

**TONBRIDGE & MALLING BOROUGH COUNCIL**

**LEISURE and ARTS ADVISORY BOARD**

**14 May 2012**

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

**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 2012/13**

**Summary**

**This report seeks endorsement of the Leisure Services Business Unit  
Business Plan 2012/13.**

**1.1 Background**

1.1.1 The Council's indoor leisure facilities and the ground maintenance contract at  
Poult 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 Poult Wood Golf Centre.

**1.2 Business Plan 2012/13**

1.2.1 A draft copy of the 2012/13 Business Plan has been placed on the Council's  
website. Hard copies will be available at the meeting, which may be retained.

1.2.2 The draft Plan covers the period 1 April 2012 to 31 March 2013 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 2012/13 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

Maria Heslop  
Cabinet Member for Leisure, Youth and Arts

<b>Screening for equality impacts:</b>		
<b>Question</b>	<b>Answer</b>	<b>Explanation of impacts</b>
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.*