

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**LEISURE and ARTS ADVISORY BOARD**

**23 May 2011**

**Report of the Chief Leisure Officer**

**Part 1- Public**

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

**1 LEISURE SERVICES BUSINESS UNIT – BUSINESS PLAN 2011/12**

**Summary**

**This report seeks endorsement of the Leisure Services Business Unit Business Plan 2011/12.**

**1.1 Background**

1.1.1 The Council's indoor leisure facilities and the ground maintenance contract at Poulton Wood Golf Centre are managed by the Leisure Services Business Unit.

1.1.2 Each year, the Leisure Service Business Unit prepares a detailed Business Plan, which contains objectives and targets for each of the facilities – Larkfield Leisure Centre, Angel Centre, Tonbridge Swimming Pool and the ground maintenance contract at Poulton Wood Golf Centre.

**1.2 Business Plan 2011/12**

1.2.1 A draft copy of the 2011/12 Business Plan has been placed on the Council's website and hard copies will be available at the meeting, which may be retained.

1.2.2 The draft Plan covers the period 1 April 2011 to 31 March 2012 and incorporates actions planned to address key issues from the Leisure & Arts Strategy 2008-13. The Business Plan is an important document in the ongoing management of the facilities, and progress against the objectives is monitored quarterly by the Leisure Services Business Unit Management Team.

1.2.3 The draft Business Plan is currently being implemented and will be adopted subject to comments and consideration by the Board.

**1.3 Legal Implications**

1.3.1 None.

## 1.4 Financial and Value for Money Considerations

1.4.1 None.

## 1.5 Risk Assessment

1.5.1 Failure to prepare, implement and monitor an annual Business Plan may lead to underperformance against service and financial objectives. The Quarterly Service Review identifies progress and remedial action required to achieve these objectives.

## 1.6 Equality Impact Assessment

1.6.1 See 'Screening for equality impacts' table at end of report.

## 1.7 Policy Considerations

1.7.1 Asset Management, Business Continuity/Resilience, Communications, Community, Crime & Disorder Reduction, Customer Contact, Healthy Lifestyles, Human Resources.

## 1.8 Recommendations

1.8.1 It is, therefore, **RECOMMENDED TO CABINET** that the Leisure Services Business Unit Business Plan 2011/12 be approved.

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: Martin Guyton

Nil

Robert Styles  
Chief Leisure Officer

| 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 LSBU Business Plan recognises and identifies action to ensure social inclusion objectives are met. |

| <b>Screening for equality impacts:</b>  |               |  |
|---|---------------|--|
| <b>Question</b>   | <b>Answer</b> | <b>Explanation of impacts</b>  |
| b. Does the decision being made or recommended through this paper make a positive contribution to promoting equality? | Yes           | As described above positive action is described in the Plan to promote equality. |
| c. What steps are you taking to mitigate, reduce, avoid or minimise the impacts identified above?                     |               |  |

*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.*