

Scrutiny Task and Finish Panel Agenda



Leisure Task and Finish Scrutiny Panel Monday, 31st July, 2006

Place: Council Chamber, Civic Offices, High Street, Epping

Time: 7.00 pm

Democratic Services Officer: Adrian Hendry (direct line 01992 56 4246)
email: ahendry@eppingforestdc.gov.uk

Members:

Councillors Mrs H Harding (Chairman), Mrs P Brooks (Vice-Chairman), M Colling, Mrs A Grigg, Mrs J Lea, J Markham, S Murray, Mrs P K Rush, Mrs P Smith, P Turpin and J M Whitehouse

<p>PLEASE NOTE THAT THIS MEETING IS OPEN TO ALL MEMBERS TO ATTEND</p>
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1. APOLOGIES FOR ABSENCE

2. SUBSTITUTE MEMBERS (COUNCIL MINUTE 39 - 23.7.02)

(Head of Research and Democratic Services) To report the appointment of any substitute members for the meeting.

3. DECLARATIONS OF INTEREST

(Head of Research and Democratic Services). To declare interests in any items on the agenda.

In considering whether to declare a personal or a prejudicial interest under the Code of Conduct, Overview & Scrutiny members are asked pay particular attention to paragraph 11 of the Code in addition to the more familiar requirements.

This requires the declaration of a personal and prejudicial interest in any matter before an OS Committee which relates to a decision of or action by another Committee or Sub Committee of the Council, a Joint Committee or Joint Sub Committee in which the Council is involved and of which the Councillor is also a member.

Paragraph 11 does not refer to Cabinet decisions or attendance at an OS meeting

purely for the purpose of answering questions or providing information on such a matter.

4. NOTES FROM LAST MEETING - 13 JULY 2006 (Pages 3 - 10)

To note and agree the attached minutes of the meeting held on 13 July 2006.

5. TERMS OF REFERENCE / WORK PROGRAMME (Pages 11 - 14)

(Chairman/Lead Officer) To note the attached updated Terms of Reference and associated Work Programme. The Panel are asked at each meeting to review both documents.

6. PRESENTATION ON ARTS IN EPPING FOREST

To receive a presentation on the development of the Arts in Epping Forest.

7. FOLLOW UP DISCUSSION

This is an opportunity for the Panel to discuss their recent visit to the Waltham Abbey Sports Centre and the Swimming Pool undertaken on 18th July and to agree a way forward for the Panel over the coming months.

8. ANY OTHER BUSINESS

9. DATE OF NEXT MEETING

To note that a visit is planned to the Roding Valley Meadows Local Nature Reserve on 8th August 2006, starting at 7pm.

To agree any other dates thought necessary to progress the panel's research.

**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
<p><u>Finish</u></p> <p>1. Interim report to include any budgetary items for the next budget round.</p> <p>2. Review of the Future management of the Roding Valley Meadows local Nature Reserve.</p> <p>3. Future Management of Waltham Abbey Sports Centre.</p> <p>4. Review of the Arts Development in the District.</p> <p>5. District Council's role and involvement in Outdoor and Community Events.</p>	<p>By 5 October 2006</p> <p>January 2007</p> <p>January 2007</p> <p>Feb-March 2007</p> <p>Feb-March 2007</p>	
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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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.
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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	Scope and Terms of Reference agreed. To be put up to the Overview and Scrutiny Committee.
Tuesday 18 July 2006	Visit to Waltham Abbey Sports Centre and Waltham Abbey Swimming Pool	Fact finding visit carried out by four members of the panel.
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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