

**EPPING FOREST DISTRICT COUNCIL
NOTES OF A MEETING OF LEISURE TASK AND FINISH SCRUTINY PANEL
HELD ON THURSDAY, 13 JULY 2006
IN COMMITTEE ROOM 1, CIVIC OFFICES, HIGH STREET, EPPING
AT 7.00 - 8.05 PM**

Members Present:	Mrs H Harding (Chairman), Mrs P Brooks (Vice-Chairman), M Colling, Mrs A Grigg (Planning and Economic Development Portfolio Holder), S Murray, Mrs P K Rush, Mrs P Smith, P Turpin and J M Whitehouse
Other members present:	C Whitbread
Apologies for Absence:	J Markham
Officers Present	D Macnab (Head of Leisure Services), Mrs L MacNeill (Assistant Head of Leisure Services), J Chandler (Sports Development Officer) and A Hendry (Democratic Services Officer)
Also in attendance:	(none)

1. SUBSTITUTE MEMBERS (COUNCIL MINUTES 39 - 23.7.02)

None reported.

2. DECLARATION OF INTEREST

Pursuant to the Council's Code of Member Conduct, Councillor S Murray referred to the item on the Future Management of the Roding Valley Meadows Local Nature Reserve. He declared a general personal but non-prejudicial interest in the item by virtue of being the Council's representative on their Management Board and the nature reserve having a partnership with Roding Valley High School.

Pursuant to the Council's Code of Member Conduct, Councillor Mrs Grigg referred to the item on the Future Management of the Roding Valley Meadows Local Nature Reserve. She declared a general personal but non-prejudicial interest in the item by virtue of being the Council's representative on their Management Board.

3. SCOPE OF THE REVIEWS

The panel noted that the review of the future management of the Roding Valley Meadows Local Nature Reserve and the future management of the Waltham Abbey Sports Centre were time limited and would have to be tackled first.

The Essex Wildlife Trust currently manages the Roding Valley Meadows Local Nature Reserve, but this agreement runs out in March 2007, after 21 years. Because of this, it is now necessary to undertake a review of the service.

Derek Macnab indicated that John Hall, the Chief Executive of the Essex Wildlife Trust would be happy to help the Panel in their deliberations, and that the panel should also seek the views of the Grange Farm Trust, Management Committee

Liaison Committee and the Pony Riding for the Disabled Charity who use the nature reserve.

Councillor Murray told the Panel that this is a very sensitive issue in the Buckhurst Hill, Chigwell and Loughton part of the district and provision should be made to take the views of the local people on board either as written evidence or orally.

The Waltham Abbey Sports Centre is shared with the King Harold Secondary School and is currently jointly managed with Essex County Council (the Education Authority) and EFDC. This dual use agreement is due to come to an end in September 2007 and a review of the future management arrangements needs to be undertaken.

The Panel will need to speak to the staff of the sports centre, speak to the school and to the governors; efforts should be made to seek the views of the school children as they are potential users of the centre.

A visit to Waltham Abbey Sports Centre and Swimming Pool was arranged for the Panel on Tuesday 18 July 2006.

The panel then considered the two less-time sensitive items that needed reviewing, the Future Development of the Arts in Epping Forest and the District Council's Role and Involvement in Outdoor and Community Events.

A full presentation on the development of arts in Epping Forest will be given to the Panel on 31 July 2006. The panel is asked to undertake an examination of the arts in terms of local provision and impact on the local community. To enable it to do this the panel should consult with Theatre Resource, Voluntary Services, Members of the Local Strategic Partnership, Epping Forest College, Harlow Playhouse and if possible, Residential Care Homes and Sheltered Housing officers involved in arts projects in the district. Considering the large amount of research that needed to be undertaken it was thought that the panel could split into groups (or individually) and carry out research trips, as well as visiting some places as a Panel.

The District Council has a need to address and assess it's involvement and role in outdoor and community events. Taking into account the increasingly complex legislative framework, which is stopping people from putting on events. North Weald Airfield is host to most of the Council's major outdoor events and has the potential to develop long term into a recognised regional entertainment venue.

4. TERMS OF REFERENCE

The panel agreed the terms of reference attached to these minutes.

5. WORK PROGRAMME

Details of a work programme to be worked out over the next few meetings. A draft work programme is attached.

In order for the panel to make any recommendations that would affect budgets for any of the items that it is to consider, a preliminary report should be completed by 5 October 2006 that would put down a marker for the next budget round.

Visits are to be arranged on a mixture of evening and daytime visits.

TIME SCALE FOR FINAL REPORT

The Panel agreed that:

- The Roding Valley Nature Reserve and the Waltham Abbey Sports centre tasks should be finished by January 2007.
- The review of arts development and the role of the District's involvement in Outdoor and Community Events Tasks should be completed by February – March 2007.

6. ANY OTHER BUSINESS

No other Business was raised.

7. DATE OF NEXT MEETING.

Noted that:

A visit to Waltham Abbey Sports Centre and Swimming Pool was to take place on 18 July 2006, starting at 7pm;

A presentation on the arts and a follow up discussion from the Waltham Abbey visits to take place on 31 July 2006, starting at 7pm; and

A visit to Roding Valley Meadow is to take place on 8 August 2006 starting at 7pm.

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Term of Reference:

1. To consider the four topics for Review as identified by Overview and Scrutiny Committee i.e.
 - i) Future Management of Waltham Abbey Sports Centre
 - ii) Review of the future Management of the Roding Valley Meadows local Nature Reserve
 - iii) Review of Arts Development in the District and
 - iv) The District Council's Role and involvement in Outdoor and Community Events.
2. To gather evidence and information in relation to the four topics through the receipt of data, presentations and by participation in fact finding visits.
3. To consult with Partners, Agencies, Stakeholders and Users of the services under review, to establish key issues and future need.
4. To evaluate all relevant facts in relation to the topics under review in an objective way and to produce recommendations for future action accordingly.
5. To establish whether there are any resource implications arising out of the topics under review and advise Cabinet for inclusion in the Budget Process 2007/08
6. To report back to Overview and Scrutiny Committee at appropriate intervals and to submit any final reports in the proposed Corporate Format for consideration by O & S, the Cabinet and Council.

Aims and Objectives of Review:

LEISURE TASK AND FINISH PANEL : TERMS OF REFERENCE

Key Issues:		
TIMESCALE	ESTIMATED	ACTUAL
Commencement		13 July 2006
<u>Finish</u> 1. Interim report to include any budgetary items for the next budget round. 2. Review of the Future management of the Roding Valley Meadows local Nature Reserve. 3. Future Management of Waltham Abbey Sports Centre. 4. Review of the Arts Development in the District. 5. District Council's role and involvement in Outdoor and Community Events.	By 5 October 2006 January 2007 January 2007 Feb-March 2007 Feb-March 2007	
Reports.	As above.	

LEISURE TASK AND FINISH PANEL: WORK PROGRAMME

Proposed Date	Item	Current Position
Thursday 13 July 2006	Initial Meeting of the Panel. Scope and Terms of Reference	
Tuesday 18 July 2006	Visit to Waltham Abbey Sports Centre and Waltham Abbey Swimming Pool	
Monday 31 July 2006	Presentation on the Arts. Follow up discussion from visits to WASC & WASP	
Tuesday 8 August 2006	Visit to Roding Valley Meadows LNR	

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