

**TONBRIDGE AND MALLING BOROUGH COUNCIL**

**LEISURE AND ARTS ADVISORY BOARD**

**Tuesday, 10th June, 2014**

**Present:** Cllr Mrs J M Bellamy (Chairman), Cllr T Bishop, Cllr P F Bolt, Cllr Mrs B A Brown, Cllr D Keeley and Cllr R Taylor

Councillors Mrs M F Heslop, N J Heslop, B J Luker, Mrs S Murray and M R Rhodes were also present pursuant to Council Procedure Rule No 15.21.

Representative: Mr A Nicholl (Tonbridge Sports Association)

Apologies for absence were received from Councillors Mrs E M Holland (Vice-Chairman), T Edmondston-Low, R D Lancaster and D J Trice

**PART 1 - PUBLIC**

**LAA 14/16 DECLARATIONS OF INTEREST**

There were no declarations of interest made in accordance with the Code of Conduct.

**LAA 14/17 MINUTES**

**RESOLVED:** That the notes of the meeting of the Leisure and Arts Advisory Board held on 12 March 2014 be approved as a correct record and signed by the Chairman.

**MATTERS FOR RECOMMENDATION TO THE CABINET**

**LAA 14/18 LEISURE FACILITIES - LEISURE TRUST UPDATE**

Decision Notice D140074MEM

The joint report of the Director of Street Scene and Leisure and Cabinet Member for Leisure, Youth and Arts provided an update on the management and operation of the Council's leisure facilities through the agreement with the Tonbridge and Malling Leisure Trust. Details of the Trust's Annual Service Delivery Plan and quarterly monitoring report were presented together with the results from recent mystery shopper visits and updates on customer panels and the refurbishment of Tonbridge Swimming Pool. The Trust's Chief Executive attended the meeting to make a short presentation and answer questions from Members.

**RECOMMENDED:** That

- (1) the Tonbridge and Malling Leisure Trust Annual Service Delivery Plan – Cumulative Quarterly Monitoring Report for 1 November 2013 to 31 March 2014 be noted;
- (2) the results of the mystery shopper reports for all sites be noted; and
- (3) consideration be given to possible additional modifications in case of future flood at Tonbridge Swimming Pool in liaison with the Council's insurers and the Leisure Trust.

#### **LAA 14/19 HAYSDEN COUNTRY PARK - DRAFT MANAGEMENT PLAN**

Decision Notice D140075MEM

The joint report of the Director of Street Scene and Leisure and Cabinet Member for Leisure, Youth and Arts presented a draft Management Plan for Haysden Country Park for the next five year period and gave details of a proposed public consultation process. A number of suggestions regarding drafting and presentation of a pie graph were noted by officers for incorporation in the consultation document.

**RECOMMENDED:** That:

- (1) the draft Haysden Country Park Management Plan set out at Annex 1 to the report be circulated for public consultation as outlined in the report; and
- (2) following public consultation, the final Plan be brought forward to a future meeting of the Advisory Board for consideration.

#### **LAA 14/20 LARKFIELD LEISURE CENTRE - CAPITAL PROJECTS**

Decision Notice D140076MEM

The joint report of the Director of Street Scene and Leisure and Cabinet Member for Leisure, Youth and Arts outlined progress in relation to the refurbishment of the Health Suite and the provision of LED lighting in the sports hall at Larkfield Leisure Centre. Details were given of the procurement process in respect of the former together with a proposed procedure for award of the contract in view of the timescale for the project.

**RECOMMENDED:** That due to the construction timescale, authority for the award of the Health Suite Refurbishment Contract at Larkfield Leisure Centre be delegated to the Directors of Street Scene and Leisure and Central Services in consultation with the Cabinet Member for Leisure, Youth and Arts and the Chairman and Vice Chairman of the Leisure and Arts Advisory Board.

**LAA 14/21 COUNTRY PARK CUSTOMER PANEL MEETINGS**

Decision Notice D140077MEM

Consideration was given to the joint report of the Director of Street Scene and Leisure and Cabinet Member for Leisure, Youth and Arts regarding appointment of Member representatives to attend Customer Panel meetings at the Council's two Country Parks until May 2015.

**RECOMMENDED:** That the current representatives be re-appointed to serve on the Customer Panels until May 2015.

**LAA 14/22 CAPITAL PROJECTS POST IMPLEMENTATION REVIEWS**

Decision Notice D140078MEM

A Capital Plan Post Implementation Review was brought forward for consideration in respect of Larkfield Leisure Centre New Dance/Exercise Studio.

**RECOMMENDED:** That the Post Implementation Review for the New Dance/Exercise Studio for Larkfield Leisure Centre be endorsed.

**MATTERS SUBMITTED FOR INFORMATION****LAA 14/23 LEYBOURNE LAKES COUNTRY PARK - CONCESSIONS**

Further to Decision No D130146MEM the report provided an update on the fishing and catering concessions recently awarded at Leybourne Lakes Country Park.

**LAA 14/24 TONBRIDGE SPORTS ASSOCIATION - ANNUAL REPORT**

The Advisory Board received the annual report of the Tonbridge Sports Association for 2013/14 which was presented by Mr Alan Nicholl, the Association's Chairman. Members expressed their appreciation of the work of Mr Nicholl and the positive working partnership between the Sports Association and the Council. Discussion took place regarding ways in which the growth in athletics participation might be replicated for cricket.

**LAA 14/25 CHILDREN AND YOUNG PEOPLE UPDATE**

Members were updated on key areas of the Children and Young People work programme including Activate, the Summer Playscheme, the Y2 Crew programme, the Children's Operational Group, and the Youth Forum. Particular attention was drawn to the increase in take up of places on the Activate programme, representing 84% of total capacity.

**LAA 14/26 EVENTS UPDATE**

The report gave details of the forthcoming programme of events across the Borough, some delivered directly and others by community groups with the assistance of the Council. All parish and town councils had been contacted regarding events in their area and a summary of the responses was attached at the Annex to the report. It was intended to provide a quarterly report on such events and update the Council's website accordingly.

**LAA 14/27 CAPITAL PLAN UPDATE REPORT**

The report advised Members of progress with schemes contained in the Leisure Services section of the Capital Plan, particular reference being made to the work to Tonbridge Memorial Gardens and its formal opening on 22 September 2014. In response to a question, the Advisory Board was informed that the works to Avebury Avenue bridge were anticipated in August and details of the timeframe would be provided to Local Members when confirmed.

**LAA 14/28 LEISURE FACILITIES - FINANCIAL PERFORMANCE**

The report summarised financial information in relation to Tonbridge Cemetery and the Council's Country Parks.

**MATTERS FOR CONSIDERATION IN PRIVATE****LAA 14/29 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.

**LAA 14/30 GROUNDS MAINTENANCE CONTRACT - RETENDER**

**(LGA 1972 Sch 12A Paragraph 3 – Financial or business affairs of any particular person)**

Decision Notice D140079MEM

Further to Decision No D13002MEM the joint report of the Director of Street Scene and Leisure and Cabinet Member for Leisure Youth and Arts provided an update on the retendering of the Council's Grounds Maintenance Contract and sought approval of a select list of contractors.

**RECOMMENDED:** That

- (1) subject to a satisfactory health and safety appraisal, the Select List of Contractors set out in the report be approved and invited to tender for the Council's Grounds Maintenance Contract; and
- (2) the approach to social value outlined in paragraph 1.7 of the report be endorsed.

The meeting ended at 8.40 pm