requested that the Council includes volunteers as part of the offer, and that there are plans to expand the Hub's steering group in order to develop the role of volunteers within the Hub, in collaboration with Surrey Lifelong Learning and Surrey Voluntary Action.
- c) **Relocation of the Hub from Bourne Hall to the Ashley Centre:** The Committee noted that the move to the Ashley Centre has led to an increased footfall for the Hub and has boosted the Hub's success as a relatable and engaging location for the target audience of people aged 16-24. They noted the location has increased engagement with parents/guardians, as well as businesses. It was considered important for the Hub to remain in the Ashley Centre to maintain its current success,

and thanks were given to the Ashley Centre Management for their support. The Head of Housing and Community explained that the Hub hopes in its second year to increase engagement further with local businesses.

Following consideration, the Committee unanimously resolved to:

- (1) Support that the Head of Housing and Community, in consultation with the Chair of the Community and Wellbeing Committee, the Chief Finance officer and Director of Environment, Housing and Regeneration, submits an application to the Department of Work and Pensions to fund a further year of the Epsom and Ewell Hub.**
- (2) Agree that the Council continues the delivery arrangements with Surrey Life-Long Learning to deliver this initiative.**
- (3) Delegate minor amendments to the bid to the Head of Housing and Community, in consultation with the Chair of the Community and Wellbeing Committee.**

5 REVIEW OF PRIVATE SECTOR HOUSING GRANTS ASSISTANCE POLICY

The Committee received a report proposing two amendments to the Private Sector Housing Grants Assistance Policy.

The following matters were considered:

- a) Clarification of Recommendation (1)(i) of the report:** Following a question from a member, the Head of Housing and Community clarified the “exceptional circumstances” mentioned in Recommendation (1)(i) are expected to occur very seldomly (predicted as once a year) and that the expected increase would typically be £5000 to £10,000. He explained the recommendation to increase the top up funding above £30,000 in exceptional circumstances is in place in the interest of flexibility, to prevent the process from stopping until such a time as the policy can be revised, as payments of these grants are often time sensitive. The Committee considered that the wording surrounding the “exceptional circumstances” should be clarified in the interest of the prevention of challenges in future that could be caused by lack of clarity.

Following consideration, the Committee unanimously resolved to:

- (1) Approve the recommended amendments to the Private Sector Housing Grants Assistance Policy, so as to:**
 - (i) Increase the level of discretionary top up funding to £30,000 (or more in exceptional circumstances, provided it would not cause the Council to exceed its overall DFG grant allocation);**
 - (ii) Where reference is made to the term “legal charge”, replace with the term “land charge”.**

- (2) **Agree to delegate any necessary minor amendments to the Council's Private Sector Housing Grants Assistance Policy following changes in law or good practice, to the Head of Housing & Community in consultation with the Chair of the Community and Wellbeing Committee.**

The meeting began at 7.30 pm and ended at 7.49 pm

COUNCILLOR ALEX COLEY (CHAIR)

BUDGET TARGETS REPORT

Head of Service:	Brendan Bradley, Head of Finance
Wards affected:	(All Wards);
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Appendices (attached):	None

Summary

This report informs the Committee of the Council's revenue budget targets presented to the Strategy & Resources Committee. The report seeks guidance on the preparation of the Committee's service estimates for 2023/24.

Recommendation (s)

The Committee is asked to:

- (1) Note the implications of the budget targets presented to Strategy & Resources Committee on 26 July 2022.
- (2) Support the changes to services and savings identified in section 3 of this report and that these are included within the budget presented to this Committee in January 2023.
- (3) Note that any additional new growth items supported by this Committee will need to be fully funded from existing budgets.

1 Reason for Recommendation

- 1.1 The recommendations will provide a clear framework for officers to develop a balanced budget for 2023/24, which is a statutory requirement.

2 Background/Executive Summary

- 2.1 Following the end of pandemic-related government restrictions earlier this year, Strategy and Resources Committee agreed in July to re-base the Council's service budgets to reflect post-pandemic activity levels. For Community & Wellbeing Committee, the re-basing resulted in a net £329k increase to service budgets, broken down as follows:

2.2

Table 1 - Post Covid-19 Budget Changes	£'000
Homelessness	+243
Bourne Hall	+60
Community & Wellbeing Centre	+19
Route Call	+7
Total 2022/23 Changes	+329

- 2.3 The key assumptions and rationale behind the changes are set-out in the full report to [Strategy & Resources Committee in July](#).
- 2.4 At the same meeting, Strategy & Resources Committee agreed budget targets that would enable the Council to set a balanced budget for 2023/24. The budget targets include:
- 2.4.1 Excluding any new growth in expenditure, a level of savings of £2.6 million is needed to achieve a balanced budget over the next three year financial planning period to 2025/26.
- 2.4.2 That estimates be prepared including the delivery of savings already identified in the Financial Plan for 2023/24 totalling £215,000.
- 2.4.3 That at least £396,000 additional revenue be generated from an increase of 6% on discretionary fees and charges in 2023/24.
- 2.4.4 That a provision for pay award is made of £524,000 that would allow for a 3% cost of living increase.
- 2.4.5 That the homelessness service be set a target to reduce net costs by £243,000 per annum.
- 2.4.6 That any additional new growth items supported by Policy Committees will need to be fully funded from existing budgets.

3 Full Proposals

- 3.1 The Council is facing a great deal of uncertainty, with sufficient information unlikely to be available to reliably predict the medium-term impact of elevated inflation and the cost of living crisis on Council services before the end of 2022. As such, the report to Strategy & Resources Committee modelled 3 scenarios – optimistic, neutral and pessimistic – to forecast the Council's future budget position.
- 3.2 In the neutral scenario, adopted for financial planning purposes, the Council faces a projected budget deficit of £2.6m by 2025/26.
- 3.3 To address this deficit, Strategy & Resources Committee agreed that the following workstreams should be progressed by Directors and Heads of Service:
 - 3.3.1 Preparation of options for how services could deliver savings or additional income for the Council.

Property Related Reviews – to realise cost reduction of Council operational buildings, increase income from investment properties and generate new receipts from surplus buildings/land if appropriate. This should include the previously agreed Strategic Asset Reviews as follows;

 - 3.3.1.1 *Bourne Hall including the museum*
 - 3.3.1.2 *Town Hall*
 - 3.3.1.3 *The Playhouse*
 - 3.3.1.4 *Re-letting Parkside House and East Street should continue to be progressed as a key strategic priority.*
 - 3.3.2 Review of Pay Policy from 2024/25.
 - 3.3.3 Encourage and explore investment opportunities that deliver long-term savings or sustainable income.
 - 3.3.4 Production of a Homelessness Action Plan to reduce net cost of service by at least £243,000 per annum.
 - 3.3.5 That additional revenue be generated by increasing discretionary fees and charges by 6% annually from 2023/24 to 2025/26.
- 3.4 Officers will maintain engagement with policy chairs and members throughout the budgeting process, and budget forecasts and assumptions will continue to be reviewed and updated throughout the process.
- 3.5 Delivery of previously agreed savings totalling £215,000 are also required for a balanced budget to be achieved for 2023/24. Of the £215,000 total savings, the table below shows the savings previously agreed by this Committee:

Summary of Agreed Savings for 2023/24		2023/24
		£000
Reduce Subsidy of Community & Wellbeing Centre	C&W	50
Savings built into MTFs		50

- 3.6 Furthermore, with the Council facing a projected budget deficit of £2.6m by 2025/26, Policy Committees must determine how any additional new growth items they may support will need be fully funded from existing budgets.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

4.1.1 None

4.2 Crime & Disorder

4.2.1 None

4.3 Safeguarding

4.3.1 None

4.4 Dependencies

4.4.1 None

4.5 Other

4.5.1 Financial risk assessments will be completed with service estimates for this Committee in January 2023 and for Council in February 2023.

5 Financial Implications

5.1 Financial implications are set out in the financial planning report to Strategy & Resources Committee of 26 July.

5.2 **Section 151 Officer's comments:** It is important that the budgets target recommendations be agreed to maintain the future financial health of the Council.

6 Legal Implications

6.1 The Council has a statutory responsibility to set a balanced budget each year.

6.2 **Legal Officer's comments:** None for the purposes of this report.

7 Policies, Plans & Partnerships

7.1 **Council's Key Priorities:** The following Key Priorities are engaged: Effective Council.

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

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

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

7.5 **Partnerships:** None

8 Background papers

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

Previous reports:

- 2023/24 Strategic Financial Planning report to Strategy & Resources 26 July 2022.

Other papers:

- Budget Book 2022/23
- Medium Term Financial Strategy 2020 to 2024

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SPORTS AND LEISURE COUNCIL

Head of Service:	Rod Brown, Head of Housing & Community
Wards affected:	(All Wards);
Urgent Decision?	No
If yes, reason urgent decision required:	
Appendices (attached):	Appendix 1: Sports and Leisure Council Constitution

Summary

This report seeks to provide an overview of the work of the Sports and Leisure Council and makes a recommendation as to the future provision of the Sports and Leisure Council, and use of Council funding.

Recommendation (s)

The Committee is asked to:

- (1) Agree that the Council's Sports and Leisure Council will be disbanded as of 31st March 2023**
- (2) Agree that from 31st March 2023, the funds used to support Sports and leisure grants will be retained by the Council**
- (3) Agree that the future spend of funds will be subject to the criteria as set out in 3.4, 3.5 and 3.6 of the report**

1 Reason for Recommendation

- 1.1 To ensure the community sports and leisure grants are re-directed in order to support the priorities as set out in the Council's Health and Wellbeing strategy.

2 Background

- 2.1 In 2018, the Council agreed the Epsom and Ewell Health & Wellbeing Strategy. The Council placed greater focus on those who are vulnerable and experiencing significant hardship and making the health and wellbeing of these residents a priority.
- 2.2 Since 2018, the Health and Wellbeing Strategy has been superseded by the Council's Annual Plan. This plan continues to reflect the needs of the most vulnerable, and those who have been disproportionately impacted by the Pandemic and most recently, the cost-of-living crisis.
- 2.3 The Sports and Leisure Council (SLC) was formed by the Council in 1993 with the Council's Leisure Development Team being the main point of contact with the Council. This function was transferred to the Council's Community Development service following reorganisation in September 2021.
- 2.4 The constitution of the SLC consists of an honorary chair, the vice chair, secretary, and treasurer and any such officer the Sports & Leisure council may from time to time appoint.
- 2.5 The main purpose of the SLC was to work with the Council to determine the sports and leisure needs of the borough, disseminate information, encourage participation in sports and leisure, and to allocate grants to clubs and individuals to achieve their goals and aspirations. Please refer to Appendix 1
- 2.6 The annual contribution to the SLC by the Council is £3,400. The criteria for all grant applicants are that they must be an Epsom and Ewell resident, or that the grant funding must be used for the benefit of Epsom and Ewell residents
- 2.7 Prior to the Pandemic, the SLC would meet in person on 6-8 occasions per annum, along with an Annual General Meeting (AGM) every April/May. These meetings were held at the Town Hall and had the purpose of agreeing the grants being awarded, to consider any other sport and leisure initiatives in the borough and to agree its membership and constitution. These moved to virtual meetings over the course of the Pandemic.
- 2.8 The SLC has provided significant public service to sports and leisure within the borough for many years and has operated on an entirely voluntary basis.

- 2.9 Whilst the SLC had been without a formal review since May 2017, the Chair confirmed that it has not experienced any significant changes in its remit/objectives prior to, or after this time. However, recently, the Council has under-taken a review of the allocation of funds by the SLC to determine whether they are being best used to support the Council's priorities, and to review the history of awards and process employed for distributing Council funding. At this point, there was some discussion about whether the SLC intended to carry on functioning

Performance and grant allocation/s:

- 2.10 The number of applications received over the course of the pandemic is naturally lower than in previous years, with 8 applications received in both 2020/2021, and again in 2021/2022.

- 2.11 However, the decline in applications is not simply attributable to the impact of the Covid-19, with the following being of note:

- In the 15-years from 2003/04 until 2017/18 the average number of applications received was 11.8 each year. The highest being 17.
- In the 4-years from 2018/19 until 2021/2022 the average number of applications received was 7 per annum. The highest being 8.

- 2.12 Those sports/activities that have received the highest number of grants since 2008, have been swimming, athletics, and golf. In recent years, there has also been an increase in grant applications for tennis.

- 2.13 All grants have been for equipment, travel costs and Level 1 coaching courses as to promote progression.

- 2.14 The maximum award that can be paid to any one applicant is £700

- 2.15 It is noted that despite not receiving any Council funding for the 2-years over the course of the Pandemic, the SLC continue to have a relatively significant amount of grant funds remaining unallocated, and they have not been able to allocate funds in their entirety. This has primarily been due to under-spend year-on-year

- 2.16 The SLC also have a small pot of money via sponsorship. Sponsorship funds are derived from local businesses in support the Sports & Leisure Council awards. These awards have now ceased. The amount remaining as of March 2022 was £1,700. These funds would not be deemed Council funds, and it is understood the Council has no jurisdiction over spend

- 2.17 **As of 31st March 2022, the SLC had the following funds:**

Opening balance 2021-2022: £6,114
Spend in 2021-2022: £3,100
Balance 31st March 2022: £3,014

The balance of £3014 is comprised of:

Sponsorship:	£1,701 (carry over to 22/23)
Council Grant Balance:	£1,313(carry over to 22/23)

- 2.18 As a result of the current under-spend, and a review of the SLC, the Council has not yet made its £3,400 contribution for 2022/2023.
- 2.19 From 2003, until March 2022, the SLC have awarded circa £53,705 to improve opportunity and progression for residents of the borough

3 Proposals

- 3.1 The SLC has been a valuable asset to sport and leisure within the borough however the priorities as a Council since both its beginnings and its last review in May 2017, have changed. There is a need to review current spend to ensure the Councils resources are re-directed to towards having the greatest impact and targeting those who may benefit the most.
- 3.2 It is therefore proposed that the SLC is disbanded as of the end of this current financial year and the funding allocated each year towards the sports and leisure grants, be retained, and distributed by the Council.
- 3.3 The funds will be spent subject to the outcome of an Equality Impact Assessment. This will ensure funds are redistributed appropriately, and towards projects and initiatives that support the Councils priorities
- 3.4 Specifically, funds will be ring-fenced and used to develop sports and leisure projects/initiatives that support the Council's priorities in improving the health and wellbeing outcomes of those who are vulnerable and experiencing significant hardship in the borough.
- 3.5 In respect of governance the Council will set out its intended spend against these funds annually in the April of each year and will seek the scrutiny of both the Chair of Community and Wellbeing Committee and Chair of Health Liaison Panel in doing so.
- 3.6 All projects will be put forward by the Community Development Manager and must meet the criteria set out in 3.4 above in order to be considered. Funds are to be spent in each financial year, with outcomes being reported back to the respective Chairs.

4 Risk Assessment

Legal or other duties

4.1 Equality Impact Assessment

- 4.2 It is prudent for the Council to subject arrangements that are in place for review periodically, to ensure they still serve the purpose and priorities the Council has agreed. Despite the unquestionable public service provided by the SLC, consideration of the process by which funding is distributed is justified.
- 4.3 Over the years of operation, there has become a tendency that those applying for grants appear to be from relatively small group, often by those who already are aware of the availability of such grants. As such, grants have been awarded to the same applicants/organisations on multiple occasions, and who may already have the means to access sport and activity in the borough.
- 4.4 There is no assessment/means test that accompanies applications, and as such there is little confidence that grants are getting to those residents who may benefit the most.
- 4.5 This has implications for an Equality Impact Assessment in respect of vulnerable residents, who are already at a disadvantage, not being able to access these funds. Consequently, the proposals set out in the recommendations are considered to have a positive effect on equality.
- 4.6 The Council wishes to address this inequality by diverting funds to projects and initiatives that target vulnerable communities.

4.7 Crime & Disorder

- 4.7.1 By diverting the funds to the development of projects and initiatives that target the most vulnerable in the borough, the Council will seek to have a positive impact on crime and disorder.

4.8 Safeguarding

- 4.8.1 All projects and initiatives utilising funding via the £3,400 would be subject to statutory safeguarding requirements where they involved children or vulnerable adults.

4.9 Dependencies

- 4.9.1 There are no identified dependencies within this report.

5 Financial Implications

- 5.1 The cost to the Council of continuing to fund the SLC would be £3,400 per annum.
- 5.2 This annual contribution is already included in revenue budget for the Community Development Team, therefore, should the SLC continue there would be no new budgetary implication.

- 5.3 The SLC would retain the remainder of the funds, which as of 31st August 2022, remained at £2,739. This will need to be allocated prior to 31st March 2023.
- 5.4 The remaining sponsorship funds should be given priority for allocation to ensure these are not remaining at year-end. If this is not possible, the SLC would need to agree with the sponsors how this can be spent.
- 5.5 Where allocation of Council funds is not possible, these funds will need to be returned to the Council in April 2023.

Section 151 Officer's comments: None arising from the contents of this report.

6 Legal Implications

- 6.1 There are no legal implications arising from this report.
- 6.2 **Legal Officer's comments:** Section 1 of Localism Act 2011 provides the Council the power to do anything that individuals may generally do. This gives the Council the power for the allocation of grants to be a council function.
- 6.3 Under section 1 of Equality Act 2010 (EA 2010) a Council must, when making decisions of a strategic nature about how to exercise its functions, have due regard to the desirability of exercising them in a way that is designed to reduce the inequalities of outcome which result from socio-economic disadvantage.
- 6.4 Under section 149 EA 2010 the Council has a public sector equality duty. The Council must in the exercise of its functions, have due regard to the need to- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under EA 2010; (b) advance equality of opportunity between persons who share a relevant characteristic and persons who do not share it; and (c.) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 6.5 The relevant protected characteristics are age, disability, gender assignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation (section 149 (7) EA 2010).
- 6.6 The public sector equality duty is a continuing duty and should be considered and reviewed as plans develop on future allocation of funds.

7 Policies, Plans & Partnerships

7.1 **Council's Key Priorities:** The following Key Priorities are engaged:

- The Council's 4-year Corporate Plan and Annual Plan highlight the need to prioritise health and wellbeing inequalities in the borough by targeting the most vulnerable residents.
- The £3,400 per annum would be diverted to support, initiatives and projects that target vulnerable residents and promote opportunity.

7.2 **Service Plans:** The future of the SLC and the future granting of funds is not in the current Service Delivery Plan.

7.3 **Climate & Environmental Impact of recommendations:** There are no known climate and environmental impacts of this recommendation

7.4 **Sustainability Policy & Community Safety Implications:**

7.5 There are no sustainability policy & community safety implications

7.6 **Partnerships:**

8 Background papers

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

Previous reports: None located

Other papers: Appendix 1 – The Sports and Leisure Constitution May 2017

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EPSOM AND EWELL SPORTS & LEISURE COUNCIL CONSTITUTION

(Revised May 2017)

1. NAME

The name of the council shall be EPSOM & EWELL SPORTS & LEISURE COUNCIL (hereinafter called the Sports & Leisure Council).

2 OBJECTIVES

The objectives of the Sports & Leisure Council shall be:

- a) To assess the sporting and leisure needs of the borough and to help with catering for those needs.
- b) To examine the need to improve existing facilities and to offer advice to the Epsom & Ewell Borough Council and other organisations on any such improvements and on the provision of new facilities.
- c) To assist with the dissemination of information on available sporting and leisure facilities and opportunities.
- d) To provide Epsom & Ewell Borough Council and any other interested organisation with a body of opinion reflecting generally the views of local sports and leisure interests on matters concerning the development of leisure activities in the borough and to act on behalf of local interests in consultation with the Council.
- e) In consultation and collaboration with Surrey County Council as the education authority and other bodies, to encourage school leavers, youths and adults to continue to take part in physical education and leisure activities.
- f) To take such action as the Sports & Leisure Council deems necessary on reports and recommendations from any organisation dealing with leisure activities in the borough.
- g) To encourage participation in, and enjoyment of, all physical activity in the borough.
- h) To help promote the pursuit of sporting excellence.
- i) To help eligible clubs and individuals by grant aid, to set up or achieve their goals in their sport and to offer advice in pursuit of other funding opportunities.

These objectives shall not be interpreted so as to conflict with the objectives of any of the bodies represented on the Sports & Leisure Council.

3 MEMBERSHIP OF THE SPORTS & LEISURE COUNCIL

The Sports & Leisure Council shall be constituted as follows:

Voting Members

- a) All members of the Committee of Sports & Leisure Council
- b) Up to two representatives from each and any sports and leisure organisation with local persons having special interest in, and knowledge of sport in the area.

Non-Voting Members

- c) Borough representative from Leisure Developments.

4. OFFICERS

The Officers of the Sports & Leisure Council who shall serve in an honorary capacity shall be: the chairman, the vice chairman, secretary, treasurer and such officers as the Sports & Leisure council may from time to time appoint. All officers shall be appointed at the AGM.

5. ORGANISATION

The Committee of the Sports & Leisure Council will:

- a) have the responsibility to deliver the objectives of the Organisation.
- b) be responsible for managing the affairs of the Sports & Leisure Council.
- c) have the necessary powers to effect a & b above.

6. THE COMMITTEE

The Committee shall consist of:

- a) The Chairman, Vice Chairman, Secretary and Treasurer.
- b) Representatives of sport and leisure.
- c) Representative for the local authority (L.D.O.)
- d) Representative for the disabled.
- e) Any other representatives appointed by The Committee.

7 MEETINGS

The Annual General Meeting of the Sports & Leisure Council shall be held during the months of April/May in order to:

- a) Receive the Chairman's remarks
- b) Receive and adopt a financial statement for the year
- c) Elect Officers and members of the Committee
- d) Review membership
- e) To consider any other matters pertinent to the meeting.

The Committee shall meet on 6 – 8 occasions per year. The agenda for the meetings will be sent no later than 7 days before. The agenda for and advice of the AGM will be sent no later than 14 days beforehand, in order to receive officer nominations.

Quorum – Four voting members shall constitute a quorum for a meeting of the Sports & Leisure Council Committee.

8 FINANCE

The Sports & Leisure Council's financial year shall run from 1st April in each year till 31st March.

9 ACCOUNTS

The Committee shall cause accounting records to be kept, these being open to inspection. The Chairman and Treasurer will be nominated signatories on all Sports & Leisure Council cheques. All cheques are to bear the signatures of these officers.

10 AMENDMENTS TO RULES

Amendments to rules may only be made at a General Meeting.

11 DISSOLUTION OF THE SPORTS & LEISURE COUNCIL

In the event of the Sports & Leisure Council being dissolved, any property or monies remaining after its debts and liabilities have been settled shall be paid to the Borough of Epsom & Ewell and used in the furtherance of sport in the borough.

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