

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**LEISURE and ARTS ADVISORY BOARD**

**13 December 2010**

**Report of the Chief Leisure Officer and the  
Cabinet Member for Leisure, Youth & Arts**

**Part 1- Public**

**Matters for Recommendation to Cabinet - Non-Key Decision (Decision may be taken  
by the Cabinet Member)**

**1 2011 HOLIDAY ACTIVITY PROGRAMMES FOR YOUNG PEOPLE**

**Summary**

**This report brings forward potential changes/improvements to the Council's  
Holiday Activity Programmes for young people.**

**1.1 Introduction**

1.1.1 Members will be aware that this Council operates a range of Holiday Activity Programmes for young people. The programmes continue to be well regarded and popular, and assist the Council in delivering one of its key corporate priorities 'Involve, Safeguard and meet the needs of young people'. At the last meeting of this Board, a review of the 2010 Activity Programmes was considered by Members and a number of potential changes/improvements were identified for 2011.

**1.2 Activate**

1.2.1 Arrangements for the 2011 Easter Activate programme are now underway offering a variety of activities for 8–16 year olds. It is the intention to offer once again the most popular courses from this year, including kayaking, windsurfing, trampolining, tree jumpers, fashion design, jewellery making, special effects make-up, outward bound as well as offering new courses such as mountain biking. Venues will include the Council's own facilities, local schools and community halls. The Easter Activate brochures will be distributed towards the end of February 2011, and parents will be able to use the online booking system which went live this summer.

1.2.2 A review of the marketing for the Holiday Activity Programmes has recently been undertaken and savings have been achieved in both design and printing costs. A new brochure design will be available in 2011 as well as information in each publication of the other schemes/services offered by the Council.

1.2.3 In 2010 the Activate Programme benefitted from partnering with the ASDA Sporting Chance scheme, allowing a number of children to access free workshops designed to encourage them to be more healthy and active. In 2011, the Activate Programme will again be looking to join up with partners wherever possible, and the Youth & Play Development Officer is already looking at the possibility of a joint funding bid with a local creative arts company, supported by West Kent College.

### 1.3 Summer Playscheme

1.3.1 This year's scheme will run for four weeks from Monday 25 July to Friday 19 August 2011 at 14 venues across the borough catering for children between 4 and 11 years.

1.3.2 Members will be aware that this Council funds the first three weeks of the Playscheme, with fourth week contributions being provided by Parish/Town Councils. Letters have been sent to the relevant Parish/Town Councils.

1.3.3 In terms of delivery partners involved in the Summer Playscheme, Rainbows (Hildenborough, Snodland and West Malling), Poppy Pre-School (Aylesford) and Barnies (Hadlow and Tonbridge Baptist Church) have all formally confirmed their availability to operate these venues once again in 2011. A response is awaited from Mrs B's Daycare (East Malling) and I will update Members on this at the meeting.

1.3.4 At the last meeting of this Board, Members were advised that the percentage of places booked on the 2010 Summer Playscheme was lower than expected, resulting in a recommendation to review the current demand and staffing levels. A thorough review has been undertaken and **[Annex 1]** provides an overview of the proposed places for each venue, and the subsequent levels of staff that will be needed to ensure the scheme complies fully with Ofsted regulations, and is operated as cost effectively as possible.

1.3.5 All of Tonbridge & Malling's Playschemes are registered on the Early Years Register which states that we are suitable to provide care for children aged 4 and 5. Currently the Council's policy is to allow children who are 4 years of age to attend, but only if they have attended two terms at Primary School. Responding to feedback from the 2010 parental survey, the increased structure of Pre-Schools, and the confidence in our settings and staff that they are fully equipped and trained to cater for this age group, it is proposed to open access up to all 4 year olds for the 2011 Playscheme. This will enable the Council to advertise the Summer Playscheme in Day Centres and Pre Schools increasing the number of children able to access the scheme.

1.3.6 Included in my report to the last meeting of this Board was a recommendation to consider introducing an online booking and payment system in line with the Activate scheme. The Council's Information Technology Manager has explored this initiative, which would require a significant investment in setting up the system. At the present time the project is being considered within the Council's

Information Technology Project Plan, within the context of other schemes, and it is not anticipated that the system will be produced for 2011.

- 1.3.7 The Youth & Play Development Officer is currently exploring external funding streams for the 2011 Summer Playscheme with a particular link to growth in use by families on low income.

#### **1.4 Y2 Crew**

- 1.4.1 The 2011 scheme will operate from Monday 25 July to Friday 19 August and, subject to funding, will include trips, activity days and evening sessions with a number of key agencies offering information, advice and guidance throughout.
- 1.4.2 Members will be aware that the scheme is organised and funded by a number of partner agencies and the programme will be reviewed by the first multi agency meeting in December, to ensure that it is operating as cost effectively as possible. Changes/improvements to be considered include the types of activities, venues, and the staffing arrangements with particular regard to Young Leaders.

#### **1.5 Legal Implications**

- 1.5.1 The Council has powers to undertake this activity by virtue of Section 145 of the Local Government Act 1972. Under the requirement of the Children Act (1999) and in accordance with the Council's Child Protection Policy all staff will be subject to an enhanced Criminal Record Bureau check no older than 12 months.

#### **1.6 Financial and Value for Money Considerations**

- 1.6.1 The cost of the Council's Summer Activities Programme for young people will be met through the 2011/12 Leisure Development revenue budget, and through partnership funding for the Y2 Crew. In addition to income from charges, external funding is received from a number of sources, most notably relating to Parish Council support for the final week of the Summer Playscheme.
- 1.6.2 Members will be pleased to note that an internal audit of the 2010 Playscheme confirmed that all employees on the scheme were found to have a valid, in date, CRB check on file, all insurances were in place and of the correct amount, and that all safety checks were in place. The Auditor was also able to establish that at no point were the Ofsted numbers exceeded, therefore, complying with our Ofsted registrations.

#### **1.7 Risk Assessment**

- 1.7.1 A risk assessment of all the activities and venues is undertaken in liaison with the Council's Health & Safety and Insurance Officers. Each of the facilities used will be requested to produce adequate insurance certificates and risk assessments. The Summer Playscheme venues are all registered with Ofsted and comply with the Early Years and Childcare Registers.

## 1.8 Equality Impact Assessment

1.8.1 See 'Screening for equality impacts' table at end of report

## 1.9 Policy Considerations

1.9.1 Healthy Lifestyles, Young People, Community, Crime & Disorder Reduction.

## 1.10 Recommendation

1.10.1 It is **RECOMMENDED TO CABINET** that the proposed changes/improvements to the Council's Holiday Activity Programmes for young people as outlined in the report be agreed.

The Chief Leisure Officer confirms that the proposals contained in the recommendation(s), if approved, will fall within the Council's Budget and Policy Framework.

Background papers:

contact: Jeni Ashmore

Nil

Robert Styles  
Chief Leisure Officer

Martin Coffin  
Cabinet Member for Leisure, Youth & Arts

Screening for equality impacts:		
Question	Answer	Explanation of impacts
a. Does the decision being made or recommended through this paper have potential to cause adverse impact or discriminate against different groups in the community?	No	The Playscheme continues to be inclusive for all, with concessions for the financially disadvantaged and Playscheme Plus providing one to one staff support to children with special needs.
b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality?	Yes	The report recommends the extension of the scheme to all 4 year olds.
c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?		Not applicable.

*In submitting this report, the Chief Officer doing so is confirming that they have given due regard to the equality impacts of the decision being considered, as noted in the table above.*