

**Annex 1:**  
**Invest Local Hubberston and Hakin**  
**Driving Change Plan**



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## **1. Introduction and the story so far**

In March 2016, the community of Hubberston and Hakin accepted the invitation offered to them by Building Communities Trust to take part in the Invest Local programme.

Invest Local has £1 million to spend in Hubberston and Hakin over 10 years, with the community deciding on what that money should be spent on.

Between March and November 2016 a number of things have happened.

The Invest Local Community Forum has been set up, made up of interested community residents and representatives from local community groups.

The Community Forum is there to make sure that as many people as possible find out about Invest Local and have the chance to be involved.

Our group has been meeting regularly to talk about how to find out what is important to the community (the priorities) and deciding on what activities and events should take place to let people know about Invest Local.

£20,000 of the £1 million has been made available to help run different activities and events to listen to people about their priorities and to help raise the profile of Invest Local. This is known as the 'Get Going' fund.

So far we have;

- Held a Community Fun Day at Hubberston Play Park.
- Produced a newsletter to give out at Fish Week and Milford Carnival.
- Had an independent structural survey and feasibility study carried out on the Community Centre.
- Hired facilities for Hakin FC's Junior Football teams to train on.

## 2. Hubberston and Hakin Community Profile

Hubberston and Hakin form part of Milford Haven and are located on the western side of the main town with a population of approximately 5000.

The local area has some 2162 households, with a significant number of these rented out as social housing.

Although there are two communities in the area - Hubberston and Hakin - a lot of people consider them to be indistinguishable with some people living in Hakin referring to themselves as coming from Hubberston and visa versa.

There is very much a feeling of the area being distinct to Milford Haven with the bridge acting as the physical boundary between Milford Town and Hubberston and Hakin.

There are a number of community buildings and facilities within the area which include:

- A community centre
- A large amateur football and rugby club (adjacent to one another)
- A yacht club and Sea Scouts building in Gellyswick Bay
- Three churches hosting social and religious activities
- A large golf course on the outskirts of Hubberston
- The head office of the Port of Milford Haven
- A community-owned and run play area and skate park
- Several pubs, including the Three Crowns
- An as yet uncompleted Primary School, which will replace the three current schools

There are a great range of social and community groups that run out of these community buildings and elsewhere in the area. These include:

- Hubberston Community Association
- Springboard @ Hakin School
- Hubberston and Hakin Community Centre Committee
- Milford Haven Golf Club
- Little Acorns Playgroup
- Milford Sea Scouts
- Hakin Ladies Glades
- Hubberston WI
- Milford Sea Cadets
- Little Tiddlers Playgroup
- Kids Club
- Milford Rugby Club
- Hakin Football Club
- Pembrokeshire Yacht Club
- Hakin Gardening Club
- Gellyswick Preservation Association
- Tai Chi
- Art classes
- Living Well project

### **Key facts about Hubberston and Hakin**

- Population – 5050; slightly higher under 16s population compared to the Pembrokeshire and Welsh average with a larger than average number of pensioner households.
- 62% of homes are privately owned (less than the Welsh average) others are mainly owned by the local or Pembrokeshire Housing Association.
- Average house prices are lower than across Wales with a higher than average percentage of houses in the lower Council Tax Bands compared to the rest of Pembrokeshire.
- 27% of children live in poverty (compared to the Welsh average of 21%)
- The local environment is mainly good with better air quality and lower flood risk compared to the rest of Wales.
- Crime rates are lower than the Welsh average.

There are more people with a limiting long-term illness living in Hubberston and Hakin compared to the Welsh average.

Pupil attainment in Hubberston and Hakin at Primary School age is slightly below the Welsh average; by secondary school age it is 10% below.

About 24% of young people in Hubberston and Hakin attend Higher Education; across Wales the figure is 33%

The percentage of young people not in work or looking for work is over double the Welsh average with the total number of people out of work nearly double compared to the rest of Wales. In general more men are claiming benefits than women.

The main employment in the area is shops or in health and social care.

### **3. Deciding our vision and priorities**

A range of consultation exercises have been carried out with people across the community. Consultation was carried out over the period of May through to late November 2016 and varied in how it was done from sessions held in the three primary schools through to a conversations at a community fun day run at the local play park to questionnaires completed by the older age at a bingo session.

Nearly 350 people gave their views; the majority of whom were either under 25 (two-thirds of these were under 11s) or over 55.

We would expect to continue these consultations over the course of this plan in order to reach more people particularly those of working age.

From these consultations we found that;

#### **People in Hubberston and Hakin value:**

- The quality of the local environment (particularly the beaches)
- The quietness and safeness of the local area
- The friendliness and feeling of being part of a community

#### **What's important to people in Hubberston and Hakin:**

- Being in good health and staying healthy
- Living close to family and friends
- Feeling safe in the area
- Having safe places to play
- The community facilities particularly the play/skate park and the community centre
- The new school and the impact it's having on the community (the importance of the current schools themselves was also highlighted)
- The range of different sports and leisure facilities that people can take part in

#### **What people would like to improve:**

- Providing/maintaining activities and facilities for older people (luncheon clubs, bingo etc.)
- Holding more community events particularly cheap/free ones
- Providing more activities for young people and children including a youth club locally and summer play schemes
- Keeping and upgrading existing community facilities such as the play park and community centre
- Improving local sports facilities (mainly football)

Using all of this information, our community profile and our local knowledge the Community Forum held a series of community action planning sessions which involved members of the forum and other organisations.

This has resulted in *Our Community Vision* and the priorities that we think will help us achieve this vision over this first, and future, years.

## **4. Our Vision for Hubberston and Hakin and how we're going to get there**

### **Our vision**

- We feel proud of and part of our community
- We feel we are listened to and that we matter
- We look after and improve our physical environment
- We strengthen the local groups, organisations and buildings already in our community and all work together better
- We improve people's wellbeing including providing more opportunities for children and young people

### **Our Priorities**

- 1.** Develop the Community Centre
- 2.** Reduce Child Poverty
- 3.** Increase Pride in the Community
- 4.** Increase communications in the Community
- 5.** Improve the Physical Environment
- 6.** Sustain Local Groups and Increase Participation

## 5. The main projects or activities that will help us to meet our priorities

We recognise that all of our priorities are important but that some of the activities we've identified to deliver these priorities need more work than others. As this is our first plan, we're planning on taking forward projects that can happen straightaway and start to build foundations for the delivery of activities in our next action plan.

### Priority 1 - Develop the Community Centre

We have heard about the great importance of the Community Centre as a place to run activities, groups and projects. A survey carried out with over 200 people showed local support to keep the Centre open following the Council's proposal to close it. The survey also highlighted the types of activities people would like to see run from there.

As part of the Invest Local consultation people have said that keeping and upgrading community facilities like the Community Centre is important and something they would like to improve.

There was also enthusiasm to see more activities and facilities for older people like a luncheon club in the area which up until fairly recently were run from the Community Centre.

Part of the future plans for the Community Centre will include bringing these types of activities back as well as widening the use of the Centre for other users and groups.

As such we plan on **investing in the running of the Community Centre** for this first year and into the future. This project will be led by the Community Centre Committee/Trustees of the new Community Incorporated Organisation (CIO). Further details of this can be found at the end of this plan.

### Priority 2 - Sustain Local Groups and Increase Participation

Our community has a lot of very active groups and organisations who have been there for a long time and run a lot of community activities. Keeping and upgrading existing community facilities and supporting existing local groups has come through as very important during the consultations and action planning.

In this first year we will look to create

1. **New junior football pitches**
2. **Increase the financial sustainability of free activities at the golf club for young people, women and older people by making the golf course accessible all year round.**



3. **Support the redevelopment of the skate park** (these also links to our improving the physical environment priority).
4. **Assess the need for improved disabled access.**
5. **Cooking facilities at different community buildings throughout the area.**
6. **Small grants scheme for new community group start-ups.**

These projects will be led by Hakin AFC, Milford Haven Golf Club, Hubberston Community Association and the Community Forum. Further details can be found at the end of this plan.

We will talk to PAVS and others about how to recruit new volunteers to these local organisations. We would like to explore the potential, outside of existing schemes, for apprenticeships (this also links to our other priority, reduce child poverty). We want to ensure that any scheme we set up in future plans complements existing programmes.

### **Priority 3 - Increase Communication in the Community**

We think it is very important that we tell people what is happening with Invest Local. We have already produced a community newsletter, submitted an article to the Milford Mercury, held a community fun day and used social media like Twitter and Facebook. We want to use this first year communicate even more.

To do this we will install **four information boards** throughout the community, **produce two community newsletters**, and increase **the amount of information on the Invest Local Facebook page**. We plan on working as a Forum to make this happen and will produce a simple communications plan to include in future plans. Further details of this can be found at the end of this plan.

### **Priority 4 – Increase Pride in the Community**

We would like people to feel proud and part of our community. As part of our consultation people said they would like to see more community events in the area. We as a Forum would like to organise a series of **Community Fun Days** that bring people in the community together and allow us to talk about what other ideas people have for our next plan. This will help us broaden our engagement, people will have the opportunity to contribute and we can make sure that the activities we're including are the right ones. Further details of this can be found at the end of this plan.

### **Priority 5 - Reduce Child Poverty**

Our first step for this priority is to talk to the new school head about future links. We are very keen to explore the potential for food projects and sport.

We also want to speak to local organisations already working on child poverty such as Christians against Poverty (CAP), Plant Dewi and Pembrokeshire Action to Combat Hardship (PATCH).

We would like to trial **a summer play scheme using a known provider called Purple Roots** with the potential for including a wider youth and summer play scheme in our next action plan. We'll use the results of the trial to help put together a broader programme for the future, this will also give us time to talk to others, including organisations, about how this could work and who will work on it with us.

Further details of this can be found at the end of this plan.

### **Priority 6 - Improve the Physical Environment**

When we asked people what they liked about living in Hubberston and Hakin one of the top things they valued was the physical environment. We would like to explore ways of how we can improve this to include in our next action plan.

**Potential projects and areas** we'd like to find out more about are: Voluntary gardening services, the potential of Gellyswick Bay and Hubberston Fort developments, Enhancement of the boat park owned by Pembrokeshire Council and influence the development of Milford Docks.

We intend talking to organisations like PLANED, the Port of Milford Haven, Pembrokeshire Council and PAVS to see how many of the opportunities can be explored and what they might look like.

## 6. Links between our vision, priorities and projects

	Vision
A	We feel proud of and part of our community.
B	We feel we are listened to and that we matter.
C	We look after and improve our physical environment.
D	We strengthen local groups, organisations and buildings already in our community and all work together better.
E	We improve people's wellbeing including providing more opportunities for children and young people.

	Priorities	Linked to which part of the vision	Action/Project to meet the priority
1	Develop the community centre	A & D	i. Invest in running the community centre
2	Sustain local groups and increase participation	B & D	ii. New football pitches
			iii. Improvements to the skate park
			iv. Improved access to community buildings.
			v. Improved cooking facilities at community buildings.
			vi. Sustain free activities at the golf club
			vii. Small grants scheme to encourage new group start-ups.
			3
4	Increase pride in the community	A	ix. Community fun days
5	Increase communications in the community	A, B & D	x. Info boards.
			xi. Newsletters.
			xii. Social media.
6	Improve physical environment	C	xiii. As iii. above
			xiv. Explore opportunities to improve physical environment

## **7. How will we know if we're being successful?**

There are a number of ways we can find out if what we're doing is successful. These include a number of things we can count, but also people's stories. We've already done some thinking about what these successes could be as part of our action planning; as this is a one year plan we would expect the successes listed below to be built on and extended in future plans. We have worked with the Invest Local evaluators People and Work Unit, to make sure that we're measuring the right things for all of our projects and priorities, through an outcomes workshop held in June 2017. Please see below our agreed measures and methods of monitoring outlined in the table below.

Black text = suggests that community members measure this, blue text = suggests that the ILO or external evaluators measure this.

	<b>Priorities and Activities</b>	<b>What could be measured?</b>	<b>How could it be measured?</b>
<b>1.</b>	<b>Develop the Community Centre.</b>		
i.	Running costs Building Work Communications and marketing.	Financial Viability of the Centre	<b>Financial records – Centre Accounts.</b>
		Number (increase) of users including different types of use e.g. asking for advice or taking part in activities.	<b>Centre Records (register of users by activity).</b> <b>Advice: Feedback form about usefulness of advice.</b>
		Number of activities.	<b>Centre Records (timetable).</b>
		Type of activities	<b>Centre Records (timetable).</b>
		Number of active volunteers	<b>Centre Records (register of volunteers and volunteer hours).</b>
		Key characteristics of Centre users (e.g. age, where they live, gender, disability).	<b>Deduce general characteristics from groups using centre (timetable).</b>
		Satisfaction/improvements needed.	<b>Suggestion box.</b>
		Satisfaction with Centre & short-term effect of using the Centre	<b>Questionnaire administered by Centre – to be filled in by group leaders.</b>
	Longer-term effect of Centre on users and effect on the broader Community. Include questions about social exclusion, loneliness, cultural deprivation, and learning.	<b>Questionnaires, or part structured interviews, or case studies. For users and community members.</b>	

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<b>2.</b>	<b>Sustain local groups and increase participation.</b>		
ii.	Create new junior pitches to sustain Hakin FC Junior Section.	Financial viability of Hakin FC.	<b>Club/Junior Section Financial Records (Accounts).</b>
		Number of users.	<b>Club records (programme of organised games).</b>
		Number of volunteers including coaches.	<b>Club Records (record of number of volunteer/coaching hours).</b>
		Impact on users and volunteers.	<b>Feedback questionnaire, probably online Facebook survey.</b>
		Longer term impact of Football Club on community e.g pride in community and things to do (for young people and adult volunteers).	<b>Question in questionnaire/part structured interviews, case studies.</b>
iii.	Improvements to Hubberston Skate Park.	Number of users.	<b>IL/Evaluators to explore cost &amp; logistics of automatic counter.</b>
		Number and roles of volunteers.	<b>Play area staff/volunteers to keep a record.</b>
		Impact on users and volunteers.	<b>Re-instate visitors book. IL/Evals to explore “voting tubes” &amp; counters).</b>
		Longer-term, the way young people feel about the community (pride, things to do, a good place to grow up etc).	<b>Questionnaires for community members, or part structured interviews, or case studies (scope for online approach using social media).</b>
iv.	Assess disabled access to community buildings and make improvements where necessary.	Assessment completed in line with ‘reasonable adjustments’ required under the Equality Act 2010.	<b>Report completed to show what ‘reasonable’ adjustments could be made to community buildings.</b>
		Number of people with accessibility needs using the community buildings to demonstrate need.	<b>Community buildings records.</b>
v.	Assess cooking facilities in community buildings and make improvements where necessary.	Assessment of need based on user groups activities.	<b>User survey completed across all user groups in community buildings</b>
vi.	Sustain free accessible	Consistency of income to invest in delivery of free accessible sessions to juniors, women and older people.	<b>Golf Club financial records.</b>

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	activities at the golf club.	Number of juniors accessing free coaching sessions.	<b>Golf Club to keep records.</b>
		Number of women accessing free coaching sessions.	<b>Golf Club to keep records.</b>
		Number of older people accessing free coaching sessions.	<b>Golf Club to keep records.</b>
		“Success” of junior members e.g. club golfers winning tournaments or titles, representing Wales or Pembrokeshire.	<b>Golf Club to keep records</b>
		Key characteristics of golf club members, including: gender and age categories (junior, student, full, and senior (over 55)).	<b>Golf club to provide records.</b>
		Where people live.	<b>Golf Club to search database annually for members in H&amp;H SA33 postcode.</b>
		Longer-term impact on health & well-being of Golf Club Junior members.	<b>Questionnaire/part structured interviews.</b>
		Longer term impact of Golf Club on community e.g. pride, things to do.	<b>Question in questionnaire/part structured interviews.</b>
vii.	Small grants scheme to encourage new group start-ups.	New groups being established.	<b>Grant scheme records.</b>
		More activities and services being delivered in the community.	<b>Group records.</b>
		Increase in participation with invest local.	<b>Forum records.</b>
<b>3.</b>	<b>Reduce Child Poverty</b>		
viii.	Play Scheme	Number and duration of play schemes.	<b>Timetable</b>
		Number of children attending.	<b>Register.</b>
		Satisfaction with Play Scheme.	<b>Simple smiley face “questionnaire” or interactive display for children.</b>
		Satisfaction with Play scheme and short term impact of Play scheme for parents.	<b>Simple (one side, smiley face type) feedback questionnaire.</b>
		Longer-term impact of Play schemes on community (e.g. pride in community).	<b>Questionnaires, or part structured interviews, or case studies. For users and community members.</b>
<b>4.</b>	<b>Increase pride in the community</b>		
ix.	Hold 5 Community Fun Days	Number of people attending.	<b>Count numbers as people enter or leave.</b>
		Number of organisations actively participating.	<b>Record number and type of stalls (booking forms, or count and record type on the day).</b>
		Satisfaction with the fun day.	<b>Simple (smiley face type) questionnaire or interactive display board) at each event.</b>

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		Publicity in local media before and after.	<b>Illustrate with vox-pop interviews and photographs.</b>
		Longer term – impact on pride in the community, sense of community.	<b>Monitor local media, electronic or hard copy “scrap book”.</b>
			<b>Question in questionnaires for community members, or part structured interviews.</b>
<b>5.</b>	<b>Increase communications in the community.</b>		
x.	Installation of information boards	How well the information boards are used.	<b>Appoint a person to refresh the board by removing old notices. Include counting notices posted and removed in the role.</b>
		Longer-term impact of noticeboards on communication.	<b>Question in Questionnaire/part structured interviews.</b>
xi.	Production of two community newsletters	Number of newsletters distributed.	<b>Number in print run minus number remaining in stock at end of given period.</b>
		Longer-term impact of Newsletter on communication.	<b>Question in Questionnaire/part structured interviews.</b>
xii.	Increase social media presence	Number of followers/Tweets (Twitter).	<b>Built- in recording software.</b>
		Number of hits (website).	
		Number of likes or members (Facebook).	
	Additional	Communication project generally – longer term.	<b>Questions in questionnaires, or semi structured interviews about: awareness of Invest Local, awareness of groups/activities in the community, how groups work together and whether people feel listened to.</b>
<b>6.</b>	<b>Improve physical environment.</b>		
xiii.	Improvements to Hubberston Skate Park	See above 2. lii	
	Explore opportunities to improve physical environment	Research only at this stage – options to be put together following further consultation.	

## 8. How long is this plan for and when will we review progress against it?

This first plan is for one year. We will use this year to focus on communications, building our Community Forum and some improvements to existing community organisations including the Community Centre.

We recognise that we haven't engaged everyone in our community yet but we will continue to talk to people and using the findings to create our next plan.

We will review our plan as part of the community events mentioned above and towards the end of the first year to make sure the priorities are still relevant and the activities to be included in the next plan are the right ones. We will work with our Invest Local officer to develop simple evaluation methods to use as highlighted above.

## 9. Who else are we working with to help deliver parts of our plan?

We recognise that we need to work with others to deliver some part of our plan and will be talking to a number of organisations within Pembrokeshire to help make this happen. These include (but are not limited to): the Port of Milford Haven, PATCH, CAP, Pembrokeshire Council and PLANED.

## 10. Our budget for the first year

This proposed budget is for the first year of Hubberston and Hakin's Invest Local plan. The budget for future years will be developed through the evaluation and review process.

<b>Priorities and Activities</b>	<b>Year 1</b>
<b>1. Develop the Community Centre</b>	
Running costs	£10,000
Building Work	£5,000
Communications and marketing	£5,000
<b>Sub-total</b>	<b>£20,000</b>
<b>3. Reduce Child Poverty, 4. Increase Pride in the Community &amp; 5. Increase Communications.</b>	
Play Scheme	£1,250
Installation of information boards	£2,400
Production of two community newsletters	£1,000



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Hold 5 Community Fun Days	£5,000
Increase social media presence	£500
<b>Sub-total</b>	<b>£10,150</b>
<b>2. Sustain Local Groups - Increase Participation &amp; 6. Improve the Physical Environment</b>	
Create new junior pitches to sustain Hakin FC Junior Section	£5,100
Improvements to Hubberston Skate Park	£43,000
Assess and install new disabled and cooking facilities	TBC
Provision of buggy paths at Milford Golf Club	£12,000
Small grants scheme	£10,000
<b>Sub-total</b>	<b>£70,100</b>
<b>TOTAL Project costs</b>	<b>£100,250</b>
Fee for Administering the Invest Local Fund on behalf of Hubberston and Hakin Community Forum by PAVS. 5% of total project costs	<b>£5,012.50</b>
<b>Total</b>	<b>£105,262.50</b>

We are currently working with PAVS to appoint them as our Fundholders to administer the Invest Local fund on behalf of us as a Forum, subject to them passing BCT's internal due diligence checks. We will update this plan to reflect this once PAVS are in formally in place.

## **11. Individual Project Plans**

### i. Hubberston and Hakin Community Centre Project

#### **1. What will your project do?**

Support from Invest Local will enable the Community Incorporated Organisation (CIO) to keep open and upgrade the Hakin/Hubberston Community Centre which is a hub for community activities for all ages.

The centre, which has been under threat of closure since late 2014 when youth services were moved to the newly-built youth centre in Milford Haven, is currently held by Pembrokeshire County Council as trustees. The intention is to transfer the management of the facility to the CIO in mid April 2017 with full transfer of the asset in September 2017.

#### **2. What will it achieve (what will happen when it ends)?**

The CIO intends to increase usage of the centre with the object of raising extra income in order to make the centre financially self-supporting.

Increased usage will be of benefit in itself because it will address issues such as social exclusion, loneliness and cultural deprivation.

The trustees are particularly keen to reinstate the elderly persons' luncheon club and to introduce activities such as short mat bowls and table tennis.

The centre is currently used for Adult Education classes and the CIO would look to expand these activities so that local residents can develop their skills and talents.

The centre also has a large coffee bar and it is envisaged that this could be used as a drop-in facility for careers advice, CAB, etc.

When Invest Local support comes to an end, it is anticipated that the centre will be an on-going, vibrant, self-sustaining focus for all the community.

It is also expected that a wider range of residents will have taken control of the centre and this, of itself, will lead to greater resilience within the community.

#### **3 & 4 How does it contribute to the vision for your area?**

By bringing people together in an informal setting the revitalised centre would help to foster community cohesion.

There has been huge public support for the continuation of the community centre and keeping it open will send a signal to local people that their concerns are being listened to and that their views matter.

The establishment of a luncheon club and other informal ways of bringing people together will enhance the well being of residents of Hakin and Hubberston and cement the cohesiveness of the community in general.

#### **5. How do you know if it has been successful?**

The financial and social objectives will operate in lock-step because the more people use the centre the more income it will generate.

If, in three or four years time, the centre is holding its own financially because of increased fees from users then that will be an indication that the objectives in 2

above have been met.

## **6. Is it working alongside any other projects or organisations?**

The project has been supported by PAVS, and the trustees look forward to further work with that organisation.

The project will continue to work with Hubberston WI, and Ladies Glades. It already works closely with Little Acorns Nursery and with Pembrokeshire County Council's Adult learning department.

Links with the communities' primary schools are to be explored. There are opportunities to work with the church.

It is intended that organisations such as the CAB, the council, and Careers Advice will be invited to attend drop-in-sessions.

## **7. Who will run the project?**

The management of the centre will fall to the CIO which currently has eight trustees drawn from the local area.

Ideally, if sufficient income can be generated from users, the trustees would envisage the employment of a part-time warden who would take responsibility for general administration, bookings, opening and closing etc.

## **8 & 9 What is the budget, and how did you work it out?**

According to figures provided by Pembrokeshire County Council, the centre currently has a £20,000 (approx) budget deficit.

However, because of the way PCC arranges its accounts, that does not include income from Adult Learning classes so we anticipate it will be slightly less than that once the CIO takes full control.

## **10. Have you looked at any other funding to part fund or fully fund this project?**

As the CIO has not yet taken over the running of the centre we have not made any firm bids for grant funding from outside bodies.

However we are in close touch with Pembrokeshire Association of Voluntary Services (PAVS) who have been very supportive in the setting up of the CIO and have offered help with any applications for grants that we may make in future.

The project receives regular reports from PAVS's Pembrokeshire Portal Funding alerts and news.

Tesco Milford Haven have offered practical help such as painting and decorating, together with funds donated from Tesco -hosted coffee sessions.

When necessary the project would seek to source funding from community-minded local companies such as South Hook LNG, Dragon LNG, Valero, and Milford Haven Town Council.

## ii. Hakin AFC Junior Pitches Project

### **1. What will your project do?**

Provide two new grass pitches for the mini-football section at Hakin United AFC. The project will help to ensure that mini-football in the Hakin and Hubberston area is sustained. The provision of new pitches will help toward replacing the land lost at the Observatory Field, to the new school development, upon which the mini football section at Hakin United played for many years. The project will help to reduce overall cost to the community and further enable sustainability.

### **2. What will it achieve? (what will have happened when it ends)**

The project will provide the basic requirement for playing facilities (2 new grass pitches) for mini-football teams under 10 years of age. It will help to reduce the cost of hire of current alternative facilities and further enhance the sustainability of the mini-football section and Hakin United AFC.

### **3. How does it contribute to the vision for your area**

In line with invest local action planning for Hubberston and Hakin, the development of the pitches provides opportunity for recreational activity for children through the playing of non-competitive mini-football and will help to improve the physical environment by the clearing of land that is not currently fit for use.

### **4. Which objectives/priorities (one or more) does it contribute to?**

The project contributes to Hakin United's core objectives of; promoting the amateur sport of football within the Hakin and Hubberston community; the provision of sports amenities for residents and the raising of funds and maintenance of premises to carry out the above objectives. The project will contribute to the specific priorities, as identified at Hubberston and Hakin action planning meetings. Specifically, **Improve the Physical Environment** by the clearing of land and making up of two new football pitches at the Observatory Field and **Sustain Local Groups and Increase Participation** by ensuring that the mini-football section is sustained and developed by increasing player participation and increasing volunteering and coaching.

### **5. How will you know if it has been successful?**

Through the completion of the pitch works and the registering of mini-football teams and players, to ensure the sustainability of mini-football in Hakin and Hubberston, with the West Wales Football Association and the Pembrokeshire Association Football League for the 2017/18 season and beyond.

**6. Is it working alongside any other projects or organisations?**

In itself, the project stands alone. However, Hakin United AFC is affiliated to the West Wales Football Association and Pembrokeshire Association Football League.

**7. Who will run the project?**

Hakin United AFC

**8. What is the budget?**

Approximately £12 000. Based on best value and quality of contractor work of three quotes.

**9. How did you work it out?**

Quotes from contractors.

**10. Have you looked into any other funding to part fund or fully fund this project?**

Yes. However, the time constraints to ensure sustainability of the mini-football section at Hakin United AFC seriously limits the ability to access other funding at a similar budget level.

Hakin United AFC are continually exploring funding opportunities. For instance, although not related to the project, Milford Haven Town Council (MHTC) offers the opportunity for local organisations to apply for a grant. Hakin United AFC have submitted an application, which is currently under scrutiny by MHTC, for existing pitch maintenance. However, the extent of grant is very limited in value so would not meet the capital requirement for the project. Furthermore, there is no guarantee that this application will be successful for the existing works.

### iii. Hubberston Community Association Play and Skate Park

#### Project

**1. What will your project do?**

Provide a ride-on lawn mower and resurface the skating area of the Community run Play and Skate Park. We have been running the Play Park as a Community Association for 16 years and without this we will have to close the facility following a poor ROSPA report. It contributes to the consultation which highlighted the importance of the play/skate park and having safe places to play. Our play park is situated on land owned by Pembrokeshire County Council for which we have a 50 year lease.

**2. What will it achieve? (what will have happened when it ends)**

It will allow Hubberston Community Association to keep the community run park open, it's going to help keep it maintained and means we can continue providing a need for the community's children who don't have anywhere else they can go. It will also help with the fitness of our local children and will continue to provide a safe space for them to go to.

**3. How does it contribute to the vision for your area**

It fits into the Invest Local vision by looking after and improving our physical environment, strengthening our local groups and contributing to improving people's wellbeing by providing opportunities for children. It also fits with our own wider visioning.

**4. Which objectives/priorities (one or more) does it contribute to?**

We feel that it contributes to two of the priorities identified in the Driving Change plan - Improve the Physical Environment and Sustain local groups. We also feel that it contributes to the priority of reducing child poverty by providing a free service for local children.

**5. How will you know if it has been successful?**

By the park staying open and children continuing to use it! We've been there for 16 years and would like to be there for another 16!

**6. Is it working alongside any other projects or organisations?**

No although we are made up of volunteers from the local community.

**7. Who will run the project?**

Hubberston Community Association.

**8. What is the budget?**

£40,000 for the skate park improvements and £3000 for the ride on lawn mower.

**9. How did you work it out?**

By speaking to play contractors and choosing the most appropriate quote (not necessarily the cheapest!). The ride-on lawn mower quote came from a local supplier.

**10. Have you looked into any other funding to part fund or fully fund this project?**

As this is a refurbishment of existing surfacing we know from previous experience getting large sums of funding is difficult; we also would like to purchase a ride-on mower, we have tried to get this funded elsewhere and been unsuccessful.

We want to extend the existing park as well as refurbish the current play park surfacing and would like to look for other funding for this in the future.

## iv. Invest Local Community Forum Improved Access to Community Buildings Project

### **1. What will your project do?**

We plan to assess, and where necessary, upgrade the disabled access for the community buildings within Hubberston and Hakin

### **2. What will it achieve? (what will have happened when it ends)**

There will be improved facilities in at least two of our local buildings which will enhance the experience of anyone using them both by providing appropriate facilities for those with disabilities.

### **3. How does it contribute to the vision for your area?**

The project will help to strengthening the groups, organisations and buildings already in our community by providing better facilities for people to use.

This in turn over time will encourage more people to come into and use the facilities who may otherwise not have been able to.

### **4. Which objectives/priorities (one or more) does it contribute to?**

We feel it contributes to two of our five priorities:

- Sustain Local Groups and Increase Participation – by giving local organisations the opportunity to increase who uses the building in line with reasonable adjustments referred to in the Equalities Act 2010 and also in turn increase income generation by enabling more people to use the buildings.

### **5. How will you know if it has been successful?**

- An increase in the provision of existing facilities means that community buildings will be able to meet the needs of different users and groups.
- This in turn will hopefully generate more users and more opportunities for other groups to use the buildings.
- That the buildings and organisations benefitting from the project are still going strong in 10 years' time.

### **6. Is it working alongside any other projects or organisations?**

Yes depending on where the facilities are upgraded it will involve one or more organisations based in the local area.



**7. Who will run the project?**

The Invest Local Community Forum

**8. What is the budget?**

To be confirmed following assessment of needs. We understand that we can make include these costs as an add on to our plan once confirmed.

**9. How did you work it out?**

To be confirmed.

**10. Have you looked into any other funding to part fund or fully fund this project?**

Not at this point, although we could potentially look for match funding from other funders. This is something the Community Forum are keen to explore.

## v. Invest Local Community Forum Improved Cooking Facilities in Community Buildings Project

### **1. What will your project do?**

We plan to assess, and where necessary, upgrade the cooking facilities for the community buildings within Hubberston and Hakin

### **2. What will it achieve? (what will have happened when it ends)**

There will be improved facilities in at least two of our local buildings which will enhance the experience of anyone using them both by providing appropriate facilities by providing a place to produce food for income generation/long-term sustainability.

### **3. How does it contribute to the vision for your area?**

The project will help to strengthening the groups, organisations and buildings already in our community by providing better facilities for people to use. It was also help contribute to the long term survival of local organisations by increasing the range of income generation activities they are able to offer.

### **4. Which objectives/priorities (one or more) does it contribute to?**

We feel it contributes to two of our five priorities:

- Reduce Child Poverty – by providing access to subsidised food in the case of a new kitchen facility
- Sustain Local Groups and Increase Participation – by giving local organisations the opportunity to increase who uses the building and also for income generation

### **5. How will you know if it has been successful?**

- An increase in the provision of existing facilities means that community buildings will be able to meet the needs of different users and groups.
- This in turn will hopefully generate more users and more opportunities for other groups to use the buildings.
- That the buildings and organisations benefitting from the project are still going strong in 10 years' time.

### **6. Is it working alongside any other projects or organisations?**

Yes depending on where the facilities are upgraded it will involve one or more organisations based in the local area.

**7. Who will run the project?**

The Invest Local Community Forum

**8. What is the budget?**

To be confirmed following assessment of needs. We understand that we can make include these costs as an add on to our plan once confirmed.

**9. How did you work it out?**

To be confirmed.

**10. Have you looked into any other funding to part fund or fully fund this project?**

Not at this point, although we could potentially look for match funding from other funders. This is something the Community Forum are keen to explore.

## vi. Sustain free activities at Milford Haven Golf Club

### **1. What will the project do?**

This project will provide sustainable income for the golf club to continue to invest in free, accessible sessions for juniors, women and older people. This will be achieved by providing buggy paths around the golf course to enable the course to be used all year round.

At the moment we have 64 privately owned golf buggies at our golf club. They are owned by members and their wives or are owned individually or in partnership. They are essential to their owners to be able to play as they are unable to walk the course due to age or disability.

In the winter of 2015-2016 as the result of a very wet period buggies were not allowed on the course on health and safety reasons. This meant that a large number of players were unable to participate for 33% of the year with a result that we lost members and income which is used to provide free accessible sessions to juniors, women and older people.

This project will enable income generation during poor weather and sustain subsidized activities to encourage more participation in the sport and make it more accessible to all.

### **2. What will it achieve? (what will have happened when it ends)**

More people will be able to access the golf club through subsidized activities. It will provide a facility for our playing members whose ages are up to 92 yrs. The paths will be a permanent structure for future generations and maintenance will be provided for by the golf club as income generation will be sustained by enabling all weather access for members.

### **3. How does it contribute to the vision of your area**

In line with the local action planning for Hakin and Hubberston this project will sustain local activity by providing subsidized recreation for children and young people, women and older people. It will also enable access to the course for persons with disabilities and for persons of mature years thereby increasing their wellbeing. It also contributes to the vision by strengthening a local organisation already in our community.

### **4. Which objectives/priorities (one or more) does it contribute to?**

The project will contribute to the Invest Local priorities of **Improve the Physical Environment and Sustain local groups and increase participation**. It will also contribute to the Golf Club's objectives of encouraging amateur golf for players of all ages and disabilities.

### **5. How will you know if it has been successful?**

Through increased income invested in subsidized membership, participation in the sport and increase in well-being of those involved.

**6. Is it working alongside any other projects or organisations?**

The project stands alone but it will enable the club to invest funds into our junior section which would otherwise be used to partly fund this project.

**7. Who will run the project?**

Milford Haven Golf Club.

**8. What is the budget ?**

Approx. £12,000. Based on quotes from contactors.

**9. How did you work it out?**

Civil engineers quotation.

**10. Have you looked into any other funding to part fund or fully fund the project?**

Yes. We have contacted Golf Development Wales but their funding is directed at this moment to Junior Coaching.

Funding from the RNA in Scotland is directed at overseas development.

## vii. Invest Local Community Forum Community Small Grants Scheme

### **1. What will your project do?**

This project will increase the number of local groups, activities and participation by providing local groups with the opportunity to apply to the forum for funds, through a simple process, to facilitate group and activity start-up costs.

### **2. What will it achieve? (what will have happened when it ends)**

We hope this scheme will enable new groups and activities to set up through invest local to increase participation and build on the already successful community groups in the area.

### **3. How does it contribute to the vision for your area?**

We think this project helps to contribute to the following parts of our vision:

- We strengthen the local groups, organisations and buildings already in our community and all work together better.

### **4. Which objectives/priorities (one or more) does it contribute to?**

We feel it contributes our priority of:

- Sustain Local Groups and Increase Participation.

### **5. How will you know if it has been successful?**

If successful new groups and activities will be delivered by community groups in the area.

### **6. Is it working alongside any other projects or organisations?**

Yes, it will complement the activities taking place during our first Driving Change action plan and will work alongside existing projects to ensure sustainability.

### **7. Who will run the project?**

The Invest Local Community Forum will oversee this project. We will work with the Invest Local team to ensure that an appropriate application and assessment system is set up and we will work with our fund holder to ensure the appropriate financial checks are in place.

### **8. What is the budget?**

£10,000.

**9. How did you work it out?**

This figure is an estimate of what we can provide to local groups. The details of what will be funded is still to be confirmed. However, as mentioned above we will put in place an appropriate process to ensure each application is considered fairly and it works towards our community vision and priorities.

**10. Have you looked into any other funding to part fund or fully fund this project?**

No, this is a specific Invest Local activity therefore we as a Forum have not looked for funding from elsewhere.

## viii. & ix. Invest Local Community Forum Community Fun Days and Play Scheme Project

### **1. What will your project do?**

This project will run a series of community fun days in Hubberston and Hakin as well as trialling an open access summer play scheme.

As part of the consultation people have said that they would like to see more community events and also more activities for children which this project will allow us as a Forum to do.

We expect the Fun Days to be run by different organisations in the community and the Summer Play Scheme by a play organisation called Purple Roots.

We will also use the Fun Days as a way of speaking to people to check that the priorities we've identified in our plan are the right ones and to see what other activities, events and projects we can run in future years.

### **2. What will it achieve? (what will have happened when it ends)**

We would hope that the Fun Days will help build up community pride and community spirit in our community by giving people the opportunity to come together at regular events.

We see the play scheme as a trial providing free opportunities for our local children during the holiday period– there is currently nothing like this running at the moment and if it is successful we would like to build this into future plans.

### **3. How does it contribute to the vision for your area?**

We think this project helps to contribute to the following parts of our vision:

- We all feel proud of and part of our community
- We feel we are listened to and that we matter
- We strengthen the local groups, organisations and buildings already in our community and all work together better
- We improve people's wellbeing including providing more opportunities for children and young people

### **4. Which objectives/priorities (one or more) does it contribute to?**

We feel it contributes to four of our six priorities:

- Reduce Child Poverty
- Increase Pride in the Community
- Increase Communications in the Community
- Sustain Local Groups and Increase Participation



**5. How will you know if it has been successful?**

If the play scheme is successful we would expect there to be a large turnout of children, if the community fun days are successful we again would expect there to be a large number of people attending and also for there to be positive publicity about Invest Local both in the local press and through word of mouth.

**6. Is it working alongside any other projects or organisations?**

Yes, it will complement the activities taking place during the our first Driving Change action plan

**7. Who will run the project?**

The Invest Local Community Forum will oversee this project; the Community Fun Days will be decided upon by the Forum and most likely be run by Forum members such as Hubberston Community Association, Messy Church, Milford Sea Scouts, Milford Haven Rugby Club, Milford Golf Club and Hakin United Football Club. The Summer Play Scheme will be run by an organisation called Purple Roots who are experienced in delivering open access play.

**8. What is the budget?**

£6250 – £5000 towards community fun days and £1250 towards an open access play scheme for children (this includes the hire of the community centre for a two week period).

**9. How did you work it out?**

Through our knowledge of how much Community Fun Days cost to put on and a quote from a local well-known play scheme provider.

**10. Have you looked into any other funding to part fund or fully fund this project?**

No, this is a specific Invest Local activity therefore we as a Forum have not looked for funding from elsewhere.

## x, xi & xii. Invest Local Community Forum Communication Project

### **1. What will your project do?**

Raise the profile of Invest Local within our community by a variety of communication materials. We will do this by producing 2 community newsletters and installing 4 information boards at various points throughout the community. We will also look to increase our social media presence and have allocated a small budget to do so.

### **2. What will it achieve? (what will have happened when it ends)**

More people will know about Invest Local and will understand what the programme is all about. We also hope it will help the Community Forum to recruit new members and will also help contribute to the development of the next plan if we use it to ask people what think both about our first plan and about future projects.

### **3. How does it contribute to the vision for your area?**

Our vision identified that we want people to feel that they are listened to and that they matter. By promoting Invest Local in our local community and communicating about the projects that are coming out of our first action plan, people will see that what they said does matter as we're using their opinions to develop projects.

We also think that providing a way of promoting all of the work done by the local groups, buildings and organisations already in our community we will help them to work better together and hopefully improve their standing in the community. It may also result in new volunteers to some of the groups which is something we've identified as one of our priorities (see below).

### **4. Which objectives/priorities (one or more) does it contribute to?**

We feel it contributes to two of our five priorities:

- Increase Communications in the Community
- Sustain Local Groups and Increase Participation

### **5. How will you know if it has been successful?**

We will work with the independent evaluators to develop this further but we would hope that it would result in more people knowing and talking about Invest Local, more people taking part in Invest Local activities and more people being aware of Invest Local.

**6. Is it working alongside any other projects or organisations?**

Yes, it will complement the activities taking place during the our first Driving Change action plan

**7. Who will run the project?**

The Invest Local Community Forum will oversee this project.

**8. What is the budget?**

£3900 – this includes the installation of information boards, the production of 2 community newsletters and an increase in social media presence.

**9. How did you work it out?**

Through quotes from local information board suppliers and printers.

**10. Have you looked into any other funding to part fund or fully fund this project?**

No, this is a specific Invest Local activity therefore we as a Forum have not looked for funding from elsewhere