

Harleston Community Facilities Feasibility Study – Stakeholder Consultation Questions

This questionnaire is designed to support the information gathering exercise Harleston Town Council are currently engaged in exploring what the local community needs are from a new, remodelled or enhanced community centre. This is an important process for the Council to learn what our residents need, and your views are important and appreciated, especially if, in the future we move closer to project realization where the opportunity arises for co-designed and considered spaces for regular uses and / or anchor tenants within a new facility.

Stakeholder Details	
1. Your name?	
2. Your contact email address (to be used only for the purpose of any follow up questions relating to this survey)?	
3. Organisation name?	
Your use, current and future needs of a facility	
4. Please describe the main activities you presently offer at the Harleston Memorial Hall Site? Or would like to offer if the space was available at a new or enhanced site?	
5. How many active users / members does your organisation currently have, that would likely regularly use the site?	
6. How are you planning your future? Where do you see the Club / Organisation in 5 years? (Membership numbers, structure etc.)	
7. Which of the following facilities at the Harleston Memorial Centre site do you currently use?	

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Football Pitches	
Multi Use Games Area	
Playground	
Main Hall Building	
Tennis / Squash	
Other – Please describe.	
8. Which days of the week do you or would you use the facilities?	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	
How often do you use the facility per month?	
9. On a typical week, how many hours of the day do, or would you use the facilities?	
10. Which of the following best describes your view of the current quality of facilities?	
Very poor	
Poor	
Adequate	
Good	
Very good	

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11. Please list any current issues / limitations that affect or have prevented your use of the site?	
12. What improvements would you like to see to the facilities to improve your users / members experience or make you more likely to use. Please be as specific as possible?	
13. What improvements would you like to see to common elements of the site e.g. access, parking etc?	
14. Do you have any specific needs, such as private access / door to your own area / facility?	
15. What other Community services should be offered on site?	
16. Would you prefer a dedicated facility, or could you share with another user if your hours of operation complement this?	
17. Is there a particular direction of access for the building that would make most sense for your facility? E.g. – Football changing facilities facing the football pitch.	
18. What unique benefits does your organisation / club bring to the Community? Would improved facilities bring other to Harleston Memorial Hall?	
19. Do you have any reason why or why not it would be important or beneficial to have your service on a ground floor or first floor?	

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20. Does your service use now or have any future need to use/hire a bar/kitchen to provide food and drink to your users?	
21. Looking at the management of the facilities that you use at the site, do you have any comments on how this could be improved to benefit your organisation and activities?	
22. Are you aware of other organisations/clubs that would like to utilise the facilities if they were improved?	
Finance	
23. Do you pay a lease at the moment where you are?	
24. If relevant how long is your current lease for?	
25. Ideally what kind of lease/security of tenure would you like for your organisation?	
26. How much would you be in a position to pay on a yearly basis for a dedicated facility / space that was designed and built specifically with your service need in mind?	
27. Do you have access or the ability to apply and secure capital funding / grants to contribute to dedicated build costs for such a facility?	
28. If you have any further comments, not covered above, then please add these below?	
29. Finally, please confirm if you are happy to receive further information and updates in relation to this work, as further consultation and development progresses?	
• Yes	
• No	