

16 June 2017

## **COMMUNITY SERVICES AND LICENSING COMMITTEE**

A meeting of the Community Services and Licensing Committee will be held on **TUESDAY 27 JUNE 2017** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm.**



David Hagg  
Chief Executive

**Please Note:** This meeting will be filmed for live or subsequent broadcast via the Council's internet site (www.stroud.gov.uk). By entering the Council Chamber you are consenting to being filmed. The whole of the meeting will be filmed except where there are confidential or exempt items, which may need to be considered in the absence of the press and public.

### **AGENDA**

- 1 APOLOGIES**  
To receive apologies for absence.
- 2 DECLARATIONS OF INTEREST**  
To receive declarations of interest.
- 3 MINUTES**  
To approve the Minutes of the meeting held on 30 March 2017.
- 4 PUBLIC QUESTION TIME**  
The Chair of the Committee will answer any questions from members of the public, submitted in accordance with the Council's procedures.  
**DEADLINE FOR RECEIPT OF QUESTIONS**  
**Noon on THURSDAY 22 JUNE 2017.**  
Questions must be submitted in writing to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud, and sent by post or by Email: democratic.services@stroud.gov.uk.
- 5 DIRECTOR OF PUBLIC HEALTH – UPDATE**  
To receive a verbal update.

- 6**     **WORK PROGRAMME**  
To consider the work programme.
- 7**     **MEMBER REPORTS**  
a) The Subscription Rooms  
b) Performance Monitoring  
c) Arts and Culture Task and Finish Group  
d) Police and Crime Panel
- 8**     **COMMUNITY SERVICES AND LICENSING REVENUE BUDGETS 2017/18**  
To provide details of the General Fund Revenue Budgets.
- 9**     **CAPITAL PROJECTS MONITORING**  
a) Community Buildings Investment  
b) Stratford Park Lido
- 10**    **JOINT USE SPORTS CENTRES**  
To decide the future operation of the joint use sports centres at Maidenhill, Thomas Keble and Rednock Schools.
- 11**    **REPORT OF THE TASK AND FINISH GROUP - OUTSIDE BODIES**  
To consider recommendations by the Task and Finish Group.
- 12**    **APPOINTMENTS**  
a) Performance Monitoring Representatives  
b) Tourism Task and Finish Group  
c) Appointments to outside bodies, as set out in the previous report
- 13**    **MEMBER QUESTIONS**  
See Agenda Item 4 for deadline for submission.

**Members of Community Services and Licensing Committee  
2017/18**

Councillor Steve Robinson (Chair)  
Councillor Jonathan Edmunds (Vice-Chair)  
Councillor George Butcher  
Councillor Gordon Craig  
Councillor John Jones  
Councillor John Marjoram

Councillor Karen McKeown  
Councillor Gill Oxley  
Councillor Liz Peters  
Councillor Nigel Prenter  
Councillor Sue Reed  
Councillor Penny Wride

## COMMUNITY SERVICES AND LICENSING COMMITTEE

30 March 2017

7.00 pm – 8.30 pm

Council Chamber, Ebley Mill, Stroud

# 3

### Minutes

#### Membership

Councillor Steve Robinson (Chair)	P	Councillor John Marjoram	P
Councillor Jonathan Edmunds (Vice-Chair)	P	Councillor Karen McKeown	P
Councillor George Butcher	P	Councillor Gill Oxley	A
Councillor Gordon Craig	P	Councillor Liz Peters	A
Councillor Alison Hayward	P	Councillor Nigel Prenter	P
Councillor John Jones	P	Councillor Penny Wride	P

P = Present    A = Absent

#### Other Councillors Present

Councillors Nigel Cooper and Mattie Ross.

#### Officers Present

Strategic Head of Customer Services	Health and Wellbeing Co-ordinator
Community & Facilities Manager	Democratic Services Officer

#### CSLC.042

#### APOLOGIES

Apologies were received from Councillor Liz Peters and Jill Oxley.

#### CSLC.043

#### DECLARATIONS OF INTEREST

None received.

#### CSLC.044

#### MINUTES – 2 FEBRUARY 2017

Discussion took place on the Minutes and two amendments were suggested to Minute No. CSLC.38.

Bullet point relating to Social Isolation should include provision for older people.

Bullet point relating to reviewing village agents involvement in social prescribing should be two separate issues:

- Reviewing village agents
- Social prescribing

Subject to these amendments, it was

**RESOLVED**            **That the Minutes of the Meeting held on 2 February 2017 are confirmed and signed as a correct record.**

**CSLC.045**            **PUBLIC QUESTION TIME**

None received.

**CSLC.046**            **UPDATE ON HEALTH AND WELLBEING PLAN**

The Health and Wellbeing Co-ordinator gave an update on the Health and Wellbeing Plan and Members discussed the various issues relating to this plan.

**CSLC.047**            **WORK PROGRAMME**

Members discussed the work programme for the Civic Year 2017/18 and allocated work to the following meetings.

An update on the Subscription Rooms will be given at every meeting throughout the 2017/18 Civic year.

15 June 2017

- Update from the Arts and Culture Task and Finish group.
- Written report on Outside Bodies from Councillor Steve Robinson or Simon Pickering.
- Written report on Joint Use Sports Centres.
- Make appointments to a Tourism Task and Finish Group.
- Update on the Police and Crime Panel

7 September 2017

- Update on the Health and Care Overview and Scrutiny Committee
- Recommendations from the Arts and Culture Task and Finish Group.

29 March 2018

- Update on the Health and Care Overview and Scrutiny Committee
- Update on Health and Wellbeing Plan

Councillor John Marjoram gave a brief update on the Arts and Culture Task and Finish Group, apologising to Councillor John Jones for not inviting him to a previous meeting. The next meeting is taking place on 5 April at 7.30.

Councillor Craig was thanked for his Information Sheet on Tourism and confirmed that he would be willing to sit on the Task and Finish Group.

Councillor McKeown asked officers to look at the remit, in the Constitution, for the Committee to ensure that all issues are being covered.

**CSLC.048**            **BUDGET MONITORING REPORT 2016/17 – REPORT 3**

The Accountant presented the report and explained tables within the report.

**RESOLVED**

**The Committee RESOLVES:**

- a) to note the outturn forecast for the General Fund Revenue budget and the Capital programme for this Committee
- b) **RECOMMENDS:**  
to Strategy & Resources that the provisional carry forward as set out in paragraph 12 are approved (subject to the outturn position)

**CSLC.049**

**STROUD DISTRICT COMMUNITY SAFETY PARTNERSHIP STRATEGY – 2017/2021**

The Community and Facilities Manager presented the report and explained that all priorities relating to the service had been included. The final version will be sent to all Town and Parish Councils. This will be able to be viewed on the website and on notice boards around the district.

**RESOLVED**

**To adopt the Community Safety Partnership Strategy for 2017-2021.**

**CSLC.050**

**UPDATE ON YOUTH SERVICES**

The Community and Facilities Manager confirmed that the current contract has been extended for 6 months and a tender process will be started for the new contract to run from the 1 October 2017.

**CSLC.051**

**UPDATE ON OUTSIDE BODIES TASK AND FINISH GROUP**

The Chair gave an update and explained that the group had met twice. A questionnaire had been circulated to all Members who are representatives on outside bodies. Recommendations from the Task and Finish Group will be reported to Committee in June 2017.

**CSLC.052**

**MEMBERS' QUESTIONS**

There were none.

The meeting closed at 8.30 pm.

Chair

## COMMUNITY SERVICES AND LICENSING COMMITTEE

27 JUNE 2017

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## WORK PROGRAMME

Date of meeting	Matter to be considered (ie insert report/project title)	Notes (eg lead member & officer)
7.9.17	Work Programme – 2017/18	Chair/Strategic Head Customer Services
	SDYC delegate presentation on the UN's Commission of the Status of Women	Rebecca Hunt (SDYC Chair) and Lauren Davies present
	Police and Crime Commissioner Annual Report	PCC/Community and Facilities Manager
	Budget Monitoring	Accountancy Manager
	Capital Project Monitoring a) Stratford Park Lido b) Community Buildings Investment	Strategic Head Customer Services
	Update on the Health and Care Overview and Scrutiny Committee	Councillor Doina Cornell
	Member Reports: a) Performance Monitoring b) The Subscription Rooms c) Tourism Task and Finish Group	Councillors
	Recommendations from the Task and Finish Group on Arts and Culture.	Councillor John Marjoram
7.12.17	Work Programme – 2017/18	Chair/Strategic Head Customer Services
	2017/18 Revised Budget and 2018/19 Original Budget	Accountancy Manager
	Member Reports a) Performance Monitoring b) The Subscription Rooms c) Tourism Task and Finish Group d) Arts and Culture Task and Finish Group	Councillors
	Capital Project Monitoring a) Stratford Park Lido b) Community Buildings Investment	Strategic Head Customer Services
1.2.18	Work Programme – 2017/18	Chair/Strategic Head Customer Services
	Member Reports a) Performance Monitoring b) The Subscription Rooms	Councillors
	Capital Project Monitoring a) Stratford Park Lido b) Community Buildings Investment	Strategic Head Customer Services

<b>28.3.18</b> (Wed)	Work Programme – 2018/19	Chair/Strategic Head Customer Services
	Budget Monitoring	Accountancy Manager
	Update on Health and Wellbeing Plan	Health and Wellbeing Co-ordinator
	Member Reports a) Performance Monitoring b) The Subscription Rooms c) Health and Care Overview and Scrutiny Committee	Councillors
	Capital Project Monitoring a) Stratford Park Lido b) Community Buildings Investment	Strategic Head Customer Services

### Information sheets

<b>Date sent (&amp; reference no)</b>	<b>Topic</b>	<b>Notes (eg responsible officer)</b>
C-2017/18-001 14.6.17	Discretionary Housing Payment (DHP)	Simon Killen

**STROUD DISTRICT COUNCIL**  
**COMMUNITY SERVICES AND LICENSING**  
**COMMITTEE**

**AGENDA**  
**ITEM NO**

**8**

**27 JUNE 2017**

<b>Report Title</b>	<b>COMMUNITY SERVICES AND LICENSING REVENUE BUDGETS 2017/18</b>
<b>Purpose of Report</b>	To provide details of the General Fund Revenue budgets that the committee is responsible for
<b>Decision(s)</b>	<b>The Committee RESOLVES to note the report</b>
<b>Financial Implications and Risk Assessment</b>	There are no financial implications arising directly from this report. The General Fund revenue budget was approved by Council in February 2017. David Stanley – Accountancy Manager Tel: 01453 754100 Email: <a href="mailto:david.stanley@stroud.gov.uk">david.stanley@stroud.gov.uk</a>
<b>Legal Implications</b>	This report is for information purposes and there are no specific legal implications. In regards to the General Fund Revenue budget as a whole the Council is under a duty to prevent a debit balance on the account for each accounting year and in doing so must keep under review the proposals in place regarding the income and expenditure. The Council must also revise the proposals from time to time to ensure the relevant duty continues to be met. Craig Hallett - Solicitor Tel: 01453 754364 Email: <a href="mailto:craig.hallett@stroud.gov.uk">craig.hallett@stroud.gov.uk</a>
<b>Report Author</b>	Adele Rudkin - Accountant Tel: 01453 754109 Email: <a href="mailto:adele.rudkin@stroud.gov.uk">adele.rudkin@stroud.gov.uk</a>
<b>Options</b>	None
<b>Performance Management Follow Up</b>	The committee will receive regular financial reports during the year with budget monitor reports due in September 2017 and March 2018, and an updated budget report in December 2017.
<b>Background Papers/ Appendices</b>	None

**1. INTRODUCTION / BACKGROUND**

1.1 Council approved the General Fund revenue budget at its meeting in February 2017 including the budget proposals of the administration for Youth Work (£60k per annum). This committee had previously considered the standstill revenue budget at its meeting in December 2016.



1.2 The table within the report restates the revenue budget for the committee and only includes budgets that are considered to be controllable by the budget holder. This ensures that members are provided with an accurate overview of the financial performance of each service area without the potentially confusing financial position that can emerge when there are variations on budgets that the budget holder has no direct influence over. Therefore, it excludes certain budgets deemed to be non-controllable, which are largely recharges from support services. The list below covers the main budget areas excluded:

- Support Service Charges (Corporate Support charges and Service Management Support charges)
- Internal Recharge income (received by support services as they charge-out their budgets to frontline services)
- IAS19/FRS17 Pension adjustment (An accounting entry that ensures the correct actuarial pension cost is included within the calculation of Net Total Cost as defined by CIPFA within the Service Reporting Code of Practice [SeRCOP]) \*\*
- Depreciation and Capital Charges \*\*

\*\* These are notional charges made to service revenue budgets and are 'reversed out' below the line on the General Fund so have no impact on the level of Council Tax raised to support the Council's spending.

1.3 Budget monitor reports will include an additional appendix that will show the amount of support service charges allocated to each budget headings for reconciliations purposes.

**Table 1 – Community Services and Licensing Revenue budgets 2017/18**

<b>Committee Summary Heading (COMM2)</b>	<b>Committee Service Area (COMM3)</b>	<b>Strategic Head</b>	<b>Budget Holder</b>	<b>2017/18 Budget (£) - Controllable items only</b>
Community Safety	Community Safety	Joanne Jordan	Mike Hammond	64,900
Community Safety	Abandoned Vehicles	Joanne Jordan	Mike Hammond	4,700
Community Safety	Careline Services	Joanne Jordan	Mike Hammond	(30,700)
Community Safety	Neighbourhood Wardens	Joanne Jordan	Mike Hammond	234,600
Community Safety	Car Parks Enforcement	Joanne Jordan	Mike Hammond	68,300
Community Safety	Stroud and Dursley CCTV	Joanne Jordan	Mike Hammond	40,500
	<b>Subtotal Community Safety</b>			<b>382,300</b>
Youth Services	Hear by Right / Youth Services	Joanne Jordan	Mike Hammond	99,100
Strategic Head (Customer Services)	Strategic Head (Customer Services)	Joanne Jordan	Joanne Jordan	131,900
Grants to Voluntary Organisations	Grants to Voluntary Organisations	Joanne Jordan	Joanne Jordan	337,300
	<b>Subtotal Grants to Voluntary Organisations</b>			<b>337,300</b>
Customer Services	Customer Service Centre	Joanne Jordan	Shobhan Sen	385,600
Public Spaces	Public Space Service	Joanne Jordan	Carlos Novoth	299,500
Public Spaces	Cemeteries	Joanne Jordan	Carlos Novoth	23,500
Public Spaces	Amenity Areas	Joanne Jordan	Carlos Novoth	127,200
Public Spaces	Commons and Woodlands	Joanne Jordan	Carlos Novoth	13,800
Public Spaces	Stratford Park Grounds Maintenance	Joanne Jordan	Carlos Novoth	180,000
Public Spaces	Grassed Areas Contribution to HRA	Sandra Cowley	Carlos Novoth	170,000
Public Spaces	Public Conveniences	Joanne Jordan	Carlos Novoth	223,100
	<b>Subtotal Public Spaces</b>			<b>1,037,100</b>

Committee Summary Heading (COMM2)	Committee Service Area (COMM3)	Strategic Head	Budget Holder	2017/18 Budget (£) - Controllable items only
Revenues and Benefits	Business Rate Collection	Joanne Jordan	Simon Killen	(109,100)
Revenues and Benefits	Council Tax Collection	Joanne Jordan	Simon Killen	256,000
Revenues and Benefits	Council Tax Support Admin	Joanne Jordan	Simon Killen	64,100
Revenues and Benefits	Rent Allowances and Rebates	Joanne Jordan	Simon Killen	(76,900)
Revenues and Benefits	Housing Benefit Administration	Joanne Jordan	Simon Killen	149,900
	<b>Subtotal Revenues and Benefits</b>			<b>284,000</b>
Community Services - Other	Community Services - Other	Joanne Jordan	Joanne Jordan	0
Licensing	Licensing	Barry Wyatt	Rachael Andrews	(68,700)
Cultural Svcs - Arts and Culture	Museum in the Park	Joanne Jordan	Kevin Ward	417,000
Cultural Svcs - Arts and Culture	Subscription Rooms	Joanne Jordan	tbc	223,100
Cultural Svcs - Arts and Culture	Tourism	Joanne Jordan	tbc	147,000
	<b>Subtotal Cultural Svcs - Arts and Culture</b>			<b>787,100</b>
Cultural Svcs - Sport & Health Dev.	Health and Wellbeing	Barry Wyatt	Jane Bullows	34,600
Cultural Svcs - Sport & Health Dev.	Sport and Health Development	Barry Wyatt	Jane Bullows	118,700
	<b>Subtotal Cultural Svcs - Sport &amp; Health Dev.</b>			<b>153,300</b>
Cultural Svcs - Sports Centres	The Pulse Dursley	Joanne Jordan	Angela Gillingham	(6,300)
Cultural Svcs - Sports Centres	Joint Use Sports Centres	Joanne Jordan	Mike Hammond	59,200
Cultural Svcs - Sports Centres	Stratford Park Leisure Centre	Joanne Jordan	Mike Hammond	119,100
	<b>Subtotal Cultural Svcs - Sports Centres</b>			<b>172,000</b>
<b>Community Services Committee</b>	<b>COMMUNITY SERVICES Total</b>			<b>3,701,000</b>

**STROUD DISTRICT COUNCIL**  
**COMMUNITY SERVICES AND LICENSING**  
**COMMITTEE**

**AGENDA**  
**ITEM NO**

**9**

**27 JUNE 2017**

<b>Report Title</b>	<b>CAPITAL PROJECTS MONITORING</b>
<b>Purpose of Report</b>	To provide an update on the capital projects for this committee.
<b>Decision(s)</b>	<b>The Committee RESOLVES to note the report.</b>
<b>Financial Implications and Risk Assessment</b>	<p>Council approved the Capital budget proposals totalling £20.6m at their meeting in February 2017. This committee has oversight and responsibility for the capital projects outlined in the report.</p> <p>Whilst there are no financial implications arising directly from this report, members should ensure that delivery of the projects can be achieved and are progressing. The Capital programme assumed a funding position based on the budget profiles set out in the February 2017 MTFP. If projects are delayed or are not able to achieve the desired outcomes and do not progress, then the capital budget would remain unspent and not reallocated to additional projects without consideration by the council as part of the 2018/19 budget setting process.</p> <p>David Stanley – Accountancy Manager          Tel: 01453 754100          Email: <a href="mailto:david.stanley@stroud.gov.uk">david.stanley@stroud.gov.uk</a></p>
<b>Legal Implications</b>	<p>This report is for information only and there are no legal implications arising</p> <p>Alan Carr, Solicitor          Tel: 01453 754357 Email: <a href="mailto:alan.carr@stroud.gov.uk">alan.carr@stroud.gov.uk</a></p>
<b>Report Author</b>	<p>Joanne Jordan, Strategic Head Customer Services          Tel: 01453 754005 Email: <a href="mailto:joanne.jordan@stroud.gov.uk">joanne.jordan@stroud.gov.uk</a></p>
<b>Performance Management Follow Up</b>	Updates will be provided to future meetings of this committee

**1. INTRODUCTION / BACKGROUND**

- 1.1. This report gives an update on the capital projects that are included in the council's capital programme that was agreed at Strategy and Resources committee in January 2017. The two capital projects that are being monitored by this committee are shown below:

Project	2017/18 £000's	2018/19 £000's	2019/20 £000's	2017/18 £000's Spend to date
Community Buildings Investment	180	50	0	£130 for Stroud Town Centre Assets  £0 for Kingshill house
Stratford Park Lido	20	80	100	£0

## 2. COMMUNITY BUILDINGS INVESTMENT – total £230,000 capital allocation

2.1. As part of the review of our property portfolio a number of community buildings that Stroud District Council own have been looked at with a view to potentially transferring the freehold interest in order to reduce Stroud District Council's future revenue commitments. The details are shown below and relate to Stroud Town Centre Assets and Kingshill House.

### 2.1 Stroud Town Centre Assets - £130,000 capital allocation 2017/18

2.2 The transfer of Stroud Cemetery, Bank Gardens and Sims Clock to Stroud Town Council was completed on 31 March 2017. An amount of £130,000 was paid on transfer to Stroud Town Council for the ongoing upkeep and maintenance of these assets. The Town Council declined the offer to purchase the chapel at the open market value so the chapel will be put on the open market by the end of July 2017.

### 2.3 Kingshill House - £100,000 capital allocation

2.4 Following a report to Strategy and Resources Committee in October 2016 discussions have taken place with Kingshill House Trust with a view to the Trust taking over the freehold interest from Stroud District Council. A capital budget provision of £50,000 in 2017/18 and £50,000 in 2018/19 has been made as part of a funding package to help assist the transfer. Discussions with the Trust are ongoing and the expectations are that the freehold transfer will take place by the end of 2018/19.

## 3. STRATFORD PARK LIDO (Outdoor Pool) - £200,000 capital allocation

3.1 A provision of £200,000 has been made in the capital programme to review and improve the outdoor swimming pool which is part of the Stratford Park Leisure Centre and park. Grant funding has been obtained to carry out a high level feasibility study to assess options for transforming and sustaining the outdoor pool. The initial grant funding has come from the Heritage Lottery Fund £10,000 and a Stroud Town Council £2,248 for the feasibility study.

3.2 A project team has been set up and, following a tender process, has appointed Tricolor to carry out an appraisal including community consultation from May to October 2017. Following this a business plan will be developed to apply for a further Heritage Lottery Fund grant in the next bidding round in March 2018.

- 3.3** In the 2017/18 capital programme £20,000 has been allocated to this project which will assist in funding the development of the business plan in the Autumn leading into a Heritage Lottery Fund bid in March 2018.
- 3.4** If the project is successful then it is likely that the earliest any major changes can be implemented will be September 2018 after the summer opening period.

**4. CONCLUSION / RECOMMENDATION**

- 4.1.** Further updates on these capital projects will go to future meetings of this committee.

**STROUD DISTRICT COUNCIL**  
**COMMUNITY SERVICES AND LICENSING**  
**COMMITTEE**

**AGENDA**  
**ITEM NO**

**10**

**27 JUNE 2017**

<b>Report Title</b>	<b>JOINT USE SPORTS CENTRES</b>
<b>Purpose of Report</b>	To decide the future operation of the joint use sports centres at Maidenhill, Thomas Keble and Rednock Schools
<b>Decision(s)</b>	<b>The committee RESOLVES to not enter in to a new agreement with Rednock and to give the required 12 months notice for termination in August 2018 at Thomas Keble and Maidenhill.</b>
<b>Consultation and Feedback</b>	With schools and other stakeholders
<b>Financial Implications</b>	<p>The report outlines the financial performance of the Joint Use Sports Centres (JUSCs) over the last 5 years. Whilst there have been a number of initiatives to improve this, the effect has generally only been short-term. The JUSCs continue to receive a subsidy from the Council to operate.</p> <p>Members are presented with a number of options regarding the JUSCs within the report ranging from reducing operating hours to terminating the current joint use arrangements. It is also worth highlighting the significant capital investment in new equipment that may be required to continue operating the centres effectively. No budget provision has been made for this within the capital programme, with any potential bid for capital resources being backed-up by a robust business plan.</p> <p>The MTFP, as approved by Council in February 2017 highlighted a growing Core Deficit position on the General Fund and a need to generate additional budget savings to mitigate this.</p> <p>David Stanley – Accountancy Manager          Tel: (01453) 754100          Email: <a href="mailto:david.stanley@stroud.gov.uk">david.stanley@stroud.gov.uk</a></p>
<b>Legal Implications</b>	<p>Depending upon the approved option there would be a need to comply with relevant termination requirements in the Joint Use Agreements and any affected employment contracts. Otherwise there are no legal implications arising from this report</p> <p>Alan Carr, Solicitor          Tel: 01453 754357 Email: <a href="mailto:alan.carr@stroud.gov.uk">alan.carr@stroud.gov.uk</a></p>

<b>Report Author</b>	Michael Towson Principal Community and Facilities Officer Tel: 01453 754336 Email: michael.towson@stroud.gov.uk
<b>Options</b>	To continue to operate all three centres but rationalise opening hours. This would involve future capital investment of £90k alongside day to day running costs.
<b>Background Papers/</b>	Detailed background papers can be found in the Members Lounge

## **1. Background**

- 1.1 Since 1997, Joint Use Service Agreements have been operational between Stroud District Council and School Governors at various schools. A management fee is paid to the respective school to cover hire and cleaning costs. Inflationary increases are permissible by negotiation, to cover utility and other increases.
- 1.2 The joint use sites at Maidenhill, Rednock and Thomas Keble schools remain in operation with the Pulse having management responsibility for Rednock Sports Centre and Community and Facilities managing Maidenhill Sports and Dance Centre and Thomas Keble Sports Centre.
- 1.3 In 2015 Wotton Sports Centre transferred to Sport Wotton Ltd, at the request of the associated school, this followed the handing back of Nailsworth Recreation Centre and Wotton Pool and the closing of Berkeley Vale Sports Centre after the school closed.
- 1.4 Since a Joint Use Sports Centre Phase Two report was presented to Cabinet on 8 September 2011, the centres at Thomas Keble and Maidenhill have tried various strategies to increase income and minimise costs. A long term marketing plan was undertaken and staff levels have been rationalised through natural wastage.
- 1.5 The centre at Rednock originally complemented the offer at Dursley Pool. However, with the recent £1.7m investment to create The Pulse, an element of necessity has been removed and therefore it seems logical to include the centre in this report.

## **2. Update**

- 2.1 The long term Marketing Plan implemented to improve Thomas Keble and Maidenhill has failed to attract new users consistently. Some of the strategies have improved aspects in the short term but have not retained numbers over a longer period. New exercise classes such as Boxercise have been well attended initially, only to contract rapidly, whilst targeted leaflet drops have only had limited success.
- 2.2 Even with an increased emphasis on marketing and promotion, footfall has been on a downward trend since 2011. Incomes at both sites unsurprisingly reflect this trend even taking in to account the inflationary increases that have been added to prices over these years. Investment at Stratford Park Leisure Centre and the associated surge in popularity at this venue has undoubtedly



had an impact, with SPLC members now far more likely to come from further afield, including the catchment areas of both Maidenhill and Thomas Keble. In addition, new private venues such as Inside Football in Brimscombe and more recently Anytime Fitness in Stroud have also had an impact.

- 2.3 Thomas Keble and Maidenhill are now part of the 'Exercise on Referral' scheme, but neither venue has proved particularly popular since introduction in September 2015. Annually the two sites are inducting 12-15 individuals. Many people prefer the flexibility of comprehensive opening hours both during the working week and at weekends.
- 2.4 Basic research indicates that the joint use sports centres continue to offer local facilities at a reasonable price. The most comparable centre is that at Archway School, which does offer a number of facets at a slightly lower price. Although we currently offer good value, we are not the cheapest in the local market, which illustrates that price increases are unlikely to be the answer to income generation. Conversely the lack of footfall growth also illustrates that reducing prices will most likely only serve to reduce income; offering those that already use the centre discounted rates. Most other facilities do have higher prices, but when you factor in the advantages of increased opening hours and often wider facility choice, it is somewhat understandable.
- 2.5 A recent meeting at Thomas Keble School, with the Head Teacher and Business Manager, indicated that facility access to the public is likely to continue under a new operating model. This thought has been reciprocated at Rednock. Maidenhill have indicated that they do not have capacity to take over management responsibility, but ultimately the School Governors would decide.
- 2.6 Contractors at other leisure facilities have confirmed that they wouldn't consider taking on the running of the centres, on a non cost basis.
- 2.7 Precedents for successful school managed sports centres are numerous; a sentiment echoed by Active Gloucestershire at a recent meeting. Indeed Nailsworth Recreation Centre handed back in 2011 and operated by a community partnership initially, is now successfully operated by the associated school. Throughout Gloucestershire similar models exist.

### **3. Financial Status**

- 3.1 Over the last five years income and footfall has dropped at each of the centres. However, the lower income has been offset by a series of measures to reduce costs, including the use of freelance exercise class instructors and staff rationalisation.
- 3.2 Full financial details of each of the sites are illustrated in the Background Papers. Note: Figures for Rednock Sports Centre are only for one year due to the total change of operating model following the inception of The Pulse.

**4. 2015-2017 at Thomas Keble and Maidenhill and the past year at Rednock**

- 4.1 2015/16 was a poor year at Maidenhill with nearly every facet of the centre showing a downturn on 2014/15 figures. Sports hall use was particularly disappointing, with the loss of a booking from a prominent cricket club, due to funding, and a netball club due to location. This level of performance has remained stable in 2016/17.
- 4.2 Although the picture was slightly better at Thomas Keble in 2015/16, a blow was dealt to the centre in 2016/17 when a major basketball booking was lost; in part due to the disruption caused by school closures. As a result, overall user figures and income in 2016/17 are substantially down.
- 4.3 Rednock recently completed the first year of operating solely as a sports centre. It is still widely used and slots have been 90% full. A holiday programme for children operates during every school holiday and this attracts between 30 and 50 children daily.

**5. User Survey**

- 5.1 A short questionnaire was given to users at Thomas Keble and Maidenhill for completion in January 2017. As with most questionnaires, the return rate was low, but nonetheless the results are insightful (Background Papers).
- 5.2 At Maidenhill, of thirty-six responders, 42% acknowledged that Stratford Park Leisure Centre offers them convenient access. Of this 42%, half are already using SPLC.
- 5.3 At Thomas Keble, of thirty-two responders, 53% acknowledged that SPLC offers them convenient access. Of this 53%, a quarter are already using SPLC.
- 5.4 A similar questionnaire was distributed to users of Rednock in May 2017. However, the sample size was too low to draw any conclusions from the data.
- 5.5 It was recorded, the biggest restricting factor to the use of sites, were limited opening times, which for obvious reasons can't be overcome.
- 5.6 In summary, the results confirm that Stratford Park does offer a viable alternative to lots of existing Maidenhill and Thomas Keble attendees.

**6. Use Analysis by Location (Thomas Keble and Maidenhill only)**

- 6.1 From analysis undertaken to ascertain where existing users are coming from, it is clear that the vast majority of attendees visit the centres from the local communities in which they live the background papers plots users home post codes, which reflect this. Maidenhill attracts a higher percentage of visitors from further afield which is a reflection of the greater number of team sports that take place at the venue. Indeed anecdotally, up to 75% of users are associated with clubs rather than being individual users.

## **7. Capital Investment**

- 7.1 At the present time the fitness equipment at Maidenhill and Thomas Keble is of adequate quality. In comparison to the leading players, the equipment is older and less functional. In the short term it remains serviceable but within 3 years a replacement programme will be required to at least commence. To update each gym with good quality equipment will require an investment of circa. £40k.
- 7.2 The current software (booking system) may also require investment. The existing system has been in use for many years and was developed in house. Although functional, software support is restricted and no further development is possible. This would be especially useful in targeting particular health and wellbeing objectives for example. The current advice from IT colleagues is that alternatives should be sought and in particular the Gladstone system, which is in use elsewhere in the authority and particularly at The Pulse. Based on previous discussions with Gladstone, a capital cost of around £10k would be required, with ongoing annual support charges of £2k.
- 7.3 Neither of these investments are budgeted and additional monies would need to be made available for such projects. Lease arrangements are available for gym equipment but annual budgets would need to be created. This would further affect the financial ability of each of the centres.
- 7.4 Investment at Rednock is not as much of a consideration as the Gladstone booking system is already operational and the gym facility has been removed from public use.

## **8. Funding and Over Arching Bodies**

- 8.1 At the current time there is no identifiable Clinical Commissioning Group (CCG) funding available.
- 8.2 Likewise, although funding windows are opening with Sport England, local authorities are not best placed to bid for money.
- 8.3 Active Gloucestershire have also confirmed there is no identifiable funding available.

## **9. Summary**

- 9.1 Although some minor operational rationalisation is possible at Thomas Keble and Maidenhill, this would do little to reduce the overall deficit and there is a risk that minimising opening hours further, will only serve to proportionally reduce income. Full rationalisation of hours has already been implemented at Rednock Sports Centre to reflect user trends, which see busy early evenings and quiet late evenings.
- 9.2 To continue operating the centres, continued funding will be required. In addition, thought will need to be given to the future and how equipment replacement would be possible. Gym equipment and a booking system upgrade will almost certainly be required within three years at Thomas

Keble and Maidenhill. This equates to capital investment of £90k, in addition to the ongoing operating costs.

- 9.3 To emphasise the requirement, existing users have deemed improved equipment as one of the top three priorities at each of the sites presently.
- 9.4 The current joint use contract for Rednock School terminates on 14<sup>th</sup> August 2017. The centre can legally be handed back to the school without notice. At Thomas Keble and Maidenhill a 12 month notice period is required for termination.
- 9.5 Termination of the agreements could result in the closure of the centres, or alternative operating models, if the schools take over management. Annual savings of circa. £148K would be realised. In the short term this saving will be lessened by the severance packages payable to staff, most of whom work under 10 hours per week.
- 9.6 As was the case at Wotton Sports Centre, the fitness equipment that we own at Thomas Keble and Maidenhill, could be bequeathed to the school. Current quotes have illustrated a cash value for this equipment of around £4K per site. This would keep alive the possibility of the schools taking on the running of the centres. It would also lessen the impact on the schools that use the equipment in lesson time. Rednock have already acquired the fitness equipment under a separate arrangement.

**STROUD DISTRICT COUNCIL**  
**COMMUNITY SERVICES AND LICENSING**  
**COMMITTEE**

**AGENDA**  
**ITEM NO**

**11**

**27 JUNE 2017**

<b>Report Title</b>	<b>REPORT OF THE TASK AND FINISH GROUP: OUTSIDE BODIES</b>
<b>Purpose of Report</b>	To consider recommendations by the Task and Finish Group regarding the representation of Members on Outside Bodies.
<b>Decision(s)</b>	<b>The Committee RESOLVES to:</b> Approve the recommendation made by the Outside Bodies Task and Finish Group.
<b>Consultation and Feedback</b>	A questionnaire was provided for all Member Representatives on Outside Bodies to complete.
<b>Financial Implications and Risk Assessment</b>	There are no financial implications arising directly from this report. David Stanley – Accountancy Manager Tel: 01453 754100 Email: <a href="mailto:david.stanley@stroud.gov.uk">david.stanley@stroud.gov.uk</a>
<b>Legal Implications</b>	If the Committee agrees not to continue with representatives on the bodies listed in Table 2, there will not be any right for Members to receive travel and subsistence allowances as part of the Member Allowances Scheme. Karen Trickey, Legal Services Manager Tel: 01453 754369 Email: <a href="mailto:karen.trickey@stroud.gov.uk">karen.trickey@stroud.gov.uk</a>
<b>Report Author</b>	Joanne Jordan, Strategic Head Customer Services Tel: 01453 754005 Email: <a href="mailto:joanne.jordan@stroud.gov.uk">joanne.jordan@stroud.gov.uk</a>
<b>Options</b>	Remain the same. No changes to current appointments.
<b>Performance Management Follow Up</b>	Representatives are appointed annually at committee.

**1. INTRODUCTION / BACKGROUND**

- 1.1 In June 2016 it was decided that a joint Task & Finish Group should be set up to review the Outside Bodies allocation for Community Services and Licensing Committee and Environment Committee for the civic year 2017/18.
- 1.2 A similar report will be considered at Environment Committee on 29 June 2017.
- 1.3 There is one Outside Body representative to be considered at Housing Committee for Home Start.

## 2. Task and Finish Group

- 2.1 The Task and Finish Group was made up of 4 Members – Councillor John Jones, Councillor Simon Pickering, Councillor Steve Robinson, Councillor Ken Tucker, and 2 Officers – Joanne Jordan, Strategic Head of Customer Services, and Barry Wyatt, Strategic Head of Development Services.
- 2.2 The Group was chaired by Councillor Simon Pickering and met twice to consider the existing number of Outside Bodies and the existing number of representatives on each of those Outside Bodies.
- 2.3 The Group consulted with each member representative of an Outside Body by asking them to complete a questionnaire. Each response was used to decide if appointing a member to an Outside Body was of value and benefit to the Council and the residents of the District.

## 3. CONCLUSION / RECOMMENDATION

- 3.1 The Task and Finish Group recommended changes to the existing Outside Bodies and representatives after analysing the questionnaires.
- 3.2 Table 1 shows the recommended Outside Bodies that should continue with member representative(s) from Stroud District Council.

**Table 1**

<b>Organisation</b>	<b>Current Representatives (reps)</b>	<b>Current number of reps</b>	<b>Recommended number of reps for 2017/18</b>
<b>Cowle Trust (Museum in the Park)</b>	Councillor John Marjoram	1	1
<b>Kingshill House Charitable Trust</b>	Councillor Doina Cornell	1	1
<b>Stroud &amp; Rodborough Educational Charity</b>	Councillor Elizabeth Peters, Libby Bird and Councillor Nigel Cooper	3 trustee term of 4 years	<b>2 replacements May 2017 + 1 in 2019</b>
<b>Stroud Citizens Advice Bureau</b>	Councillors Penny Wride and Miranda Clifton	1 and 1 observer	<b>1 and 1 observer</b>
<b>Stroud Festival Limited</b>	Councillors Nigel Prenter and Jonathan Edmunds	2	1
<b>Stroud Road Safety Liaison Group</b>	Councillors John Jones and Ken Tucker	2	2
<b>Woodchester Park Mansion</b>	Vacancy	1	1
<b>Community Safety Partnership</b>	Councillor Steve Robinson	1	1

<b>Older Peoples Forum</b>	Shared between Councillor Jonathan Edmunds and Penny Wride	1 + 1 Substitute	<b>1 + 1 Substitute</b>
<b>Youth Council</b>	Councillor Nigel Prenter	1	<b>1</b>
<b>Stroud District Council Health and Wellbeing Partnership</b>	Councillor Jonathan Edmunds and substitute Councillor Alison Hayward	1 + 1 Substitute	<b>1 + 1 Substitute</b>

3.3 Table 2 shows recommended Outside Bodies that should not continue with member representative(s) from Stroud District Council. However, this recommendation does not suggest that a member cannot be a representative on an Outside Body if they would like to do so, in a personal capacity.

3.4 The Task & Finish Group acknowledges the member representative support on Outside Bodies.

**Table 2**

<b>Organisation</b>	<b>Current Representatives (reps)</b>	<b>Current number of reps</b>	<b>Recommended number of reps for 2017/18</b>
<b>Glos Playing Fields Association</b>	Councillor John Jones	1	<b>0</b>
<b>PREMA Project Management Committee</b>	Councillor Jim Dewey	1	<b>0</b>
<b>SARA</b>	Councillor Gordon Craig	1	<b>0</b>
<b>Stinchcombe Hill Recreational Ground</b>	Councillor George Butcher	1	<b>0</b>
<b>Stroud &amp; Tetbury District Scouts</b>	Councillor Elizabeth Peters	1	<b>0</b>
<b>The League of Friends of Stroud Hospital and the Health Centre</b>	Councillors John Marjoram and Chas Townley	2	<b>0</b>