

REPORT TITLE: KINGS BARTON COMMUNITY DEVELOPMENT WORKER

15 JULY 2019

REPORT OF PORTFOLIO HOLDER: Councillor Jackie Porter, Cabinet Member for Built Environment and Wellbeing

Contact Officer: Steve Lincoln Tel No: 01962 848 110 Email slincoln@winchester.gov.uk

WARD(S): GENERAL

PURPOSE

To present proposals for the employment of a Community Development Worker (CDW) to serve Kings Barton, funded by the developer through S106 contributions.

RECOMMENDATIONS:

1. That the Forum endorses the preferred approach for the employment of a Community Development Worker to serve Kings Barton.

IMPLICATIONS:

1 COUNCIL STRATEGY OUTCOME

1.1 Improve the health and happiness of our community:

- a) Work with partners to reduce health inequalities in the District and promote good mental and physical health;
- b) Provide new leisure facilities in Winchester that meet the needs of a broad cross-section of our communities for now and the future; and
- c) Encourage volunteering to support and extend local services.

1.2 Improving the quality of the District's environment:

- a) Work with our partners and using powers available to us, make Winchester a safe and pleasant place to live, work and visit.

2 FINANCIAL IMPLICATIONS

- 2.1 The cost of the post will be met in full by the developer through financial contributions as required by the S106 agreement. Contributions will cover the salary and direct on-costs and estimates for the first few years of the post are shown in appendix 2.

3 LEGAL AND PROCUREMENT IMPLICATIONS

- 3.1 The post holder would enjoy the same employment rights as other Council employees.

4 WORKFORCE IMPLICATIONS

- 4.1 It is proposed that the CDW post would sit within the new Communities team as part of the Council's Engagement Service. This will bring with it commitments in respect of recruitment and line management, which can be accommodated.

5 PROPERTY AND ASSET IMPLICATIONS

- 5.1 The developer is obliged to provide on-site accommodation for the CDW as part of its S106 obligations. Initial discussions about this have begun, but the details are still to be finalised.
- 5.2 On occasions the CDW will work from the Council offices so will require access to a desk and work station within the Engagement Service area.

6 CONSULTATION AND COMMUNICATION

- 6.1 The proposals set out in this report have been developed in consultation with the developer.
- 6.2 There are some key community organisations that will have an important role to play in establishing a strong, resilient and cohesive community at Kings Barton. Discussions were held with St Barnabas' Church, the University of Winchester (as academy sponsor) and Henry Beaufort School to consider options for the employment of the CDW and to ensure that arrangements encourage joined-up working within Kings Barton.

7 ENVIRONMENTAL CONSIDERATIONS

- 7.1 None.

7.2

8 EQUALITY IMPACT ASSESSEMENT

8.1 None required.

9 DATA PROTECTION IMPACT ASSESSMENT

9.1 None required.

10 RISK MANAGEMENT

10.1 See table below:

Risk	Mitigation	Opportunities
<i>Property</i> Lack of suitable accommodation to enable effective engagement with residents.	Discussions scheduled with schools and other local organisations to identify potential for use of their facilities.	Improved joint working with other local organisations through co-location.
<i>Community Support</i>	N/A	
<i>Timescales</i> Failure to recruit in a timely manner.	Early consideration of the requirements of the role. Provisional arrangements made for pay scale assessment.	
<i>Project capacity</i> Insufficient capacity to provide the level of support required by this new and emerging community.	Initial 2-year post allows for review of workload.	Potential to increase working hours if required in the future (subject to agreement of the developer).
<i>Financial / VfM</i> Duplication of effort with other organisations (e.g. schools, church).	Discussion with schools and church regarding scope and responsibilities of the post.	
<i>Legal</i>	N/A	
<i>Innovation</i>	N/A	
<i>Reputation</i> If communication and information provision to local residents and businesses is poor there could be an impact on community activities, the development timetable and reputation for those involved.	Regular Forum meetings, the work of the Implementation Officer and close working liaison with parish councils and ward members.	Significant opportunities for increased and improved communication and information provision through the work of the CDW.

Other	N/A	
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11 **SUPPORTING INFORMATION:**

11.1 **CDW post**

11.2 The S106 Agreement for Kings Barton includes an obligation on the developer to provide for a CDW. The trigger for the commencement of the post is 200 occupations and it will continue until the date of the Certificate of Completion of the final open market housing unit.

11.3 As of the end of June 2019, there were 205 occupations at Kings Barton. Arrangements therefore need to be made for the CDW post so that a recruitment process can begin.

11.4 The S106 Agreement is not prescriptive about the nature and terms of the CDW post. This was deliberate, as it left flexibility to choose an employer that will maximise the benefit for the community of Kings Barton; to agree key tasks and responsibilities reflect current priorities; and to choose working hours that suit both employee and employer. The provision of this post is a requirement of the developer and, as such, the developer has a significant voice in determining the arrangements.

11.5 A job description and person specification for the post has been developed and can be seen at Appendix 1. This draws on experience of similar roles at the major development at West of Waterlooville and on major developments in neighbouring districts. The key objectives of the post will be:

- a) To develop a sense of community within the development, bringing together residents from all sectors of the community.
- b) To build strong relationships, liaising and working in partnership with statutory and voluntary organisations, housing providers and the developer, to co-ordinate efforts and ensure best use of resources.
- c) To ascertain and help deliver what the community needs and wants, advocating for the needs of local people.
- d) To build the capacity of community groups to take ownership of, and responsibility for, their own issues.
- e) To ensure all new residents are aware of services and activities and know how to access them.
- f) To facilitate integration between phases and with existing communities.

- 11.6 The primary purpose of the role is to help establish the groups, networks, relationships and behaviours that underpin a strong, resilient and cohesive community. However, an equally important part of the role is that of first point of contact for residents – signposting to existing services and understanding trends and patterns in demand. This aspect of the role has worked well in other areas and can help the efficient handling of enquiries between residents, local authority and developer.
- 11.7 It is proposed that the post would be employed by the City Council. This approach of employment by the district council has also been taken with the equivalent post at West of Waterlooville, which is employed by Havant Borough Council and with equivalent roles in other Hampshire districts. Employment by the City Council has a number of benefits, not least the close working relationship this enables with the Implementation Officer. The two posts will work together to provide an effective interface between developer, Council and community.
- 11.8 The community at Kings Barton is still becoming established and, when the CDW post begins, only 10% of the total 2000 homes will be occupied. It is proposed that the post will be 0.5 FTE during the initial period of employment and that the contract be initially for a 2-year period. The workload and demand would be re-evaluated at the end of the two years and, if necessary, an increase in hours considered with potential to increase the post to full time.
- 11.9 An informal ‘light-touch’ evaluation has been made of the job description and person specification shown in Appendix 1 and this indicated that the post would be likely to be grade 4 on the Council’s pay scale, with a salary range of £24,799 - £27,905 (FTE). The developer has indicated their agreement to meet this cost in full, together with direct on-costs, as set out in appendix 2.
- 11.10 **Place of work**
- 11.11 The developer is obliged to provide on-site accommodation for the CDW as part of its S106 obligations. Initial discussions about this have begun, but the details are still to be finalised.
- 11.12 One option could be to work out of the new Barton Farm Academy, which is due to open in September 2020. The school will be significantly under capacity during its early years of operation and the Headteacher-in-waiting has confirmed her willingness in principle to allow the CDW to work from the school. This would be a great location for interaction with residents, ideally located in the centre of the development, with access from phases 1A and 1B and with a good footfall that will increase over time. It could also be a venue for community events or meetings in the coming years. If this option was pursued then a short-term arrangement would be needed prior to the school opening, which could be off-site but with regular and scheduled visits to the site.
- 11.13 If the Barton Farm Academy option is not possible then the obligation remains with the developer to provide an on-site venue.

12 OTHER OPTIONS CONSIDERED AND REJECTED

- 12.1 St Barnabas Church asked to be considered as a potential employer of the CDW for Kings Barton. In addition to the more traditional worship and faith-based activity, St Barnabas Church has a Children's and Youth Worker, hosts an older persons' lunch club and hosted carol services and other community activities at Kings Barton. Whilst the Church would undoubtedly make a good host for the CDW post, it is the shared view of Council and developer that employment by the Council would maximise the accessibility of the post and take-up of the services it will provide. However, the CDW would need to work closely with the Church to ensure a joined-up approach and complementary delivery of services.
- 12.2 Discussion also took place with the schools regarding the employment of the CDW. Barton Farm Academy needs to focus fully on getting the school ready for opening in September 2020 and the off-site location of Henry Beaufort School makes that a less attractive option. Both schools are aware of the proposal set out in this report and would work closely with the post-holder.
- 12.3 Making the post full-time from the outset was considered but, with only 200 homes at the outset, there would not be sufficient workload for the post holder to justify a full-time position. A part-time post during the initial period of employment makes efficient use of resources and could be increased to a full-time post at the appropriate time.

BACKGROUND DOCUMENTS:-

Previous Committee Reports:-

None

Other Background Documents:-

Section 106 Agreement

APPENDICES:

APPENDIX 1: Job description and person specification - Community Development Worker (Kings Barton).

APPENDIX 2: Estimated costs of the post: 19/20 – 21/22