

TONBRIDGE AND MALLING BOROUGH COUNCIL

LEISURE AND ARTS ADVISORY BOARD

Monday, 15th March, 2010

Present: Cllr Mrs M F Heslop (Chairman), Cllr T J Robins (Vice-Chairman), Cllr P F Bolt, Cllr Ms V Branson, Cllr Mrs F A English, Cllr Mrs E M Holland, Cllr B J Luker, Cllr Mrs A S Oakley, Cllr A G Sayer and Cllr Mrs C J Woodger.

Councillors Mrs Anderson, Baldock, Coffin, Court, Heslop, Rhodes, Ms Spence and Worrall were also present pursuant to Council Procedure Rule No 15.21.

Representative: Mr A Nicholl (Tonbridge Sports Association)

An apology for absence was received from Councillor Mrs B Brown.

PART 1 - PUBLIC

**LAA
10/001 DECLARATIONS OF INTEREST**

There were no declarations of interest made.

**LAA
10/002 MINUTES**

RESOLVED: That, subject to

(1) the inclusion of Mr A Nicholl of Tonbridge Sports Association as present; and

(2) the amendment of the second paragraph of the preamble to Minute LAA 09/074 to read "A discussion followed on the merits of coppicing against pollarding and Members were advised that the phased coppice programme had been discussed on site with representatives from the Medway Valley Countryside Partnership.";

the notes of the meeting of the Leisure and Arts Advisory Board held on 15 December 2009 be approved as a correct record and signed by the Chairman.

**LAA
10/003 PRESENTATION BY THE SECRETARY OF KENT COUNTY
PLAYING FIELDS ASSOCIATION**

The Board received a presentation from Mr Paul Peacock, Secretary of the Kent County Playing Fields Association on the history, aims and aspirations of the association.

MATTERS FOR RECOMMENDATION TO THE CABINET

**LAA
10/004**

TREE SAFETY STRATEGY

Decision Notice D100036MEM

The joint report of the Chief Leisure Officer and the Cabinet Member for Leisure, Youth and Arts brought forward a draft Tree Safety Strategy for consideration and approval prior to external consultation.

RECOMMENDED: That the Draft Tree Safety Strategy, as set out at Annex 1 to the report, be approved for external consultation.

**LAA
10/005**

TONBRIDGE OUTDOOR POOL

The joint report of the Chief Leisure Officer and the Cabinet Members for Leisure, Youth and Arts and Finance drew Members' attention to leakage problems with the external pipe work surrounding the outdoor pool at Tonbridge Swimming Pool. The report sought confirmation of action taken in liaison with the Leader, Cabinet Members for Leisure, Youth and Arts and Finance and the Chairman of the Scrutiny Committee to repair the pipe work, investigate the nature and extent of the problem and to examine options for a permanent solution to the leakage problem.

RECOMMENDED: That

(1) the actions taken in consultation with the Leader, the Cabinet Members for Leisure, Youth and Arts and Finance, the Chairman of the Scrutiny Committee and the Management Team with regard to the repair of the leaks to the Tonbridge Outdoor Pool be confirmed;

(2) the action to appoint Gary Gabriel Associates as consultant structural engineers for the project due to their detailed knowledge of the site and ground conditions be endorsed;

(3) the action taken by the Council's Management Team under Contract Procedure Rule 13 to implement the first phase works prior to the start of the outdoor pool season be endorsed;

(4) the List C evaluation set out in Annex 2 to the report be approved and the scheme be accelerated immediately to the Capital Plan, with funding of £146,000 being reallocated from the 2011/12 annual capital allowance;

(5) the long term problem with leaks to the outdoor pool be addressed through the implementation of Option 6 (sheet piled trench) as outlined in Annex 1 to the report;

(6) the Council's Building and Facilities Manager be requested to draw up the specification for the works and progress the tendering of the works via the joint procurement arrangement with Dartford Borough Council; and

(7) the works be progressed in autumn 2010 following the closure of the outdoor pool to the public.

***Referred to Cabinet**

**LAA
10/006**

TONBRIDGE RACECOURSE SPORTSGROUND - MARKET SURVEY RESULTS

Decision Notice D100037MEM

The joint report of the Chief Leisure Officer and the Cabinet Member for Leisure, Youth and Arts provided details of the results of the 2009 market survey carried out at Tonbridge Racecourse Sportsground and brought forward proposals to address key issues.

RECOMMENDED: That

(1) the 2009 market survey results for Tonbridge Racecourse Sportsground be noted; and

(2) the proposed improvements identified within the report be implemented.

**LAA
10/007**

PUBLIC OPEN SPACES - ACCESS AUDITS

Decision Notice D100038MEM

The joint report of the Chief Leisure Officer and the Cabinet Member for Leisure, Youth and Arts brought forward a draft Access Audit for the Tonbridge Castle Grounds and set out details of the proposed arrangements for a similar audit to be undertaken at Haysden Country Park later in the year.

RECOMMENDED: That

(1) the draft Access Audit for Tonbridge Castle Grounds, as shown at Annex 1 to the report, be approved;

(2) improvement actions within the Access Audit be implemented in accordance with the proposals highlighted at sub-section 1.2.3 of the report; and

(3) an access audit of Haysden Country Park be carried out in summer 2010 in liaison with the Tonbridge and Malling Access Group.

**LAA
10/008**

YOUTH AND PLAY DEVELOPMENT

Decision Notice D100039MEM

The joint report of the Chief Leisure Officer and the Cabinet Member for Leisure, Youth and Arts provided an update on arrangements for this year's Easter and Summer Activate programmes, Summer Playscheme and Y2 Crew and brought forward a draft Youth

Agreement 2010-2012, prepared in liaison with the Kent County Council Youth Service, for approval.

RECOMMENDED: That the 2010-2012 Tonbridge and Malling Youth Agreement be approved for consultation with young people.

**LAA
10/009**

CAPITAL PROJECTS - POST IMPLEMENTATION REVIEWS

Decision Notice D100040MEM

Consideration was given to the Capital Plan Post Implementation Reviews in respect of Tonbridge School All Weather Pitch, Tonbridge Racecourse Sportsground - Pathway Refurbishment and Poulton Wood Golf Centre - Replacement of Irrigation System.

RECOMMENDED: That the Post Implementation Reviews for Tonbridge School All Weather Pitch, Tonbridge Racecourse Sportsground – Pathway Refurbishment and Poulton Wood Golf Centre – Replacement of Irrigation System be endorsed.

MATTERS SUBMITTED FOR INFORMATION

**LAA
10/010**

ARTS AND TOURISM DEVELOPMENT

The report of the Chief Leisure Officer provided an update on the arts and tourism development work programme.

**LAA
10/011**

SPORTS DEVELOPMENT UPDATE

The report provided an update on the work of the Sports Development Officer and set out details of events and initiatives planned for 2010.

**LAA
10/012**

CAPITAL PLAN PROGRESS REPORT

The Chief Leisure Officer advised Members of progress made with schemes contained in the Leisure Services section of the Capital Plan.

**LAA
10/013**

LEISURE FACILITIES - FINANCIAL PERFORMANCE

The Chief Leisure Officer presented management information for Larkfield Leisure Centre, Angel Centre, Tonbridge Swimming Pool, Poulton Wood Golf Centre, Tonbridge Castle/Customer Services, Tonbridge Cemetery, Country Parks Car Park Income and Poulton Wood Ground Maintenance.

**LAA
10/014**

POULT WOOD GOLF CENTRE - CUSTOMER SURVEY RESULTS 2009

The report provided details of the results of the customer survey undertaken at Poulton Wood Golf Centre during late summer/early autumn 2009.

MATTERS FOR CONSIDERATION IN PRIVATE

LAA 10/015 EXCLUSION OF PRESS AND PUBLIC

The Chairman moved, it was seconded and

RESOLVED: That as public discussion would disclose exempt information, the following matters be considered in private.

PART 2 - PRIVATE

MATTERS FOR RECOMMENDATION TO THE CABINET

LAA 10/016 INDOOR LEISURE FACILITIES CLEANING SERVICE CONTRACT 2010-2014 (Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs of any particular person)

Decision Notice D100041MEM

The joint report of the Chief Leisure Officer and the Cabinet Member for Leisure, Youth and Arts set out details of the tenders received in respect of the Indoor Leisure Facilities Cleaning Service Contract 2010-2014. The outcome of the evaluation procedure was contained in a supplementary report which had been circulated in advance of the meeting.

RECOMMENDED: That, upon the basis of the most economically advantageous tender assessed in accordance with the detailed evaluation criteria contained in the tender documentation, the contract for Indoor Leisure Facilities Cleaning Services 2010-2014 be awarded to Superclean Services Wothorpe Ltd at a cost of £51,750 per annum.

MATTERS SUBMITTED FOR INFORMATION

LAA 10/017 LARKFIELD LEISURE CENTRE 25M POOL CLAIM (Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs of any particular person)

The report of the Management Team provided details of the claim relating to the 25m pool at Larkfield Leisure Centre.

The meeting ended at 2050 hours
having commenced at 1945 hours

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100036MEM

Date: 15th March 2010

Decision(s) and Reason(s)

Tree Safety Strategy

**(Joint report of Chief Leisure Officer and Cabinet Member for
Leisure, Youth and Arts)
(Annex (4.77 M/bytes))**

**The report brought forward a draft Tree Safety Strategy for
consideration and approval prior to external consultation.**

Following consideration by the Leisure and Arts Advisory Board, the Cabinet Member for Leisure, Youth and Arts resolved that the Draft Tree Safety Strategy, as set out at Annex 1 to the report, be approved for external consultation.

Reasons: As set out in the report submitted to the Leisure and Arts Advisory Board of 15 March 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 19 March 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100037MEM

Date: 15th March 2010

Decision(s) and Reason(s)

Tonbridge Racecourse Sportsground - Market Survey Results

**(Joint report of Chief Leisure Officer and Cabinet Member for
Leisure, Youth and Arts)
(Annex)**

**The report provided details of the results of the 2009 market survey
carried out at Tonbridge Racecourse Sportsground and brought
forward proposals to address key issues.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that:

- 1) the 2009 market survey results for Tonbridge Racecourse
Sportsground be noted; and
- 2) the proposed improvements identified within the report be
implemented.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 15 March 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 19 March 2010

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working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100038MEM

Date: 15th March 2010

Decision(s) and Reason(s)

Public Open Spaces - Access Audits

**(Joint report of Chief Leisure Officer and Cabinet Member for
Leisure, Youth and Arts)
(Annex)**

**The report brought forward a draft Access Audit for the Tonbridge
Castle Grounds and set out details of the proposed arrangements
for a similar audit to be undertaken at Haysden Country Park later
in the year.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that:

- 1) the draft Access Audit for Tonbridge Castle Grounds, as shown at Annex 1 to the report, be approved;
- 2) improvement actions within the Access Audit be implemented in accordance with the proposals highlighted at sub-section 1.2.3 of the report; and
- 3) an access audit of Haysden Country Park be carried out in summer 2010 in liaison with the Tonbridge and Malling Access Group.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 15 March 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 19 March 2010

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TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100039MEM

Date: 15th March 2010

Decision(s) and Reason(s)

Youth and Play Development

**(Joint report of Chief Leisure Officer and Cabinet Member for
Leisure, Youth and Arts)
(Annex)**

**The report provided an update on arrangements for this year's
Easter and Summer Activate programmes, Summer Playscheme
and Y2 Crew and brought forward a draft Youth Agreement 2010-
2012, prepared in liaison with the Kent County Council Youth
Service, for approval.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that the 2010-
2012 Tonbridge and Malling Youth Agreement be approved for
consultation with young people.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 15 March 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 19 March 2010

This decision will come into force and may then be implemented on the expiry of 5
working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100040MEM

Date: 15th March 2010

Decision(s) and Reason(s)

Capital Projects - Post Implementation Reviews

**(Joint report of Chief Leisure Officer and Cabinet Member for
Leisure, Youth and Arts)**

(Annex 1)

(Annex 2)

(Annex 3)

**Consideration was given to the Capital Plan Post Implementation
Reviews in respect of Tonbridge School All Weather Pitch,
Tonbridge Racecourse Sportsground - Pathway Refurbishment and
Poult Wood Golf Centre - Replacement of Irrigation System.**

Following consideration by the Leisure and Arts Advisory Board, the Cabinet Member for Leisure, Youth and Arts resolved that the Post Implementation Reviews for Tonbridge School All Weather Pitch, Tonbridge Racecourse Sportsground – Pathway Refurbishment and Poult Wood Golf Centre – Replacement of Irrigation System be endorsed.

Reasons: As set out in the report submitted to the Leisure and Arts Advisory Board of 15 March 2010.

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 19 March 2010

This decision will come into force and may then be implemented on the expiry of 5 working days after publication unless it is called in.

TONBRIDGE & MALLING BOROUGH COUNCIL

RECORD OF DECISION

**Decision Taken By: CABINET MEMBER FOR
Leisure, Youth and Arts**

Decision No: D100041MEM

Date: 15th March 2010

Decision(s) and Reason(s)

**Indoor Leisure Facilities Cleaning Service Contract 2010-2014
(Reason: LGA 1972 Sch 12A Para 3 - Financial or business affairs
of any particular person)**

**(Joint report of Chief Leisure Officer and Cabinet Member for
Leisure, Youth and Arts)
(Supplementary report of Chief Leisure Officer and Cabinet Member
for Leisure Youth and Arts)
(Annex 1 to Supplementary Report)**

**The report set out details of the tenders received in respect of the
Indoor Leisure Facilities Cleaning Service Contract 2010-2014. The
outcome of the evaluation procedure was contained in a
supplementary report which had been circulated in advance of the
meeting.**

Following consideration by the Leisure and Arts Advisory Board, the
Cabinet Member for Leisure, Youth and Arts resolved that, upon the
basis of the most economically advantageous tender assessed in
accordance with the detailed evaluation criteria contained in the tender
documentation, the contract for Indoor Leisure Facilities Cleaning
Services 2010-2014 be awarded to Superclean Services Wothorpe Ltd
at a cost of £51,750 per annum.

Reasons: As set out in the report submitted to the Leisure and Arts
Advisory Board of 15 March 2010 (contains exempt information).

Signed Cabinet Member for M Coffin
Leisure, Youth and Arts:

Signed Leader: M Worrall

Signed Chief Executive: D Hughes

Date of publication: 19 March 2010

This decision will come into force and may then be implemented on the expiry of 5
working days after publication unless it is called in.