



PETERLEE TOWN COUNCIL

23<sup>rd</sup> February 2024

A MEETING OF THE SCRUTINY & PROGRESS COMMITTEE WILL BE HELD ON FRIDAY 1<sup>ST</sup> MARCH 2024 IN COUNCIL CHAMBER, SHOTTON HALL, PETERLEE, SR8 2PH at 10.00AM

Ian Morris, M.A., F.S.L.C.C  
Town Clerk (Proper Officer of the Council)

## A G E N D A

1. Apologies for Absence
2. The Minutes of the last meeting held on 16<sup>th</sup> October 2023  
(attached for consideration and approval)
3. The Pavilion, Helford Road  
To consider the original business plan and funding arrangements for The Pavilion Sports & Community Centre, Helford Road.  
(Documents attached)

THE MINUTES OF THE MEETING OF THE SCRUTINY COMMITTEE  
HELD IN THE COUNCIL CHAMBER, SHOTTON HALL, PETERLEE  
ON MONDAY 16<sup>TH</sup> OCTOBER 2023

PRESENT: COUN K HAWLEY (CHAIR)  
A Stockport, D Hawley, A Laing, K Hawley, D Howarth & S Simpson (observer)

4. Apologies for Absence

Apologies for absence were submitted by Councillor R Moore.

5. The Minutes of the Last Meeting held on 21<sup>st</sup> August 202

The minutes of the previous meeting are attached for consideration and approval as a true and correct record. RESOLVED the minutes be accepted and signed as a true and correct record.

6. The Pavilion, Helford Road

The Clerk gave the group an update on the staffing issues at the Pavilion and Shotton Hall. There was a full discussion on the Pavilion operations. It was agreed that Members needed to be clear on what the Town Council's operations were and it was asked if this could be broken down into services and understandable chunks for Members to consider at the Council Meeting the following week to support budget setting priorities and discussions. RESOLVED this item be considered at the Council Meeting to be held on 23 October 2023.

7. Flexible Working Policy

Members further discuss the Council's Flexible Working Policy as referred from the Council Meeting in September 2023 with the suggested amendments making reference to compressed hour being deleted. RESOLVED this be passed to the council to approve.

8. Working from Home Policy

Members discussed working from home and shared their feelings and feedback they had received from the public. The Clerk advised he was to consider the policy further, re draft and re submit as a Hybrid Working Policy and this was agreed as a course of action. RESOLVED this policy be awaited.

Peterlee Pavilion new build funding breakdown for Scrutiny Committee 26 <sup>1st</sup> March 2024

Funder	Reference	Title	Amount	Relevant conditions include...
Sport England	20076332	PETERLEE TOWN COUNCIL: HALL, CLUB HOUSE, CHANGING ROOMS AND FLOODLIGHTING	£300,000	<p>21 year clawback period (to 2028)</p> <p>Employ staff for the hours identified within the Business Plan Forge links with the Community Sports Network to promote and offer opportunities across the County Sports Partnership The Organisation produces a robust Facilities Sports Development Plan that meets Sport England requirements</p> <p>not without the prior written consent of Sport England, assign, transfer of otherwise dispose of the Land or charge the Land or grant any lease or license, agree to grant any lease or license or enter into or permit any parting with possession or sharing arrangements whatsoever in respect of the Land; (Note: this restriction is also registered as a restrictive covenant on the land title held at Land Registry)</p> <p>not, save with the prior written consent of Sport England, to use the Land other than for the purpose of the Project</p> <p>not without the prior written consent of Sport England (and then only to the extent that such consent permits and in accordance with any conditions attached to such consent):</p> <p>(i) grant or agree to grant (whether in exercise of any statutory power or otherwise) any lease, underlease, tenancy or agreement for lease of or affecting the Land;</p> <p>(ii) confer or agree to confer on any other person any other right or licence to occupy any land or buildings forming part of the Land or grant any licence to assign or sub-let the Land or any part thereof; and/or</p> <p>(iii) change or permit or suffer to be changed the present use of any part of the Land;</p>

Funder	Reference	Title	Amount	Relevant conditions include...
Sport England	20072042	Helford Road Sports and Community Centre [MUGA]	£100,000	<p>21 year clawback period (to 2028)</p> <p>Peterlee Town Council to confirm that reduced hours will not be used as budgetary controls should revenue income be lower than predicted and that any shortfall in income will be met by the Council</p> <p>Sports development plans , a facilities development plan and a programme of user / operational programme to be agreed by Sport England</p> <p>The council work with relevant NGB' s to agree and produce a coach and volunteer development plan that meets the requirements of Sport England's coach and volunteer initiative</p> <p>The applicant continues to forge links with the CSP and the CSN and related partners in order to promote and offer opportunities across the County Sport Partnership</p>

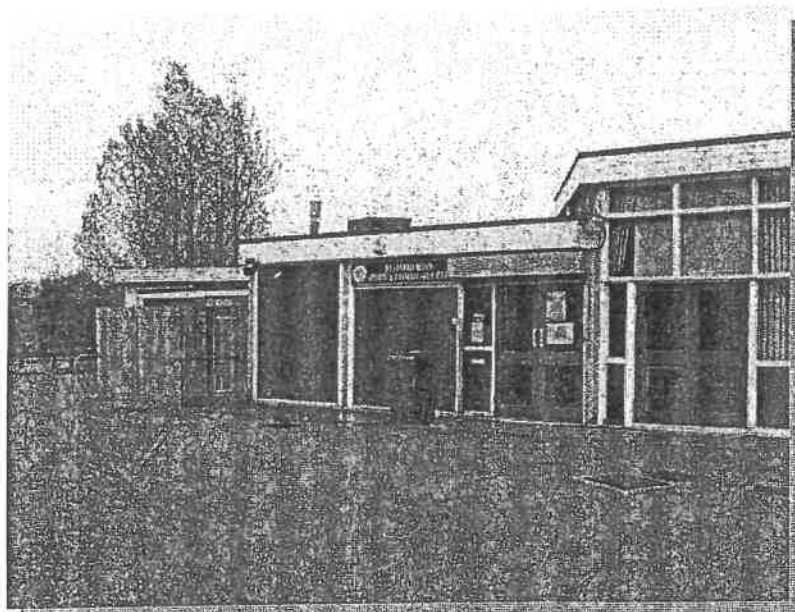
Funder	Reference	Title	Amount	Relevant conditions include...
Football Foundation	58147	Helford Road, Peterlee	£650,000	<p>21 year clawback period (to 2028)</p> <p>The purpose of the Project, the arrangements for management and community use of the Facilities and the purpose for which the Facilities are used shall be as set out in the Application and the Grant Contract and shall not be changed throughout the Clawback Period without the prior written consent of the Foundation.</p> <p>The Applicant undertakes, warrants and agrees to use its best endeavours to manage and operate the Project and the Facilities in accordance with the aims, objectives, targets, and timescales set out in the Football Development Plan and the Business &amp; Management Plan.</p> <p>The Applicant must inform the Foundation in writing of anything that materially threatens, makes unlikely, or delays the completion or success of the Project and the Facilities.</p> <p>During the Clawback Period, subject to the terms of any charge or charges to which the Foundation shall previously have consented the Facilities or any part of them may only be sold, transferred, leased, licensed or otherwise disposed of, or cease to be used for the purposes previously approved by the Foundation (whether by the Applicant or any party or any owner with a legal or equitable interest in the Facilities) with prior written approval of the Foundation's chief executive.</p> <p>If the Facilities cease to be used for the purposes approved by the Foundation, the market value of the Facilities shall be assessed by an independent surveyor approved in writing by the Foundation and an appropriate proportion of such value (determined by the Foundation by reference to the proportion of the original purchase and development cost of the Facilities met by the Grant and/or taking account of the period of use) shall be surrendered to the Foundation on demand unless otherwise agreed in writing in advance by the Foundation</p>

Funder	Reference	Title	Amount	Relevant conditions include...
Public works loans board	PW494535	The rebuilding of the Helford Road sports complex/multi use games area	£1million	<p>Total repayment term = 50yrs (to Sept 2058)</p> <p>The Council may borrow only for the purpose of [the rebuilding of the Helford Road sports complex/multi use games area]</p> <p>No apparent restrictions on use of the building arising from this loan.</p>
Coalfields Regeneration Trust	URN7522	Peterlee Healthy Community Sports & Social Club	£85,000	<p>'For a contribution towards the cost of a MUGA'</p> <p>Awarded 19 September 2007; not registered as a charge against the land. 25 year grant agreement (so lasts until September 2032).</p> <p>You must not without our prior written consent:</p> <p>(1) change your constitutional document as regards your objects, powers and purposes, payments to members and members of your governing body, the distribution of your assets (whether on a dissolution or not) or the admission of members (where you have a membership); or</p> <p>(2) transfer your assets to or merge or amalgamate with any other body, including a company established by you.</p> <p>(3) Sell transfer lease assign or charge or otherwise dispose of any interest in land that has been obtained either wholly or partly from Grant.</p> <p>If any part of a Grant has been made to purchase or construct, refurbish, extend or alter buildings or land or other assets, including equipment and vehicles, you may not dispose of those assets without our prior written consent.</p>
Aycliffe & Peterlee Development Company	n/a	n/a	n/a	<p>Although not part of the funding package for the Pav rebuild, it's worth noting that there is an equitable charge on the land in favour of Aycliffe &amp; Peterlee Development Company (now the Government) in respect of realisation of development value if the land/building was ever sold. This equitable charge is in place until 8<sup>th</sup> January 2037.</p>

# **HELFORD ROAD, PETERLEE COMMUNITY SPORTS AND SOCIAL CENTRE**

## **FEASIBILITY STUDY AND BUSINESS PLAN**

**May 2007**



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## **1. Introduction**

- 1.1 Helford Road falls within the Passfield Ward of Peterlee in the District of Easington, County Durham. Peterlee Town Council is considering options for development of the Helford Road Sports and Social Club. Recent surveys have revealed that the cost of repair of the building to comply with the Disability Discrimination Act and to effect repairs and bring heat and light up to appropriate standards would not be cost effective. In effect a partially modernised building which still did not meet the requirements of users would be the result.

There is an opportunity to develop a new facility which would meet the growing needs of the already increasing numbers of current users, while also improving access for the local community, thereby enabling even further growth in use.

- 1.2 This document sets out a business case for the building of a new Community Sports and Social Centre, with floodlit multi use games area for the residents of Peterlee, in particular the Helford Road area. There is an existing building at Helford Road, which is now in need of considerable refurbishment. The refurbishment is needed to bring it up to DDA regulations for access to public buildings. However, the configuration of the building would continue to prevent it from total DDA compliance regardless of this refurbishment. The centre is well used, with active, organised teams in rugby league, cricket and football, with participation from women's, men's and youth teams. It also provides space for a number of community and social activities at low cost, such as the Town Band and quilting group. The current building restricts the use due to lack of adequate changing rooms for sports activities. Use is also limited by various groups wanting to use the same space simultaneously, denying users fair and equal access to facilities. There is no all weather playing surface at the centre, which restricts the outdoor activities.

- 1.3 The vision for the new building is that it should be a central focus for extending the sporting activities, including facilities for spectators, to allow teams to participate more fully in leagues locally and regionally. The facilities provided will be in line with the requirements of Sport England. It should also continue to provide facilities for the communities locally to continue their existing social and recreational activities in a more appropriate environment and to provide a facility that can be accessed by young people. It will also provide opportunity for Community Enterprise, and local employment. The multi use games area (MUGA) will increase the opportunities for participation in sporting activities. An all weather surface will increase the amount of pitch time available for coaching, and

make possible schools competitions and sports festivals. It would also make it possible for increased participation in sport by disabled groups. Some low level fencing and strategic positioning of large boulders will prevent cars and motor bikes from getting onto pitch areas and causing damage.

- 1.4 The current facility is owned by Peterlee Town Council and separate areas internally leased and managed by Helford Road Sports and Social Club. They currently take a modest return from the bar, which is re-invested in the community, providing small grants to user groups. Peterlee Town Council are responsible for the Grounds Maintenance of the sports pitches, and collect revenue from the hire of the sports pitches and changing rooms. Individual sports clubs (Peterlee Pumas, Cricket club, Football club) all work in partnership with the Town Council, and are responsible for the development opportunities of their own sports.
- 1.5 On completion of the new building, the existing building will be demolished to provide car parking and landscaping. The existing facility will remain in use until the new building is ready to move into.
- 1.6 The primary driver of this feasibility business plan is to demonstrate, through the business model, that the new Sports and Community Centre is viable and sustainable, subject to the receipt of some core funding for the project. There are a number of management options for the centre, which are being explored with the partners. The favoured option is a facility managed by Peterlee Town Council.
- 1.7 The project has significant capital resources available to it, in the form of up to £1,500,000 capital contribution from the Town Council. It is estimated that a further £1million is required to be raised in capital resource to realise the vision for the building, and this plan indicates the sources that are being pursued to achieve this. It is anticipated Peterlee Town Council will then take on the management of the centre and will absorb the revenue implications within their precept.
- 1.8 This study has been commissioned by the Peterlee Town Council, and has been managed by a sub-group of the committee. The technical feasibility work has been carried out by Burns Architects contributing to this feasibility report which has been produced by Banks of the Wear CP Ltd (BOW). There has been extensive consultation with stakeholders, including the relevant sporting bodies and the local community on a range of issues, ranging from location of the building, through to the activities and functions that will take place and be performed by the new project, throughout the development of this plan and feasibility study.

## 2. Executive Summary

- *Multi functional building at the heart of the community with multi use games area for sports development*
- *Enthusiastic response from local community groups and organisations*
- *1,155 msq building over 2 floors, total build cost £2.63 million*
- *Ownership and management of the centre by Peterlee Town Council with user groups*
- *Improved local sports facilities, enabling clubs to enjoy wider participation in local and regional leagues*
- *Changing and spectator accommodation in line with Sport England requirements*
- *Opportunity for local social enterprise*
- *Youth room with computer facilities*
- *Improved community facilities to enable more community groups and local people to access a flexible space, and to accommodate users of the existing facility in more appropriate accommodation*

- 2.1 We believe this proposal has unique and exciting features. It will be a mixed use building, with commercial and community uses. The building produced will have a flexible and multi-functional character; its future adaptability being one of the central strengths of the vision for the project. The MUGA will allow sports development, particularly among young people and disabled groups.
- 2.2 The business model proposed envisages a gap between expenditure and the revenue that can be generated, especially in the early years of the project. This means that there are overall and projected revenue deficits which will be addressed as part of the development plans for the project, principally through Peterlee Town Council's precept, to ensure sustainability for the project. A detailed short and longer-term revenue forecast is set out in Appendix 1 of the report.
- 2.3 The Business Plan builds on the current activities being undertaken in the existing social club, and develops services that have been identified as needed by the current users, the local community, Peterlee Town Council, Helford Road Sports and Social Club and other stakeholders. It aims to service these current needs, and plans for the growth in sporting activities.
- 2.4 It is recommended that the building and land will be owned and managed by Peterlee Town Council, with input from a management committee comprising users and stakeholders in the building. It is anticipated that management of the building and MUGA and sports pitches will be conducted by Peterlee Town Council through the engagement of full time

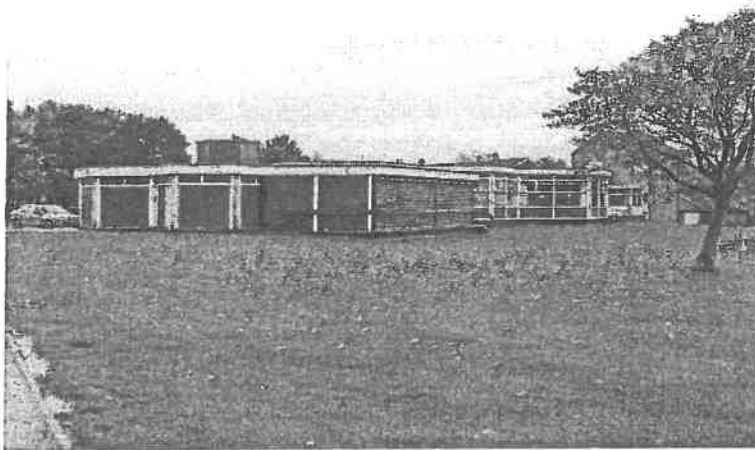
staff. It is envisaged that a core staffing group will be established of a centre manager, deputy and assistant, bar staff and also part time support staff. Cleaning will be done using existing staff. Peterlee Town Council already profitably manage a commercial enterprise at nearby Shotton Hall, which comprises a banqueting and conference facility used for weddings, functions and conferences. Additional expertise will be sought from someone with a background in sports development to support the important sports development aspects of the project, and promote healthy living agendas with the PCT through participation in other activities offered by the new centre.

- 2.5 Total costs for the building and the development of the MUGA amount to approximately £2.63 million (see Appendix 3 for costs and technical appraisal). A range of funders have been contacted and various sources of funds are identified in this report.
- 2.6 The report identifies a range of local community groups and organisations, and social business providers contacted in the compilation of this report that are enthusiastic about the prospect of taking space in the building. Other consultees who have been contacted in the compilation of this report have also expressed enthusiasm and support. Details of these consultations are set out in Appendix 6.
- 2.7 The technical appraisal for the building responds to the results of all consultation with the local community, who have continually supported community and sporting use of the building. It builds on use of the current building and develops it at the core of the community, for use by local residents and community groups. It proposes a range of changing facilities on the ground floor, in line with Sport England requirements for cricket, soccer and rugby. The Sport England Architect has been involved in helping to develop the plans. There is also space for a community café. On a first floor is proposed a large flexible meeting, conference and social function space, which can be divided down into smaller rooms for smaller meetings and learning opportunities. A bar and kitchen facility offer opportunities for commercial hire and income to support the revenue demands. A specific area is set aside for young people, with a computer suite available to all. There will also be opportunity for informal uses of space and views over both cricket and rugby pitches. Externally, the proposed all weather surface is to be floodlit to ensure maximum use of the facility.
- 2.8 The café area, bar and kitchen will particularly complement the sports provision which in turn will facilitate a range of sporting activities, with opportunities for casual use and hire, and for coaching in a range of sporting activities.

- 2.9 In total, the building will create a 1,155 sq m building with a range of flexible spaces, capable of adaptation to a range of uses, with an ability to respond to the changing needs and demands of the local area as it grows in the future.
- 2.10 The proposal positions the local community firmly at the heart of the development. It will service a range of health related, sporting, social, training and employment needs; the Business Plan presents a proposal which Peterlee Town Council believes marries the wishes of the local community to a need to produce a viable building. The training and job creation ambitions of the building link to wider economic development objectives and social inclusion agendas; and other functions of the building will create a new and exciting space for local community use. The established cricket and rugby clubs with better accommodation will be able to participate in sports at a higher level, and increase participation by women and younger children, building the health and fitness of a population with demonstrably low health. These features link in turn to the development of a cohesive and inclusive community, and harmonise and are sympathetic to the past and future use of the building, and its geographical and social relationships.
- 2.11 Capital Funding Sources. The various community, sporting, social (including, potentially, social business) and health uses open up a range of potential funders.

### 3. Background to Project

#### 3.1 *The Existing Facility*



- Helford Road Sports and Social Club is currently housed in an existing building which was built in 1973, with extensions in 1976 and 1990. It is a flat roofed construction, utilising a "Trelement" aluminium plan form. It consists of a number of linked hexagonal spaces, which can be opened up for larger functions (plan in appendix 2). Four small changing rooms, 2 kitchens and appropriate toilet facilities are also provided. The building accommodates events of up to 150 people at any one time, with catering.
- The building is currently used as a Social Club, with a bar open every evening and at weekends afternoon and evening. There are also established cricket teams, 3 senior and 3 junior teams, and Peterlee Pumas, 6 rugby league teams including juniors and female teams, and there are an adult and junior soccer league sides. They hire a range of grass sports pitches from Peterlee Town Council, which form the larger site.
- In addition to the sports and social side a number of community groups use the facility for committee meetings, band practice, quilting groups, indoor bowls groups, and dance classes.
- The centre is well used and open every day (see appendix 5 for a breakdown of the number of people who currently use the centre).
- The building is in the ownership of Peterlee Town Council, and currently the internal space is leased and managed by the Helford Road Sports and Social Club.
- Recent surveys of the current building reveal significant shortcomings in terms of access under the Disability Discrimination Act.

- The facility supports a number of grass pitches, both football and rugby, and a cricket pitch. These offer opportunities for play, but limited by season and weather.
- A detailed building condition survey from 1997 indicated that considerable amounts of work need to be undertaken amounting to £72,000.
- A mechanical and electrical engineering survey showed a need for a further £130,000 expenditure on heating and ventilation and electrical works. In total, the architects estimated it would cost £400,000 to bring the building as far up to standards as possible. Even after this, it would not be entirely DDA compliant, nor fit for purpose. It is effectively a 30 year old building at the end of its life.
- Faced with this considerable expenditure and pressure from developing sporting activities, the decision was taken by Peterlee Town Council to explore the feasibility of building a new facility on an adjacent site. The new build would take place before demolition of the existing building to allow activities to continue uninterrupted. On completion of the new facility, the existing building would be demolished to provide car parking and landscaping space to screen adjacent housing.
- The existing pitches would remain, but opportunities for participation and practice enhanced and extended by the provision of a Multi Use Games Area (MUGA) which would be a generation 3 all weather surface, allowing year round play and practice and would offer particular opportunities for development of activities for people with disabilities.

### 3.2 *Other sports and community facilities in Peterlee*

There is a lack of facilities similar to those proposed for the new centre, especially in terms of rugby pitches and cricket facilities. Appendix 2 shows a list of current local facilities.

### 3.3 **Context for the Development - National**

The proposed development fits with a number of current government agendas, some of which are detailed below. In particular the proposal has as part of its vision to promote social inclusion through opening out to the wider community. There are obvious health benefits to promoting sport at a range of levels, and the improved facility would enable more young people to get involved.

- **Sport England report: Sport Playing its Part- the Contribution of Sport to Building Safe, Strong and Sustainable Communities.**

2.1 "Sporting activities and events contribute to the development of stronger social networks and more cohesive communities. They provide opportunities for social engagement, often with alternative peer groups, which can create awareness of difference and break down barriers for individuals and communities. This can not only be through active participation in the sports activity but also as a volunteer or supporter."

2.12 "Developing active programmes of use and refurbishing out of date or unsafe facilities breathes new life into areas and changes patterns of use and perceptions of safety. Well designed and high quality new sport and recreational facilities and open spaces, with sustainable future programmes of sporting use, can make a significant contribution to the physical and economic regeneration of an area and create a sense of place and pride."

Full report at [http://www.sportengland.org/spip\\_safe\\_strong.pdf](http://www.sportengland.org/spip_safe_strong.pdf)

Sport England has particular targets for the North of England, which include increased levels of participation, increased numbers of coaches and club development. Their priority groups are people on low income, people with long term limiting illness, and people with disabilities, all of which are targeted by this proposal. Women and girls will also be targeted, building on existing female teams. Although Easington does not have a high percentage of BME residents, local initiatives through the local police will enable their projects to make use of the new facility to build opportunities for stronger, more cohesive local communities.

- **Home Office: Improving Opportunity, Strengthening Society- The Government's Strategy to Increase Race Equality and Community Cohesion**

"The Government has set an overall target to increase the take-up of sporting and cultural opportunities by 2008, particularly from among those from socially excluded backgrounds and people from Black and minority ethnic communities."

Full report at <http://www.homeoffice.gov.uk/documents/improving-opportunity-strat?view=Binary>

Peterlee Town Council is looking forward to engaging with local police in a particular project to involve more participation with local people from BME Communities who suffer from harassment and abuse. The proposed new Centre offers an ideal opportunity to involve them with projects from the outset.



- **National Strategy for Neighbourhood Renewal- PAT 10: The contribution of Sport and the Arts**

This research aimed to discover how to maximise the impact of sports and leisure on poor neighbourhoods, and to establish a plan to increase sports participation. It was concluded that:

“Arts and sport are not just an ‘add-on’ to regeneration work. They are fundamental to community involvement and ownership of any regeneration initiative when they offer means of positive engagement in tune with local interests”.

Full report at [http://www.sportdevelopment.org.uk/PAT10\\_report.pdf](http://www.sportdevelopment.org.uk/PAT10_report.pdf)

- **The Government Plan for Sport- A Sporting Future for All**

In this plan, the government set out their plans to enable everyone to access sporting opportunities and facilities. They note that there are simply not enough opportunities for children and young people to actively participate in sports. Also, as people get older they often lose interest in sport. With an ageing population, it is important that people who can do so remain active.

This proposal offers a range of opportunities for all ages, not only to become engaged in active sports through sports development programmes, but also with existing low impact activities such as carpet bowls and the proposed sprung floor will offer participation in fitness and dance classes, all of which are appropriate and attractive to older as well as younger age groups.

Full report at <http://www.culture.gov.uk/NR/rdonlyres/400726F5-D105-4905-B76F-C41272037034/0/sportfutureforall.pdf>

### 3.4 **Local - District of Easington Cultural Strategy**

#### Background

A Cultural Strategy was produced for a number of reasons:

A. Involvement in Cultural Activities makes a positive impact on people's lives. It adds to a sense of well-being and health, gives a sense of identity, improves skills and abilities and makes a contribution to the community.

B. There is a need for sustained Community Regeneration to overcome the major social and economic deprivation caused by the closure of the collieries.

- C. The Council believes that a cohesive approach to improving people's quality of life is essential.

#### Research Findings

- A. Facilities are patchy
- B. People have to travel for cultural events
- C. Many community centres are in a poor condition and poorly used. Several fail to meet the needs of the Disability Discrimination Act.
- D. There is some overlap in provision.
- E. There are lower levels of participation than the National and Regional average
- F. The main barriers to participation are therefore local availability, health, time and cost
- G. There is an unmet demand
- H. Many people think being active and involved in cultural activities is important but do not have enough access to activities and facilities.

#### The Strategy

Community Issues therefore, significant proportion of people, want to contribute more to these communities, and many others feel isolated and unsafe, participation after dark. There is a need to sustained community development and cultural activities which enhance the capacity and confidence of local people to engage in cultural activities.

The District has a high level of community centres but most are in poor condition and in general are under used by the community.

#### Delivering the Strategy

The following areas need to be addressed:

- A. Providing reasonable access to a range of cultural activities and facilities.
- B. Providing a range of activities to meet demands for health, well-being and community development.
- C. Providing facilities which are accessible and fit for purpose.

#### Partnerships

Policy Partnerships to develop initiatives will be established to ensure community facilities are provided in the four cluster areas of the District, namely:

- Seaham
- Peterlee
- Coastal
- West of the District

### 3.5 Meeting The Policy Context

The proposed development meets the following objectives:

#### 1. Strategy for Sport

Addresses the issues of:

- A. Providing more opportunities for young people to participation in sport
- B. Providing a positive school/community link
- C. Providing a neighbourhood facility
- D. Providing a multi-sport and multi-cultural facility with professional management meeting the needs of the community

#### 2. Government Plan for Sport

Addresses the vision of:

- a. Sport and Education
- b. Sport in the Community
- c. Training

#### 3. National Governing Bodies of Sports

- a. Rugby – will meet the “Community Club” initiative
- b. Football – will meet the “Charter Mark” initiative
- c. Cricket – will meet the “Charter Mark” initiative

#### 4. Sport England Programme

Will improve the quality of life of the community through sport providing a multi sport community initiative and address the vision of “Start, Stay and Succeed” in sport.

Meets the Lottery Funded “Community Fund” by providing a multi sports club which supports the community an area of deprivation benefiting young people including school/community/club links.

5. Regional Cultural Strategy

The proposed development will meet a strategic aim of improving opportunities for individuals and communities across the region to fully experience and participate in cultural activities.

6. Regional Plan for Sport

Will meet the objectives of:

- A. Increasing participation in sport
- B. Addressing skills of volunteers
- C. Providing a multi sports club with flexible facilities
- D. Providing a clear pathway from participation to excellence
- E. Providing wider access for the community
- F. Improving health and fitness levels
- G. Positive links with schools
- H. Strengthening a coaching base
- I. Creating a stronger and safer community facility
- J. Addressing the social well-being and quality of life of the community

7. Easington Cultural Strategy

The proposal fulfils the identified need in the Strategy of a Quality Community Facility serving one of the four Hubs or Clusters in Easington, namely Peterlee.

3.6 *Partnerships*

Brief discussions with Easington PCT have proved to be productive, as the new centre may be of interest to them. While they have not specified how they would use the facility, they have confirmed that they would like to be kept up to date with the progression of the project in order to see what kind of involvement could be possible in the future. Easington Sure Start also offered a similar expression of interest.

The current users of the building, both community users and the sports clubs, are also seen as partners. The sports clubs in particular are looking at the enormous potential the new building and MUGA offers in terms of attracting new people to the sports, encouraging use by disabled groups, extending the season of use, attracting new people to coaching and extending schools programmes and after school clubs. New sporting partners will be encouraged, with archery and hockey having already expressed an interest.

The café area could provide a community enterprise opportunity for a local group, providing an attractive facility for local residents, opportunities for catering for match teas, as well as spectator refreshments, and casual users from Castle Eden Dene, adjacent to the site.

The proposed computer facilities and dedicated youth area would offer potential for working in partnership with local colleges, or other youth organisations to develop a training facility in the heart of the community, in a more "user friendly" environment than perceived more formal education establishments

- 3.7 It is important that the community use should continue and develop alongside the sporting and social uses, and that provision for the continuity of these activities continues during the construction period of a new building. In addition to this the clubhouse is not currently in the most advantageous position for taking advantage of views over the pitches. For these reasons it is proposed to build the new facility between the existing cricket and rugby pitches, which should be possible without damaging either.
- 3.8 As mentioned, the building is currently owned by Peterlee Town Council with part lease/ part ownership of an extension to the Cricket Club, who manage it on a day to day basis. The Town Council has an open mind in regard to how the new building will be managed, maintained and developed in the future, and is keen to work closely with local people. The current proposal is that the Town Council will have overall responsibility for the facility, but a steering group comprising all the user groups will contribute to the detailed development and running of the building. The Town Council is committed to developing the participation in sports, in particular improving access for women and girls, the disabled and BME groups, and they will work with the schools, local and county sports networks as well as the current individual sports clubs to ensure equality of access for all.
- 3.9 The land on which the new Centre is to be built is also owned by Peterlee Town Council. The land is therefore available at nil cost.
- 3.10 Peterlee Town Council is able to make available a substantial contribution to the capital costs of developing a new building. In total, these sums amount to £1 – 1.5 million.
- 3.11 The Town Council was particularly keen to ensure that in addition to consultation with existing and potential user groups, that there should be wider consultation with the community in developing plans for the proposal. This process has been undertaken and has informed the

development of these plans. Additional consultation will be undertaken as the project progresses further.

- 3.12 There is a range of activity that already takes place in the current building, with over 200 people currently using the building on a weekly basis. The activities that take place include meetings of local residents and other groups, Peterlee Town Band for practice, a number of dance classes, and a group of needleworkers and quilters.



The club has limited facilities for social events on a large scale, but occasionally holds catered functions for up to 150. The club bar is open most evenings from 7pm to midnight, and on weekend afternoons 12 until 4. Arrangements can be flexible to cover sporting events.

In addition the building is used by Peterlee Pumas rugby league teams, soccer and cricket clubs for changing and use of the sports fields, and various sporting committees for meeting space.

The proposed MUGA would provide an all weather floodlit area which could be hired out to generate further income for the new facility. It would be suitable for the use of any groups, and it would be especially useful as a training area for the rugby league team. At present, rugby training has to be moved to a different site when floodlights become necessary. The lighting at the alternative site is not of a high standard and, as parents are unhappy taking their children to that facility, some young players stop attending. The floodlit area would also provide training for the new combined North East Team Project, which will eventually split off into a number of groups and allow rugby league to be played all year round at

adult level rather than the current three month summer season. In addition to this, the Pumas plan to run at least two after school clubs to generate further income for the club and interest in the sport at the schools level. The RFL see the potential of this area in developing active schools competitions, and widening access to the sport for the disabled. This demonstrates how useful and popular the new facility would be.

The football development programme is well established in the area and led by the County FA, with specific development officers for girl's and women's and club development. The newly developed site would provide a playing venue for the girls' teams created by Helford Road and these teams will be able to play in the local girl's league.

The cricket club is also active. However, it is not currently supported in development because of the vulnerability of the pitch. The playing surface is too often damaged by motor bikes. The club is therefore looking for some fencing as part of the new building and facilities to secure the playing pitches, and prevent this damage, to enable it to develop, with support from County Cricket. This would enable them to engage in a wider range of fixtures, and to develop the younger teams (under 11's).

## 4. Project Proposal

- 4.1 **The central proposal and vision** is to develop a building which is multi-functional; as near self-financing in revenue terms as possible; and which will reflect and serve the needs of the local existing and emerging community in Helford Road and Passfield, Peterlee. The building will have a commercial aspect in terms of developing a mixture of meeting and recreational activity spaces at both commercial and sub market levels, and in the development of up to the minute sporting facilities and associated social space; it will serve as a meeting, training and social resource for the community where birthdays, weddings and other celebrations could take place; and it will have a recreational/leisure use in providing a café area for park and sports users. In addition the 3<sup>rd</sup> generation multi games area will be built and appropriate fencing added to protect the games areas from damage. This will allow a much wider participation in existing sports, with the possibility of extending the range of sports offered. The vision here, is to develop the possibilities for particular target groups, such as women and girls, the disabled and older (45+) age groups, and to work with partners to provide a "Healthy Hub" and easy access to a range of low impact and interesting fitness activities and programmes.
- 4.2 The proposal is to provide a new building adjacent to the existing social club, and for this existing building to be demolished upon completion of the new building. Details on the feasibility proposal for the new building, and a schedule of space planning, is in the Technical Appraisal (Appendix 3, attached to this report, and see also the separate design report).

The building will provide 1155sq m of accommodation. The building will principally provide a suite of changing rooms on the ground floor, appropriate for cricket, rugby and football. There will also be umpires and officials rooms and a medical room. Reception and office facilities will be located close to the entrance, and a cafe with kitchen. Further space would provide a room suitable for occupation by the Peterlee Town band. Upstairs will provide the principal community space. There is a space appropriate for use by the social club, with bar and lounge area. A central service core will provide kitchen, bars and stores. Also provided is flexible meeting space, most of which is contained with a main hall which is large enough to accommodate indoor bowls, archery, dance classes, table tennis, and large functions such as prize giving, weddings or large parties, but it can be divided into two smaller spaces for meeting and hire and an informal meeting space close to a small café area. Young people will also have a specially designated area to spend time in. Further smaller dividable spaces are available for hire, with an IT suite which would be



available to the community. The upstairs will have large windows overlooking the sports pitches to either side, so that spectating for both cricket and rugby will be possible.

**4.3 Revenue Projections:** It is in this area that the greatest challenges exist, and the current proposal as modelled will become viable over the first three years. In total, it is envisaged that £198,475 will be generated in year one based on net rentals and service charges through the business model, income from the bars area and hire of the sports facilities, and the MUGA. The financial projections, and attendant assumptions, are set out in Appendix 1. The staffing projection is that the building will be managed by a Centre Manager, and deputy part time, a full time assistant, and bar staff and attendants. The total expenditure projection for year one is £205,352k.

**4.4 Market testing** has been carried out through a range of consultations with current and potential future users. It builds upon current use and work being undertaken in training and other provision, and a range of past consultation exercises. A number of these consultees have expressed their interest in taking space in the building, either on an annual or casual rental basis. Consultations have taken place with the following potential occupiers and building users;

- Shaw Trust
- Sports clubs, and their controlling bodies, cricket, rugby league and football associations
- County Sports Partnership
- Sport England
- All other existing user groups
- Health and social development projects, in particular the PCT.
- The District Council, including sports and community development officers and local representatives
- Discussion with the District Council's planning officer gives an early indication that the proposal would in principle be likely to receive planning permission, that it fits within their development plans, but clearly would be subject to detailed scrutiny on application.

**4.6** There has been enthusiastic support from the consultees for the development of the new Community Resource Centre. Further detail on the consultation exercises and current use are set out in Appendix 6. The consultations have been designed to inform the development of the design brief for the project, and the proposals for the new building are a response to them. However, although there is no major core activity in the building which provides a reliable and regular source of income which can provide

stability and sustainability to the project, the Town Council's experience of Shotton Hall and the potential for overspill activity from there would indicate that there is a commercial prospect.



- 4.7 **Capital Projections.** The viability of the building is dependent upon significant input of grant support. Total project costs for the building are estimated at £2,635,985 (see the Technical Appraisal at Appendix 3, which includes project costings). As mentioned above, a sum of £1,000,000 - £1,500,000 has been earmarked by the Town Council as a contribution to the costs of providing the new building, which leaves a sum of £1,635,000 to be raised in capital, plus further sums to meet the shortfall in revenue. Discussions have taken place with a number of potential funders for the project, and a range of potential funders for the project is identified below.
- 4.8 **Building Development.** There are various routes through which the building could be developed. It has been noted above that funding for this type of resource is often more readily available to charitable groups rather than statutory bodies such as the local authority. However, the time and skills needed to project manage a substantial development may be inhibiting for a voluntary community group, whose main objectives and purposes are directed elsewhere. Furthermore, the Town Council has considerable experience in running a successful commercial facility at Shotton Hall.
- 4.9 **Building Management.** The cost of managing and maintaining the present centre, including the sports pitches, is met by Peterlee Town Council. The Helford Road Sports and Social Club puts in a significant

amount of voluntary effort which contributes to the running of the building. The proposal set out for new staffing levels reflect the change in status and scale of the new centre, and would enable it to function at a higher level of efficiency, but it does require the raising of significant revenue resources to meet them. The staff will be employed directly by Peterlee Town Council, who will meet the wage bill.

- 4.10 There are various options for the future management of the new Centre. In essence, Peterlee Town Council would be accepting maintenance and operational responsibility long term for the building, if it proceeds on this basis, and both employment of staff and future management are linked to this. The Town Council will proceed as the principal developer, and it is logical that it should plan to control and manage the resource in the future, albeit with support from the various user groups.
- 4.11 The managing body and Town Council would need to engage the level of staff that can be afforded to execute the organisational objectives, and it will delegate day to day management to the staff body, who will also be directed to continue to build the realistic level of voluntary input that can be achieved into the use and management of the building. Management functions that will need to be carried out will include; reception facility and services; business support; security; cleaning and caretaking; marketing and publicity, including encouragement of use of the building by local people, community groups partner agencies and the wider community beyond Helford Road.
- 4.12 **Project Outputs and Outcomes.** The project will deliver a number of outputs and outcomes which are in line with council and other strategic objectives. These are
- ***Contributing to emergent enterprise strategy, including the stimulation of locally based enterprise and employment generation.*** The building could have some small scale opportunities for office rental for emergent local businesses, and the potential exists to support the generation of small local business further, and to provide mechanisms (and space) to help to sustain this. The café areas offer opportunities for development of a social enterprise..
  - ***Creating sustainable use and involvement in community owned buildings.*** The use of the building will be promoted and marketed throughout the local and wider community for a range of uses, and the management structure adopted will aim to increase community participation in the management process.
  - ***Promoting and acting a focus for social inclusion.*** In particular, programmes for younger and older people and those at social disadvantage through disability, and the new building will facilitate

increased usage. The Shinwell Centre, a local venue working with adults with learning difficulties, would find the centre a useful and accessible addition to their current facilities. The sports clubs, particularly Peterlee Pumas, have declared their intention to work on projects to include these groups

- **Encouraging participation in sporting activities and health related projects.** The existing and highly successful range of sporting activities will have the potential for development with the improved changing and social facilities. Teams will be able to participate at regional levels and above, which will offer them the potential for some earning capacity through spectator support. This in turn will allow them to invest in development of more grass roots community activity to encourage the participation in sports, thereby increasing regional sporting activity. The Town Council in partnership with the local sports clubs is committed to developing participation in sport, in particular increasing participation of women and girls, the disabled and BME groups, and offering further opportunities for coaching. There is a will to use the MUGA to promote schools competitions and sports festivals to encourage participation at the earliest opportunity. The project will have the potential to run a range of health related programmes in the building, and to develop this further, including working with local GP's and the Primary Care Trust.
- **Complementing other regeneration and environmental projects.** Opportunities exist to develop further links with environmental projects, including links with major footpath routes through Castle Eden Dene. In particular, the building will also act as the focus for the development of the community through existing activities which already take place, but which have also the potential for development of more social activities.
- **Create internet access availability.** With the development of the IT suite, there will be opportunities for the wider community to access computers. In turn this could allow direct access for example to the Town and District Council for payment of bills, information etc as e-government develops.

4.13 **Other Consultations.** In addition to the consultations that have taken place over the period of the project, and the market testing outlined above, discussions have been renewed with potential project funders. Further reference is made later in the report, and various officers of the council who have been helpful in the development of this plan.

4.14 **Complementing other community buildings:** The proposal has been checked against other sports and community buildings in the vicinity, both existing and planned. The proposal does not compete with but will complement facilities that exist in Peterlee.



## 5. Capital Works Plan, Capital and Revenue Funding

- 5.1 A development feasibility has been carried out by Burns Architects in the spring and summer of 2006. The client brief in the original tender exercise to procure the feasibility was that the design should create an inspiring facility which is flexible and durable for maximum sustainability. A further briefing requirement was to facilitate flexible use of the building, whilst still retaining intimate meeting and work spaces.
- 5.2 There is a greater emphasis on producing flexible space for a range of uses; the current building is notably inflexible in its use, and it is a tenet of this plan that the building should be adaptable for future changed and/or increased uses as the interest grows. Details on the feasibility proposal and outline programme for the works are set out in Appendix 2 and 3.
- 5.3 **Capital Costs.** A summary costing for the total project is included in Appendix 2. A full elemental breakdown has been prepared. Total project costs are estimated to be £2,625,983.
- 5.4 **Capital Funding Sources.** Nevertheless, this project brief included a request to identify possible funding sources. The various community, social (including, potentially, social business) and health uses open up a wide range of potential funders and until a) the specific future uses and b) ownership of the Centre are confirmed, it is not possible to identify too clearly the most appropriate possible sources. Furthermore, identifying and securing funding for projects of this size and variety of uses is now a complicated and time consuming business. We would recommend that the Town Council draw up an action plan for fund raising, which sets out who is to lead on the raising of various elements of the funding package.
- 5.5 Having noted this, outline research and some discussions have been held with an initial range of possible funders. The table below reflects this work and the potential funding sources and levels that may be available.
- 5.6 For example, although the area does qualify for European programmes of funding, Single Programme and Neighbourhood Renewal funds, these locally are committed already. Passfield is within the ERDF funding area, but these funds are oriented towards training. It is, however, eligible for Biffaward funding, as nearby Houghton le Spring contains a landfill site which earns landfill tax credits for projects within a ten mile radius. Applicants must request the total sum they require, and provide details of a sponsor who will pay BIFFA 10% of that total in order for the total funds to be released by BIFFA. Funding will also be sought from The Big Lottery

Fund and Coalfields Regeneration Trust, under their Community Buildings and Main Grants Programmes respectively.

Potential Funder Or Loan Source	Comments
<b>PUBLIC/ QUASI PUBLIC SOURCES</b>	
Single Programme Funds	If the Centre has economic, employment and training related outputs, it may be possible to access funds through the County Durham Economic Partnership. This will require further examination in consultation with Easington District Council.
Big Lottery Fund <sup>1</sup>	Funding more likely for Community element of building. Grants are now rare above £200k. But a new programme just announced "Reaching Communities" with £100m allocated for 2006 and a new programme for community buildings of around £40m nationally expected in the new year, may offer better opportunities. Funding also available for revenue.
Biffaward	Eligible for funding as Houghton le Spring landfill site is 8.56 miles away. Can apply under 'Landfill Communities Fund Categories D & E' for up to £50,000.
Sport England	Currently expressing interest in scheme- funding applications made.
<b>CHARITABLE SOURCES</b>	
Football Association	Will only fund the football side, and must have a football development plan for this to occur. Currently expressing interest in funding the scheme, and offering support to applications being made.
Northern Rock Foundation	Now the biggest charitable funder in the North East. Generally prefer to fund larger amounts of plus £100k in 'Building Projects' but in last 12 months, with reduction of the Community Fund/ Big Lottery, have begun to limit most funding to smaller amounts – often under £100k. Project may qualify through 'Prevention' and 'Money and Jobs' funding themes. Funding also available for revenue costs. Have indicated unlikely to fund application
Coalfields Regeneration Trust	Supporting Communities theme aims to provide access to facilities whether new or existing and tackling issues of geographical isolation, as well as measures which promote healthier lifestyles linking communities to wider health provision.

<sup>1</sup> Although nominally a charitable source, the funds of the Big Lottery are increasingly proscribed by Government into certain funding categories.



- 5.7 **Capital Funding Strategy.** The reality of applying for capital funding is that it is becoming increasingly more difficult. In the programmes highlighted above it is acknowledged that submitting successful applications to all or many of the funding bodies presents a major challenge.
- 5.8 With the demise of a number of public funding programmes to the North East at the end of 2005/6, and with the reduction in National Lottery funding available [due both to reduced public giving and Government appropriation to specific causes], demand has increased on other charitable trusts.
- 5.9 The result in terms of the financing of community capital projects is that projects are being forced to make up their capital costs package from a wider range of smaller donations from varied sources. This in turn makes a project more time consuming and costly in development.
- 5.10 We do not see a simple way to avoid this situation in the case of Helford Road but we do recommend a funding strategy which involves;
- a) a strategy of back up applications made at the same time for matching amounts from different sources, in order that in the event of some applications failing others automatically take their place without causing time delays to the project.
  - b) be prepared if necessary to designate certain parts of the building or elements of the work for specific uses - e.g. the XXX computer suite; the yyy games room.
- 5.11 Banks of the Wear's recent experience with other public and voluntary sector clients, indicates that the value of applications may need to exceed the required capital amount by two or three times, to have a better chance of successful returns within any designated project timescale.
- 5.12 A possible capital funding target profile for the project might be as follows:

Source/s	Amount to be applied for £k	Cumulative total	Timescale
Big Lottery	£250,000 (Stage 1 application made)	£250,000	Outcome of stage 1 – August 2007 – Stage 2 application 6 months
Biffaward	£50,000	£300,000	Not yet applied for
Coalfields Regeneration Trust	£150,000	£450,000	Apply July 2007 spend must be before March 2008
Sport England Multisport	£328,000	£778,000	Stage 1 application approved moving to stage 2 application June 2007
Sport England CIF (Specifically for the MUGA)	£100,000	£878,000	Stage 1 application approved – moving to stage 2 application June 2007
Football Foundation	£600,000	£1,478,000	Application being encouraged. Football Development plan being prepared
Cricket Association			
Peterlee Town Council*	£1,147,983	£2,625,983	
Total	£2,625,983	£2,625,983	

\* Peterlee Town Council has the possibility of raising funds through the precept, to make up shortfalls in other funders' contributions.

**5.13 Revenue Projections.** The revenue projections for the project are detailed in Appendix 1. The summary position is that the project is in a position where additional revenue costs will need to be raised in addition to the income generated. The level of operation is based upon operating for seven days per week, 10.00am- 11.30pm, with later opening as necessary for specific events. It is emphasised once again that the

projected figures contain some revenue contribution from the local authority for operating the centre.

Revenue funding is based on current revenue requirements of Shotton Hall, a facility run by Peterlee Town Council as a conference/ training/ wedding and party events venue, and current use and income from existing facilities, with projected increases based on conservative expectation of the potential development.

- 5.14 It is assumed that the building can operate on this basis with the staffing levels as set out in the Model. There is considerable voluntary input into the management and running of the current building at present. The organisational structure for the project needs to be further developed in the future operational activity of the new Centre.
- 5.15 The anticipated income is from hire of a multi-functional space for sports, social recreation, conferences, training purposes and meetings, a café area and a bar. It is also possible that a proportion of the income gained from spectators at high level sporting events could be a form of income. The figures assumed for this latter space are prudent. Income varies only at small amounts, as it is assumed the building will be opened when revenue generating events are taking place. In addition a conservative estimate has been placed on the potential income generation from hire of the MUGA when not in use by sports clubs and schools, and available to the general public for hire. It is anticipated that sports clubs and schools will make a seasonal payment based on hire of the pitches and changing facilities, as at present with the grass pitches.
- 5.16 **Revenue funding strategy.** Most of the features described above in relation to capital funding also apply to revenue funding. Pressure on charitable funders has increased and funders are less likely nowadays to wish to fund core costs, particularly after the “honeymoon period” of the first two or three years of a community facility opening.

We therefore advise a revenue funding strategy which involves:

A] Maximising of earned income – be it by individual user and user agency fees or by service level agreements with agencies for the provision of programmes of service or activity.

B] Minimising of core costs – by identifying costs wherever possible to user activities. Essentially, this means reducing the level of staffing in the building if substantial impact is to be made on the projected deficits.

C] Packaging of residual core and overhead costs which require grant support into the most attractive sets possible – linked to definable outputs.



## APPENDIX 1 FINANCIAL PROJECTIONS

### 1.1 Schedule of Accommodation

Description	Size in metres
<b>GROUND FLOOR</b>	
Office and Reception	4.0m x 7.6m
Main entrance hall	8.4m x 7.6m
Café kitchen	2m x 5m
Snack bar/Cafe	6m x 8.6m
8 changing rooms	3.8m x 9.0m
DAP changing room	2.7m x 2.2m
2 Officials rooms	1.9m x 5.1m
Officials/Medical room	3.6m x 3.9m
Staff room	4.1m x 3.9m
Plant Room	5.0m x 4.6m
Main store	6.4m x 6.0m
<b>FIRST FLOOR</b>	
Main hall	8.1m x 15.6m
GP 3 Room	9m x 5.6m
Youth room (GP4)	7m x 6.6m
Store	2.4m x 5.8m
Lounge/Bar suite	7m x 15.5m
GP1	11.5m x 7m
GP2	3.8m x 8m
Kitchen	9.6m x 3.7m
Bar and store	15.6m x 5.5m
<b>OVERALL INTERNAL FLOOR AREAS</b>	
Ground floor	577.5m <sup>2</sup>
First floor	577.5m <sup>2</sup>
Total	1155m <sup>2</sup>

**1.2 Revenue projection – Business Model: Detailed 3 year projection**  
**Based on 48 hours per week**

	1 Budget	2 Budget	3 Budget	Notes
<b>INCOME</b>				
<b>ROOM HIRE</b>				
Main Hall - Group Use – Existing Users	£3750	£3862	£3997	Income projected to rise at 3% per annum. Increases in excess of 3% reflect generation of additional use through marketing
Main Hall – Group Use – New Users	£3750	£3882	£3997	50 x 10 hours @ £7.50
Main Hall - Conferences	£4725	£6750	£10,125	50 x 5 hours @ £15
Main Hall - Parties	£3750	£5625	£6375	35 x 9 hours @ £15
Informal Meeting Room – Existing Users	£2000	£2500	£2575	50 x 5 hours @ £15
Informal Meeting room – New Users	£4000	£5000	£6000	50 x 8 hours @ £5
Bar takings	£176,000	£181,280	£186,718	50 x 8 hours @ £10
<b>MULTI USE GAMES AREA</b>	£33,750	£48,750	£56,250	Based on 50% use year 1, 65% year 2, 75% year 3. (Year 1 50 x 45 hours@ £15 per hour)
<b>OFFICE RENTAL</b>	£3000	£3100	£3200	
<b>HIRE OF CAFE</b>	£4000	£4120	£4200	
<b>KITCHEN RENTAL</b>	£4250	£6250	£6750	
<b>TOTAL INCOME</b>	£244, 975	£270,939	£290,187	

**1.2 Revenue projection – Business Model: Detailed 3 year projection**

	1	2	3	Notes
	Budget	Budget	Budget	
<b>EXPENDITURE</b>				
<b>OFFICE SERVICES</b>				
Photocopiers	£500	£515	£530	
Office Stationery, etc	£600	£620	£640	
Telephone/IT	£3000	£3090	£3180	
Post	£500	£515	£530	
Licences and agreements	£4000	£4120	£4250	
<b>BUILDING REVENUE COSTS</b>				
Combined Insurance	£4,000	£4,120	£4,200	
Building Maintenance	£1000	£1030	£1060	
Electric & Gas	£12,000	£12,360	£12,800	
Water	£2750	£2830	£2900	
Rates	£7000	£7250	£7500	
Alarms	£2500	£2575	£2650	
Cleaning	£1000	£1030	£1060	
Window Cleaner	£800	£825	£850	
Bar: Operational Costs and Supplies	£88,000	£90,640	£93,359	
<b>PROFESSIONAL FEES</b>				
Accountancy & Bookkeeping	£4,000	£4,120	£4,250	
Legal				
<b>STAFF COSTS</b>				
Centre Manager (P/T SO2)	£17000	£17,510	£18,053	
Deputy Manager (Sports Development (1 x F/T Scale 6))	£26,100	£26,883	£27,689	
Duty Managers (1.5 x Scale 4)	£30,100	£31,003	£31,933	
Bar Staff (47 hours per week)	£17,000	£17,510	£18,053	
Cleaners	£12,740	£13,122	£13,516	
Reception	£13,800	£14,214	£14,640	
<b>MISCELLANEOUS</b>				
Advertising/Newsletter	£400	£412	£425	

Misc	£5500	£5750	£6000
<b>TOTAL EXPENDITURE</b>	<b>£254,290</b>	<b>£262,044</b>	<b>£270,248</b>



**1.3 Business Model – Summary 10 year Projection**  
**Based on 48 hours per week**

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Total
<b>Total Income</b>	244,975	270,939	290,187	298,892	307,859	317,095	326,608	336,406	346,498	356,893	3,096,322
<b>Total Expenditure</b>	254,290	262,044	270,248	278,355	286,706	295,307	304,166	313,290	322,689	332,370	2,919,465
<b>Surplus / (Loss) Prior To Funding</b>	-9315	8995	19,939	20,357	21,153	21,788	22,442	23116	23809	24,523	176,857

## 1.4 Notes and Assumptions

- i) The main hall and meeting rooms in the building are available for hire in a number of configurations and for a range of purposes, including leisure, learning, external meetings and for social functions. The income in 1.2 is based on lettings either on a full hall basis, or divided into two separate spaces for meetings, training and social functions. It is intended that the centre will be available at low cost to local groups.
- ii) The MUGA will be used by schools and sports clubs on a priority basis, and they will be charged on the basis of use of the pitch and the changing rooms at a seasonal rate as they are at present on the grass pitches. The pitches will be available for commercial hire at all other times.
- iii) **Staffing.** The figures for staffing are based on a part time centre manager, a duty manager responsible and qualified for sports development full time, and 2 further duty managers to be responsible for marketing and promotion of the facility and for management of the facility each 75% posts. Bar staff, cleaners and reception staff have also been included.
- iv) The financial forecasts are profiled on a full year basis from year 1. As the project proceeds a project start date will be established and a reduced income/expenditure profile in year one will be established.
- v) The financial forecasts demonstrate that the proposal will be in profit from year 2. If the proposed income does not meet expenditure, Peterlee Town Council is committed to underwriting the proposal in the short term. Income predictions have been fairly modest, but if in the event, say that there is insufficient funding for the MUGA, which contributes significantly to the income, the Town Council would review the staffing structure, opening times and other strategies so that the building was sustainable in the long term.
- vi) The project will be continuously monitored by Peterlee Town Council. The staffing structure will be reviewed 6 months into the scheme to ensure that it is established satisfactorily and is adequate to deliver a sustainable future. Thereafter annual reviews will be undertaken

## APPENDIX 2

### Existing sporting and meeting space in Peterlee

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#### **PETERLEE LEISURE CENTRE**

St Cuthberts Road,  
Peterlee,  
SR8 1AF  
Telephone: (0191) 586 2400

#### **FACILITIES AND COSTS**

- |                             |                         |
|-----------------------------|-------------------------|
| • Swimming                  | £2.60/ £2.10            |
| • Gym                       | £4.00 (and memberships) |
| • Squash                    | £5.20 (45 mins)         |
| • Badminton                 | £6.00 (an hour)         |
| • 5 a side/ soccer coaching | £30/ £20                |
| • Fitness Classes           | £3.50                   |
| • Trampoline lessons        |                         |
| • Sunbed/ sauna             |                         |
- 

#### **SHOTTON HALL SCHOOL**

Waveney Road,  
Passfield Way,  
Peterlee,  
Co. Durham.  
SR8 1NX  
Telephone: 0191 586 2580

#### **FACILITIES AND COSTS – costs paid to council**

- |  |                 |
|--|-----------------|
| • Computer training                    |                 |
| • Crafts                               |                 |
| • Sports pitches (football)            |                 |
| • Sports hall (football)               | £24 per hour    |
| • Gym (karate)                         | £20.60 per hour |
| • Dance Studio (private dance classes) | £20.60 per hour |
- 

SHOTTON HALL (PETERLEE COUNCIL)  
Old Shotton,  
Peterlee,  
County Durham,

SR8 2PH

**Telephone: (0191) 586 2491**

**FACILITIES AND COSTS**

Small meeting room hire £10 per room per hour

- 10 people
- 15 people
- 20 people

Large room hire £15 per room per hour

- Burdon Suite (120 people)
  - Brandling Suite (180 people)
- 

**EAST DURHAM COMMUNITY CENTRE**

HOWLETTCH CENTRE

Weston view

Peterlee

SR8 2AQ

**Telephone: (0191) 518 8333**

**FACILITIES AND COSTS**

- Health and fitness suite
  - Sports hall – badminton
  - Synthetic turf pitch
- 

**EDEN LANE,**

**Peterlee,**

**SR8 5DJ**

**Telephone: (0191) 586 3004**

**FACILITIES**

- Sports pitch (Peterlee Newtown Football Club)
  - Changing and shower facilities
  - Premised licence
- 

**SEAHAM LEISURE FACILITIES**

Deneside,

Laurel Avenue,

Seaham,

SR78NP

**Telephone: (0191) 5816366**

**FACILITIES**

- Health and fitness suite

- Sports hall - badminton

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### **ST. BEDE'S RC COMPREHENSIVE SCHOOL**

Sports Centre,  
Westway,  
Peterlee,  
SR8 1DE

**Telephone: (0191) 5862291**

### **FACILITIES**

- Sports hall - badminton

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### **MURTON GLEBE CENTRE**

Durham Place,  
Murton,  
Seaham,  
SR7 9BX  
Telephone: (0191) 520 8650

### **FACILITIES**

- Health and Fitness Suite
- Sports hall – badminton
- Meeting/ training rooms

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### **OAKERSIDE COMMUNITY CENTRE**

### **FACILITIES**

- Band rehearsal rooms

---

### **OTHER SPORTS AND RECREATIONAL FACILITIES IN PETERLEE AND SURROUNDING AREAS**

#### **Horden Social Welfare Centre**

Miners Hall,  
Peterlee,  
SR8 4LX  
0191 586 4212

Nesco House,  
Peterlee,  
SR8 4EW,  
0191 586 4401

#### **Horden Conservative Club**

Blackhills Road,  
Peterlee  
SR8 4JZ  
0191 586 4191

#### **Acre Rigg Social Club Ltd**

Lowhills Road  
Peterlee  
SR8 2DW  
0191 586 7287

#### **Horden Comrades Club & Institute Ltd**

**South Side Social Club**

South Side

Peterlee

SR8 3AX

0191 527 0698

**Horden R F C**

Northumberland Street

Peterlee

SR8 4PX

0191 586 3501

**Horden Legion**

Sunderland Road,

Peterlee

SR8 4NU

0191 586 4507

**Horden Cricket Club**

Park Road

Peterlee

SR8 4PE

0191 586 474

**Horden Catholic Club**  
23 South Terrace, Peterlee, SR8 4NQ

0191 586 3997

**Easington Colliery Club & Institute Ltd**  
Seaside Lane, Peterlee, SR8 3JZ

0191 527 0219

**Horden Victory Club Ltd**  
Blackhills Road, Peterlee, SR8 4LQ

**The Peterlee Sports & Social Club**  
Ellison Road, Peterlee, SR8 5NJ

0191 586 2761

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***ST Hilds Church of England School***

King Oswy Drive,  
Hartlepool  
TS24 9PB  
Telephone (01429) 273041

***FACILITIES***

- Sports hall – Badminton
  - Synthetic Turf pitch – football
- 

**Hartlepool Golf Club**

Hartlepool  
TS24 9QF  
Telephone (01429) 274398

**Wellfield Community School**

North Road East  
Wingate,  
TS28 5AX  
Telephone (01429) 838413

***FACILITIES***

- Sports hall – Badminton

Deleted: 21

Deleted: 25

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***Easington Community School Sports Hall***

Stockton Road,  
Easington,  
Peterlee,  
SR8 3AY  
Telephone (0191) 527 0757

***FACILITIES***

- Sports hall – Badminton
- 

***Dene Community School of Technology***

Manor Way,  
Peterlee,  
SR8 5RL  
Telephone (0191) 586 2140

***FACILITIES***

- 2 sports halls – Badminton



## APPENDIX 3 TECHNICAL APPRAISAL

A full technical appraisal with architects drawings has been prepared by Burns Architects and forms a separate Design Report.

### 2.1 Total Project Costs

#### REVISED GLOBAL COSTINGS (3)

##### New Sports and Social Building

Site investigation costs	7,054	
Revised new build and associated external works	2,058,610	
Local Authority Fees	8,000	
Loose Furniture	15,000	
Professional Fees	226,450	
		2,315,114

##### Multi Use Games Area

Site investigation costs	2,000	
New 3G floodlit MUGA and enclosure	268,839	
Professional Fees	40,030	
		310,869

#### REVISED GLOBAL COST

£ 2,625,983

#### NOTE:-

The above costs exclude VAT.

## Elemental Summary

### 1. Sports and Social Building

#### Building Works

Substructure	Reinforced concrete floor slab; mass concrete pad foundations to frame, reinforced concrete ground beams to external walls. Allowance included for gas membrane below floor slab.	108,210
Frame	Structural steel frame complete including fire protection to steel supporting first floor.	128,282
Upper Floors	Precast concrete wideslab floor units complete with screed.	66,745
Roof	Composite insulated profiled metal cladding roof covering complete with cladding rails and powder coated aluminium rainwater goods. Powder coated aluminium rooflights complete.	61,519
Stairs	Precast concrete staircases complete with metal balustrades.	12,038
External Walls	Facing brick and blockwork insulated cavity walls complete with insulated steel lintels; horizontal wall cladding.	60,884
Windows and External Doors	Powder coated aluminium windows and doors complete including roller shutters to Workshop/Garage.	141,911
Internal Walls and Partitions	Blockwork walls complete with concrete lintels and metal stud partitions.	94,189
Internal Doors	Paint grade plywood faced flush doors to ground floor, self finished veneered flush doors to first floor, complete with painted softwood frames and architraves; SAA ironmongery; moveable acoustic folding screens to first floor.	72,448
Wall Finishes	Plaster walls with emulsion paint finish generally; Altro Whiterock lining to kitchen and shower areas, ceramic wall tiling to changing rooms.	88,952
Floor Finishes	Sprung hardwood strip floor to main hall area; carpet floor finishes generally to remaining first floor areas; non-slip vinyl sheet flooring to kitchen, toilets, service areas and the whole of the ground floor (excluding changing rooms); ceramic floor tiling to shower areas; painted softwood skirtings.	46,879
Ceiling Finishes	Lay-in grid suspended ceilings to ground and first floor areas generally excluding changing rooms and main hall.	34,726
Fittings	Benching and hanging rails to changing rooms; proprietary wc cubicles complete including vanity units; kitchen units to kitchen servery and staff room; the following Provisional Sums have also been included:- (i) bar counters and backfittings - £27,500, (ii) kitchen servery counter - £5,000, (iii) catering equipment to main kitchen - £22,000.	82,103
Sanitary Appliances and associated Waste Pipework	Vitrous china wc, Suites, Wash hand basins and Doc 'M' packs to toilets; shower fittings to changing rooms; above ground upvc waste pipework.	42,057

## APPENDIX 4

### PROJECT PROGRAMME

19.10.06

DRAFT PROGRAMME

PROJECT MONTH

	1	2	3	4	5	6	7	8	9	10	11	12	
Prepare planning application	•												
Make planning application	•												
Planning approval			•										
Client final approval			•										
Commence working drawings				•	•	•							
Consultant design (Structural and M & E)					•	•							
Preparation of Bills of Quantities						•	•						
Building Regulation application							•						
Invite tenders								•					
Tender return									•				
Tender report									•				
Building Regulation approval									•				
Pre start meeting									•				
Start on site										•			
Practical completion										+12			
End of defects liability period													
- Building										+18			
- M&E, landscaping										+24			

## APPENDIX 5

### *Demographic Information based on Helford Road in the Lower Layer Super Output area Easington 010C*

- **Location:**

Helford Road is in the Passfield Ward of Peterlee in Durham County. It sits in the District of Easington and the Durham Local Education Authority. Helford Road is within Lower Layer Super Output Area (LSOA) 'Easington 010C'.

It is important to note that the Passfield Ward and LSOA Easington 010C encompass a selection of very mixed areas. The Oakerside area, for example, is reasonably affluent, whereas Helford Road itself is relatively deprived. It is important to keep this in mind as it somewhat skews the appearance of key statistics for the area.

- **Population:**

At the 2001 census, 'Easington 010C' had 1534 residents & 637 households.

6.12% are aged 0-4.  
19.3% are aged 5-15.  
5.21% are aged 16-19.  
35.61% are aged 20-44.  
20.31% are aged 45-64.  
13.22% are aged 65+.

According to mid 2003 estimates, 92,800 people were residing in Easington- 5% under 5 years old and 20% of retirement age.

- **Economic activity**

Passfield:

16-74 economically active, employed full time	41.6%
16-74 economically active, employed part time	9.8%
16-74 economically active, self employed	4.5%
16-74 economically active, unemployed	3.4%
16-74 economically active, full time students	1.9%
16-74 economically inactive, retired	13.8%
16-74 economically inactive, students	3.4%

16-74 economically inactive, looking after home/family	5.7%
16-74 economically inactive, permanently sick/disabled	12.9%
16-74 economically inactive, other	3.1%

Of the people in 'Easington 010C' who were unemployed in 2001, **15%** were aged 50 and over, **18%** had never worked and **34%** were long-term unemployed. This compares with England and Wales as a whole, where **19%** of unemployed people were aged 50 or over, **9%** had never worked and **30%** were long-term unemployed.

- **Education**

	<b>Easington 010C</b>	<b>Passfield</b>
People aged 16-74, no qualifications	45.1%	31.2%
People aged 16-74, highest qualification attained level 4/5	7.8%	15.0%

- **Health**

When asked to describe their general health in April 01 census, Passfield residents said:

Good: **64.8%**  
 Fairly good: **21.5%**  
 Not good: **13.7%**

Easington has above average rates of "not good health" and is among the 20 local authorities with the highest rates of "not good health" and long term illness.

The percentage of Passfield households affected by long term limiting illness (calculated on per household basis rather than proportion of people overall):

People with limiting long term illness **23.9%**  
 People of working age with limiting long term illness **22.8%**  
 Household where one or more have limiting long term illness **46.5%**

In 'Easington 010C', **14%** of people provide unpaid care- England and Wales average is **10%**. Of those providing care, **35%** gave 50 or more hours a week, whereas England and Wales **21%** did so. Easington is second among English Districts for the proportion of people providing unpaid care.

- Life expectancy at birth:

	<b>Easington</b>	<b>North east</b>	<b>England &amp; Wales</b>
<b>MALES</b>	73.8	74.7	76.1
<b>FEMALES</b>	78.3	79.5	80.7

- **Deprivation:**

Index of Multiple Deprivation 2004- 'Easington 010C' ranked **2,285** out of **32,482** LSOAs in England.

There are further deprivation indices, ranked from 32,482 LSOAs where 1 is most deprived. 'Easington 010C' ranked:

Income deprivation- **4,127**

Employment- **622**

Health- **335**

Education- **2510**

Barriers to housing and services- **28,051**

Living environment- **27,643**

Crime- **11,573**

Easington 010C is therefore in the top 10% overall for multiple deprivation, and ranks very highly in the top 3% for employment and the top 1% for health deprivation.

- 4.1 These statistics demonstrate that there is a wide range of age groups who could make good use of the proposed new centre in various ways. The current building is used by a number of lively and committed clubs and societies, including sporting, social and community groups. In particular the rugby and cricket clubs are showing increased memberships. The rugby club is looking forward to entering regional and national leagues, and the current facility is inadequate to accommodate this.
- 4.2 The area clearly has significant health problems. The new centre could help the area to improve its' poor health ranking. With appropriate advertising to ensure the centre is well used, more people can participate in sports and improve their health.  
The disabled access will also allow people with disabilities to participate, unlike the existing facility. This is useful not just in terms of sport, but also for socialising and meeting people.  
The improved sports facilities provided will enable the sports clubs, (Peterlee Pumas, soccer clubs and cricket club) to extend their

membership, become more actively involved in development activities and encourage greater use by the local community.

The centre could play an important role in fostering a sense of community. Existing users will be able to continue to attend, while new users would likely be attracted by the prospect of a new building with modern facilities. This provides an opportunity for members of the community to interact, and to enjoy their local area.

## **APPENDIX 6**

### **CURRENT USER INFORMATION**

There are currently 600 members of Helford Road Sports and Community Club. Community use includes Peterlee Town Band, with approximately 40 members, and an indoor bowling club with 35 members. Dance groups comprise 25 people and the Hearts of Oak Social Group has 110 members. Quilters and needleworkers have 20 members, and there are also various other groups who use the building on an occasional basis such as the management committee, local residents associations and the Referees Association.

Peterlee Pumas ARLFC has 150 members, including a women's team and girls playing mixed rugby at all age levels, with up to 14 hours of rugby coaching undertaken every week. Peterlee Cricket Club has 60 members, and a well used bar and kitchen facility known as The Boundary. There is also a Peterlee Cricket Club football team and Helford Road Sunday league football team with 20 members each.

Rugby league train as a club for juniors, adults and women on Wednesday and Thursday evenings and Saturday mornings. There are also after school clubs on Tuesday and Wednesday afternoons. Local soccer teams require training and playing facilities on Mondays, Tuesdays and Fridays, as well as some Saturdays.

Football and rugby both take place currently between the end of July and the end of May

The cricket club supports 3 senior teams and 3 junior (under 13, under15 and under 18), and they play league cricket for the Durham Coast League organisations. They play May through to September.



## **APPENDIX 7**

### **CONSULTATIONS AND PARTNERS**

#### **The Consultation Process**

The initial phase of the consultation process began in October 2005, by way of discussions and events with groups including existing and potential users of the current Helford Road centre, prospective stakeholders and people who live near the centre. BOW also made contact with Burns Architects in these early stages, so that they were kept informed of progress and could begin to generate suitable options for discussion.

The Town Council with the Architects visited a similar sports and community centre at Ashington in Northumberland.

On October 26<sup>th</sup>, local people were invited to Helford Road to express their opinions on the current centre. They provided feedback in terms of various issues, including what they currently use the centre for, how regularly they do so and what they would like to see in a new development. At this stage, consultees were also asked to specify the degree of involvement they would like in the progression of the project. Some people opted to receive postal updates, while others preferred to be more involved by acting as a member of a group discussing the project in detail.

Current users of the facility include Indoor Bowls, Town Band, Peterlee Quilters, Dawn Greenhaff School of Dance, Social Club, Anita Harris School of Dance, Peterlee Pumas, Cricket Club and Archery Club. A total of 76 questionnaires, including responses from many of these groups, were returned following the event. The findings suggested that people wanted a child friendly environment, with a café, practice room for the brass band, dance studio, space for singing and drama rehearsals and bigger and better facilities for sports such as bowling and rugby. More, and larger, changing rooms were desirable, as well as more committee and conference rooms. With these changes in place, two thirds of respondents said they would consider using the centre more frequently.

Peterlee Pumas are particularly enthusiastic about the proposed new development. They observed that current changing facilities are inadequate in fulfilling the needs of male, female and children users, while current user groups are also forced to compete for the limited facilities available and are consequently restricted regarding what activities can be carried out at any one time. These issues would be overcome with the proposed new centre. In addition to this, the extra social facilities would potentially generate more income to contribute to the club, while also allowing for more attractive fundraising events to be held.

People who live near the centre were consulted to establish any perceived difficulties and accommodate any concerns they may have regarding the development of a new centre. All of these comments were used to inform the brief for the architects, thereby influencing the design of the new centre from its inception.

Numerous stakeholders were consulted. These included planning staff and youth and sport development workers at Peterlee Town, Easington District and Durham Councils, as well as Easington PCT. Doing so enabled BOW to determine planning constraints placed on the proposed facility, along with the support these organisations could offer and how the centre would fit in with their strategies.

BOW also consulted with potential users of the new centre, including the Shaw Trust and the Shinwell Centre. Doing so provided insight into the facilities that these groups were looking for and gave an indication of their preferred levels of use, thus the revenue they might generate.

When Burns Architects developed a first draft of the proposals for the new centre, a further consultation event took place on April 11<sup>th</sup> 2006. The proposals were displayed at the current centre, at an event which existing users received personal invitations for and local people were made aware of by leaflets and posters.

Questionnaires were available to consultees, and 27 were submitted. Analysis of the questionnaires revealed that two thirds of respondents liked the plans, and most others at least liked parts of the proposal. Suggestions for changes to the draft plans included more direct access to the toilets, making the kitchen and bar more central to allow more people to use it and increasing the length and height of the main hall to enable users to eg play volleyball. Despite these suggestions for improvements, everyone who submitted a questionnaire agreed that they would use the new centre if it was built.

Burns Architects went on to amend their proposals to reflect the comments made at the consultation. The kitchen area was placed in a more central and flexible area, with space allocated for some small tables nearby so that a coffee bar serving directly from the kitchen can operate. More toilets were added and were located at each end of the central corridor, ensuring easy access, and the three main spaces were grouped together with sliding acoustic doors between to allow separation as necessary. The main hall was increased in size to accommodate more activities and facilities, including a dance studio with mirrors and wall bars. In addition to this, more storage was added to both floors, as well as reception and office on the ground floor.

As part of the ongoing consultation process, the amended plans were then displayed at the current centre from Thursday 8<sup>th</sup> to Tuesday 20<sup>th</sup> June 2006. A comments book was made available to those visiting the exhibition. It was

suggested that there was a lack of accommodation for cricket in the proposals. As a result of this consultation, Burns Architects made further amendments to the plans to arrive at the current proposals.

Consultation has continued in depth with potential funders and partners, in particular Sport England, the County Sports Partnerships, individual county sports development officers for rugby, football and cricket. The Football Foundation has also been involved in extensive discussions as has the Sport England architect, in order to ensure that the final design is fit for purpose.

## List of Consultees

### Working party consultees:

Name	Organisation
Liz Allen	Easington PCT
Arthur Armstrong	Helford Road Sports and Social Club Archery Chairman
John Arthur	Peterlee Town Council
Neville Clay	Brambledown Landscapes
Steve Clerk	District of Easington Council- Youth Officer
Shirley Craig	District of Easington Council- Environmental Health
Dave Emerson	Durham County Council- Community Services
Alan Glenwright	Durham County Council- Highways Authority
John Harding	Sports Action Zone
Rob Lamball	Castle Eden Dene
Trudy and Ian Langthorne	Peterlee Town Band
Khaiko Makwela- Wali	Sport England
Dawn Miller	Helford Road Sports and Social Club Secretary
Gemma Miller	Helford Road Sports and Social Club Assistant Treasurer
Norman McKay	Peterlee Community Forum
Andrew Pennell	Peterlee Radio Club
W Robson	Peterlee Senior Football Team
Roy Simpson	Peterlee Cricket Club
Gayle Spinx	District of Easington Council- Youth Officer
Kay Tweddle	Youth Council
Judith Underwood	Shaw Trust
Paul Urwin	District Sports Officer
Malcolm Vest	District of Easington Council
Eddie Watson	Helford Road Sports and Social Club Treasurer
Albert Wilson	Helford Road Sports and Social Club Archery Treasurer
VARIOUS	Helford Road Sports and Social Club Dance Class
VARIOUS	Helford Road Sports and Social Club Indoor Bowls Group
VARIOUS	Helford Road Sports and Social Club Quilters Group

**Existing users of the centre involved in discussions:**

<b>Name</b>	<b>Organisation</b>
Margaret Fearon	Helford Road Sports and Social Club- organiser of children's events
Robert Laverick	Rugby League
David Cusworth	Football Club
LJ Elliott	Existing user
EA Griffiths	Existing user
Andrew Nicholson	Existing user
S Pattinson	Existing user
Robert Scarth	Existing user
Anna Thomson	Existing user

**Existing users requesting newsletters etc to be kept informed:**

<b>Name</b>	<b>Organisation</b>
Steven Allan	Existing user
John Atkinson	Existing user
Carol Bell	Existing user
Chelsea Bennett	Existing user
Craig Benton	Existing user
Ann Brechin	Existing user
Madeline Brown	Existing user
Mrs M Cain	Existing user
Deborah Clipperton	Existing user
Samantha Dunn	Existing user
Elsa Eldrett	Existing user
Valerie Fortune	Existing user
April Goodall	Existing user
Marie Guminski	Existing user
Andrew Hailey	Existing user
Rachel Hamilton	Existing user
Kate Heal	Existing user
F Holdcroft	Existing user
Daniel Holdsworth	Existing user
Natasha Hope	Existing user
Jonathan Matthews	Existing user
Dave Paice	Existing user
Laura Reardon	Existing user
Enid Rookes	Existing user
Donna Scott	Existing user
Jenny Scott	Existing user
Lucy Snowball	Existing user
William John Steel	Existing user

Judith Strange	Existing user
Phil Taylor	Existing user
Mrs Thompson	Existing user
Kelly Walton	Existing user
Malcolm West	Existing user
Laura Wetherall	Existing user
E Whitton	Existing user

**Other consultees:**

<b>Name</b>	<b>Organisation</b>
Audrey Laing	Councillor- Howletch
Harry Bennett	Councillor- Denehouse
Stanley Bishop	Councillor- Edenhill
George Calvert	Councillor- Howletch
Dennis Coates	Councillor- Howletch
George Cowie	Councillor- Howletch
John Cummings	MP
Ron Curtis	Councillor- Edenhill
Tony Geldard	Councillor- Passfield
Edward W Hall	Councillor- Passfield
Paul Harrison	Peterlee Police
Robert Huitson	Councillor- Passfield
S Huntington	Councillor- Haswell and Shotton
Bill Jeffrey	Councillor- Denehouse
Brian Joyce	Councillor- Passfield
Robert W Jones	Councillor- Edenhill
Trevor Jones	Councillor- Acre Rigg
Robert Kyle	Councillor- Acre Rigg
Andrew Leon	RNIB
Ralph Liddle	Councillor- Acre Rigg
Geoff Lodge	Anti Social Behaviour Unit
Thomas Longstaff	Councillor- Edenhill
Anne Lowden	Councillor- Acre Rigg
Joan Maslin	Councillor- Passfield
Janice Measor	Councillor- Edenhill
Chris Metcalfe	Councillor- Denehouse
Donald and Margaret Milsom	Councillor- Passfield
Sandy Mitchell	Durham Sport- Development Manager
Geoffrey Pinkney	Councillor- Howletch
Mark Pover	Football Foundation
Brian Quinn	Councillor- Denehouse
Clive Robbins	Councillor- Denehouse
Marie Rutherford	Sport England
Barry Scott	Councillor- Acre Rigg

Barbara Ann Sloan	Councillor- Acre Rigg
David John Taylor Gooby	Councillor- Howletch
Graham Weeks	English Cricket Board
Phil Woodward	Durham FA

