

# **COMMUNITY BASE REVIEW QUESTIONNAIRE**

Community Base provides a home for community and voluntary groups in Brighton and Hove - *but there are different views within Community Base about what that means.*

**While having different views is part of what a vibrant voluntary sector is all about, we do need to come to a consensus over what participant groups (*groups occupying space at Community Base*) can and cannot do with the space they licence – and stop healthy disagreements turning into divisive battles. We also want to improve the community spirit within Community Base by getting everyone's ideas about how we do this.**

**Community Base is carrying out a review between January and April 2007 into these issues and this questionnaire is the first part of this review.** It's not an exam or a vote – *it's a chance to start thinking about the issues we want to come to a consensus about during the review.* The results of the questionnaire will be published on 1st February so please return your completed questionnaire – to the *review questionnaire pigeonhole* at the top left of the pigeonholes at reception - by Wednesday 31st January 2007 if you want it to be included in the results.

## **USE OF OFFICE SPACE AT COMMUNITY BASE**

*Community Base is all about helping charities and community groups get on with their work. But disputes can arise between Community Base and participant groups, sometimes over how we help groups while ensuring Community Base remains a home for community and voluntary groups rather than other kinds of organisations. Here are some fictional situations based on real events – **how would you deal with them?***

1. A group keeps putting its rubbish in the corridor despite being asked to take it to the car park. The group tells us it's the cleaners' job and refuses to discuss the matter with us, describing our emails and phone calls on the subject as "rude". Do we give notice to this group? **YES**  **NO**
2. A national charity licencing 2,000 square feet has reduced its staff from 12 full-time to 2 part-time workers because they have moved their regional headquarters to Hastings. The charity wants to keep the space because they might want to use it more in the future. A local charity is about to be evicted from its accommodation and really needs the space. The national charity are not breaking their licence agreement - do we let them stay rather than give the space to the local charity that needs the space? **YES**  **NO**
3. A group at Community Base wants to share its space with a design company that does some work for the group because they've got some spare space. Should they be allowed to? **YES**  **NO**
4. The Home Office have set up an arms length, quasi-autonomous organisation called *Brighton and Hove United* to promote the government's policy on community cohesion. *BHU* is very keen to be seen as being based "in the community" and a participant group that gets funding from the Home Office wants to move the local *BHU* manager into its office at Community Base. Should we let them? **YES**  **NO**
5. A participant group has increased its income by 600% and is expanding into other, more expensive offices but want to keep its office at Community Base too. Should we give the group's space to a charity that can't afford decent office space instead? **YES**  **NO**
6. A group on the fourth floor working with teenagers at risk wants to change the use of its space from an administration office with no visitors into a drop-in centre for about 50 people a week. Should they need to consult Community Base before doing this? **YES**  **NO**
7. A participant group wants to employ six council workers that are being seconded to it to run a council funded *Community Information Unit* at Community Base. Should we let them? **YES**  **NO**
8. A group at Community Base helping ex-offenders has been offered a grant of £40,000 on condition that they base three statutory probation officers at Community Base and. Do we allow this? **YES**  **NO**
9. A participant group wants to let another charity share the space it licences at Community Base. Should the group need permission from Community Base to move the other charity in? **YES**  **NO**

**TRY WORDING WHAT YOU THINK IS A FAIR LICENCE REGULATION OR POLICY STATING WHAT, IF ANY, RESTRICTIONS THERE SHOULD BE ON A LICENCEE RIGHT TO SUBLET, SHARE WITH OTHER GROUPS OR CHANGE THE USE OF THE SPACE THEY LICENCE AT COMMUNITY BASE**

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## **ROOM HIRE**

We hire our South Wing meeting rooms to groups at three rates – a participant group rate for groups at Community Base, a low rate for external community and voluntary groups and a high rate for commercial and statutory groups. **Here's some fictional situations based on real events - how would you deal with them?**

1. A not-for-profit company wants to hire our conference room to run a training course for about 50 people, charging £100 a head to attend it. Should we charge **OUR LOW RATE?**  **OUR HIGH RATE?**
2. A participant group is taking part in a weekend conference organised by a local regeneration partnership it gets funding from and wants us to invoice them at the participant group rate rather than the partnership at the high rate. Should we invoice **THE PARTICIPANT GROUP?**  **THE PARTNERSHIP?**
3. Channel 4 wants to hire a room to run an event as part of their community outreach work. Should we charge them **OUR LOW RATE?**  **OUR HIGH RATE?**

## **BRINGING PEOPLE TOGETHER**

We've done a lot over the years to try to create a sense of community at Community Base – but there's always more that can be done. **Tell us what you think of some of the things we've done.**

1. Our participant groups **I'VE BEEN TO IT**  **GOOD IDEA**  **BAD IDEA**
2. Our working lunches **I'VE BEEN TO IT**  **GOOD IDEA**  **BAD IDEA**
3. Our yoga classes **I'VE BEEN TO IT**  **GOOD IDEA**  **BAD IDEA**
4. Our xmas parties **I'VE BEEN TO IT**  **GOOD IDEA**  **BAD IDEA**
5. The Community Base newsletter **I'VE READ IT**  **GOOD IDEA**  **BAD IDEA**
6. Our email group **I'VE USED IT**  **GOOD IDEA**  **BAD IDEA**
7. Our open days **I'VE BEEN INVOLVED IN IT**  **GOOD IDEA**  **BAD IDEA**
8. Our pub quizzes **I'VE BEEN TO IT**  **GOOD IDEA**  **BAD IDEA**
9. Our film nights **I'VE BEEN TO IT**  **GOOD IDEA**  **BAD IDEA**
10. Our refugee week public meetings **I'VE BEEN TO IT**  **GOOD IDEA**  **BAD IDEA**
11. Our fire safety training sessions at Hove fire station **I WENT TO IT**  **GOOD IDEA**  **BAD IDEA**
12. Our South Wing debates on community issues **I'VE BEEN TO THEM**  **GOOD IDEA**  **BAD IDEA**

**HOW WOULD YOU SUGGEST IMPROVING THE COMMUNITY SPIRIT AT COMMUNITY BASE?**

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## **AND FINALLY...**

Community Base's main purpose is to provide a home for community and voluntary groups in Brighton and Hove. **DO YOU THINK WE DO THIS VERY WELL?**  **WELL?**  **OK?**  **BADLY?**  **VERY BADLY?**

**WHAT DO YOU THINK IS THE BEST THING ABOUT COMMUNITY BASE?**

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**WHAT ONE CHANGE WOULD IMPROVE THINGS MOST FOR YOU AT COMMUNITY BASE?**

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**DO YOU HAVE ANY GENERAL COMMENTS ABOUT THE RUNNING OF COMMUNITY BASE?**

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**YOUR NAME (OPTIONAL)** \_\_\_\_\_

**THANKS FOR TAKING THE TIME TO COMPLETE THE QUESTIONNAIRE!** - PLEASE RETURN BY 31ST JANUARY 2007 TO THE REVIEW QUESTIONNAIRE PIGEONHOLE (TOP LEFT) AT RECEPTION